2019 Truth, Healing and Reconciliation Grants Program

Application guidelines
1. Key information

| Purpose of the Truth, Healing and Reconciliation grants | One-off funding is available to Queensland organisations and institutions that meet eligibility requirements in Section 4.1 below, for activities that will contribute to truth, healing and reconciliation of people with a lived experience of institutional child sexual abuse. Activities that also acknowledge other forms of institutional abuse will also be considered.

Activities must reflect at least one of the key concepts of truth, healing and reconciliation. All activities must be meaningful for people with lived experience. For example, activities may include projects, events or initiatives that:

- acknowledge and raise awareness of institutional child abuse and its impact
- support those with lived experience to speak out and share their stories in a way that is safe, supported, and promotes better understanding by the broader community and institutions
- are of importance to people with lived experience such as events and reunions
- develop memorials and monuments that are of significance to those with a lived experience
- undertake research in the area of institutional child sexual abuse, acknowledging other forms of abuse
- explore the impact of institutional child sexual abuse and other forms of abuse.

Activities must be undertaken in a way that is inclusive, culturally respectful and supportive of those with lived experience of institutional child sexual abuse, acknowledging other forms of institutional child abuse. People with lived experience directly impacted by institutional child sexual abuse and other forms of institutional abuse must be involved in a respectful way, throughout the development and implementation of the activity.

Funding up to $10,000 is available for activities that will be undertaken from October to December 2019. Funding of up to $15,000 may be requested if activities are being undertaken by multiple organisations as outlined in the Joint Application Guidelines.

<table>
<thead>
<tr>
<th>Timeframes</th>
<th>Applications open</th>
<th>31 May 2019</th>
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<tr>
<td></td>
<td>Applications close</td>
<td>2 August 2019</td>
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2. Background

On 15 June 2018, the Premier and Minister for Trade released the Queensland Government response to the Royal Commission into Institutional Responses to Child Sexual Abuse (the Royal Commission), which committed the Minister for Child Safety, Youth and Women and the Minister for the Prevention of Domestic and Family Violence to establishing a Truth, Healing and Reconciliation Taskforce (the Taskforce) as a priority.

The Taskforce was established on 3 September 2018 and will run for just over four years – until December 2022. The Taskforce’s operation aligns with the Queensland Government’s commitment to report annually on the implementation of Royal Commission recommendations for five consecutive years until 2022.

The Taskforce provides advice to the Queensland Government through the Minister for Child Safety, Youth and Women and Minister for the Prevention of Domestic and Family Violence on reforms related to the Royal Commission.

The membership of the Taskforce includes its eminent chair, four representatives of people with lived experience of institutional child sexual abuse including two representatives of Aboriginal and Torres Strait Islander people, three representatives of service providers and one representative of religious institutions. One of the core principles of the Taskforce is to keep people with lived experience at the centre of its work.

The Taskforce uses the image of a tapestry to represent its work. The tapestry weaves together the individual threads of Taskforce members, the threads of people with lived experience and their supporters and services with Queensland Government agencies and the community into a rich fabric. The Taskforce recognises the reforms recommended by the Royal Commission are significant, and seeks to keep the momentum of the Royal Commission going by ‘bringing the books of the Royal Commission to the people’.

Role of the Taskforce in the grants program

The Taskforce is guided by its Terms of Reference. One of the functions of the Taskforce is to oversee a grants fund for reconciliation and healing events and memorials. It is the responsibility of the Department of Child Safety, Youth and Women (DCSYW) to develop and administer the grants program, on advice from the Taskforce.

While the Taskforce has provided advice on the grants program, the grant applications will be assessed by an independent panel including appropriate representation from members of the Taskforce.

Advice from the Taskforce about the grants program

In the development of the grants program, there has been one co-design workshop with the Taskforce, held at its meeting on 17 April 2019. Members of the Taskforce advised that:

- the grants program should cover institutional child sexual abuse, acknowledging other forms of abuse
- funds should be allocated across the key concepts of truth, healing and reconciliation including reconciling histories
- people with lived experience must be at the centre of the activity, and involved in its development.
These application guidelines reflect the above advice from the Taskforce.

About the grants program

The Queensland Government has allocated resources for a number of grant rounds which will be rolled out over the life of the Taskforce. This is the first round of grant funding with a total of $50,000 available for activities as described in these guidelines for the October to December 2019 period with applications closing on 2 August 2019.

3. Purpose of the Truth, Healing and Reconciliation Grants Program

Over its five years of detailed inquiry, the Royal Commission revealed the staggering extent of child sexual abuse in Australian institutions as well as the failure of institutions to protect children. The Royal Commission also found that these failures have been further exacerbated by the inadequate responses by institutions to those who experienced abuse.

