



# COMMUNITY HARMONY GRANTS PROGRAM 2018-19

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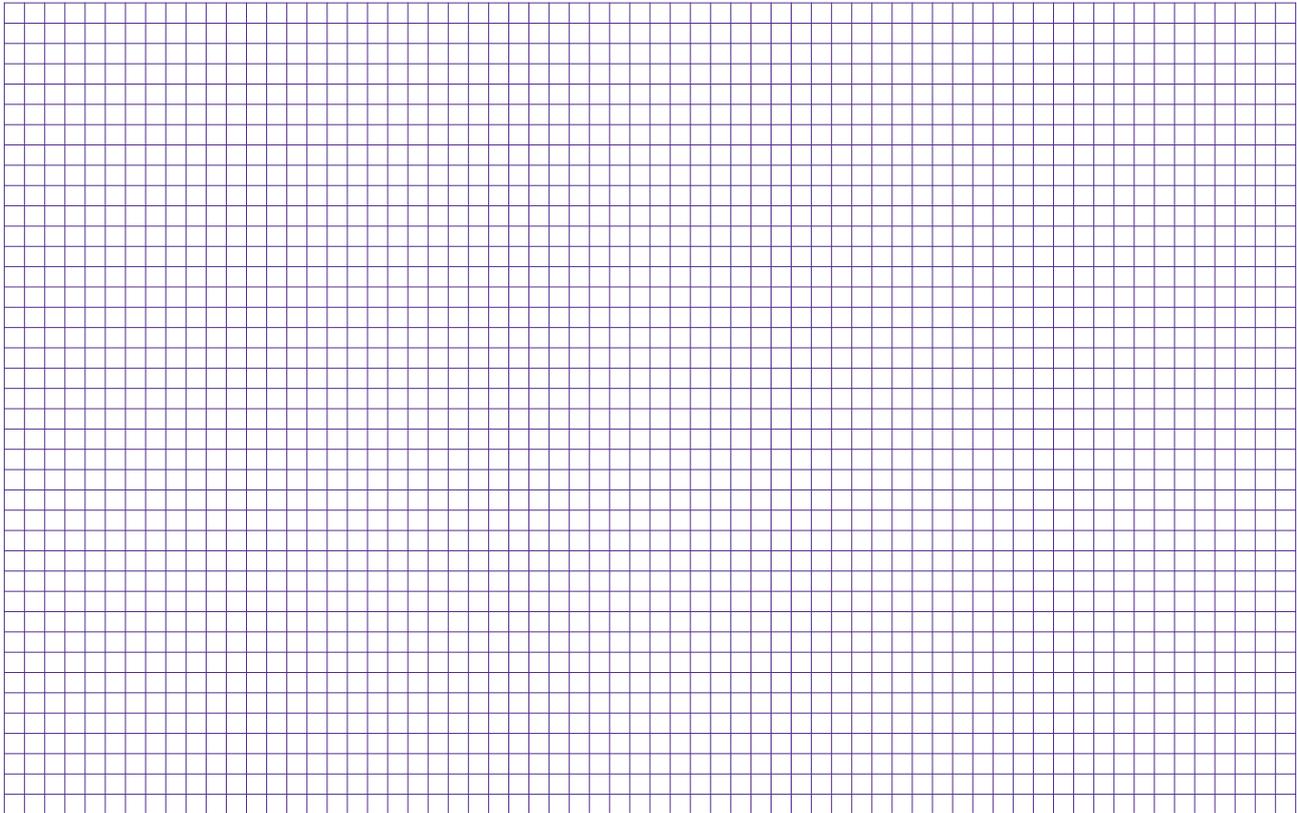
For activities and initiatives commencing after 1 July 2018

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Applications can be submitted online at  
[www.multicultural.vic.gov.au](http://www.multicultural.vic.gov.au)

VICTORIAN  
**multicultural  
commission**  
*strengthening our community*





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# MESSAGE FROM THE MINISTER

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It gives me great pleasure to announce another round of grants funding to support social cohesion and community harmony in Victoria.

