



Beneficiary Review Committee

Beneficiary Overview

- Charity Name
- ABN
- Registered Charity Number
- Deductible Gift Recipient (DGR) status
 - DGR 1
 - DGR 2
- Headquarters address
- Street Address
- City
- State / Province / Region
- ZIP / Postal Code
- Country
- Website
- Establishment Date
- Mission Statement
- Who does the charity aim to help?
- In which locations does your charity operate?
 - New South Wales
 - Queensland
 - Victoria
 - Western Australia
 - Tasmania
 - North Territory
 - Australia Capital Territory
 - South Australia
- If your charity operates overseas, please list regions
- Number of employees*
- Number of volunteers*
- Revenue
(from most recently audited accounts)
- Revenue*
(from most recently audited accounts)
- Fundraising Costs*
- Annual operating / Admin Costs
(from most recently audited accounts)
- Program costs*
- Surplus / loss*

**From most recent audited accounts. Must be in the last two years.*



Chair of Board

- Chair of Board Name
- Chair of Board Phone
- Chair of Board Email

Chief Executive Officer

- Chief Executive Officer Name
- Chief Executive Officer Phone
- Chief Executive Officer Email

Applicant

- Applicant Name
- Applicant Position
- Applicant Phone
- Applicant Email

Request for Funding Overview

Funding program/project category

- A Capital works / PIF House Project (New build/ Refurbishment)
- B Major in-kind building project (i.e. office repair)
- C Program Based Funding (Employment & education, carer, therapist, counsellor, early intervention)



Fill page if you selected option A

- Capital works / PIF House Project (New build/ Refurbishment)
- Does your organisation already operate properties and if so, how many and where are they located?
- What kind of housing does your organisation operate in terms of the type of housing?
 - Crisis
 - Group home (short term)
 - Group home (medium to long term)
 - Boarding House
 - Individual units
 - Other
- If you have selected other, please provide details.
- Name of program that would run within the PIF house project?
- Brief overview of what the program aims to achieve?
- What are the operating costs associated with the program?
- What is the charity seeking from the Property Industry Foundation with regards to its housing needs?
- Will the residents pay to reside in the proposed premises? If so on what basis?
- Are you happy to give naming rights of the project to the Property Industry Foundation and market this both internally and externally (PIF House Sydney etc)?
 - Yes
 - No
- Please confirm that your organisation can report on the questions raised in A200119 – Beneficiary Reporting Questionnaire (PIF Houses) that is attached
 - Yes
 - No
- How many young people will the program impact in a year (estimation)?
- How much funding would your organisation be able to contribute to the build?
- Or, how much funding do you have from other parties?
- If applicable, list all stakeholders who have committed funding to the project.
- Estimated project cost and potential number of bedrooms (including carers) that could be delivered?

Important

If your building project is approved by the BRC it will be ascended to review by our PIF House Committee. All PIF House projects require National Board of Director approval before any formal involvement from the Property Industry Foundation.



Fill page if you selected option B

- Please provide a brief overview of the in-kind project?
- What in-kind services are you requesting (QS, architect, builder etc)?
- Are works already approved and do you have concept / design plans?
- Project timeline?
- Do you have funds / budget to cover potential incidental costs (paint, materials etc)?
 - Yes
 - No

Important

Major in-kind projects will not necessarily receive any monetary contribution from The Property Industry Foundation.



Fill page if you selected option C

- Name of the program
- Where will the program operate?
- Intended age range of participants?
- Does the program aim to assist indigenous Australians?
 - Yes
 - No
- What is the intended length of the program or is it open ended?
- How many young people will the program impact in a year (estimation)?
- What are the intended outcomes of the program?
- Has this program been run before or is it a new initiative – if yes, please provide outcomes.
- What are the operating costs associated with the program and will potential Property Industry Foundation funding be used to cover administrative expenses?
- Please confirm that your organisation can report on the questions raised in A200119 – Beneficiary Reporting Questionnaire (Programs & Counsellors) that is attached
 - Yes
 - No
- If approved, would the Property Industry Foundation be the only organisation funding the program?
 - Yes
 - No
- Funding amount requested?

