



# ETREA Foundation

## Grant Guidelines

April 2026

## Guidelines

Please read the full document to ensure you understand the guidelines, eligibility, assessment criteria and granting process.

All applications must be submitted through the online grant-platform by the closing date to be eligible for assessment. No late applications or emailed applications will be accepted.

Please allow up to six weeks from the closing date for an application to be reviewed and the outcome to be announced. See below for the full timeline of assessment and notification.

Closing date is **30 April 2026 at 6:00pm AEDT**

## About the ETREA grant program

The ETREA Foundation is committed to making a positive difference in our world. We exist to provide financial support that bridges the gap between self-empowerment ideals and existing community support. The projects, initiatives and activities funded by the ETREA Foundation create outcomes to empower humanity through emotional health. We enable people to become equipped in order to strive towards their goals and achieve their inner potential. Our aim is to encourage, support and cultivate the essence of personal empowerment and life-balance.

## Objectives

We are heart-based, and we believe the true key to overcoming difficulties lies in our emotions and feelings. It is our belief and observations of our society, that emotions and feelings are usually overlooked when addressing recovery from trauma and challenging life experiences. Emotions and feelings impact how we live, how we react or respond to situations, our beliefs and, what and how we think. Therefore, our actions or lack of action in addressing and acknowledging our feelings and emotions, directly affect our ability to make changes.

We need to be brave. The ETREA Foundation is a light for those who are brave.

There is a perfect quote by Eduardo Bericat, (a professor at the University of Seville in Sociology), he states "*As human beings we can only experience life emotionally.*"

It is the goal of the ETREA Foundation to support organisations that are providing individuals with insights into their emotions and feelings. It is our objective to support those who are empowering individuals and supporting them to overcome trauma and challenging life experiences by addressing the emotional body and emotional health.

Stepping into understanding and undertaking exploration of emotions and experiences can be messy and challenging, however it is the key to healing and empowerment. This is where we see a huge need for support to organisations that are doing this work.

Our objectives are:

- To fund organisations with proven strategies that support and provide practical skills to those living with emotional distress and self-sabotaging behaviours, so they can experience positive long-lasting change through ongoing programs.
- Work with front-line organisations who support and guide people directly by creating collaborative plans, programs and safe environments to address their deep emotional needs.
- To support organisations who are assisting people to break negative cycles of disempowerment and create positive change within the individuals and therefore have a positive ripple effect in the community.

## Grant amount and grant period

### Funding limits

There is no minimum amount for grant applications.

Maximum grant amount is: \$10,000

The ETREA Foundation has a total of \$80,000 available for the 2026 grant round.

### Grant/Project period

- The maximum grant project period is 12 months.
- Projects must commence within 4 months of application closing dates.
- You must complete your grant project within 12 months of commencement.
- Following the grant/project period, an acquittal report must be submitted within 3 months of your project conclusion. (See acquittal process section for more information).

## Timing of grant processes

You must apply between the published opening and closing dates. We cannot accept late applications.

If you are successful, we expect you will be able to commence your project within three months of notification of success.

### Expected timing

- All grant applications will be moderated by the Grant Manager within 1 week of the closing date.
- Eligible applications will be assessed by the Board of Directors during the following 2-3 weeks.
- The Board of Directors will meet to review application assessments and select grant recipients. This typically occurs by the end of the month after the closing date (e.g. by 31 May).
- Successful applicants will be notified and will need to complete a Grant Acceptance agreement/contract. Timeframe for this process is typically 1-2 weeks. And transfers of grant monies 1-2 weeks after all forms are completed.
- Notifications to unsuccessful applicants will be sent within 45 days of the closing of applications.

Successful applicants' projects should have an end date of no later than 18 months after the grant round closing date

## Eligibility

The information outlined below covers all aspects of eligibility. We will not consider your application if you do not satisfy all the eligibility criteria.

### Is your project the right fit?

Make sure you/your organisation and your project align to the ETREA Foundation:

- Located and facilitated within Australia
- Aligned with ETREA Foundation purpose, values and guiding principles
- Addresses the emotional and mental trauma of project participants
- Participants are given a 'hand-up' not a 'hand-out'.

