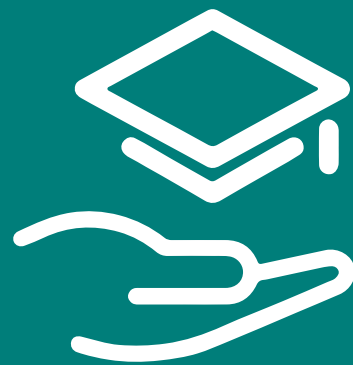




Navitas Education Trust

FY24 Application guidelines





At Navitas, our purpose is to transform lives through education. We are passionate about the impact education can have on individuals, their families, and their wider communities.

We see this firsthand, as across our organisation our students are often the first in their family to access higher education or the first in their communities to go abroad to study. These are literally life-changing opportunities, with reach far beyond the individual student.

Our vision is to be the best global education provider for our students, partners and people – and that includes the communities we serve and the wider global community in which we operate. How we behave in those communities and the contributions we make sets us apart as an organisation.

Access to quality education is essential for building better futures and is a central component of the sustainable development of any community. Since 2014, the Navitas Education Trust (NET) has made grants of almost \$3 million to help numerous not-for-profit organisations deliver positive educational outcomes around the world.

Funding has been used to build schools, set up tuition centres, create resources, increase the number of women in STEM, provide scholarships and vocational training, and improve accessibility of education to disadvantaged communities. Please visit the [Navitas Education Trust page of our website](#) to learn more about our partners.

We look forward to receiving your application and continuing to work on exciting and rewarding projects in coming years.

A handwritten signature in black ink, appearing to be "S. Jones", with a long horizontal stroke extending to the right.

Scott Jones
Group CEO, Navitas Pty Ltd



About Navitas

Navitas has helped generations of learners change their lives through education. For over 25 years, hundreds of thousands of learners from around the world have graduated from Navitas colleges, having experienced a teaching and learning environment that supports them to harness their talents and achieve their dreams.

Our success is underpinned by our unparalleled international network, a peerless commitment to student experiences and outcomes, a track record of working in partnership with universities and industry, and a passion for discovering new technologies and models of teaching and learning that will improve education now and into the future.

From pre-university and pathway programs to university, to English language and vocational training and undergraduate and postgraduate degrees, we reach more than 60,000 aspirational learners at more than 120 colleges and campuses across our global network each year, powered by a diverse and talented group of 6,000 employees.

Navitas is a proud Australian company that pioneered an innovative university partnership model of education in Perth in 1994.

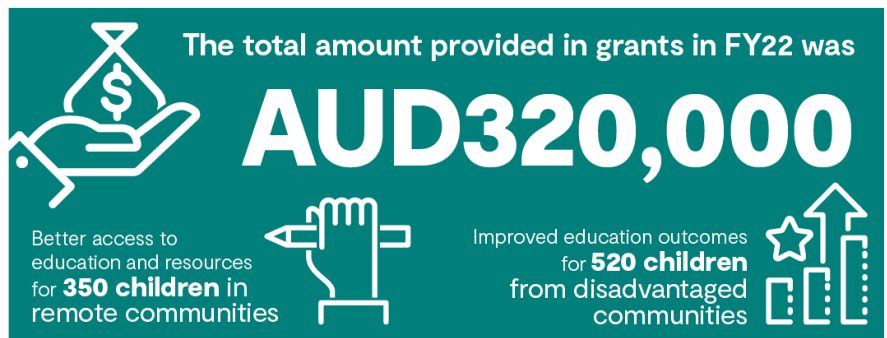
For more information about Navitas, visit the [Navitas website](#).



About the Navitas Education Trust

The Navitas Education Trust (NET) was established in 2013 to support charitable organisations and activities with an education focus.

Every year, we consider applications from a range of organisations. After a rigorous selection process, we make grant(s) to selected applicant(s) for programs that meet our criteria and align closely with our purpose of transforming lives through education.



