**2020 Domestic and Family Violence Prevention Month Community Grants**

Grant Information Paper 2020

1. **Key Information**

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| **Purpose of the 2020 Domestic and Family Violence Prevention Month community grants** | One-off funds totalling $150,000 is available for events, projects and activities to be held during Domestic and Family Violence Prevention Month in May 2020.  Funded events, projects and activities are to raise community awareness of domestic and family violence and send a strong message that domestic and family violence will not be tolerated in Queensland.  Of the funds available, approximately $30,000 is specifically allocated to support events, projects or activities in Aboriginal and Torres Strait Islander communities.  **Please note:** The maximum funds available per event, project or activity is $5,000. |

1. **Background**

Domestic and family violence is a serious and significant issue for Queensland. It can generally be described as when one person in a relationship uses their power to control and abuse the other person making them fearful for their safety.

Domestic and family violence affects people of any age, gender, ethnicity or sexual preference. However, research shows that women make up the majority of victims of domestic and family violence, generally as a result of abuse by their male partners or ex partners.

Aboriginal and Torres Strait Islander women experience domestic violence and family violence more often than other Queensland women, and are more likely to experience family violence from a broader range of extended family relationships.

The Department of Child Safety, Youth and Women (DCSYW) coordinates Domestic and Family Violence Prevention Month (DFVPM) each May. The aim is to increase community awareness of the social and personal impacts of domestic and family violence, promote support available to those affected, and encourage communities and individuals to take action and empower people to work together towards preventing domestic violence.

Domestic and Family Violence Prevention Month has been held in Queensland since 2003.

In 2015, the Special Taskforce on Domestic and Family Violence presented its report to the Queensland Government. This report ‘Not Now, Not Ever: Putting an end to Domestic and Family Violence in Queensland’ highlighted the importance of challenging and changing community

attitudes to domestic and family violence. The Government’s response to this landmark report continues to be implemented resulting in an ambitious reform agenda. The DFVPM community grants are an important way to raise community awareness and help to challenge attitudes towards domestic and family violence.

1. **Purpose of the community grants**

One-off funds totalling $150,000 is available to support community organisations across the state to hold events, projects and activities during DFVPM in May 2020 that:

* raise awareness about the occurrence and impacts of domestic and family violence across the Queensland community
* provide information about help available to people affected by domestic and family violence
* promote partnerships and collaboration across the community to prevent and respond to domestic and family violence
* engage and educate Queenslanders to create a community that supports respectful relationships, practices positive attitudes and behaviours especially towards women and girls and promotes a culture of non-violence
* challenge Queenslanders to consider their attitudes towards domestic and family violence
* empower family, friends, neighbours and colleagues of victims to take steps they might not otherwise take to respond to domestic and family violence.

1. **Assessment of applications**

Applications will be assessed:

* if the Eligibility Criteria are met;
* in consideration of local needs, and geographical spread; and
* in accordance with the Selection Criteria outlined in this document.
  1. **Eligibility criteria**

Applicants must meet the following criteria to be eligible:

1. be a not for profit legal entity;
2. hold, or plan to obtain, insurance appropriate to the proposed event, project or activity that includes cover for the whole of the month of May 2020. At a minimum, applicants must hold public liability insurance to the value of at least $10 million; and
3. have no outstanding financial liability, service delivery or performance issues for funding previously provided by the DCSYW.

**Please note:**

* State run entities such as schools, hospitals and the Queensland Police Service are not eligible to receive grant funds. However, Parents and Citizens Associations established under the *Education Act 2006* and Police Citizen Youth Clubs are able to apply for a grant.
* Local councils are permitted to apply for a grant.
* If you are not a not for profit legal entity and you would like to apply for this funding you may either:
  + seek incorporation, or
  + partner with an existing not for profit legal entity to auspice your event, project or activity.

**Further information about Eligibility Criteria**

1. **Legal Entity Status**

* Evidence required for Legal Entity status is either:
  + the Australian Business Number (ABN) you provide in your application; OR
  + if you do not have an ABN, a copy of your certification of incorporation (to be attached to your application).
* Evidence required for not for profit status is either:
  + the following information sourced by SmartyGrants from the Australian Business Register using your ABN:
    - Registration as a charity with the Australian Charities and Not-for-Profits Commission (ACNC); or
    - Goods and Services Tax Concession; Fringe Benefits Tax Exemption; Income Tax Exemption or Deductible Gift Recipient status with the Australian Tax Office; OR
  + a copy of your model rules or governing documents (to be attached to your application), that prohibit your entity from making any distribution (whether money, property or otherwise) to its members;

1. **Insurance Cover**

* Evidence of meeting insurance requirements by either:
  + the certificate of currency to be attached to your application; OR
  + details you provide in your application on your plans to obtain appropriate insurance cover for the month of May 2020.