### Types of projects we fund

- Facilitating a project (e.g. workshop, mentoring, small group therapy, personal development course)
- Development of a workshop, personal development course, therapy group, mentoring

### Eligible grant activities

To be eligible your grant project or activity must include or address most of the following:

- Work with individuals or groups
- Have the purpose of providing personal guidance, growth and self-understanding
- Address core internal beliefs and thoughts, emotions and behaviours that have caused emotional distress or poor emotional health.
- Provide practical mental skills and strategies
- Aim to break negative cycles of disempowerment
- Activities directly related to the project and can include:
  - Mentoring
  - Small group workshops / seminars
  - Education / information to develop participants knowledge
  - Development of collaborative plans for the individual
  - Coaching
  - Counselling
  - Retreats
  - Other activities that enable the participant to achieve understanding of mental and emotional causes

### Types of projects we DON'T fund

The application for your project will be ineligible if it is for or part of any of the following:

- Associated, affiliated, run, part of or otherwise linked to a religion
- Associated with gambling, unethical behaviours, are harmful to people including Indigenous people, or are harmful to the environment
- Individual persons
- Overseas resident/organisation
- Fundraising
- Development of a website
- Purchase of equipment, food, clothing, etc
- Training for individuals, volunteers
- Marketing or Research

## Application

Below outlines the application and explains each tab found within each application, providing you with helpful information. Be sure to read thoroughly to ensure you address each element correctly.

All applications must be submitted via the online grant platform. Applicants need to create a free account with login and password.

### Start here

The first tab .... Let's get started. Ensure you read the information at the top of this section.

**Fund** – Choose “2026 April”

**Application name** – Put your project name/title here, or something to clearly identify your project or organisation.

### Eligibility

Answer the eligibility questions, then click “Check Eligibility” at the bottom of the page. If successful you will be able to progress to the next tabs. If unsuccessful, you have not met our basic eligibility criteria.

### Applicant Information and Social media tabs

This section is straightforward where we ask for information on the person completing the application and some information about the organisation facilitating the project.

### Project details

In this tab we are requesting information about your project. This tab needs to contain the most information as this is where you will address the criteria.

**Start & End dates** – Your project must commence within 4 months of the closing date, that being by 30 August 2026 and must conclude within 12 months.

**Project Goal** – What is the mission or goal of your project summed up in 100 words or less.

**Getting ready** – Are there specific tasks that need to be completed to get this project up and running?

There are three highly important questions in this tab under Detailed Information on the project. They are:

Outline of proposed project;  
Rebuilding Emotional Health part 1; and,  
Rebuilding Emotional Health part 2.

It is in these three questions that should contain most of the details to address the ETREA criteria.

The 5 criteria are our acronym:

**Criterion 1 - Empowerment**

Empowerment is defined as:

*Supporting oneself to live an inspired life, to be more confident in making choices that sustain self-responsibility and personal power.*

**Criterion 2 - Trust**

Trust is defined as:

*Trust is that inner knowing; a confidence, a belief to make decisions and take actions that supports oneself to achieve their highest potential.*

**Criterion 3 - Respect**

Respect is defined as:

*Respect is honouring oneself and others and facilitates openness, integrity and responsibility of one's own and others spiritual path.*

**Criterion 4 - Enlightenment**

Enlightenment is defined as:

*To enlighten is to allow greater awareness of oneself. To let go negativity, struggle and limitations and to love our soul, embracing who we truly are.*

**Criterion 5 - Awareness**

Awareness is defined as:

*Awareness is being conscious of ones own perceptions, feelings and thoughts. By being aware we have the opportunity to make life choices creating pathways of empowerment.*

When the Grant Review Board assesses the information within the section **Detailed Information on the project**, we are looking for evidence that participants will gain Empowerment, Trust, Respect, Enlightenment and Awareness (the ETREA Foundations 5 values) by addressing the emotional elements caused by past experiences and trauma.

There are helpful information boxes next to some of the questions, however, here are some further guidelines ...

