

Grants Guideline for Named Fund Holders

As a Named Fund holder the biggest joy is granting to causes you care about.

The following is a guide to how granting works with the Fremantle Foundation for you as a Named Fund holder.

What is a grant?

In simple terms, a grant is when money is distributed from the Fremantle Foundation to a charity.

Who can I make a grant to?

In Australia community organisations and charities can hold various status. Their eligibility to receive grants from the Fremantle Foundation depends on the status they hold.

Grants from the Fremantle Foundation Trust must go to organisations that hold both charitable status (TCC) and Deductible Gift Recipient Item 1 (DGR 1) status.

DGR Item 1 entities are known as a 'doing' DGRs. Most organisations which are endorsed as DGRs will fall into this category, including public benevolent institutions, universities, health promotion charities, environmental organisations and cultural organisations.

There is one other type of DGR category which the Fremantle Foundation fits into. It's called DGR Item 2.

DGR item 2 entities are known as a "giving" DGR. This category includes public and private ancillary funds. These organisations, like the Fremantle Foundation exist for the purposes of 'giving' grants to 'doing' DGRs. "

The Fremantle Foundation provides support to Named Fund holders to assess or identify eligible organisations.

To check the DGR status of an organisation you can check the Australian Business Register at www.abn.business.gov.au

A grant from a Named Fund cannot be aimed solely at supporting an individual. However, individuals can benefit from a grant if:

- The grant also provides a broader public benefit (such as research and learning opportunities or if the service or program is made available to others)
- The grant provides overall benefits the charity that is receiving the grant

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The Granting Process in 7 Steps

1. Choosing a Charity
2. Confirming the Grant Amount
3. Checking for Eligibility
4. Grant Submission
5. Approval from Board
6. Grant Distribution
7. Grant Report

Step One - Choosing charities to support

With an open mind

As a Named Fund holder you may not have a clear idea of what to support. In this case you can work with the Fremantle Foundation to gain ideas and recommendations that meet community needs and your interests and passions.

With a clear idea

At other times or in other circumstances you may have a clear idea of the organisations you'd like to support. In this case you can advise the Fremantle Foundation of those organisations.

Step Two - Confirming the amount to grant

The next task is to determine what figure to grant out.

Often this comes down to your long-term plans for the Named Fund. If you'd like to grow the fund over time, then granting out the interest and income while maintaining the capital is the way to go.

For other donors, the amount in their Named Fund fluctuates over time and an amount to grant out is determined by how much is desired to grant or is available.

Often Step 1 and Step 2 to go hand in hand. The grant amount helps decide what projects to support.

Granting fees are set at 5% for each grant distributed. For example, if you choose to grant \$5,000 to an organisation, \$250 will be deducted from your Named Fund to cover the grant administration fee.

There is a minimum granting amount of \$1,000, and Fremantle Foundation strongly encourages Named Funds to grow their fund to \$10,000 before granting.

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Step Three - Checking for Eligibility

Grants from the Fremantle Foundation need to be made to organisations that hold the correct status with the Australian Tax Office. They need to be Charitable (which is called a Tax Concession Charity or TCC) and they need to hold Tax Deductible Recipient status 1 (or DGR 1).

This check is important and is done by the Fremantle Foundation to ensure that all grants are distributed to eligible charities and we comply with Australian tax laws.

If the organisation you wish to grant to does not hold TCC and DGR 1 status our Social Impact Manager can investigate auspicing arrangements. An auspice arrangement is when an organisation with the correct DGR and TCC status choose to partner with an ineligible organisation to help deliver the project.

Step Four - Grant Submission

Once an organisation and project has been identified and a grant figure has been determined we request a grant submission.

For the grant to proceed the Fremantle Foundation asks the potential grant recipient to make a Grant Submission. This articulates important information on how the charity will use the grant and what outcomes are expected.

Step Five - Approval from Board

The Fremantle Foundation staff then review the Grant Submission and send the Grant Submission to the Fremantle Foundation Board for official approval.

As Trustees, all grants must be approved by the Fremantle Foundation Board.

Step Six - Grant Distribution

The funds are then distributed to the charity by the Fremantle Foundation.

Step Seven - Grant Report

Once the project is complete, or at a significant milestone, grant recipients are then required to provide an update through a Grant Report.

This is important information for you as a donor to receive. And can be extremely moving to

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hear how people have been positively impacted by the grant.

While photos, videos and firsthand testimonials can provide a close up look at the project.

How quickly can you process a grant?

From the time a Grant Submission is received by the potential grantee to the time the funds are distributed to the charity it is an approximately 2 week turn around, however sometimes it is faster!

If you want to support a project that requires the funds by a certain date we request 4 weeks advance notice in order to complete the required due diligence.

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