



NATIONAL EDUCATION ENCOURAGEMENT AWARDS

Guidelines for Nominations

Deafness Foundation National Education Encouragement Awards recognise the challenges experienced by students who are deaf or hard of hearing in their effort to access and complete education and training. It is envisaged that these awards will significantly facilitate the students' ability to complete future study.

1 Awards

1.1 Secondary Student Awards

Value: \$2,000 each

Category: Open to students currently in Years 10 or 11 at time of nomination and will be in Year 11 or 12 in following year.

1.2 Post-Secondary Student Awards

Value: \$3,000 each

Category: Open to students currently in Year 12 at time of nomination or students currently enrolled in Post-Secondary studies, including University, TAFE Institutes, Apprenticeships and Traineeships. Students must be studying in the year following nomination.

2 Eligibility Criteria

Applicants must:

- Be deaf or have a permanent hearing loss in both ears.
 - If the student wears hearing aids, a current audiogram performed by a qualified audiologist must be included with the completed application.
 - If the student has a cochlear implant, a statement from a Cochlear Implant Clinic, a Teacher of the Deaf, or a Disability Liaison Officer (or equivalent) in a tertiary institution that a cochlear implant is used must be provided.
- Be a student in a school in a State or Territory of Australia.
- Be nominated by a person who can provide supporting evidence for the nomination [e.g. Teachers, Aides, Interpreters, Tutors, Course Coordinators, Families / Caregivers].
- Be a Permanent Resident of Australia.
- Must not be a previous recipient of the Deafness Foundation Education Encouragement Award.

3 Nominations

- Nomination Forms must be submitted by 31 October annually.
- Nominations must be signed by the nominee and supported by their nominator.
- All Forms **must be submitted electronically** to educationawards@deafness.org.au and include all attachments requested.
- All Nominations will be acknowledged by Deafness Foundation.
- If you do not receive acknowledgement within 5 working days, please contact Deafness Foundation on 03 9738 2909.

4 Selection and Notification

- Selection will be by a panel and a process of shortlisting will be used.
- Interviews may be required – these can be done via technology if required.
- Decisions of the Board of Management, based on recommendations of the Grants Committee will be final.
- The winner of each Education Encouragement Award will be notified in writing.
- The successful applicant will be invited to the Deafness Foundation Grants & Awards Presentation evening held in February the following year. For interstate candidates, the option of attendance will be provided via Skype or other technology.

5 Expectations of Award Winners

Deafness Foundation requires the successful awardees to agree to the following:

- Provide a report on how the funds are being used to assist education by 31 August following remittance of funds.
- Attend in person to accept the award at Deafness Foundation Grants & Awards Presentation Evening in February of the following year if from Victoria or to join in via technology. Funds for travel and/or accommodation are not provided by Deafness Foundation.
- Deafness Foundation may invite at least one Education Encouragement Awardee to attend and share their story at the Annual General Meeting of Deafness Foundation.
- Provide written permission for Deafness Foundation to utilise photograph/s and story for public relations including Annual Report, website, social media and press releases. For awardees under 18, this is to be provided by parent or guardian.

For further information, please contact:

Ms Jennifer Coburn

Executive Officer

Deafness Foundation

E: management@deafness.org.au

B: 03 9738 2909

NATIONAL EDUCATION ENCOURAGEMENT AWARDS

NOMINATION FORM

Please read and comply with the Deafness Foundation Guidelines
for Education Encouragement Awards.