1. **Financial or performance issues**

* The department will assess any outstanding financial accountability, service delivery or performance issues based on any current or previous DCSYW service agreements by:
  + the declaration made by you in your application; and
  + liaising with relevant officers within the department.
  1. **Selection criteria**

Each of the following criteria and supporting evidence must be provided:

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| **Selection criterion one:** | **DESCRIPTION OF EVENT / PROJECT / ACTIVITY** |
| **Weighting:** | **45%** |
| **Word limit:** | **Total maximum of 400 words** |
| 1. **Who will benefit from the proposed event, project or activity?**   **(Word limit 50)**  Funded events, projects and activities must target some or all of the following:   * people in communities across Queensland * people affected by domestic and family violence * individuals who play an important role in supporting others affected by domestic and family violence such as family, friends, neighbours, employers and work colleagues * Aboriginal and Torres Strait Islander peoples or communities * people from culturally and linguistically diverse backgrounds * people who identify as Lesbian, Gay, Bisexual, Transgender, Intersex or Queer * Older community members * Community members with a disability * Young people in the community * Community, leaders and community groups, including sporting groups | |
| 1. **Provide a description of the proposed event, project or activity.**   **Including:**   * 1. **What the event will look like and what sort of activities will be involved?**   2. **How will the event respond to the needs of the local community?**   **(Word limit 350).**  **Supporting evidence should include:**   * your understanding of domestic and family violence and how to help prevent it * how your proposed activity will challenge acceptance of domestic and family violence in the local community and encourage people affected, or concerned about someone they know, to seek help * the key messages you will promote and how you will do this * how your activity will target a wide audience including Aboriginal and Torres Strait Islander people and people from culturally and linguistically diverse groups. * how you are working with other organisations and/or community groups and/or community leaders in developing, supporting and/or delivering the event (e.g**.** letters of support, such as from your local MP, local service providers, stakeholders or Aboriginal or Torres Strait Islander Elders)   For ideas about possible events, projects or activities visit the **About Domestic and Family Violence Prevention Month** website at <https://www.qld.gov.au/dfvpmonth>. | |

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| **Selection criterion two:** | **VALUE FOR MONEY** |
| **Word limit:** | **Maximum of 150 words** |
| **Weighting:** | **15%** |
| 1. **Value-for-money**   **Supporting evidence should include:**   * a breakdown of your estimated budget and any financial or in-kind support   **Information to assist with developing your budget**   * Eligible costs include:   + running costs (e.g. hire of premises, gas, electricity, etc.)   + administrative costs (e.g. postage, stationery, printing, telephone, cleaning)   + travel/transport costs (e.g. fares, vehicle allowances)   + advertising and publicity costs to promote community awareness and involvement   + catering costs   + guest speaker, entertainment, sessional worker or consultant’s fees. * Ineligible costs include:   + purchase of assets (capital items with a purchase price of $3,000 or more   with a useful life of more than 12 months)   * + costs other than those listed above unless approved in writing by the DCSYW. | |

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| **Selection criterion three:** | **COMMUNITY ENGAGEMENT and COLLABORATION** |
| **Word limit:** | **Maximum of 250 words** |
| **Weighting:** | **40%** |
| **Outline how your proposed event, project or activity:**   * has the capacity to attract local, regional or state-wide community interest and collaboration. * will promote awareness and challenge attitudes beyond those people who participate directly in the event, project or activity.   **Please note:**  **Events, projects or activities that primarily target existing clients of a service or other service providers and not the broader community will generally not be considered for funding.**  **Supporting evidence should include:**   * strategies you will use to ensure the proposed event, project or activity will reach a wide audience and attract community and media interest. | |

Departmental officers may contact you during the assessment process to request:

* a copy of your most recent Audited Financial Statement;
* further details or clarification of the information provided.

1. **Lodging applications**

Applications must be submitted on the SmartyGrants website at <https://csyw.smartygrants.com.au/2020DFVPM>**.**

Please note:

* A separate application must be submitted for each proposed event, project or activity you are seeking funding for.
* Late applications may be accepted under exceptional circumstances ONLY.

1. **Grant recipient requirements**

Successful applicants will be required to:

* enter into a service agreement with DCSYW before grant funding is released.
* acknowledge where funding came from on any printed or promotional material relating to your event, project or activity, including websites.
* following your event:
  + complete an activity report outlining the activity and outcomes achieved; and
  + either upload a video and/or photographs to the campaign website or provide video and/or photographs to DCSYW for uploading. You must obtain all necessary consents prior to uploading or providing video and/or photographs.
* comply with the *Community Services Act 2007*.

1. **Department contact details**

All enquiries should be directed to the Violence Prevention Commissioning Team, DCSYW via email on [violence\_prevention\_team@csyw.qld.gov.au](mailto:violence_prevention_team@csyw.qld.gov.au).

Contact officers are not able to provide advice on individual applications.