

Department of Local Government, Racing and Multicultural Affairs

Multicultural Affairs Queensland

Celebrating Multicultural Queensland
Grants Program

2017-18

Funding Information Paper

Multicultural Projects

*Creating Welcome, Building Opportunity
and Celebrating Diversity*

**Funded multicultural projects are to be delivered
between 1 July 2018 and 30 June 2019**

**Funding round opens Thursday, 1 February 2018 and
closes Friday, 9 March 2018**



**Queensland
Government**

Multicultural Queensland

Queensland is a multicultural success story, being home to people who speak more than 220 languages and hold more than 100 religious beliefs.

The ***Multicultural Recognition Act 2016*** recognises the valuable contribution of culturally diverse groups to the Queensland community, promotes Queensland as a unified, harmonious and inclusive community, and ensures services provided by government are responsive to the cultural diversity of our community.

The *Multicultural Recognition Act 2016* establishes the **Multicultural Queensland Charter, which has the following principles:**

1. A shared commitment to Queensland and Australia, and a free and democratic society governed by the rule of law, **fosters a strong and unified community.**
2. The people of Queensland come from many diverse backgrounds and have worked, and continue to work together to **build a prosperous, fair and harmonious Queensland.**
3. The people of Queensland should be able to **express and celebrate**, in a lawful way, their **cultural, linguistic and religious diversity.**
4. **Equal rights and responsibilities** under the law and equitable access to the services provided or funded by the government for all people of Queensland helps build a fair community.
5. A shared commitment, among members of the Queensland community, to **mutual respect, fair treatment and valuing the diversity of peoples** in the community fosters a caring, safe and inclusive community.
6. The creation of opportunities that **encourage the full participation of people from diverse backgrounds in the cultural, economic, political and social life of Queensland** helps build a prosperous state.
7. Sustained, respectful and inclusive engagement between all individuals, groups and the government are a basis for **mutual understanding.**
8. A unified and harmonious community **promotes a sense of belonging** among its people and builds community confidence and resilience.

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2015-16 – 'A Welcoming Reception' –

Albert Park Flexible Learning Centre (as part of Youth Plus Foundation)

1. About the program

The Celebrating Multicultural Queensland grants program promotes Queensland's multicultural identity, the benefits of multiculturalism and equitable access to opportunities by people from diverse cultural backgrounds.

Funding of \$1,000,000 is available each financial year for multicultural events and projects that contribute to the goal of united, harmonious and inclusive communities.

Each year, the priorities and criteria for multicultural events and projects are reviewed to ensure they align with community need.

Key dates

In 2017–18, the timeline for the opening and closing of the grants rounds are:

1. Multicultural events – opened 18 July 2017 and closed 29 August 2017 – **NOW CLOSED**
2. **Multicultural projects – open 1 February 2018 and close 9 March 2018.**

Funding available

In 2017-18, the total funding available for multicultural projects to be delivered in 2018-19 is \$300,000.



2015-16 – 'Multicultural Engagement Program' – Gold Coast SUNS

2. About multicultural projects

Multicultural projects, in alignment with the **principles of the Multicultural Queensland Charter**, will build community relationships to **Create Welcome, Build Opportunity and Celebrate Diversity**.

Objectives

The objective of multicultural projects is to develop practical strategies that:

- **Create Welcome** – engage general community groups (including community associations, service clubs, and sporting groups) in connecting and welcoming migrants and refugees into a wide range of community activities **and/or**
- **Build Opportunity** – promote opportunities for people from diverse backgrounds to participate and contribute to community projects; support communities to become more cohesive and resilient, and build their capacity to respond to local needs **and/or**
- **Celebrate Diversity** – bring people together to celebrate our diversity and build a sense of welcome and belonging for all members of the community.

Priorities

The multicultural projects grants round is outcome focussed and is seeking practical and innovative projects that aim to:

- welcome migrants and refugees into local communities to increase a sense of belonging
- increase opportunities for intercultural connections within local communities
- include migrants and refugees in community associations, service clubs and sporting groups
- support regional communities to build capacity to meet the needs of diverse communities
- support the participation of people with a disability from refugee or migrant backgrounds.