The Victorian Government believes that our diversity is one of our greatest assets and is committed to enhancing social cohesion and promoting community harmony through our communities.

As a state we seek to achieve equality of opportunity, belonging, and contribution, where no individual or community is disadvantaged because of their race, colour, ethnicity, religion, gender or sexuality. These values are embedded in the Multicultural Policy Statement, *Victorian. And Proud of it.*

The Community Harmony Grants Program will support activities that foster understanding, appreciation and respect for cultural diversity and equality. By providing opportunities to share one's culture, beliefs and experiences with others, we can develop a greater sense of trust, shared purpose and belonging amongst all Victorians. In doing so, we will work to minimise social divisions, misunderstandings and isolation.

The program also acknowledges our multicultural community organisations as key partners in supporting our strong and socially inclusive state.

On behalf of the Victorian Government, I encourage community groups and organisations to apply for a grant and work together to ensure that we promote a harmonious, inclusive and respectful Victoria.

A handwritten signature in black ink, appearing to read 'R Scott'.

**ROBIN SCOTT MP**  
Minister for Multicultural Affairs

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# 1 VICTORIA'S MULTICULTURAL POLICY STATEMENT

*Victorian. And proud of it.* is Victoria's Multicultural Policy Statement. It sets out the Victorian Government's way forward with a range of policies, programs and services that encourage every one of us to participate in a stronger, safer and more harmonious community.

The Multicultural Policy Statement is underpinned by the Victorian Values Statement, a set of shared values that form the foundation of our cohesive, multicultural society.

## Victorian Values Statement

The five core values are:

### One law for all

Everyone is equal under the law. All Victorians have the same legal rights, responsibilities and protections.

As Victorians, we all have rights under the law and responsibilities towards each other. By respecting our mutual rights and responsibilities, we can ensure a safe and cohesive society.

### Freedom to be yourself

Everyone is free to be themselves and to feel safe in being true to themselves. The Government wants every Victorian to be able to celebrate their culture with pride, and practice their traditions in peace.

The freedom to be yourself includes freedom of speech, expressions of gender, sexuality and religion, and peaceful assembly; it does not allow people to break the law or to impinge on the safety or freedom of others.

### Discrimination is never acceptable

Everyone has a responsibility to promote inclusion and participation and to reject exclusion, racism and all forms of violence. A society free of discrimination is better able to tackle problems like economic and social disengagement and improve health and wellbeing for all.

### A fair go for all

Everyone deserves a fair go in life. That means giving every Victorian – no matter where they live, their circumstances, or their background – the support they need to enjoy the Victorian way of life. This includes quality education and healthcare, accessible transport, equity in employment and a safe place to live.

### It is up to all of us to contribute to a Victoria we can be proud of

We all want similar things – the opportunity to thrive, for our successes to be recognised, and for our families and loved ones to be safe, secure and happy.

## 2 WHAT IS THE COMMUNITY HARMONY GRANTS PROGRAM?

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Building social cohesion and community harmony ensures that the Victorian community is supported to create a sense of belonging and trust for all Victorians. Supporting opportunities for Victorians to build relationships with one another, no matter what religion, ethnicity, cultural identity, gender or sexuality a person identifies with, is core to the Victorian values that unify us. These values build a shared sense of belonging, respect, acceptance and contribution.

The Program provides funding towards activities and initiatives that support communities to live together harmoniously with a shared understanding of belonging to our diverse Victorian community.

The Program is underpinned by the Victorian Values Statement that is the core of the Multicultural Policy Statement.

The Program also contributes to the achievement of the whole of government Multicultural Affairs Outcomes Framework. These outcomes are designed to ensure that every Victorian can belong, contribute, achieve and succeed. The outcomes targeted by this Program are:

- » Victorians are socially engaged and live in inclusive communities
- » Victorians can safely identify with and connect with their culture and identity
- » Victorians live free from discrimination
- » Victorians live free from abuse, violence and fear.