**Outline of proposed project**

Make sure in this question you provide an outline of the content of your project. An outline includes:

- what will be covered
- how it will be presented/taught or discovered by participants
- the tools, skills, understandings to be shared/explored/learned
- the healing process

## Rebuilding Emotional Health – part 1 and part 2

There are two sections addressing the element of Rebuilding Emotional Health. Provide evidence in these sections to demonstrate how the below criteria provide the participants with the opportunity to:

- gain insight and skills to heal their spiritual and emotional trauma
- to live a life no longer restricted by trauma by
  - o being empowered
  - o trusting in themselves
  - o being respectful of themselves and others
  - o taking responsibility for their choices and actions
  - o being aware of their emotions, perceptions, thoughts and actions, and how these impact their life
- have developed strategies to support themselves when faced with future challenges

When completing these questions, have you demonstrated to us:

- how you will address the participants' trauma?
- how participants will have the opportunity to learn and understand their emotions?
- participants opportunity to uncover beliefs that hinder their ability to be empowered, to trust, to respect, to be enlightened or to have greater awareness?
- how participants will be supported to develop new thought processes and strategies to cope when disempowering emotions and old patterns emerge, and how to choose a new way?
- how participants' new skills and understandings create positive and lasting changes in their life?
- that participants are being given a 'hand up' not a 'hand-out'.

## Financial information

Here you identify how much money you would like granted, as well as the financial status of your organisation.

### Tax Status

- If you're a large organisation, this does not mean you are ineligible.
- Nor must your organisation be DGR (Deductible Gift Recipient) or have a Tax Concession Charity status.

We simply like to ensure we cover a variety of organisation sizes and types.

Please ensure you upload copies of your:

- Deductible Gift Recipient status (if applicable)
- Tax Concession Charity (if applicable)
- Latest Financial Statement
- Annual Report (if applicable)

### Project Budget

- Make sure the Total Income, Total project cost and Total expenses match
- Are participants contributing anything towards participating in the project?
  - o There is evidence/research showing that when a person contributes financially or gives back in another way (their time or expertise) towards something they can value it more, are more likely to consistently attend/participate and tend to make it a priority in their life.

- However, this is not to say we are stipulating participants must contribute financially, as this is likely the reason organisations are applying for grants in the first place.

## Support

Everyone needs support, and the ETREA Foundation would like to know you are not doing it all on your own.

## Additional information

Use this space to include any other relevant information that hasn't been included anywhere else in the application.

## Support material

Please upload attachments in support of your application.  
Maximum file size is 5MB per file, with a maximum of 5 uploads per application.

## Final step

The last step ...

You are responsible for ensuring that your application is complete and accurate. Giving false or misleading information is a serious offence under the [Criminal Code 1995](#) and we will investigate any false or misleading information and may exclude your application from further consideration.

If you find an error in your application after submitting it, you can update your application up to the closing date and time. After this time you should contact us immediately on [enquire@etrea.com.au](mailto:enquire@etrea.com.au) or 0407 096 261. We do not have to accept any additional information, nor requests from you to correct your application after the closing time.

You cannot change your application after the closing date and time.

If we find an error or information that is missing, we may ask for clarification or additional information from you that will not change the nature of your application. However, we can refuse to accept any additional information from you that would change your submission after the application closing time.

You should keep a copy of your application and any supporting documents.

We will acknowledge that we have received your application by email notification sent automatically through the online grant platform. Ensure you have notifications enabled in your account settings.

If you need further guidance around the application process or if you are unable to submit your application online, contact us at [enquire@etrea.com.au](mailto:enquire@etrea.com.au).

## Grant outcomes

As per the [Timing of grant process](#) section, successful applicants will be notified by email through the grant platform. Ensure your settings in the grant platform are set to “**allow notifications**”. Successful applications will receive information on the process of receiving the grant funding and acquittal report.

After successful applicants have accepted the grant, unsuccessful applicants will be notified by email notification through the grant platform. Please note, we do not provide detailed feedback to unsuccessful applicants.

## Receiving a Grant

Successful applicants must complete:

- #1 – Bank details form
- #2 – Grant Acceptance Contract

Both are to be completed and submitted within 14 days of notification for the funds to be transferred.

