**EXPRESSION OF INTEREST**

Welcome to the Expression of Interest (EOI) form.

The Ian Potter Foundation only funds:

1. Organisations based and operating in Australia; and

2. Only makes grants to organisations with BOTH Deductible Gift Recipient (DGR) Item 1 and Tax Concession Charity (TCC) status.

If your Organisation ABN Entity Type is a Government Entity: In order for us to confirm your organisation's eligibility please provide a letter from the Australian Charities and Not-for-profits Commission (ACNC) in the relevant section of the form. The letter from the ACNC must indicate that your organisation would be a charity 'but for its connection with government' and that it is a tax exempt entity.

**This form is part of a two-stage application process.**

**STAGE 1:** Submission of an Expression of Interest​ *(this form)*

Note: The program manager may contact you to seek further information

If we progress your EOI:

**STAGE 2:** An invitation to submit a Full Application

After starting your application, you can continue to work on it by logging into The Ian Potter Foundation Grantee Portal, ipf-portal.GivingData.com, using your email and password.

You may also like to refer to our [Privacy Policy](http://www.ianpotter.org.au/policies/)

**EOIs must be submitted online.**

Please be aware that funding rounds are a competitive process and your EOI application may not progress through all stages.

Please note that, due to the large volume of requests, we are unable to provide feedback on individual proposals.

You will receive notification of the outcome of your application by email within four months of the funding round closing date.

**CONTACTS**

**Please let us know who from your organisation is completing this report.**

Please clock on ‘Select Contact’ and then ‘Add New Contact’ if your details do not display.

If your details do automatically display below but indicate that data is incomplete, please click on the Edit button and complete the missing data.

**LET’S GET STARTED**

**\*1. Select and confirm your application to The Ian Potter Foundation.**

**\*2. Select the Program Area you are applying to.**

**\*3. Is your Organisation a University or Research Institute?**

**\*If your Organisation is a University or Research Institute**

If you are a researcher at a university or research institute and wish to apply for a grant, you should first contact your research office or advancement team. The research office/advancement team will provide guidance on its shortlisting process for submitting EOIs to the Foundation.

In each round, the Research Office or Advancement Team may shortlist up to 3 (max) EOIs per program area.

Only these EOIs should be submitted to the Foundation accompanied by a letter from the university/institute confirming the project is shortlisted against other submissions from the institution.

If the letter from the university/institute does not include a ranking of shortlisted projects, our office will contact the research office/advancement team for one.
Please upload this letter.

**\*Research Office/Advancement Team Contact**

Please provide the Full Name and Email Address of your contact in the Research Office/ Advancement Team.

**\*4. Are you a registered charity with the Australian Charities and Not-for-profits Commission (ACNC)?**

If you are unsure if your Organisation is a Government Entity, please refer to the [ABN Register](https://abr.business.gov.au/) and check your Organisation's Entity Type. A 'Government Entity' includes Local, State and Commonwealth Government entity types.

**\*If your Organisation is a Government Entity**In order for us to confirm your organisation's eligibility, please provide a letter from the ACNC. The letter from the ACNC must indicate that your organisation would be a charity ‘but for its connection to government’ and that it is a tax-exempt entity.

Please call our office on 03 9650 3188 if you require further information.

Upload ACNC letter here.

**ORGANISATION DETAILS**

**\*1. Applicant Organisation - Entity Name**

Exactly as per your ABN - Refer to the [Australian Business Register](http://www.abr.business.gov.au/)

**\*2. Applicant organization - AKA** **(acronym, trading name, business names or former name)**

Some organisations are known more commonly by an acronym, Business or Trading name. If your Organisation used a name other than the entity name, please list it here.

**\*3. Australian Business Number (ABN)**

Enter the format 12 345 678 901

**\*4. Organisation Address**

Country / Address / City / State / Office Phone Number / Organisation Email / Organisation Website

**REQUEST DETAILS**

**Word limits** are indicated for each section of the form. Please aim to stay within the limit.

**\*1. Title of the proposal.** 15 words

**\*2. Describe your proposed project, clearly stating what you want to do with the funds.**

 Please provide a succinct statement of what your project intends to do and achieve. 300 words

**\*3. Approach i.e. how will you do it?** 300 words

**\*4. Describe your anticipated outcome(s) i.e. what will success look like? What do you aim to achieve?** 300 words

 **\*5. Provide details of other organisations involved in the project.**

Please name organisations that you are planning to collaborate or partner with for the project and outline the role(s) they will play. 150 words

**\*6. Project Budget**

Please provide an indication of the anticipated total expenditure of the project.
Please round up to the nearest dollar e.g. $690,000

**\*7a. Request Amount**

How much are you requesting from the Foundation?
Please only enter a dollar amount e.g. $330,000

**\*7b. Request Amount breakdown**

Please break down your requested amount over the requested funding period. Ensure this calculates to the total Requested Amount above.

 i.e. Year 1 $130,000, Year 2 $100,000, Year 3 $100,000

**8. Additional Funding**

 Please note any secured or unsecured funding for your project.