The Program is a competitive grants program administered by the Multicultural Affairs and Social Cohesion Division of the Department of Premier and Cabinet.

### Objectives

The Program objectives embed a commitment by the Victorian Government to ensure community led, codesigned support for community harmony and social cohesion in Victoria.

The objectives are to:

- » increase intercultural, inter-community, and inter-religious interactions, engagement and understanding
- » identify and respond to local challenges to community harmony and social cohesion
- » support diverse groups to develop relationships with one another and deliver initiatives that promote social cohesion and belonging
- » build shared values and the foundations of common humanity that transcend cultural and religious difference
- » improve information sharing and coordination around intercultural and interfaith issues, initiatives, and events across Victoria.

### Funding available

The Community Harmony Grants Program provides funding of up to \$100,000 per annum for 1 or 2 years.

## What's new in the 2018-19 Community Harmony Grants Program?

### Evaluation requirements for all applications

Applications for under \$25,000 per annum are required to outline an approach for how the applicant will assess the outcomes of their funded activity.

- » Applicants must include information on evaluation to be undertaken in the relevant section in the application form.

Applications for over \$25,000 per annum are required to submit a Project Evaluation Plan with their application.

The Project Evaluation Plan should reference:

- » How the project supports one or more of the outcomes outlined in the whole of government Multicultural Affairs Outcomes Framework should be referenced in the Project Evaluation Plan.
- » Project Evaluation Plans must be uploaded with the application in the Grants Portal.
- » Guidance on developing an evaluation plan, as well as a template, are available at: [www.multicultural.vic.gov.au/grants/apply-for-a-grant/community-harmony-program](http://www.multicultural.vic.gov.au/grants/apply-for-a-grant/community-harmony-program)

### Priorities for funding

DPC has outlined priorities for funding for this grant program which complement the objectives. These priorities for funding are detailed below.

During the application process applicants will be required to identify the relevant funding priority an activity responds to and provide a rationale for how the application meets the priority. Applicants may respond to one or more of the funding priorities.

Applications that do not specifically respond to a priority area will still be considered for funding however DPC recommends applicants consider responding to the funding priorities outlined.

Assessment criteria for the Program is detailed on page 10.

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### FUNDING PRIORITY FOR COMMUNITY HARMONY GRANTS PROGRAM 2018/19

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### DESCRIPTION OF FUNDING PRIORITY

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Focus on priority audiences and/or participants

Activities which directly impact the following audiences and/or participants:

- » women
  - » young people
  - » new and emerging communities
  - » LGBTI people
  - » regional Victorians
- 

Initiatives that seek to prevent and respond to racism and discrimination experienced in communities

“Discrimination is never acceptable” is a Victorian Value. We all have a responsibility to reject and speak out against discrimination and racism.

Initiatives should focus on preventing and/or responding to racism and discrimination that people experience in communities.

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Initiatives focused on interfaith understanding and acceptance

Partnerships between culturally diverse, faith and broader community organisations to deliver initiatives that promote intercultural/interfaith interactions and understanding.

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Strong collaboration between partner organisations

Partnerships and collaboration between partner organisations. Relationships identified in applications should include all partner organisations actively contributing to the outcomes of the project, including across program development and delivery, financial or in-kind support, evaluation, etc.

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## Timing

Applications will be accepted for activities and initiatives commencing after 1 July 2018.

Note that application outcomes are not expected to be available until September 2018 at the earliest.

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## 3 WHO IS ELIGIBLE TO APPLY?

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### To be eligible, an organisation must:

- » have a current Australian Business Number (ABN)
- » be registered under the *Corporations Act 2001* (Cth) or the *Associations Incorporation Reform Act 2012* (Vic).