Funding criteria

Applicants **must** clearly address the following **mandatory criteria** in their application to be eligible for funding. Applicants are not required to address the **desirable criteria**, however this will strengthen your application.

Mandatory

- **Description of how the project will address the objective/s and priority/ies of the program.**
- **Demonstrated community input in the development and delivery of the project proposal.**
- **Proven experience in the delivery of projects to engage communities.**
- **A complete project plan that demonstrates practical measures to ensure the successful delivery of the project.**

Desirable

- **Demonstrated partnerships with diverse cultural groups, or general community groups such as community associations, sporting groups and service clubs.**
- **Demonstrated strategies to sustain project beyond the funding period.**

Funding amount

One-off funding of up to \$25,000 is available for approved projects to be delivered from **1 July 2018 to 30 June 2019**.

Due to the high demand for funding, only one application per organisation for a project can be accepted under this program.

Who is eligible to apply?

Organisations must:

- be not-for-profit and incorporated
- have a registered Australian Business Number (ABN) that is not for a commercial entity or individual
- hold public liability insurance to the value of not less than \$10 million, or provide evidence of plans to obtain insurance to the value of not less than \$10 million to ensure the full term of the proposed project is covered by insurance.
- have no overdue reports, or service delivery or performance issues for funding previously or currently provided by the Queensland Government.

Unincorporated organisations will need to seek agreement from a **not-for-profit incorporated organisation** to act as an **auspice for the project**. The auspicing organisation will be responsible for the legal and financial accountability of the project – entering into a grant agreement, receiving the funding to provide to the unincorporated organisation, and submitting report/s. The auspicing organisation must have no overdue reports, or service delivery or performance issues for funding previously or currently provided by the Queensland Government.

What organisations can apply?

Applications are encouraged from:

- community groups and organisations
- community associations including service clubs and service clubs
- local councils who partner with community groups.

Partnerships between organisations to deliver projects are strongly encouraged. Partnerships are important for fostering innovation, cross-cultural collaboration, and whole-of-community engagement in finding effective strategies in creating welcome, building opportunity and celebrating diversity.

To explore partnering opportunities with community associations, diverse cultural groups, and community organisations across Queensland, you can visit the *my community directory* website www.mycommunitydirectory.com.au/Queensland, or the Multicultural Resource Directory www.communities.qld.gov.au/multicultural/multicultural-communities/queensland-multicultural-resource-directory to conduct searches across local government areas and regions in Queensland.

What can funding be used for?

- Non-recurrent salaries and on-costs for short-term/casual workers
- Equipment and venue hire
- Advertising and marketing of project activities
- Costs of materials that are required for project activities
- Telecommunication and other administration.

What can't funding be used for?

- Capital expenditure, for example:
 - the purchase, repair, extension or renovation of buildings
 - motor vehicles
 - stage/venue equipment
 - capital equipment of any kind.
- Purchase of equipment, for example:
 - musical instruments or costumes
 - office equipment such as computers, photocopiers
 - devices of any kind.
- Travel costs within Australia or overseas, however, in recognition of the needs of communities living in rural and remote areas, subsidies for travel within Queensland to support engagement of rural and regional project participants may be considered (approval to be received from the Department of Local Government, Racing and Multicultural Affairs through Multicultural Affairs Queensland).
- Any recurrent costs, for example:
 - ongoing staff costs
 - established positions within the organisation
 - core functions of the organisation.
- Costs that are not essential or not related to the proposed project.
- Retrospective funding for project activities already underway or completed.
- Projects that have been fully funded by another funding agency.

Project examples

EXAMPLE 1

A women's association and a number of cultural groups jointly initiate a project to develop the association's capacity to engage with migrant and refugee women from different cultural backgrounds through involving the association's existing membership and women from culturally diverse backgrounds to explore each other's stories, skills and knowledge. Benefits could be:

- migrant and refugee women feel welcome and accepted and have the opportunity to make new friends
- the association improves their program with participation from a diverse membership
- migrant and refugee women choose to participate in regular activities of the association

- the association improves their capability, knowledge, skills and diversity to increase their support to the community
- migrant and refugee women gain and build confidence through sharing their culture and stories
- the association increases their membership and profile in the wider community by recognising the various contributions made by migrant and refugee women.