Failure to sign and submit the Grant Acceptance contract (within 45 days of notification) will be considered a non-acceptance of the grant by the applicant and will result in the ETREA Foundation withdrawing the grant offer.

## Acquittal Process

The acquittal ‘Completion Report’ is the final stage of the grant process.

The completion report will be available in the online grant platform nearing the conclusion of your project. The report must be submitted within 3 months of your project completion date. All funding should be expended between the commencement and conclusion dates provided in your grant application.

The purpose of the completion report is to demonstrate that the grant recipient has met their obligations as per the Grant Acceptance Contract.

## Reapplying in future rounds

### Successful applicants

If you have been successful in receiving grant funds, once your current funded project has concluded you are eligible to apply for further/other projects in future rounds. However, no more than 2 successful grants per three year period.

### Unsuccessful applicants

If your grant application is unsuccessful in the current grant round, you are ineligible to apply for the subsequent round. You may apply for a grant the following year, no sooner than 6 months from the notification of an unsuccessful application. There is a maximum of 2 applications within a 2-year period.

Each application is considered on its own merits.

If your application has been unsuccessful, please reconsider your project and review the information in the Grant Guidelines document before reapplying. Please ensure a project fully meets our funding criteria, goals and values.

## Glossary of Terms

Accountability	The obligation to account for activities undertaken, accept responsibility for them and to disclose the results in a transparent manner.
Applicant	The person(s) submitting the application; candidate.
Application	The formal request; 'Application Form' is a document.
Awareness	Being conscious of one's own perceptions, feelings and thoughts; by being aware we have the opportunity to make life choices creating pathways of empowerment.
Emotion	An emotion is any feeling one experiences; they may be strong or subtle, restrictive or empowering.
Emotional Health	The well-being of one's feelings and emotions
Empowerment (self-empowerment)	To give oneself (someone) the authority or power to do something, to increase spiritual strength.  Make oneself (someone) stronger and more confident, especially in directing their life and making choices that sustain self-sufficiency and personal power.
Enlightenment	To allow greater awareness of oneself; to let go negativity, struggle and limitations to bring lightness and love to our soul, embracing who we truly are.
ETREA	The acronym ETREA stands for: Empower, Trust, Respect, Enlightenment, Awareness.
Financial support	Give assistance or help in the form of monetary aid.
Individual	A single person as distinct from a group.
Organisation	A group of people with a common purpose and written guidelines, consciously cooperating together.
Personal Development	The process by which a person's character or abilities are gradually increased.  Personal Development includes activities that improve awareness and identity, develop talents and potential, enhance quality of life and contribute to the realization of one's self-empowerment.
Respect	An honouring of oneself and others that facilitates openness, integrity and responsibility of ones own and others spiritual path.

## Glossary of Terms

Rescue	Taking over without seeking permission; enabling victim or disempowered behaviour; fixing the situation for someone in order to feel better yourself.
Responsibility	A duty to being accountable for ones circumstances and situation in life.
Self-Value	The sense of one's own value or worth; unshakeable faith in yourself and abilities; feeling worthy of all things.
Spiritual Development	<p>Relating to growth affecting the human spirit or soul as opposed to material or physical things.</p> <p>Spiritual Development covers a wide range of topics like consciousness, emotional understanding, determination, will power, mindfulness, health, happiness, self-control, action control, conscious choice-making, inner peace and harmony etc.</p>
Spiritual Poverty	The emotional and mental deficiency, suffering or distress as a result of trauma caused by addiction, emotional or sexual abuse, domestic violence, depression, misfortune, life experiences leading to a sense of helplessness and depletion of the human spirit.
Support	<p>To give assistance to; to give validation, comfort, or encouragement; provide advice or financial help.</p> <p>Support is a 'hand up' not a handout.</p>
Trauma	Physical or psychological experience that results in injury or pain (physical or emotional).
Trust	An inner knowing; a confidence, a belief to make decisions and take actions that supports oneself to achieve their highest potential.

NOTE: The ETREA Foundation reserves the right to alter and amend the Grant-making policy and process at any time.