



**Australian Government**  
**Department of Immigration  
and Citizenship**

# Community Relations Small Grants Program

## Guidelines for 2008

### *Strengthening Community Relations*

For further information on the Community Relations Small Grants Program, contact:

Multicultural Affairs Branch  
Department of Immigration and Citizenship  
PO Box 25  
BELCONNEN ACT 2616

Website: [www.harmony.gov.au](http://www.harmony.gov.au)  
Email: [communityrelationsfunding@immi.gov.au](mailto:communityrelationsfunding@immi.gov.au)  
Free call: 1800 782 002

## **1. Introduction**

The Australian Government is committed to addressing issues of cultural, racial and religious intolerance by promoting respect, fairness, inclusion and a sense of belonging for everyone.

The Australian Government believes that communities are in the best position to recognise and address issues of racism and intolerance. The Community Relations Small Grants Program is designed to provide the additional resources often needed by not for profit community organisations to develop their own projects and find their own ways of helping all Australians to build stronger community relations.

The Government believes that strong social cohesion is best developed by projects that bring all Australians together and in particular create connections across the community.

This year \$1.5 million has been set aside for community relations activities which includes some \$100 000 to assist small organisations that may not be ready to manage major projects. Under this new arrangement, amounts of up to \$5 000 (before GST) will be available for less complex projects that will require less reporting.

Note: Funding of between \$5 000 and \$50 000 is available for more substantial projects (see *Guidelines for Community Relations Projects 2008*).

## **2. Objectives of the Program**

The objectives of the Australian Government's community relations funding program include the promotion of:

- the importance of all Australians respecting one another regardless of cultural, racial or religious difference;
- the fair treatment of all Australians, encouraging people to recognise that our interactions should be accepting of and responsive to people's backgrounds, circumstances, needs and preferences;
- opportunities for people to participate in Australian society and to understand the rights and responsibilities that we share as part of that society;
- a sense of belonging for everyone by helping communities work towards a peaceful, progressive and prosperous future; and
- understanding and acceptance by the broader community of Australia's changing demographics.

## **3. Small Grants Program limits**

Grants of up to \$5000 (before GST) are available for community organisations to undertake small scale projects (eg events, community days, information sessions) that will directly assist the local community move towards the program's objectives. Small equipment purchases which go towards achieving project outcomes will also be considered.

#### **4. Selection Criteria**

Projects will be assessed against the following criteria:

- Is the applicant an eligible incorporated, not for profit organisation?
- Is the size of the applicant's operating budget less than \$200 000 per year (organisations with an operating budget of more than \$200 000 per year would only be considered for funding if there are no other suitably ranked applications)?
- Does the project seek to promote community relations program objectives?
- Does the applicant have support from key stakeholders and community groups?
- Is the budget reasonable for the work planned?

Preference will be given to projects that address the priority areas for 2008.

#### **5. Eligible Organisation - Who can apply?**

##### Eligible organisations

Funds will only be provided to small incorporated not-for-profit community organisations. Proof of incorporation will be required, such as a copy of the organisation's certificate of incorporation.

##### Ineligible organisations

Funding will not be provided to:

- individuals;
- political organisations;
- Australian Government and State and Territory Government agencies;
- local government authorities;
- public and private/independent educational institutions (such as primary and secondary schools and tertiary institutions);
- commercial/for profit organisations.

#### **6. Eligible Project and Priority Areas - What we fund?**

##### Eligible projects

Project submissions must:

- directly address the program objectives and only involve activities taking place entirely within Australia;
- seek funds of up to \$5000; and
- be completed by the end of June 2009.

All projects will be expected to address issues of racial, cultural or religious intolerance by involving a cross-section of the population in activities to promote respect, fairness, inclusion and a sense of belonging.

Funding applicants should demonstrate why the project is important in the particular community and how it could specifically address the identified issue.

## Priorities:

In 2008, the department is particularly interested in projects that address any of the following priority areas:

### **Children and young people**

Activities could include:

- life skills and leadership development for young people, including through mentoring by other young people, adults of different backgrounds or successful migrants;
- projects and partnerships involving the police and/or Police Citizen Youth Clubs; and
- engaging refugee youth in civic participation with the broader community.

### **New and emerging communities**

Activities could include:

- projects that increase understanding and acceptance by the broader community of changing demographics in the local community; and
- established organisations helping emerging communities set up representative incorporated bodies and training for new leaders.

### **Integration and community based activities**

Activities could include:

- interfaith education and community/cultural bridge-building through activities such as outreach programs;
- Sport, art, music, multimedia or other activities geared toward youth encounters and exploration of diversity issues; and
- projects that bring people together to cooperate on promoting common community interests such as bush fire control, the provision of emergency services and involvement with volunteer agencies.

### **Indigenous people**

- Activities that encourage Indigenous and non-Indigenous people to work together on community relations projects in areas such as suburban WA, NT and Far North QLD.

### **Other Issues:**

Projects that address other community relations issues or adopt other approaches will be considered.

## **7. Budget and Funding - How much will it cost?**

Organisations will be required to detail budget items in their application form. The budget must be reasonable and appropriate to the project plan and objectives. The principle 'value for money' will guide consideration of project budgets.

A copy of the organisation's most recent annual audited financial statement will be required as proof that the organisation has an operating budget of less than \$200 000 per year.

## **8. How to apply**

Applicants must complete a Small Grants application form, providing information about their organisation, the issue they are seeking to address, and activities that they plan to undertake, the community support required and the level of funding sought.

## **9. When do applications close?**

All Small Grant application forms must be emailed to [communityrelationsfunding@immi.gov.au](mailto:communityrelationsfunding@immi.gov.au) using the application form available at [www.harmony.gov.au](http://www.harmony.gov.au) by 6pm EST 23 May 2008. No late applications will be accepted.

## **10. What happens next?**

After the closing date, the Department of Immigration and Citizenship (DIAC) will undertake an assessment of all Small Grant applications received. Copies of the organisation's certificate of incorporation and most recent audited financial statement may be required by DIAC during the assessment of applications.

Recommendations will be put to the Minister for Immigration and Citizenship, who will decide on the successful applicants to be funded for 2008.

## **11. How long does it take?**

The following timeline for the 2008 Community Relations Small Grants Program is indicative only. It is provided as a guide to assist applicants to plan their project and prepare their applications.

Late April 2008	Funding round advertised.
Late May 2008	Closing date for submitting applications.
July 2008	Successful applicants announced.

## **12. Frequently asked questions**

### **Where can you find help?**

If you have questions or require assistance in completing your application, please contact:

- the application hotline, 1800 782 002 or
- by e-mail: [communityrelationsfunding@immi.gov.au](mailto:communityrelationsfunding@immi.gov.au)

### **What if you are awarded funding?**

Successful applicants will be sent a Letter of Offer and will be asked to sign an Acceptance of Funding. On return, and acceptance by the department, of the signed documentation, the funds will be made available.

### **Reporting requirements**

Successful applicants will be required to provide a brief report at the end of the project detailing what took place, who was involved and what the funds were used for.