Completed applications **MUST** be typed (not handwritten) and lodged by email to
educationawards@deafness.org.au
on or before 31 October 2018

1 OVERVIEW SUMMARY			
1.1 NOMINEE DETAILS			
Name of person nominated			
Age		Date of Birth	
Address (include State & Postcode)			
Telephone – Voice			
Mobile		Do you prefer Voice or Text on Mobile?	
Email			
Preferred Method of Contact			
Are you a Permanent Resident of Australia? <i>Please answer Yes or No</i>			
1.2 SCHOOL OR EDUCATIONAL INSTITUTION CURRENTLY ATTENDING			
Name of School or Educational Institution			
Current Year Level (as at October, 2018)		Year Level in 2019	
Studies currently being undertaken			
Highest Level of Education			
1.3 NOMINATOR DETAILS			
Applicant has been nominated by:			
Relationship to Applicant			
Contact Telephone Number	Mobile		Business
Email Contact:			
Do you prefer SMS or Voice for Mobile?			
1.4 SIGNATURES			
Signature of Nominee		Date	
Signature of Nominator		Date	

PLEASE ENSURE YOU INCLUDE THE FOLLOWING WITH THIS APPLICATION:

1 Requirement Most recent Audiogram or Statement of Cochlear Implant use

Also Check: Both Applicant and Nominator have signed in Section 1 and all sections are completed.

2 NOMINEE TO COMPLETE

(Section 2 is to be no more than 2 typed pages and must be a minimum of Size 11 Font).

2.1 Where did you hear about this award?

2.2 Why should the Selection Panel choose you for an award?

2.3 How do you see the award assisting you?

2.4 What is your contribution to your school and / or community?

2.5 What are your ambitions for the future?

3 NOMINATOR TO COMPLETE

Nominator must be willing to be contacted to add further information if requested by the Selection Committee

NAME	
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3.1 How long have you known the applicant?

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3.2 How do you see the applicant benefiting from the Award?

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3.3 How does the applicant contribute to the school and community?

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3.4 Additional Comments

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Please ensure as Nominator that you sign on Page 1 of this application

Completed applications **MUST** be typed (not handwritten) and lodged by email to
educationawards@deafness.org.au
on or before 31 October

END OF FORM



Deafness Foundation

GRANTS

Guidelines for Applicants – Open Now

Funding will be considered for projects from organisations which benefit people who are deaf and hard of hearing.

Consideration will be given to projects which have a demonstrated potential to further the stated aims and objectives of the Deafness Foundation and be in line with its Strategic Priorities. These are as follows:

1. To promote communication and understanding between all agencies and individuals involved in the field of hearing deafness;
2. To provide financial and other assistance to people with hearing impairment and to organizations working in the field of hearing deafness;
3. To promote research into all aspects of hearing loss and its prevention and into the needs of people with hearing loss;
4. To acquire and publish information and to undertake community education programs about hearing loss, its prevention and the needs of persons who are deaf or hard of hearing;
5. To work in conjunction with other state, national and international organizations with similar objectives;
6. To represent the interests of people with hearing loss at individual, community, municipal, semi-government and government (both state and federal) levels;
7. To raise funds to support the activities of the Foundation;
8. To maintain an administrative structure to support the activities of the Foundation.

The Strategic Priorities of Deafness Foundation are:

1. Expand Foundation's role in minimizing the incidence of preventable hearing loss.
2. Enhance awareness of issues for people who are deaf or hard of hearing.
3. Strengthen and build partnerships and collaborative relationships.
4. Support people with hearing loss.
5. Serve Australia wide in all aspects of our operations.
6. Increase and diversity fundraising streams.

Other criteria which may result in grant applications receiving positive consideration include:

- That the project is innovative and not a request for recurrent funding of an established program;
- The demonstrated inability of a meritorious project to attract funding from alternative sources;
- The project has clearly defined goals, achievable in a clearly specified time, usually not more than two years;
- The project has clearly defined, inbuilt assessment criteria, by which progress can be monitored and reported;
- That the organisation applying for the grant has a proven ability to manage funds. (The ability to supply an ABN number is required).

Applications will not receive favourable consideration in the following circumstances:

- Applications received after cut-off date will not be considered and should be resubmitted in the following Grant Round.
- It is important that costs be established accurately in the original grant application and are requested to be supported by quotes. The Grants Committee will not look kindly on grants where cost estimates have to be revised upwards.

