



Expand Together Infrastructure and Equipment Grants Funding Guidelines



**Government
of South Australia**

Department of the
Premier and Cabinet

Table of contents

Foreword.....	2
About Expand Together Grants	3
Outcomes	4
Matched funding requirements	4
Eligibility.....	5
Who is eligible?	5
Who is not eligible?	5
What can be funded?	6
What applications will not be supported?	6
How to apply?	7
Supporting documentation required	7
How are applications assessed?	8
Stage one – application screening	8
Stage two – assessment against criteria	8
Notification	9
Funding agreement.....	9
Glossary.....	10

Foreword



The Government of South Australia is committed to supporting our diverse community. In support of this commitment, an additional \$16 million over four years has been allocated to programs that support the work of the multicultural sector.

The Multicultural Grants Program 2023-24 features the **Expand Together Grants** to support eligible multicultural organisations to purchase equipment and build new community facilities and upgrade community infrastructure for use by South Australia's culturally and linguistically diverse communities.

Our government recognises that community facilities and equipment play a vital role in providing space and resources for culturally and linguistically diverse communities to access services and promote the rich cultural diversity of South Australia in a way that is inclusive of the whole community.

We encourage multicultural organisations to consider applying for funds through the Expand Together Grants to support their projects in 2023-24.

A handwritten signature in blue ink, appearing to be 'Zoe Bettison'.

Hon Zoe Bettison MP
Minister for Multicultural Affairs

About Expand Together Grants

The **Expand Together Grants** are administered by Multicultural Affairs within the Department of the Premier and Cabinet.

The grants provide one-off funding to eligible multicultural organisations to purchase equipment and upgrade, extend or build community facilities for use by South Australia's culturally and linguistically diverse communities.

The **Expand Together Grants** aim to ensure there are necessary facilities and equipment for community members to come together, access the services and programs they need, and connect with the wider local community network.

Expand Together Grants of up to \$100 000 are available to multicultural organisations for projects to be delivered over 12 months.

There are matched funding requirements for applicants requesting more than \$50 000.

There will be two rounds of Expand Together. Round 1 projects will commence in July 2023, and Round 2 projects will commence in February 2024.

Multicultural Affairs will only accept one application per round for the **Expand Together Grants** per organisation. Organisations with regional offices can submit one application per regional office.

Key multicultural service providers, who have a direct responsibility working with culturally and linguistically diverse communities, can apply up to two times per round, as a lead agency in partnership with one or more multicultural community organisations.

An organisation can only receive funding once in 2023-24.

Applications for Round 1 open on 17 October 2022 and close on 15 January 2023 at 11pm

Applications for Round 2 open on 1 June 2023 and close 30 August 2023 at 11pm

Outcomes

The **Expand Together Grants** invest in multicultural organisations to achieve one or more of the following outcomes:

- increase the use and access of community facilities and equipment by culturally and linguistically diverse communities to support participation in activities, and the delivery of services, to meet community need
- support new and emerging communities who may have difficulties in accessing community infrastructure and equipment readily, and foster partnerships (financial or non-financial) between culturally and linguistically diverse communities through shared use of facilities and equipment.

Matched funding requirements

For applicants requesting more than \$50 000 funding must be matched as follows:

- **Metropolitan Adelaide**, applicants must contribute at least one dollar for every dollar of South Australian Government funding, up to a maximum amount of \$100 000 for infrastructure projects. Metropolitan Adelaide comprises the [South Australian Government regions](#) of Eastern Adelaide (including CBD), Western Adelaide, Northern Adelaide and Southern Adelaide.
- **Regional and rural South Australia** - applicants within regional and rural South Australia must contribute at least one dollar for every two dollars of South Australian Government funding, up to a maximum amount of \$100 000 for infrastructure projects. Regional and rural South Australia comprises Greater Adelaide (Adelaide Hills, Barossa Light and Lower North, Fleurieu and Kangaroo Island) and Country Regions (Eyre and Western, Far North, Limestone Coast, Murray and Mallee, Yorke and Mid North).

Evidence of available matched funding must be provided by applicants as part of their applications (e.g. a recent bank statement, grant approval, confirmation of partnership contribution).

Eligibility

Who is eligible?