EXAMPLE 2

A community association engages young people from different cultural backgrounds in some of the established programs delivered by the association including a Youth Leadership and Enrichment program. Within this program, the association assists young people to develop as aspiring leaders, including problem solving and public speaking activities. Benefits could be:

- young people feel accepted with an increased sense of belonging
- the association improves their capacity and skills to engage with people from culturally diverse communities
- young people attain strengthened leadership, communication and problem solving skills
- increased participation of young people from diverse backgrounds in the association's programs
- young people increase their interaction, awareness and understanding across cultural groups
- the association increases its diversity and appeal to a broader range of communities.



2015-16 – 'The Lullaby Movement' –
Full Throttle Theatre Company Inc

3. How to apply

Ensure you carefully read this Funding Information Paper to determine whether your application meets the requirements for multicultural projects.

How do I submit an application?

Applications are submitted online through **SmartyGrants**. Visit our website at www.communities.qld.gov.au/multicultural for more information, including access to the application form, a guide to assist you to register and to complete the form, and a telephone number for any technical issues.

If you do not have an internet connection or are unable to access the online application form, you can contact Multicultural Affairs Queensland on (07) 3027 2474 to request a **hard copy of the application form**. You can **post** your completed application form to Multicultural Affairs Queensland, Department of Local Government, Racing and Multicultural Affairs, GPO Box 806, BRISBANE QLD 4001.

When do I submit my application?

Online applications must be submitted by midnight on **Friday, 9 March 2018**.

Hard copy applications must be postmarked by Australia Post before or on the closing date of **Friday, 9 March 2018**.

Ensure you submit the completed application by the closing date as **LATE APPLICATIONS WILL NOT BE ACCEPTED**. If you have successfully submitted your application, you will receive an acknowledgement email from SmartyGrants.

If you do not receive an acknowledgement email, your application has not been submitted. Check your application for errors and resubmit. If your application does not submit, contact SmartyGrants Technical Support on (03) 9320 6888.

How will applications be assessed?

All applications are assessed based on merit and assessment criteria.

The following **assessment criteria** provides a guide for applicants on the assessment criteria used to assess grant applications.

Addressing funding requirements

- The extent to which the proposed project aligns with the Multicultural Queensland Charter principles, and addresses the objective/s and funding criteria.



Need and delivery of project

- The application is inclusive, based on sound evidence of need, demonstrates improved outcomes for the target group and community, and is clear about how the project will be delivered.



Value for money/cost effectiveness

- The extent the project has been costed realistically and provides value for money as demonstrated in the required project budget.



Provision of project plan

- The project plan clearly indicates practical strategies, tasks, timelines, milestones and performance measures.

An independent Grants Assessment Panel will use the assessment for each application to determine whether to recommend funding. The process of assessment and decision making may take several months.

Applicants may be asked to submit further details or provide clarification during the assessment process.

In instances where a project is funded but the requested amount is not provided (reduced grant offered), negotiation may be required to ensure the project is still viable with the reduced funding.

What does a strong application look like?

Strong applications will demonstrate a well-planned approach and involve relevant stakeholders. They are clear about what the project is aiming to achieve and what benefits it will bring. They clearly answer all questions in the application and provide all supporting information.

Applicants must also demonstrate that project activities will be undertaken by appropriately qualified and experienced people.

Projects could be:

- community development initiatives that build community skill and leadership
- partnership approaches between culturally diverse communities and other culturally diverse or mainstream organisations that support improved service responses
- initiatives that assist mainstream organisations to improve program development and support to the community through building a more diverse membership
- production of resources and tools that assist service providers to deliver tailored, culturally and linguistically appropriate responses
- community engagement projects that promote the importance of mutual respect, understanding and fair treatment of all, regardless of cultural, racial or religious differences
- initiatives that assist mainstream organisations to increase the participation of culturally diverse communities in community activities and programs
- community engagement projects that build a sense of community identity that is about welcome, belonging and celebrating diversity.

