



FRESH IDEAS FOR WORK GRANTS PROGRAM FACT SHEET FOR ROUND TWO

The Fresh Ideas for Work and Family Grants Program (the Program) provides grants of up to \$15,000 (GST exclusive) to small businesses to put into place or improve existing family friendly work arrangements, tailored to suit their needs. The Program can assist small businesses and their employees to balance work and family life.

Small businesses across Australia can apply for a grant from 25 February 2010, and applications will close on 31 March 2010.

The Fresh Ideas for Work and Family Grants Program is an Australian Government initiative administered in Funding Rounds by the Department of Education, Employment and Workplace Relations (the Department) in accordance with the Guidelines for Applicants – Round Two, which can be found at www.deewr.gov.au/freshideas.

WHAT IS MEANT BY FAMILY FRIENDLY WORK ARRANGEMENTS?

Family friendly work arrangements are practices or resources that help your employees better balance their work and family obligations by making the workplace more flexible. Family obligations include caring for dependent children, ageing parents, partners or other family members who need ongoing or temporary assistance.

HOW CAN MY BUSINESS BENEFIT?

Family friendly work arrangements benefit both employers and employees. Employers benefit from improved efficiency, increased staff retention and better health and safety. Employees enjoy increased job satisfaction and better work-life balance.

WHO CAN APPLY FOR A GRANT?

Applications will be accepted from:

- small businesses in Australia with fewer than 15 employees (but at least one employee), including companies, partnerships, not-for-profit, non-government organisations and sole traders
- a consortium of up to three small businesses (where each small business in the consortium has fewer than 15 employees, but at least one employee).

The following businesses are **not** eligible for assistance:

- businesses with 15 or more employees
- businesses with no employees
- businesses that have already received Government funding for the same project
- businesses that are in insolvency administration
- businesses that have failed to engage in good work practices.

HOW DO I APPLY FOR A GRANT?

To apply for a grant in Round Two, you will need to submit your application using the online application form. Applications will not be accepted by email or fax.

Please note, you must submit your application on the correct application form. You must complete all sections of the application form. Incomplete application forms will not be accepted.

If you are unable to complete the application form online, please contact Fair Work Infoline on **13 13 94** or email FIWF@deewr.gov.au for further information and assistance.

WHAT ARE THE OPENING AND CLOSING DATES?

The opening date for Round Two of the Program is 25 February 2010. Applications must be received by the Department on or before the closing date of 31 March 2010.

SELECTION CRITERIA

- 1 The extent to which the applicant demonstrates that they engaged in discussions and meetings with employees in relation to the implementation of the family friendly work arrangement, and the family friendly work arrangement is supported by the applicant and its employees.
- 2 The extent to which the applicant demonstrates the proposed family friendly work arrangement/s will benefit the business and assist employees to meet their work and family obligations.
- 3 The extent to which the applicant demonstrates their commitment to the ongoing support and development of the family friendly work arrangement after the funding has ceased, including financial and other support.

WHAT HAPPENS NEXT?

The Department will assess all applications and the Department Delegate will determine which applicants should receive funding. If your application is successful you will be sent a Letter of Offer which will outline the next steps in obtaining funding for your arrangement. Funding will be provided in one instalment prior to implementing your family friendly work arrangement.

HOW CAN I FIND MORE INFORMATION?

You can find more information on Fresh Ideas, as well as the *Guidelines for Applicants – Round Two*, online application form and Terms and Conditions at www.deewr.gov.au/freshideas.

You can also get more information by calling the Fair Work Infoline on **13 13 94** or by emailing FIWF@deewr.gov.au.