- Grants received previously have not been acquitted satisfactorily.

Ineligibility

Funding will not be available for:

- Requests for repairs and maintenance of buildings, plant and equipment unless such repairs and maintenance are required specifically for an approved project and are included in its overall budget;
- Requests for purchase of equipment not related specifically to hearing needs.
- Salaries of permanent or casual members of the organisation's staff and use of amenities unless such expenses are incurred specifically for an approved project and are included in its overall budget.
- Scholarships;
- Travel, accommodation or meals;
- Sports, sports teams or sporting equipment;
- Office supplies;
- Publication of books;
- Individuals making an application.
- Funding of attendance at conferences
- Requests for Sponsorship [These requests should be made separately to the Deafness Foundation]

Conditions

It is a condition of any grant that:

- The proposed date for commencement and completion are to be provided.
- Progress report shall be forwarded to the Foundation no later than 31 August of the year they are funded on the designated form.
- Any variations from the original intention when the application was made must be approved prior to proceeding with the variation. Each report is to be accompanied by a Statement of Expenditure. Progress reports are to be provided at 31 August and 28 February annually until project is completed and as agreed by Deafness Foundation.
- A detailed final report in line with the timing agreed to and to the satisfaction of the Foundation is required to be submitted at the end of the project including photographs. Written approval to use photographs by those included. Report should be submitted once project is finalized.
- Copies of articles in newspaper or links to video / internet are required to be provided during project and with Reports.
- Copies of all professional journal articles are required to be provided to Deafness Foundation and approval to reproduce / reference them in Deafness Foundation media and publicity.
- Copies of presentations and speeches at Conferences with details of event/s to be provided where they relate specifically to the grant provided.
- At the completion of the project, the Foundation shall request the return of any unspent portion of the grant.
- An organisation who fails to submit reports as required in the Conditions of the Grants will not be eligible for grants in the subsequent year.
- Application is to be lodged electronically via email including supporting documents as required.

Procedures

- Complete the Grants Application Form.
- Each application shall be approved and signed by the senior person of the organisation and shall include the names of two independent referees who can attest to the value of the project. In respect of all eligible applications the referees may be approached by the Foundation.

- If money allocated for what was originally approved is not spent for any reason, the money must be returned to the Deafness Foundation.
- Any change to the grant purpose and / or date of completion of the approved grant are to be submitted to Deafness Foundation prior to the change being undertaken.
- Decisions of the Board of Management, based on recommendations of the Grants Committee, will be final. All organisations will be advised of the outcome of their grant. Each application will be judged on its merits, general worthiness and perceived benefit to people who are Deaf or hard of hearing on an overall Australian basis without regard to State.
- Applications open on 1 July and close on 31 October.
- Applications are to be submitted by email addressed to grants@deafness.org.au.
- Previous examples of Grants are shown in the Annual Report online at www.deafness.org.au
- If you would like any further information, please call the Executive Officer on 03 9738 2909.

Updated: May, 2018

GRANTS APPLICATION FORM

Please read and comply with the Deafness Foundation Guidelines for Grants.

Completed applications **MUST** be typed (not handwritten) and
lodged by email to grants@deafness.org.au
on or before 31 October 2018

1 DETAILS			
1.1 ORGANISATION DETAILS			
Name of Organisation			
ABN			
Address			
Contact Person			
Telephone			
Email			
Principal Project Worker			
1.2 PROJECT DETAILS			
Project Title (Please note the name of your Project)			
Please provide a description of your project (Max 200 words)			
Categories	<input type="checkbox"/> Research, <input type="checkbox"/> Education, <input type="checkbox"/> Early Detection, <input type="checkbox"/> Prevention and/or <input type="checkbox"/> Technology (please tick)		
Project status	<input type="checkbox"/> New project <input type="checkbox"/> Continuation/extension of existing project Project is expected to: <input type="checkbox"/> be completed with the funding requested <input type="checkbox"/> need additional funding <input type="checkbox"/> be eventually self-supporting <input type="checkbox"/> involve on-going operating expenses If yes, detail how are they to be covered:		
Is project likely to be profit-making?	<input type="checkbox"/> No <input type="checkbox"/> Yes If yes, attach estimates and details		
Does your organisation have a policy regarding this project?	<input type="checkbox"/> No <input type="checkbox"/> Yes Please attach		
Total Funding Requested	\$		
Proposed Commencement Date		Proposed Completion Date	
1.3 KEY CONTACTS			
APPLICATION SUBMITTED BY:	Name: Position: Telephone: Signature _____ Date: _____		
ENDORSEMENT OF HEAD OF ORGANISATION	Name: Signature: _____ Date: _____		