What applications will not be funded?

- Applications from ineligible applicants, such as individuals or organisations based outside of Queensland who do not have operations in Queensland. (Refer to 'Who is eligible to apply?' on page 5 for eligible organisations.)
- Applications with a focus on funding activities associated with an event, including annual or one-off cultural celebrations and festivals. (*The Celebrating Multicultural Queensland grants program has a separate funding round for events and festivals.*)

- Applications that fail to address the program objectives and funding criteria.
- Applicants or auspicing organisations that have overdue Acquittal Reports for previous funding received from Multicultural Affairs Queensland. Overdue Acquittal Reports are those that have not been submitted by the due date indicated in the funding agreement. To check if you are up to date with your reports, please email MAQfunding@communities.qld.gov.au.
- Projects with a focus on competitions, commercial, or fundraising activities.

4. Funding decisions

Funding decisions are final and unsuccessful applications will not be re-considered.

Funding outcomes for multicultural projects under the 2017–18 Celebrating Multicultural Queensland grants program will **be announced by the Minister for Multicultural Affairs before the end of June 2018.**

All applicants successful in receiving funding will be required to:

- sign a **Particulars** (funding contract) and comply with the requirements and conditions of the agreement. *Visit www.communities.qld.gov.au/multicultural for an example*
- complete an **Electronic Funds Transfer** form outlining financial institution details, and if registered for GST, an Agreement to Issue **Recipient Created Tax Invoice** form which allows the Department of Local Government, Racing and Multicultural Affairs, through Multicultural Affairs Queensland, to raise an invoice on behalf of the successful applicant
- submit an online **Acquittal Report** within six (6) weeks after the completion of the funded project. Depending on the timeline of a project, a Progress Report mid-way through the project may also be required to be submitted. Templates will be attached to applications in SmartyGrants.

Funding will become available once successful applicants have entered into a grant agreement, executed by the Queensland Government, and provided their bank details.

Successful applications will be advertised in Queensland Government publications and websites. An applicant must inform the Department of Local Government, Racing and Multicultural Affairs, through Multicultural Affairs Queensland, if the organisation does not want their contact information made public.

All applicants unsuccessful in receiving funding can:

- request feedback on their application by emailing MAQfunding@communities.qld.gov.au
- contact the Grants Access Worker at MDA Ltd on (07) 3337 5400 or email mehrang@mdaltd.org.au who can assist in identifying other funding options
- refer to the following section, 'Other funding', for links to funding programs.

5. Other funding

You can find information about a range of funding programs or grants opportunities that are managed by the different levels of government and private sectors at the following sites:

Federal Government

On this site you can search for funding programs available within the Federal Government.

- www.business.gov.au/grants-and-assistance/grant-finder/

Queensland Government

On this site you can search for funding programs available within the Queensland Government.

- www.qld.gov.au/services/grants

Local Government

On this site you can find the contact details for your local council to be able to contact and discuss the funding programs they have available.

- www.dilgp.qld.gov.au/local-government-directory/

Other funding programs

On this site you can find current funding opportunities available, both government and philanthropic funding.

- www.mdaltd.org.au/cs-grant-access-program/, and then select '**\$\$ Funding opportunities \$\$**'

6. Assistance

If after reading this Funding Information Paper you still have questions, you can contact Multicultural Affairs Queensland by emailing MAQfunding@communities.qld.gov.au.

If you need assistance in developing your application, or if you require information about other sources of funding, you can contact the Grants Access Worker at MDA Ltd on (07) 3337 5400 or email mehrang@mdaltd.org.au. **MDA Ltd is a non-government organisation and is independent of the grant assessment process.**

Accessing interpreting services



Interpreting services are available for people who have difficulty communicating in English. If you have difficulty understanding this Funding Information Paper or would feel more comfortable discussing this document in your own language, please telephone Multicultural Affairs Queensland, on (07) 3027 2474 to ask for an interpreter.



2015-16 – 'Empowering Community Leaders to Promote Refugees' Socio-Economic Participation and Combat Social Inclusion' – ARMIA