If your organisation does not meet the above criteria you must nominate an eligible auspice to apply for a grant. Auspice organisations must meet the above criteria.

Individuals and sole traders are not eligible to apply.

### Local Government Authorities (LGAs) are also eligible to apply.

LGAs submitting applications will need to illustrate close collaboration and/or partnership with relevant communities and/or organisations.

### Reporting on past funding

Applicants who have overdue accountability reports for previous grants funded through the Victorian Multicultural Commission (VMC) and/or DPC may submit an application for funding. If an applicant is then successful in their application, funding will not be provided until all overdue accountability reports have been submitted and approved by DPC/VMC.

To check if you are up to date with accountability reports, please email: [community.grants@dpc.vic.gov.au](mailto:community.grants@dpc.vic.gov.au).

## 4 WHAT TYPE OF ACTIVITIES MIGHT BE FUNDED?

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The Community Harmony Grants Program is highly competitive, typically receiving a high volume of applications. The types of activities that could be considered include:

- » initiatives that promote positive public narratives to increase the visibility, coverage, and portrayal of positive intercultural and interfaith relations
- » development and training programs to increase the capacity of leaders and members of diverse cultural and faith communities to promote intercultural and interfaith dialogue and engagement
- » intercultural sports, arts, and youth programs that engage participants from diverse backgrounds
- » educational programs that facilitate intercultural and interfaith dialogue in schools, organisations or youth groups to encourage trust and understanding between participants
- » events, seminars or workshops that encourage intercultural and interfaith dialogue, awareness or understanding
- » interfaith engagement initiatives such as visits to various places of worship for faith leaders, students and members of the Victorian community to promote understanding and communication between communities
- » innovative approaches that respond to community challenges and align with Program objectives and funding priorities.

### Activities previously funded under the Community Harmony Grants Program

Organisations funded under the 2016-17 or 2017-18 Community Harmony Grants Program are eligible to apply for funding.

For organisations in receipt of funding from former Program rounds, funding proposals for the 2018-19 Program must be for a different program of activities than past years to be considered for funding under this year's Program.

### Ineligible Applications and Activities

#### What applications cannot be supported?

Support cannot be given to the following types of applications:

- » from individuals
- » for competitions, commercial, or fundraising activities
- » for people or organisations from overseas to visit Victoria
- » for events that promote or are held for political purposes
- » for retrospective funding for projects or programs that commence prior to 1 July 2018 or have been completed
- » from organisations that have failed to comply with the terms and conditions of previously awarded grants in the multicultural affairs portfolio.

#### What costs cannot be supported?

An application may be successful in receiving Community Harmony funding, however, DPC reserves the right to place restrictions on what specific costs the funding may support.

The following costs cannot be supported by the Community Harmony Grants Program:

- » recurrent administrative, infrastructure and other organisational costs including the day to day running costs of an organisation
- » public liability insurance
- » set-up or running costs of a business
- » purchase of capital equipment (including hardware or software)
- » travel outside Victoria
- » for people or organisations from overseas to visit Victoria.

## 5 HOW DO I APPLY?

**Applications close at 11:59pm on 12 June 2018.**

**Applications can be submitted online at [www.multicultural.vic.gov.au](http://www.multicultural.vic.gov.au).**

DPC strongly recommends that applications be submitted electronically. Electronic submission provides a submission receipt and ensures all necessary application requirements have been met before allowing submission.

If you are unable to submit your application online, please contact us to request a hard copy application form. DPC does not accept any responsibility for hard copies lost in the post.

Contact: [community.grants@dpc.vic.gov.au](mailto:community.grants@dpc.vic.gov.au) or call 1300 366 356.

Late or incomplete applications will not be considered.

