



# Advance Together Grants 2021-2022 Funding Guidelines



**Government  
of South Australia**

Department of the  
Premier and Cabinet

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# About Advance Together Grants

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

The grants provide one-off funding to eligible multicultural organisations to develop projects that improve their governance and strengthen their capacity building skills.

Grants are available for projects or initiatives that are aimed at building capacity, knowledge and skills within the community, but do not create an ongoing need for funding.

Grants will be awarded through one funding round in 2021-22. Grants of up to \$5,000 (Five thousand dollars only) are available for projects to be delivered over 12 months, commencing in August 2021.

Multicultural Affairs (DPC) will accept one application for the **Advance 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 community organisations.

**Applications open on 1 March 2021 and close on 30 April 2021 at 5pm**

## Outcomes

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

- build the capacity of multicultural organisations and communities to actively participate in all aspects of South Australian society and economy
- strengthen the governance of multicultural organisations to lead, develop, support and advocate for their communities
- build partnerships between multicultural organisations and service providers to combine their strengths and abilities to better respond to the needs of culturally and linguistically diverse communities
- strengthen organisational capacity of multicultural organisations to attract funding support, as well as recruit, retain and improve the skills and knowledge of volunteers and members
- develop and improve best practices and procedures, such as strategic planning, risk management, Work Health and Safety, and financial management
- strengthen communication between members of the organisation, government agencies and other stakeholders.

# 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 (DPC) will accept one application for the **Advanced 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 community 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 department and agencies
- organisations that have been incorporated for less than one year
- unincorporated Associations.

## What can be funded?

Funding can be used for eligible expenses that directly relate to the coordination, management and delivery of the project within South Australia.

Examples of eligible projects are:

- leadership and governance training for board committee members
- temporary project staff salaries or consultant costs to assist in developing a plan or strategy (e.g. strategic plan, communication/social media strategy)
- training and skills development (e.g. grant writing skills, volunteer management training, financial management)
- develop a website or app to make services more accessible to the community
- professional mediation services for members.

## What applications will not be supported?

The following will not be supported:

- retrospective funding for projects that have commenced or have been completed before July 2021
- to supplement the recurrent or ongoing costs of an existing organisation
- activities primarily aimed at meeting religious or political outcomes (except for interfaith initiatives)
- funds to distribute to other bodies or individuals
- funding for interstate or overseas artists, facilitators or speakers
- artist performance fees
- prizes, competitions, donations or sponsorships
- volunteer honorariums, petrol expenses or other reimbursements
- funding for individuals to attend courses offered by educational institutions (e.g. universities, TAFE SA)
- to purchase or lease buildings or land
- emergency relief such as food vouchers, food, payment of bills, clothing, money
- travel expenses outside of South Australia
- projects that are already funded or are the core responsibility of other state or Commonwealth government departments.

## 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](http://www.multicultural.sa.gov.au) by 5pm, 30 April 2021. Late applications will not be accepted.

## Supporting documentation required

- copy of your organisation's Constitution
- signed minutes from the most recent Annual General Meeting (must be within the last two years)
- most recent end of year financial report showing assets, annual income and expenditure
- quotes for all items \$100 and over
- salary award, level and hours
- project staff role description (if applicable)
- information about grant funding received by your organisation from other entities (most recent financial year)
- support letters from partnering South Australian incorporated not for profit agencies (if applicable).

## 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 will be assessed on merit using the following criteria.

Criteria	Description
Community need, purpose and outcomes	<p>The extent to which the application addresses the nominated grant outcome priority areas.</p> <p>Does the application clearly identify the community need?</p> <p>Does it describe clearly how the need will be addressed through delivery of the project?</p> <p>Does it give information about the activities and timeline of the project? E.g. Type, number and duration of workshops or sessions.</p> <p>Does it describe clearly how the project will complement (rather than duplicate) existing services?</p>
Connection to the wider community	<p>Does the project utilise the professional expertise of external service providers, agencies and/or educational institutions?</p> <p>Is there evidence that two or more organisations will partner to deliver the project?</p> <p>Is there evidence of existing partnerships between the organisations applying?</p>
Value for money	<p>Is there evidence that the project has been costed realistically and there are valid quotes?</p> <p>Is the cost proportionate to the number of people that will benefit?</p> <p>Is there evidence the project will be sustainable after its completion and will not create an ongoing need for funding?</p>
Organisational capacity	<p>Does the organisation have capacity to carry out the proposed project?</p> <p>Does the application include all the required documents?</p> <p>Engagement with a quality improvement program will be considered favourably (e.g. <a href="#">Australian Service Excellence Standards</a>).</p> <p>Does the organisation have an inclusive culture and respectful relationship between office bearers?</p>
Financial need	<p>Does the organisation require the funding to carry out the proposed project?</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
- 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 that 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.
Community capacity building	A way of working with and supporting communities that strengthens their ability to build their structures, systems, people and skills so they are better able to define and achieve their objectives, engage in consultation and planning, manage community projects and take part in partnerships and community enterprises.
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"><li>• with a small population</li><li>• where most members are recent arrivals to Australia</li><li>• where most members entered through Australia's humanitarian program</li><li>• lacking established family networks, support systems, community structures and resources compared with established communities.</li></ul>
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.
South Australian Based	A registered South Australian business address.

**For more information:**

Multicultural Grants Team

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