



Expand Together Grants 2019-20

Funding Guidelines



**Government
of South Australia**

Department of the
Premier and Cabinet

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Foreword



The Government of South Australia is committed to ensuring our diverse multicultural communities are well supported through quality services and programs, along with being encouraged to organise and host activities and events that showcase their rich diverse cultures and customs with the wider South Australian community.



The South Australian Government recently completed a review of multicultural grants initiatives to ensure funding better reflects the needs and aspirations of our growing multicultural communities. Based on the findings, Multicultural Affairs (Department of the Premier and Cabinet) has designed an equitable funding structure that aims to meet the needs across the sector and ensure more integrated and better services can be offered to our multicultural communities.

We are pleased to announce the opening of the Multicultural Grants Program 2019-20, featuring four streams of funding to support our multicultural communities:

- **Advance Together**
- **Celebrate Together**
- **Expand Together**
- **Stronger Together**

We take this opportunity to outline our **Expand Together Grants**, which offers funding support to eligible multicultural organisations to help them purchase equipment, 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 2019-20.



Hon Steven Marshall MP
Premier of South Australia



Hon Jing Lee MLC
Assistant Minister to the Premier

About Expand Together Grants

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

The grants provide one-off funding annually to eligible multicultural organisations to upgrade, extend or build community facilities or purchase equipment 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 network of the local community.

Grants will be awarded through one funding round in 2019-20. There are two categories of grants under the **Expand Together Grants**. **Infrastructure Grants** of up to \$100,000 (One hundred thousand dollars only) and **Equipment Grants** of up to \$20,000 (Twenty thousand dollars only) are available to multicultural organisations for projects to be delivered over 12 months, commencing in August 2019. There are matched funding requirements for applicants requesting more than \$10,000.

Multicultural Affairs will only accept one application for the **Expand Together Grants** per organisation.

Applications open on 5 April 2019 and close on 31 May 2019 at 5pm

Outcomes

The **Expand Together Grants** invests 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
- foster partnerships (financial or non-financial) between culturally and linguistically diverse communities through shared use of facilities and equipment.

Funding categories

There are two categories of grants available in 2019-20.

Funding category	Funding available	Eligible projects
Infrastructure Grants	Up to \$100,000	Upgrade, extend or build community infrastructure and facilities, including: <ul style="list-style-type: none">• minor works to existing facilities (e.g. installing disability access ramps, roof repairs, refurbishing training rooms)• major upgrade to existing facilities (e.g. upgrading kitchens, bathroom facilities, air-conditioning)• construction of new community facilities (e.g. building new community centres, extending community halls).
Equipment Grants	Up to \$20,000	Purchase of equipment so the organisation is better able to undertake its work (e.g. a new dishwasher, community bus, sound system, public address system, telephone system, software and hardware*). <i>*Organisations should consult with Connecting Up (www.connectingup.org) regarding their eligibility for technology donations or discounts before applying for funds for these items.</i>

Matched funding requirements

For applicants requesting more than \$10,000 funding must be matched as follows:

- within **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 and \$20,000 for equipment purchases. 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 and \$20,000 for equipment purchases. 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
- 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.

Not for profit multicultural organisations that are not incorporated or do not have an ABN may apply under the auspices of an eligible multicultural organisation. Auspice organisations must also meet the above eligibility criteria. There is no limit to the number of times an eligible organisation may auspice other organisations.

Who is not eligible?

The following are ineligible for funding:

- 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.

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 August 2019
- projects primarily aimed at meeting religious or political outcomes, e.g. enhancements of a place solely used for worship
- to purchase buildings or land
- 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 5pm, 31 May 2019. Late applications will not be accepted.

Supporting documentation required:

- copy of your organisation's Constitution, signed by two authorised members of your organisation's committee
- signed minutes from the most recent Annual General Meeting
- most recent end of year financial report
- quotes for items \$500 and over
- 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
- 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
- information about grant funding received by your organisation from other entities (most recent financial year).

How are applications assessed?

Stage one – application screening

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

- the applicant organisation and project are eligible
- the application has been completed in full and all supporting documentation has been provided
- 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 that progress to stage two will be assessed by a panel.

The panel will assess all applications on merit using the following criteria.

Criteria	Description
Community need	<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 that 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>
Partnerships and collaborations	<p>Is there opportunity for other multicultural organisations to use or benefit from this facility or equipment?</p> <p>For Infrastructure Grants, is there evidence that two or more multicultural organisations have worked together to develop the proposal?</p> <p>Are there existing partnerships between multicultural organisations?</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 \$10,000)?</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>

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
- 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.

Reporting requirements

The reporting requirements for successful applicants will be outlined in the funding agreement. All successful applicants will be required to submit a final report, including a financial acquittal and receipts for all purchases over \$500, and evidence of matched funding expenditure for grants over \$10,000.

Grant recipients are required to keep receipts for all purchased items.

Glossary

Term	Definition
Multicultural organisation	For an organisation to be defined 'multicultural', the Department of the Premier and Cabinet must be satisfied that the organisation's core purpose is to deliver initiatives, services or support for culturally and linguistically diverse communities in South Australia.
Culturally and linguistically diverse communities	People from migrant and refugee backgrounds, particularly those from non-English speaking countries.
New and emerging communities	<p>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:</p> <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 • lacking established family networks, support systems, community structures and resources compared with established communities.
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

Multicultural Affairs, Department of the Premier and Cabinet

T 1300 239 468

E MulticulturalAffairs@sa.gov.au

W multicultural.sa.gov.au