

# TOYOTA COMMUNITY TRUST GUIDELINES

## ENABLING YOUNG AUSTRALIANS TO REALISE THEIR POTENTIAL

The Toyota Community Trust Grants program aims to encourage and enable more young Australians to pursue further study and future careers in Science, Technology, Engineering and Mathematics.

Established in 2017, the Toyota Community Trust is a legacy of Toyota's manufacturing presence in Australia. Toyota wanted to leave a legacy that would provide long term benefits to the Australian community.

The Toyota Community Trust was established with a \$32 million endowment. Grant funds available for beneficiaries are provided from income earned from this endowment.

## HOW TO APPLY

This is a two-step application process. Please read the guidelines thoroughly to confirm your eligibility before applying.

Expressions of Interest open: 3rd June 2024  
Expressions of Interest close: 1 July 2024 COB  
Link to apply: <https://equitytrustees.smartygrants.com.au/TCT24>  
EOI Outcomes & Invite to Full Application: July 2024  
Grant Outcomes Advised: August 2024

## ELIGIBILITY

Applicants must meet the following criteria to be eligible for a grant:

- Applicant organisations must be located within Australia.
- Proposed activities must take place by December 2025 (approx. 18 months).
- Applications must be submitted on time. Late submissions are not considered.

## USE OF FUNDS

Funding cannot be used for:

- Fundraising activities, competitions, prizes and award exhibitions
- Capital works
- Permanent staff costs
- Core operating costs such as funding for permanent staff members, insurance and utilities
- International travel costs
- Projects that duplicate existing services and programs
- Projects with a sole religious or political purpose
- Activities, projects, programs or events that have already taken place
- Activities, projects, programs or events where a Toyota competitor\* is the major funder
- Activities, projects, programs and events that have already been funded through other Toyota Community Trust or Toyota Australia programs or activities.

\*Competitor means any person who competes directly with Toyota or any of Toyota's products or services, or is directly or indirectly involved in the manufacture, sale or repair of motor vehicles or motor vehicle parts or accessories anywhere in the world.

If you have any additional questions, please contact Equity Trustees via [charities@eqt.com.au](mailto:charities@eqt.com.au).



## FUNDING REQUESTS

**The Toyota Community Trust does not accept applications from organisations who have previously received funding from the Trust.**

Funding requests of up to \$100,000 can be requested. It is expected that five organisations will be awarded.

The Toyota Community Trust is seeking grant proposals based on equity in STEM, that address the following:

- Addressing barriers to students pursuing STEM related studies
- Address equity issues; Low socio-economic status, First Nations peoples, people with a disability and/or rural or isolated communities and gender.

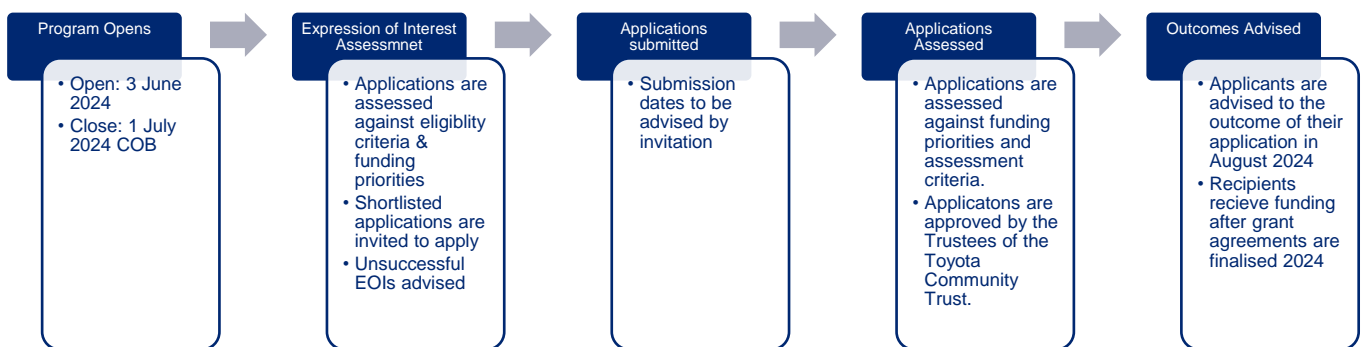
Applicants are required to outline how they will contribute to one or more of the following outcomes in an area of equity such as Gender/First Nations/Low socio economic/Disability/Rural/regional and:

- Increase the retention rates of STEM students
- Increase the completion rates of STEM students
- Increase transitions from school into further STEM related study or work

## HOW TO APPLY – EXPRESSION OF INTEREST

1. Read the guidelines.
2. Ensure eligibility.
3. Apply via the Expression of Interest form, opening 3<sup>rd</sup> June 2024
  - o <https://equitytrustees.smartygrants.com.au/TCT24>
4. Read the assessment criteria.
5. Submit Expression of Interest by no later than COB 1<sup>st</sup> July 2024.
6. Successful EOIs will be provided with further details on how to submit their full application in July.

## APPLICATION TIMELINE



## SUCCESSFUL APPLICATIONS

If your application is successful, you will be required to:

1. Sign a Community Project Agreement with Toyota that provides details about the terms and conditions of funding.
2. Complete the project by December 2025 (or as specified in the Community Project Agreement.)
3. Provide an acquittal report at the end of the project that includes the data collection requirements agreed to in the Community Project Agreement.



## ASSESSMENT CRITERIA

The Toyota Community Trust Grants program is a competitive application process. Applications are assessed against the criteria below. Successful applications are those that best respond to the assessment criteria.

We reserve the right to reject any application that does not meet the eligibility criteria or the assessment criteria. Toyota also reserves the right to request further information in considering applications. Part funding might be recommended if it will maintain the proposal's integrity.

CRITERIA	WEIGHTING	
<b>Alignment to grants outcomes</b>	35%	<p>Are the application's aims and outcomes clearly identified?</p> <p>Does the application support the grants outcomes?</p> <p>How is the project evaluated – how will they know if the project has achieved the grants outcomes?</p> <p>Does the application address sustainability of the project?</p>
<b>Community need</b>	25%	<p>Is there a clearly identified and demonstrated local need for the project?</p> <p>Do the application and activities identified effectively address this need?</p> <p>Has the application appropriately engaged with the local community?</p>
<b>Organisational capacity</b>	30%	<p>Is the application well planned and achievable within the timeframe?</p> <p>Is there a clear link between the need, the outcomes and the activities that will be delivered?</p> <p>Is the organisation able to deliver the project in Australia?</p> <p>Does the application identify appropriate partners that will work collaboratively with them?</p> <p>Is the scope of the project appropriate?</p>
<b>Budget</b>	10%	<p>Does the budget accurately reflect the scope and scale of the application?</p> <p>Have other funding sources been identified?</p> <p>Have the resources that are required to deliver the project been clearly identified?</p> <p>Is the application financially viable and does it demonstrate sound management?</p>