To be eligible for funding, multicultural organisations must:

- be non-government, not-for-profit and
 - incorporated under the *Associations Incorporation Act 1985*, or
 - an Australian Public Company Limited by Guarantee under the *Corporations Act 2001*, or
 - a Statutory Authority established through an Act, or
 - registered with the Australian Charities and Not-for-Profit Commission with a comparable legal status
- have a registered Australian Business Number (ABN)
- provide satisfactory evidence that their core purpose is to deliver initiatives, services or support for culturally and linguistically diverse communities in South Australia
- be South Australian based.

Multicultural Affairs will accept one application for the **Expand Together Grants** per organisation. Organisations with regional offices can submit one application per regional office.

Key multicultural service providers who have a direct responsibility working with culturally and linguistically diverse communities can apply up to two times as a lead agency in partnership with one or more multicultural community organisations.

Who is not eligible?

The following are ineligible for funding:

- successful recipients of the Expand Together Grants 2023-24 (Round 1) will not be eligible for Expand Together Grants 2023-24 (Round 2).
- non-multicultural organisations
- organisations that have outstanding obligations for previously awarded grants
- educational institutions or related representative bodies, e.g. schools and/or their parents' associations, universities and for-profit childcare centres
- individuals or organisations applying on behalf of an individual
- for-profit organisations or private companies
- Commonwealth, state or local government departments and agencies
- organisations that have been incorporated for less than one year
- unincorporated Associations.

What can be funded?

Upgrade, extend or build community infrastructure and facilities, including:

- upgrades to infrastructure
 - installing disability access ramps
 - roof repairs
 - refurbishing rooms (painting, electrical, flooring or lighting)
 - upgrading kitchens (inbuilt items e.g. ovens, cabinets)
 - bathroom facilities
 - storage facilities
 - heating or cooling systems
 - cool room
 - shade structures
 - community gardens
 - building new community centres on existing owned land
 - extending community halls
 - fixed or mobile CCTV cameras
 - security lighting
 - fencing and gates
 - bollards
 - security doors and windows
 - security and alarm systems
 - intercoms and swipe access

- purchase of equipment
 - marquees
 - kitchen equipment (dishwasher, fridge, catering equipment)
 - portable cool room on wheels
 - trailer
 - sound system
 - public address system
 - telephone system
 - software and hardware
 - purchase of community bus or van (minimum 12 seats).

What applications will not be supported?

The following will not be supported:

- retrospective funding for projects that have commenced or have been completed, including works undertaken prior to July 2023 for Round 1 and February 2024 for Round 2.
- projects primarily aimed at meeting religious or political outcomes, e.g. enhancements to a place solely used for worship
- to purchase or lease buildings or land
- architectural plans and council approvals
- cars or trucks
- to supplement the recurrent or ongoing costs of an existing organisation
- equipment to distribute to other bodies or individuals.

How to apply?

- Carefully read these guidelines before you apply.
- Check that your organisation is eligible to apply. If you are unsure, please contact the Multicultural Grants Team on 1300 239 468.
- Complete and submit your application at www.multicultural.sa.gov.au by 11pm (South Australia time), 15 January 2023 for Round 1 and 31 August 2023 for Round 2. Late applications will not be accepted.
- Following receipt of your initial application, if required Multicultural Affairs may invite you to submit further documentation prior to 15 March 2023 for Round 1, or 31 October 2023 for Round 2.

Supporting documentation required

- copy of your organisation's Constitution
- minutes from the most recent Annual General Meeting (must be within last two years)
- most recent end of year financial report showing assets, annual income and expenditure (must be within last two years)
- quotes from supplier for all items \$100 and over
- support letters from partnering South Australian incorporated not for profit agencies (if applicable)
- information about grant funding received by your organisation from other entities (most recent financial year), and
- photographs of items or facilities that need upgrading.

Infrastructure Grant Applications must also provide:

- evidence of funding source(s) to meet the matched funding requirement (e.g. a recent bank statement, grant approval, or confirmation of partnership contribution)
- evidence of appropriate building compliance and council approvals, if applicable
- labelled building floor plans
- evidence of ownership of building, if applicable – copy of recent council rates
- for applications to enhance or build on privately-owned lands, a satisfactory signed long-term lease agreement (minimum five-years remaining at the time of application and a letter of consent from the building owner)
- for applications to enhance or build on publicly owned lands, a signed lease agreement with a minimum two-years remaining at the time of application, and
- project plan outlining the timelines.