REFEREES We require two referees per application. Please ensure referees are aware of and can speak to your application.	Name: Organisation: Address: Telephone: Email: Link to Your Organisation:
	Name: Organisation: Address: Telephone: Email: Link to Your Organisation:

2 PROJECT OVERVIEW	
2.1 WHAT ARE THE PRIMARY AIMS AND OBJECTIVES OF THE PROJECT?	
1	
2	
3	
2.2 WHAT ARE THE MEASURABLE OUTCOMES YOU EXPECT TO ACHIEVE WITH THIS PROJECT?	
1	
2	
3	
2.3 WHAT ARE THE BENEFITS OF THE PROJECT FOR PEOPLE WHO ARE DEAF OR HARD OF HEARING?	
1	
2	
3	
2.4 IS THIS PROJECT TO BE CONTINUED, AND IF SO, WHO IS TO FUND IT INTO THE FUTURE?	

3 EVALUATION	
3.1 METHODS PROPOSED TO ASSESS EFFECTIVENESS OF THE PROJECT	
1	
2	
3	
3.2 ETHICS	
Is Ethics approval required? If so, please provide evidence of approval by an Ethics Committee or like body.	

4 FINANCIAL INFORMATION		
4.1 PROPORTION OF FUNDING BEING SOUGHT IN THIS APPLICATION FOR THIS PROJECT?		
Amount \$.	<input type="checkbox"/> 100%	<input type="checkbox"/> Less than 100%, describe how the remainder to be financed.
4.2 HAVE EFFORTS BEEN MADE TO SEEK FUNDING FROM OTHER SOURCES		
<input type="checkbox"/> Yes Please list and if negotiations have occurred with other authorities:		
<input type="checkbox"/> No Please explain why:		
4.3 FINANCIAL INFORMATION		
Financial Information Attachments are required for this section.	Please include a copy of your organisation's <input type="checkbox"/> Balance Sheet (please scan) <input type="checkbox"/> Statement of Income and Expenditure for the previous year. (please scan) <input type="checkbox"/> Annual Report (or link to Annual Report)	

5. DETAILED PROJECT BUDGET	
<ul style="list-style-type: none"> Please refer to Deafness Foundation Grant Guidelines for details of what will not be funded. Add lines as required to complete budget. Include calculations showing the make-up of the above figures. Include copies of any/all quotes received to support your project costs. 	
Item	Cost
Labour e.g. consultant fees	
Plant and equipment	Purchase Hire or Lease
Other – describe	
Other – describe	
Total Project Cost	

Attachments may be required for this section.

PLEASE ENSURE YOU INCLUDE THE FOLLOWING WITH THIS APPLICATION:

1. Item 1.2 Policy re Project
2. Item 3.2 Ethics – Evidence of Approval by an Ethics Committee or like body (if appropriate)
3. Item 4.3 Copy of Organisation Balance Sheet for most recent financial year.
4. Item 4.3 Copy of Organisation Statement of Income & Expenditure for most recent financial Year.
5. Item 5 Project Budget – Copy of all quotes re project costs

These documents should be attached as scanned documents to this application where appropriate. Annual Report should be provided as a link or attached document. Your application should be no greater than 2MB.

END OF FORM