The below table outlines requirements for submitting applications:

Application Requirements	Funding amount in application	
	Up to \$25,000 (per annum)	\$25,001-\$100,000 (per annum)
<b>Documents that must be submitted via the Grants Portal</b>	Completed application form Project plan and budget	Completed application form Project plan and budget Project Evaluation Plan
<b>Closing date for applications to be submitted</b>	All applications must be submitted to the Grants Portal by 11:59pm on 12 June 2018.	All applications must be submitted to the Grants Portal by 11:59pm on 12 June 2018.
<b>Evaluation requirements that must be provided on application</b>	Information on how outcomes will be assessed must be included in the relevant section in the application form.	A Project Evaluation Plan must be submitted. Refer to the "Evaluation Plan Guide and Template" for further guidance:

### How will applications be assessed?

Applications will be assessed against eligibility requirements, program objectives and assessment criteria, including the stated 2018-19 Program priorities for funding.

Applications will be assessed by a panel of representatives from DPC, the VMC and external specialists. Panel recommendations will be ratified by the VMC prior to consideration by the Minister for Multicultural Affairs.

### What are the assessment criteria?

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#### 1. Does the application align with one or more of the priorities for funding for this year's Program as outlined in the Guidelines?

Aligned with the funding priorities outlined on page 3, the application clearly demonstrates a focus on/inclusion of:

- » priority audience and/or participants (women, young people, new and emerging communities, LGBTI people, regional Victorians);
  - » community led responses to racism and discrimination;
  - » interfaith/multifaith initiatives; and/or
  - » strong collaboration between partners.
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#### 2. Does the application align with the objectives of the Program?

The application outlines the proposed activities and demonstrates how they will achieve or support the broad program objectives.

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#### 3. What are the anticipated outcomes of the activity and how will they be measured?

For applications under \$25,000, the application identifies the intended outcomes of the activity and how they will be measured.

For applications over \$25,000\*, the application identifies the intended short and long term outcomes of the project demonstrating the:

- » Collections of data and evidence to measure whether activities have met the grant objectives and intended outcomes have been achieved
- » Link with one or more of the outcomes outlined in the Whole of Government Multicultural Affairs Outcomes Framework (refer to page 4).

\*Applications over \$25,000 must include a Project Evaluation Plan

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#### 4. Why is the project needed within the community and how will the community be engaged?

The application demonstrates the context and need in the community for the proposed activities. Providing sound evidence of need is highly recommended, for example data or previous evaluation findings, etc.

The application clearly demonstrates ways in which the community and target participants will be engaged and/or outreach to participants will be undertaken. The application specifies which community groups the activity will engage.

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#### 5. Does the proposed activity represent value for money and include other funding sources?

The application represents value for money, is based on sound cost estimates and identifies other sources of funding and in-kind support.

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## Funding conditions

### Funding decisions

The Community Harmony Grants Program is a discretionary, merit-based grant program. All decisions in relation to any aspect of the funding application and assessment process, including any decision to award a grant under this program, are final and no correspondence will be entered into.

Application outcomes will be published at [www.multicultural.vic.gov.au](http://www.multicultural.vic.gov.au).

### Funding agreement

Successful applicants will be required to enter into a Victorian Government Common Funding Agreement (CFA) with the Department of Premier and Cabinet, which consists of:

- » a 'Schedule' (detailing activity details, funding, activity deliverables and payments, budget, reporting requirements and other activity specific requirements)
- » a set of standard terms and conditions which are fixed and non-negotiable.

It is recommended that applicants review the CFA before applying for a grant.

You can view the Victorian Government CFA standard terms and conditions at: <https://providers.dhhs.vic.gov.au/victorian-common-funding-agreement>

The CFA 'Schedule' template can be downloaded at [www.multicultural.vic.gov.au](http://www.multicultural.vic.gov.au).

You may also request a hard copy of these documents by contacting DPC on 1300 366 356.

### Reporting Requirements

The CFA will outline the specific reporting requirements for successful applicants. Reporting requirements may include six monthly and yearly progress reports, updated project plans/budgets, and a final report including financial acquittal.



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