Important

The Property Industry Foundation provides funding in one-year grants. Your organisation may make an application every year however, there is no guarantee the application will be approved. Occasionally the Property Industry Foundation may make a multi-year grant for up to 3 years. Funding payments will be made in quarterly tranches via EFT once approved by the Board of Advisors. Contribution dates will be outlined in your organisation's initial beneficiary funding letter.



- Is your organisation willing to complete beneficiary report bi-annually?
 - Yes
 - No
- Is your organisation able to provide workerbee days to the Property Industry Foundation's corporate donors?
 - Yes
 - No
- Please note that corporate donors would cover associated costs.
- Are you able to provide case studies / interviews of program participants?
 - Yes
 - No
- Is your organisation happy to provide a tour of your premises / house / program to Property Industry Foundation employees and potential corporate donors?
 - Yes
 - No
- Confirm your organisation can provide receipts for all donations made by the Property Industry Foundation.
 - Yes
 - No
- Are your organisation's employees happy to provide testimonials of the Property Industry Foundation's assistance via our website / Google and potentially attend Foundation events to promote works to stakeholders?
 - Yes <https://pif.com.au/application-beneficiary-review-committee>
 - No



PIF House Project

- Charitable Organisation*
- Charitable Organisation operating program within proposed premises?
(If different from above)*
- Proposed House Location address? If confidential suburb will suffice.
- Street Address
- Address Line 2
- City
- State / Province / Region
- ZIP / Postal Code
- Country
- Country
 - Land Ownership Status
 - Owner (non-mortgagee)
 - Owner (mortgagee)
 - Leasing
 - Government Grant
- If you selected Leasing, please state length of lease

Can you provide the following information surrounding your project?

- Copy of title search
- Deposited plan
- 88b (outlines restrictions, easements and covenants)
- Copy of sewer diagram
- Service location point
- Dial before you dig (DBYD)
- Section 10.7 certificate (zoning)



- Land size (sqm / hectares)
- Proposed Project Start Date
- Date Format: MM slash DD slash YYYY
- Build Type
 - Newbuild
 - Refurbishment
 - Renovation
 - Major in-kind project
- Building approval status
 - DA
 - CDC
 - Not yet applied
- Current Construction Stage Attached relevant plans if available
 - Concept / Planning
 - Design
 - Tender
 - Construction
- Total Estimated Construction Cost (if known)
- Total estimated annual operation cost?
- Name of the program that will operated within the proposed build?
- What is the estimated age range of the proposed residents?
- Type of accommodation
 - Crisis
 - Group home
 - Boarding House
 - Individual units
 - Other
- If you selected other, please provide details
- Estimated time of tenure?
- Naming rights – is your organisation happy for the property to be called and marketed externally as a 'PIF House'
 - Yes
 - No



- How much funding does the project require overall?
- How much funding are you requesting from PIF?
- How much funding is your organisation able to contribute to the build?
- Do you have any other stakeholders that have invested in the project as if so how much?

Number of bedrooms the project aims to deliver including

- Bedrooms
- Carer bedrooms
- Proposed max occupancy / tenants

Key Project Personnel

- Project Lead Name
- Project Lead Email
- Project Lead Phone

- External Consultants Name
- External Consultants Email
- External Consultants Phone

- Other relevant party Name
- Other relevant party Email
- Other relevant party Phone



Supported Programs

- Name of the program/counsellor funded by PIF (if the counsellor/carer is in a PIF House please also name the house).*
- Name of organisation operating the program/counsellor.*
- Brief description of program/counsellor activities.*

Details of the Respondent

- Respondent Name*
- Respondent Email*
- Respondent Phone*

Details of the CEO

- CEO Name*
 - CEO Email*
 - CEO Phone*
-
- How many young people came through the program in the 12-month period? (Please give the response as a numeral).

What is the cultural background of the young people coming through the program/seeing the counsellor in the last 12 months?

(Please enter the number of residents from each background as a numeral. These numbers should add up to the number given in response to Q4.)