While the Royal Commission itself concluded in December 2017, significant work is underway across Australia to recognise the profound and lifelong impact of institutional child sexual abuse on the people that experienced it, increase their access to justice and drive cultural change to ensure abuse on this scale never happens again.

The purpose of the truth, healing and reconciliation grants is to continue in the footsteps of the Royal Commission by exposing the truth of what happened to children, contributing to healing and reconciliation including reconciling histories. We acknowledge that truth, healing and reconciliation means different things to different people and may be individual and/or collective. Through this first round of grant funding, we want to hear from eligible organisations and institutions that are connected with people with lived experience about what truth, healing and reconciliation means to them.

The objectives of the Truth, Healing and Reconciliation Grants Program includes:

- to recognise the profound harm caused by institutional child sexual abuse, acknowledging other forms of institutional abuse
- to continue the conversation about institutional child sexual abuse, acknowledging other forms of institutional abuse across Queensland communities
- to raise awareness of institutional child sexual abuse, acknowledging other forms of institutional child abuse and its impact
- to create opportunities for meaningful connections with people with lived experience of institutional child abuse
- to promote cultural change in responding to people with lived experience of institutional child abuse and/or protecting children today.

As suggested by the advice of the Taskforce, the scope of the grants program covers institutional child sexual abuse, acknowledging other forms of abuse.

Funding up to $10,000 is available for community groups, organisations and institutions that meet eligibility requirements in Section 4.1 below, to undertake activities that contribute to truth, healing and reconciliation.

Funding of up to $15,000 will be considered for joint or combined applications as outlined in the Joint Applications Guidelines. Nomination of a lead agency is required for such
applications. The lead agency will need to be legally accountable for the activity and grant expenditure. DCSYW will enter into a service agreement with the nominated lead agency.

**Principles:**

Funding is available for activities that include the following principles:

- partner with people with a lived experience in the development and implementation of the activity
- recognise truth, healing and reconciliation is an ongoing process, and does not end with any one action or activity
- does no further harm to those with lived experience, their friends, family and supporters
- is survivor focused by placing people with lived experience at the centre of the activity
- raises awareness of institutional child abuse and its impact.

In the context of these principles, therapeutic healing activities must be delivered by qualified and accredited practitioners, and evidence of such submitted as part of the application.

Applications which include a particular focus on cohorts experiencing additional vulnerability to institutional child sexual abuse (e.g. Aboriginal and Torres Strait Islander people, lesbian, gay, bisexual, transgender, intersex and queer (LGBTIQ+) communities, culturally and linguistically diverse (CALD) communities) are encouraged.

**Note:** Funding will not be provided for activities that fall within a funded service’s everyday business as per their service agreement with DCSYW.

**Potential activities could include:**

- Resources or materials (e.g. posters, videos, websites, podcasts) that acknowledge, raise awareness, challenge myths and misconceptions, reduce stigma or educate about institutional child sexual abuse, acknowledging other forms of abuse.
- Initiatives that educate and share the stories of people with lived experience in a safe and supportive way (e.g. truth telling, oral histories, creative art performances) such as
  - events and workshops
  - a ‘living library’ where those with lived experience can share their stories and experiences with members of the community in a supported way
  - exhibitions of art or writing that shares the experiences of those who have experiences of institutional child abuse
  - creating videos or podcasts sharing those with lived experience stories.
- Develop memorials, monuments or commemorative events that are of significance to those with lived experience.
- Organise and host reunions and other events that are of importance to those with lived experience.
- Organisations and institutions could undertake research in the area of institutional child abuse and hear directly from those with lived experiences of institutional child abuse.

**Note:** These are provided as examples only and activities are not limited to these.

Given the sensitivity of the issue of institutional child sexual abuse, and other forms of institutional abuse, and the focus of the grants on partnering with people with lived experience, the grants application process has been extended to 10 weeks to allow applicants sufficient time to prepare and submit their application.
4. How applications will be assessed

Applications will be assessed:

- if the eligibility criteria outlined below are met;
- in consideration of geographical spread and any specific communities or groups (for example Aboriginal and Torres Strait Islander people, LGBTQI+ communities, CALD communities) targeted; and
- in line with the selection criteria outlined below.

4.1 Eligibility

Activities must:

1. support the overarching purpose of the grants program as outlined in these guidelines
2. be undertaken in a way that is supportive and sensitive to the experiences of those with lived experience
3. be undertaken in an inclusive manner of those with lived experience of institutional child abuse
4. be fully delivered, or have substantially commenced delivery, between 1 October and 31 December 2019
5. be delivered in Queensland.