Security Upgrade Grant Applications must also provide:

- labelled building floor plans
- evidence of ownership of building, if applicable – copy of recent council rates

- for applications to upgrade on privately-owned lands, a satisfactory signed long-term lease agreement (minimum five-years remaining at the time of application and a letter of consent from the building owner)
- for applications to upgrade on publicly owned lands, a signed lease agreement with a minimum two-years remaining at the time of application, and
- project plan outlining the timelines.

How are applications assessed?

Stage one – application screening

Once the round has closed, the applications are screened to check:

- the applicant organisation and project are eligible
- the application has been completed in full and all supporting documentation has been provided, and
- the applicant does not have any outstanding obligations for previously awarded grants.

Applications that do not meet stage one requirements will not progress to stage two.

Stage two – assessment against criteria

Applications will be assessed on merit using the following criteria:

Criteria	Description
Community need and outcomes	<p>Does the application clearly identify the community need?</p> <p>Does it describe clearly how the need will be addressed through use of the facility or equipment?</p> <p>Does it demonstrate the facility or equipment will be well used?</p> <p>Does it describe clearly how accessibility of the facility will be increased?</p> <p>Does it give information about which groups will use the facility or equipment regularly and for what purpose?</p> <p>Does it align with the priority areas (infrastructure, security upgrades and community transport)?</p>
Connection to the wider community	<p>Is there opportunity for other multicultural organisations and communities to use or benefit from the facility or equipment?</p> <p>Is there evidence that two or more multicultural organisations will partner to deliver the project?</p> <p>Is there evidence of existing partnerships between the multicultural organisations applying?</p>

Organisational capacity	<p>Does the organisation have capacity to carry out the proposed project?</p> <p>Engagement with a quality improvement program will be considered favourably (e.g. Australian Service Excellence Standards).</p> <p>Does the application include all the required documents?</p>
Financial need	<p>Does the organisation require the funding to carry out the proposed project?</p>
Value for money	<p>Is there evidence that the project has been costed realistically and provides value for money?</p> <p>Is there evidence of the level of matched funding from the organisation (for applicants requesting more than \$50 000)?</p>

Notification

All applicants will be notified in writing of the outcome of their applications.

Unsuccessful applicants are encouraged to contact the Multicultural Grants Team on 1300 239 468 to receive feedback on their application.

Funding agreement

Successful applicants will receive an agreement detailing the terms and conditions of the funding provided.

All applicants will be required to sign the agreement and comply with its conditions, which will include requirements to:

- report on how you have spent the money provided
- measure and report on the outcomes from the funded project
- retain receipts for all purchased items, including evidence of matched funding expenditure for grants over \$50 000
- provide receipts for all approved budget expenditure over \$100
- have public liability insurance – a minimum of \$1 million or as required in your agreement
- appropriately acknowledge Multicultural Affairs, Department of the Premier and Cabinet as a funding source for the project.

Payment will be made in accordance with the terms and conditions of the agreement.

Glossary

Term	Definition
Multicultural organisation	For an organisation to be defined 'multicultural', the Department of the Premier and Cabinet must be satisfied the organisation's core purpose is to deliver initiatives, services or support for one or more culturally and linguistically diverse communities in South Australia.
Culturally and linguistically diverse communities	Culturally and linguistically diverse refers to people from migrant and refugee backgrounds within the South Australian community. The term acknowledges that groups and individuals differ according to language, religion and spirituality, racial backgrounds and ethnicity.
New and emerging communities	People from new and emerging communities are sometimes identified as higher-need or at-risk due to the length of time they have spent in refugee camps and the additional resources and support they may need to address the settlement challenges they face. New and emerging communities are those: <ul style="list-style-type: none">• with a small population• where most members are recent arrivals to Australia• where most members entered through Australia's humanitarian program, and• lacking established family networks, support systems, community structures and resources compared with established communities.
Key multicultural service providers	Organisations with paid staff, quality assurance accreditation, and demonstrated experience in delivering training and/or capacity building, that provide support and deliver services and programs to other multicultural organisations.
Partnerships	Financial or non-financial collaborations between two or more organisations to deliver the project and/or share use of the facility or equipment. For example, a multicultural organisation upgrading or building a facility that will be used by a multicultural organisation from another ethnic background.
Community facilities	Facilities owned or leased by multicultural organisations that are to be used solely or predominantly by culturally and linguistically diverse communities for community activities.
South Australian based	A registered South Australian business address.
Publicly owned facilities	Facilities owned by organisations eligible for Expand Together Grants or that are owned by Commonwealth, state or local government.
Council approval	Council certified development and building approval.

For more information:

Multicultural Grants Team

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