- Aboriginal
 - Torres Strait Islander
 - Anglo Saxon
 - Asian
 - African
 - Other
-
- If your answer to the above question is 'Others', please provide details of the cultural background of the young person receiving the service.

What is the gender background of the young people seeing the counsellor/coming through the program in the 12-month period?

(Please give this response as a numeral - how many are male, female, etc. Again, this number should add up to the response given in Q4.)

- Male
 - Female
 - Transgender
 - Non-binary
 - Other
-
- How many young people used the service for the first time during the 12-month period? (Please give this response as a numeral.)
 - How many occasions of service were delivered to young people during the 12-month period? (Please give this response as a numeral. Occasions of service refers to how many times a service was delivered multiplied by the number of people it was delivered to.)



- Did all young people, that came through the program, saw a counsellor or had an active case plan during the 12-month period?
(Please give this response as a numeral).
- Did all young people, that came through the program, saw a counsellor or had an active case plan during the 12-month period?
 - Yes
 - No
- If no, please specify why
- How many young people were referred to other services during the 12-month period?
(Please give this response as a numeral).
- Please give details of services that young people were referred to
- Number of clients in employment, employment programs or work placements over the 12-month period?
(Please give this response as a numeral).
- Number of clients receiving formal education during the 12-month period?
(Please give this response as a numeral).
- Please provide an updated report on any client case studies you consider to be relevant during this 12-month period.
(we would expect these to be confidential and anonymous, however, we are always looking for anonymous case studies that we can share with donors, put on our website etc.)
- Are there other relevant changes that may have impacted on tangible outcomes during the period?



PIF House Program

- Name of the PIF House and location

Details of the Respondent

- Name
- Email
- Phone

Details of the CEO

- CEO Name
- CEO Email
- CEO Phone

- Please give a brief description of the program that you run in this location (a few lines will suffice).
- Please include what the average length of stay is for residents in this description.
- How many bedrooms are there in the house? (Please include all bedrooms including carer bedrooms).
- How many residents (excluding carers) have been in the house over the 12 month period?
- What has the occupancy level of the house been over the last 12 months? If the occupancy has been below 80% can you talk about why occupancy has been low?

What has been the cultural background of residents in the house?

(Please enter the number of residents from that background in numerals – these numbers should add up to the total number of residents that have been in the house over the 12-month period)

- Aboriginal
- Torres Strait Islander
- Anglo Saxon
- Asian
- African
- Other

- If your answer to the above question is 'Other', please give details of the cultural background of the residents.

What has been the gender background of residents in the house?

(Please enter the number of residents of that gender in numerals only – these numbers should add up to the total number of residents that have been in the house over the 12-month period)

- Male
- Female
- Transgender
- Non-binary
- Other



- Did all residents over the 12-month period had an active case management plan?
 - Yes
 - No
- If no, please specify why?
- How many residents over the 12-month period have been in employment, education and/or work placements?
- How many residents during the 12-month period had completed year 12?
(include those that completed year 12 during the 12-month period, as well as those that had already completed year 12 prior to this period)
- How many residents during the 12-month period were in contact with their family?
- Were all residents, during the 12-month period, up-to-date with health and dental checks?
 - Yes
 - No
- If no, please specify why?
- How many new residents came into the house over the 12 month period?
- Any other relevant changes/events in the PIF House regarding the residents?
(We would expect any comments on residents to be anonymous and confidential however, it is great to get narratives about what's happening for the residents)
- Number of residents that left the house during the 12-month period?
- How many of those residents transitioned to independent/semi-independent living during the 12-month period?
- If residents left the house but did not transition into independent living, where did they go to?
- Does your service remain in contact with departed residents? If yes, how is that contact maintained?
- Do you know of the employment situation of ex-residents?
- Do you know if previous residents are currently enrolled in secondary or tertiary education or other education programs?
- Any other relevant details about these ex-residents that you are able to share?
- Can you provide any client case studies that we could use in our annual report?
(We would expect these to be confidential and anonymous and would let you know if we use them in any way.)
- Were there other relevant changes that impacted on tangible outcomes during the 12-month period?