Applicants must:

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

Further information on eligibility criteria

Applicant eligibility will be determined via the following evidence:

Legal entity and not-for-profit status

a. Legal entity
   - 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).

b. Not-for-profit status
   - 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 (GST) concession; Fringe Benefits Tax (FBT) exemption; Income Tax Exemption or Deductible Gift Recipient (DGR) status with the Australian Tax Office; or
– a full 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.

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 to deliver your activity.
– Successful applicants will need to produce a certificate of currency for insurance prior to funds being released. At a minimum, applicants must hold public liability insurance to the value of at least $10 million.

Financial or performance issues

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

There are **four** selection criteria that you must address in your application, including providing any supporting documentation:

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<thead>
<tr>
<th>Selection criterion one:</th>
<th>ACTIVITY</th>
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<td>Weighting:</td>
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**Provide a description of your proposed activity.**

Your response should address:

1. What the activity will look like and what will be involved.
2. What you are hoping to achieve.
3. How you will ensure that your activity is respectful of, and safe for, those with lived experience.

<table>
<thead>
<tr>
<th>Selection criterion two:</th>
<th>TRUTH, HEALING AND RECONCILIATION</th>
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**Outline how your activity will contribute to truth, healing and/or reconciliation in Queensland.**

Your response should address:

1. What truth, healing and/or reconciliation means to your group including people with lived experience.
2. How the activity is meaningful to those with lived experience of institutional child abuse.

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<th>Selection criterion three:</th>
<th>PARTNERSHIPS</th>
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**Explain how your activity will partner with people with lived experience in an inclusive, collaborative and respectful way.**

Your response should address:

1. What you will do to make sure your activity is tailored to the needs and experiences of people with lived experience.
2. How you will involve people with lived experience in your activity.
3. How you will capture feedback in the planning and delivery of the activity that is meaningful from those with lived experience.
Additional consideration will be given to activities that target or actively include cohorts who experience additional vulnerability to institutional child abuse, including (but not limited to):

- Aboriginal and Torres Strait Islander people
- people from culturally and linguistically diverse backgrounds
- people who identify as Lesbian, Gay, Bisexual, Transgender, Intersex or Queer
- people with a disability
- people from rural, remote and isolated areas.

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<th>Selection criterion four:</th>
<th>COSTINGS AND LONG TERM BENEFIT</th>
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**How does your activity represent value for money?**

Your response should include:

1. A breakdown of the estimated budget and any financial or in-kind support.
2. Information on the long term benefit to those with lived experience, institutions and/or the broader community.

DCSYW 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.

**5. How to submit your application**


**Please note:**

- a separate application must be submitted for each proposed activity you are seeking funding for
- late applications will only be considered under exceptional circumstances
- email applications will not be accepted
- incomplete applications will not be assessed
- all enquiries must be in writing and directed to the Redress Coordination/Secretariat Unit, DCSYW via email: redress.coordination@csyw.qld.gov.au.
6. If you are successful

You will be informed if your application has been successful in late August 2019. Successful applicants will be required to:

- enter into a service agreement with DCSYW before grant funding is released
- acknowledge the Queensland Government’s funding on any printed or promotional material relating to the activity, including websites
- when your activity is completed:
  - complete an activity report outlining the activity and outcomes achieved and
  - provide DCSYW with a copy of any resources or materials produced, or with a video and/or photos relating to the activity. You must obtain all necessary consents prior to uploading or providing video and/or photos.
- comply with the Community Services Act 2007.

7. Eligible expenses

When developing the budget for your proposed activity, think about the following:

- Funds for the Truth, Healing and Reconciliation Grants Program are provided on a one-off basis only.
- The maximum amount available is $10,000 per activity for individual applications. Funds up to $15,000 may be requested if joint activities are being undertaken by multiple organisations under the Joint Application Guidelines. Applicants are encouraged to supplement their budget with in-kind contributions and/or sponsorships.
- Eligible activity costs include:
  - running costs (e.g. hire of premises, equipment or technology)
  - 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 speakers, entertainment, sessional worker or consultant’s fees.
- The following costs will not be allowed:
  - salaries and organisational running costs for existing staff
  - acquittal, auditing or reporting costs
  - auspicing fees
  - existing debt or loan repayments
  - gifts of any sort (e.g. gift bags, door prizes, raffle prizes, giveaways, tickets to events)
  - purchase of assets (assets include capital items with a useful life of more than 12 months)
  - costs other than those listed above unless specifically approved in writing by DCSYW.

8. Department contact details

All enquiries must be in writing and directed to the Redress Coordination/Secretariat Unit, DCSYW via email: redress.coordination@csyw.qld.gov.au.

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