

Building Digital Communities Grant Round 1 - Guidelines

About the Program

As more essential services are moving online, including banking, it's important that everyone has the skills and confidence they need to get online safely and confidently.

In 2022/23 Good Things Foundation and Bendigo Bank piloted a program with 3 Network Partners to refer Bendigo Bank customers, who lack the skills or confidence to get online, to local digital skills support.

After a successful pilot we are thrilled to continue working with Bendigo Bank to build local relationships and support people to improve their digital skills and confidence.

Together, we will fund 40 network partners across Australia to build and maintain a relationship with their local Bendigo Bank branch and support people aged 18 years and above who need an extra helping hand to get started online.

Grant Amount and Term

\$3,000 grants will be awarded to 40 Network Partners to deliver the program from 1 December 2023 to 30 November 2024.

Eligibility - Who can apply?

Organisations who would like to apply for this grant **must**:

- Be a registered Network Partner within the Be Connected Network
- Have public liability insurance
- Have no outstanding acquittals from previous grant/s awarded by Good Things Foundation (If you are not sure if you have an overdue grant acquittal, please contact us to check)
- Be delivering a digital literacy program to the community in 2024 - preference will be given to organisations delivering a Be Connected digital skills program
- Be located in any of the geographic regions listed below or near a participating Bendigo Bank branch

ACT: <ul style="list-style-type: none">• Belconnen• Calwell	NSW: <ul style="list-style-type: none">• Cooma• East Gosford	NT: <ul style="list-style-type: none">• Darwin• Nightcliff	QLD: <ul style="list-style-type: none">• Brisbane• Cairns
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<ul style="list-style-type: none"> ● Curtin ● Deakin ● Jamison ● Tuggeranong 	<ul style="list-style-type: none"> ● Epping ● Freshwater ● Newcastle ● Sanctuary Point ● Sydney ● Wagga Wagga 		<ul style="list-style-type: none"> ● Innisfail ● Logan Village ● Townsville
<p>SA:</p> <ul style="list-style-type: none"> ● Adelaide 	<p>Tas:</p> <ul style="list-style-type: none"> ● Hobart 	<p>VIC:</p> <ul style="list-style-type: none"> ● Bairnsdale ● Ballarat ● Barwon Heads ● Benalla ● Bendigo ● Box Hill ● Bright ● Castlemaine ● Echuca ● Geelong ● Gisborne ● Kerang ● Mansfield ● Mildura ● Mt Beauty ● Pakenham ● Sale ● Warragul ● Warrnambool ● Werribee ● Wodonga 	<p>WA:</p> <ul style="list-style-type: none"> ● Albany ● Bunbury ● Forrestfield ● Perth

National Wild Card:

If your location is not listed above but you have a local Bendigo Bank branch, you may apply to participate in this program as a 'wild card' location.

We will work with the Bendigo Bank team when assessing your application to check if we are able to buddy you up with this branch.

Please clearly state you wish to be considered for our National Wild Card spots in your application, and the location of your closest Bendigo Bank branch.

What do I have to do for the grant?

Each Network Partner receiving a grant will be required to:

- Participate in an information session at the commencement of the grant term to learn more details about the program
- Develop and maintain a relationship with your local Bendigo Branch (this will involve meeting the branch manager and staff either at the Network Partner's location or at the branch), who will refer customers to the Network Partner
- Provide digital literacy support, either one-on-one or in small group sessions, people aged 18 years and above
- Accept referrals of people needing support from Bendigo Bank
- Keep a record of how many Bendigo Bank customers have been referred and supported
- Ensure that all learners that are customers of Bendigo Bank complete a short online digital assessment survey provided by Good Things Foundation
- Participate in three online group feedback sessions to share experiences in March, July and November 2024
- Be prepared to share good news stories and successful learner journeys so that Good Things Foundation can create case studies
- On completion of delivery, submit a final report and financial acquittal

Support you'll receive from us:

As a funded Network Partner you will receive the following support from Good Things Foundation:

- Introduction to your local Bendigo Bank team
- Referrals of learners from your local Bendigo Bank branch
- Online Information session about the program
- Ready-to-use digital skills training resources
- Group feedback sessions to share experiences
- Telephone and email support

Use of Funds

You are required to clearly outline your proposed expenditure in the budget you submit with your grant application. Budgets must be realistic i.e. funding is spent on activities that can be justified as supporting your program, such as:

- Digital Mentor/staff costs
- Internet fees
- Catering
- Room hire
- Printing of resources
- Equipment hire

Exclusions:

- Funding cannot be used for capital works (building or construction materials)

Notification and Payment

All applicants will be notified of the outcome of their application via email by 24 November 2023.

If your application is successful, the full amount of the grant, \$3,000 (+ GST if applicable), will be transferred to you from 27 November 2023, once a contract has been accepted online and an invoice has been emailed to connect@goodthingsfoundation.org

Project timeline

The key dates are:

Activity	Date
Launch of application	6 November 2023
Application closing date	22 November 2023
Communication of results to all applicants	24 November 2023
Payment date	27 November 2023
Project start and finish date	1 December 2023 to 30 November 2024
Final report and financial acquittal	Friday, 13 December 2024

Grant Terms and Conditions

Please ensure you have read the grant [Terms and Conditions](#) before you commence your application.

Application form

Step 1 - Accessing application form

Log in to the Be Connected Network website and navigate to the 'apply for a grant' page.

Please select your organisation from the drop down box - the organisation you select is the organisation you are applying for funding for. In this section you should only be able to

see the organisations that are attached to your account - *Please note that you need to have your browser set to accept cookies.*

Step 2 - Application questions

Organisation Details (this section will be pre-populated)

- Organisation ID:
- Organisation Name:
- ABN:

Contact Details (this section will be pre-populated)

- First Name:
- Last Name:
- Email:

How did you hear about this funding opportunity? (dropdown box, please select from the following)

- Twitter
- Facebook
- Google search
- LinkedIn
- Good Things Foundation (e.g. newsletter)
- Other funding site (e.g. Community Grants Hub)
- Other

Delivery

- **Outline your experience in delivering similar projects or working with people in similar places, or similar cohorts**

*Please include evidence of your organisation's experience/capacity to provide ongoing digital literacy support and **mention the digital literacy program you will be delivering in 2024 e.g. Be Connected Building Digital Skills Round 48***

This question has a 100 word limit

- **Please outline the project's staffing and management, including key roles and responsibilities. Include information on how volunteers will be engaged in the project if applicable**

This question has a 100 word limit

- **Please outline the marketing strategies you will use to promote your project**

This question has a 200 word limit

- **Please upload a detailed Project Plan** (you can access a [project plan template](#) here)

Please provide us with an overview of what activities you will undertake to ensure your objectives are met.

This question has a 200 word limit

Impact and Assessment

- **Please describe what outcomes you hope to achieve and how you will measure them**

This question has a 100 word limit

Financial

- **Contract ID** (this section will be pre-populated)
- **What amount are you applying for?**
- **Please detail the full costs of your project and the items you would like this grant to fund. Please also include any match or in kind funding**

This question has a 100 word limit

- **Upload the completed Budget Template** (you can access a [budget template](#) here)

This question has a 100 word limit

Once your application is complete, please click "**Submit**" which will then allow you to review your application. After reviewing your application, please click "**Confirm**" to **finalise your grant application**. You will receive a confirmation email following the submission of our application.

Support

Remember, you can contact our Network Team at any time if you have any questions about the application process on **(02) 9051 9292** or by emailing connect@goodthingsfoundation.org