Watch our NET video.



Submission of applications

- The Navitas Education Trust welcomes submissions from education-based charities or not-for-profit organisations. Our primary focus for FY24 is on education projects that will positively impact disadvantaged communities in the key areas of focus and countries specified in Appendix A.
- Application is via the NET Application FY24 online form only. Emailed applications are no longer accepted. A link to the application form is on page 6 of these guidelines.
- Applications are only open to organisations that are registered in Australia or affiliated with an Australian-based organisation. Organisations must be registered as an *Australian Deductible Gift Recipient, category 1 (DGR1)*, or be affiliated with an Australian DGR1 organisation that is able to accept donations on the applicant's behalf. PLEASE NOTE: Evidence of DGR1 status must be provided as part of the online application in order for it to proceed.
- Organisations are permitted to submit more than one application if seeking funding for different projects.
- Current partners are permitted to apply.
- Any questions relating to the NET and application process can be emailed to: corporateresponsibility@navitas.com
- Applications must be submitted prior to close of business 5pm Australian Western Standard Time (WST) on the closing date.

Key dates

Opening date for applications	Wednesday 1 February 2023
Closing date for applications	Friday 17 March 2023
Review of applications	March–April 2023
Notification of outcome via email to all applicants	May 2023
Successful applicants complete contract requirements	June 2023
Approved grant amounts distributed to successful applicants	July 2023

Additional information

- Interested organisations submit applications for grants each year to request funding for the following financial year.
- The Navitas Education Trust will acknowledge receipt of all applications.
- Shortlisted applicants may be invited to discuss their proposal either in person or via videoconference.
- All applicants will be advised as to whether or not their application has been successful.

Application requirements

To apply to the Navitas Education Trust, the following information is required. FY24 applications are to be submitted via **online form only**. The link to the form is on page 6.

Requirement	Word Count	Criteria Reference	
Details of the organisation and primary contact			
Evidence of endorsement as an Australian Deductible Gift Recipient, category 1 (DGR1)			
The organisation's most recent annual report (if available)			
The name of the proposed project			
The country and specific location where the project is to be undertaken NOTE: Priority is given to projects impacting communities in the countries listed in Appendix A (i)	Maximum 60 words	1	
The level of education the project relates to (primary, secondary, higher or vocational, other)			
A description of the proposed project, its objectives and how it aligns with the Navitas purpose of transforming lives through education NOTE: See Appendix A (ii) for a list of the key areas of focus for FY24	Maximum 350 words	2	
Description of audience and impact of the project	Maximum 250 words	3	
History of the project (if not new).	Maximum 200 words		
The amount of funding being sought and the funding period. NOTE: The maximum funding available is \$100,000 per year for a maximum of three years			
An itemised project budget demonstrating how funding will be used to support the project. NOTE: Only PDF files accepted			
Evidence of insurance (public liability and professional indemnity). NOTE: Only PDF and JPEG files accepted. No word count or criteria reference.			
Project milestones year on year			
Track record with similar previous projects and/or in country nominated for the project	Maximum 250 words	5	
Proposal of how the project will be measured and/or evaluated to determine whether it has been successful in achieving its outcomes	Maximum 250 words	6	
Additional information about the organisation or project (if applicable)	Maximum 200 words		
Outline of how Navitas staff may be able to get involved with the project to share their knowledge and expertise, plus any general ideas for volunteering.	Maximum 200 words		
Outline of privacy compliance in relation to consent for imagery and video provided to Navitas for use in internal and external communications. No word count or criteria ref.			
The organisation's website and social media handles			

Evaluation of applications

The Navitas Education Trust Committee assesses all applications on the following criteria:

Criteria	Not evident	Fair	Good	Excellent
1 The project will impact disadvantaged communities in one of the countries listed in Appendix A (ii)	Application does not demonstrate impact on disadvantaged communities in countries listed.	N/A	The project will impact disadvantaged communities in a listed country where there is currently a NET project	The project will impact disadvantaged communities in a listed country with no current NET project
2 The project aligns with the Navitas' purpose of transforming lives through education – and considers our key areas of focus in Appendix A (i)	Not aligned to Navitas purpose or key areas of focus	Aligned with Navitas purpose but limited connection to key area of focus	Aligned with Navitas purpose and connection with one key area of focus	Aligned with Navitas purpose and connection with two (or more) key areas of focus
3 Description of audience and impact from the project over its duration.	Insufficient detail of audience and impact	High number of people but low impact	Sufficient detail, low number of people but high impact.	Sufficient detail, high number of people and high impact.
4 Inclusion of a budget demonstrating how funding would be used to support the project*	Unclear and/or lacking detail	Clear and detailed budget with low proportion of items with direct impact	Clear and detailed budget with medium proportion of items with direct impact	Clear and detailed budget with high proportion of items with direct impact
5 Track record in similar previous project/s and/or in the country nominated for project	No connections in country and/or no track record on similar projects	Established connections in country but little or no track record on similar projects	Proven track record in delivering similar projects and some connections in country	Proven track record in delivering similar projects and established connections in country
6 Measurement/evaluation of the project to determine level of success in achieving outcomes	Unclear, unconvincing	Low level measurement tools and/or evaluation processes	Medium level measurement tools and/or evaluation processes	Measurement and evaluation processes are clear, realistic and comprehensive
7 Opportunities for Navitas staff to share their knowledge and expertise and get involved with the project	Vague and/or unclear outline	Simple outline of ways staff can get involved	Moderate outline of ways staff can get involved	Comprehensive outline of ways staff can get involved

*Examples of items considered to have little to no direct impact: airfares, staff accommodation, staff meals, high administration and management costs.



Apply HERE for FY24 NET funding



Obligations of successful applicants

Contract requirements

Successful applicants are required to:

- work with the Navitas Education Trust to agree to terms, proposed milestones and timeframes for the project and funding arrangements. Once agreed, the terms, milestones, funding amounts and timeframes will be entered into the contract agreement;
- agree to and sign all relevant contracts prior to the provision of funding; and
- provide proof of relevant insurance policies (such as professional indemnity, public liability, voluntary workers personal accident, property).

Reporting requirements

Successful applicants are required to provide:

- progress reports on the project's status on a twice-yearly basis, including details of the milestones that have been achieved, and the time taken to achieve them;
- statements of spending against the budget as outlined in the contract agreement (to be provided with each progress report);
- any imagery (such as photos or videos) of project-related activity that can be used by Navitas to share information about the project; and
- a 1500-word summary within one month of the conclusion of the funding period. The summary must include the final budget and be suitable for publication on the Navitas website and intranet (either whole or in part).

Appendix A

(i) Countries

For FY24, the Navitas Education Trust intends to award grant(s) to education-focused projects that will positively impact disadvantaged communities in the following countries.

PLEASE NOTE: Priority may be given to countries where the NET does not currently have partner projects. The NET is currently funding projects in Cambodia, India, Indonesia, Kenya and Nepal.

- Bangladesh
- Colombia
- Ecuador
- India
- Indonesia
- Kazakhstan
- Kenya
- Mexico
- Myanmar
- Nigeria
- Peru
- Philippines
- Sri Lanka
- Uzbekistan
- Vietnam
- Zambia
- Zimbabwe

(ii) Key areas of focus

For the FY24 round, the Navitas Education Trust intends to award grant(s) to projects that demonstrate connection to the following areas of focus:

- Increasing the quality of education for disadvantaged communities, including higher education and vocational training
- Improving access to quality education for disadvantaged communities, including higher education and vocational training
- Employability; including vocational training and skills development
- English language teaching (particularly where there is a connection to further education)
- Innovation in education and technology to help create a more sustainable world.







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