

Celebrating Multicultural Queensland program

**Building a United, Harmonious, and
Inclusive Queensland**

**2018-19 Funding Information Paper for
Multicultural Projects**

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An electronic copy of this publication is available on the website at www.dlgrma.qld.gov.au/cm-q-grants.

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Multicultural Queensland Charter

Queensland is a multicultural success story, being home to people who speak more than 180 languages, hold more than 110 religious beliefs, and come from more than 220 countries.

The **Multicultural Recognition Act 2016** recognises the valuable contribution of culturally diverse groups to the Queensland community, promotes Queensland as a united, harmonious and inclusive community, and ensures services provided by government are responsive to the cultural diversity of our communities.

The **Multicultural Recognition Act 2016** establishes the Multicultural Queensland Charter, which has the following principles:

1. A shared commitment to Queensland and Australia, and a free and democratic society governed by the rule of law, fosters a strong and unified community.
2. The people of Queensland come from many diverse backgrounds and have worked, and continue to work together to build a prosperous, fair and harmonious Queensland.
3. The people of Queensland should be able to express and celebrate, in a lawful way, their cultural, linguistic and religious diversity.
4. Equal rights and responsibilities under the law and equitable access to the services provided or funded by the government for all people of Queensland helps build a fair community.
5. A shared commitment, among members of the Queensland community, to mutual respect, fair treatment and valuing the diversity of peoples in the community fosters a caring, safe and inclusive community.
6. The creation of opportunities that encourage the full participation of people from diverse backgrounds in the cultural, economic, political and social life of Queensland helps build a prosperous state.
7. Sustained, respectful and inclusive engagement between all individuals, groups and the government are a basis for mutual understanding.
8. A unified and harmonious community promotes a sense of belonging among its people and builds community confidence and resilience.

1. About the Celebrating Multicultural Queensland Program

The Celebrating Multicultural Queensland (CMQ) program, in alignment with the Multicultural Queensland Charter, promotes:

- Queensland's multicultural identity
- community participation and intercultural connections
- increased understanding between diverse cultural groups and the wider community
- increased engagement of general community groups in connecting and welcoming migrants and refugees into a wide range of community activities.

Funding for the CMQ program has increased from \$1 million to \$2 million annually for three years from 2018-19 to 2020-21 for multicultural events and for projects that contribute to building a united, harmonious and inclusive Queensland.

Each year, the priorities and criteria for multicultural events and projects will be reviewed to ensure they align with Government goals.

Program objective

Engage migrants, refugees and the wider community in building a united, harmonious and inclusive Queensland.

Funding rounds in 2018-19

In 2018-19, the CMQ program will deliver two funding rounds:

- **Multicultural Events** – CLOSED (*opened from 7 August 2018 to 14 September 2018*)
- **Multicultural Projects** – currently open (*5 November 2018 to 14 December 2018*).

2. Who is eligible to apply?

- Incorporated organisations operating as not-for-profit/charitable
- Local Government Authorities (LGAs)
- P&C Associations.

Eligible organisations and associations must:

- have a registered and current Australian Business Number (ABN) that is not for a commercial entity or individual; or hold an exemption from registration; or complete a Statement by Supplier form
- hold public liability insurance to the value of not less than \$10 million, or provide evidence of plans to obtain insurance to the value of not less than \$10 million to cover the proposed project
- have no overdue reports, or service delivery or performance issues for funding previously or currently provided by Multicultural Affairs Queensland. **Applicants with overdue Acquittal Reports at the time a funding round closes will be ineligible to apply for funding.** To check if you are up to date with your reports, please email MAQfunding@dlgrma.qld.gov.au.

If you are not incorporated, you can ask a not-for-profit incorporated organisation to auspice your project. If successful in receiving funding, the auspicng organisation will be required to enter into a funding agreement, to receive the funds and to submit report/s. The auspicng organisation must have no overdue reports or performance issues for funding previously or currently provided by Multicultural Affairs Queensland.

Please note, it is strongly encouraged that partnerships between organisations are established in the delivery of projects, especially for projects with plans to involve multiple community groups. Partnerships are important for fostering innovation, cross-cultural collaboration, and whole-of-community engagement in building a united, harmonious and inclusive Queensland.

To explore partnering opportunities with community associations, cultural groups, and community organisations across Queensland, you can visit the **My Community Directory** website at www.mycommunitydirectory.com.au/Queensland, or the Multicultural Resource Directory at www.dlgrma.qld.gov.au.

3. Multicultural Projects

What is a project?

A **project** is:

- community based activities (such as workshops, training, skills development, knowledge and awareness raising, fostering social connections), to address an identified issue, which are conducted over a period of time with key deliverables/milestones and specified anticipated outcomes
- benefits at an individual level, such as increased community participation, economic independence, inclusion or access to opportunities within the local community.

Funding purpose

Pathways to participation – projects based on identified need that aim to support economic and social participation and social inclusion.

Funding priorities

- To create opportunities to encourage the full participation of migrants and refugees in the cultural, economic, and social life of Queensland, for example:
 - to support migrants and refugees with pathways to employment
 - to improve understanding of and connections with the history and cultures of Aboriginal peoples and Torres Strait Islander peoples
 - to support community organisations, Councils and local industries to build their capacity to be responsive and inclusive of migrants and refugees
 - to increase participation of migrants and refugees in community associations, service clubs and sporting groups.

Funding available

One-off funding of up to \$40,000 is available for approved projects to be delivered from **1 July 2019 to 30 June 2020**. *Pending the availability of funds, multi-year funding may be offered.*

Due to the high demand for funding, only one application per organisation for a project can be accepted under this funding round.

Funding criteria

MANDATORY CRITERIA

- Demonstrated need for the project, including description of evidence of need.
- Demonstrated partnerships across diverse cultural groups, and/or general community groups such as community associations, sporting groups and service clubs, in the development and delivery of the project.
- Demonstrated approaches to encourage intercultural connections among people from diverse cultural groups, and for example different gender, ability, age and wider community groups.
- Demonstrated organisational experience in the delivery of needs-based projects and understanding of cultural diversity.
- Demonstrated financial contribution from applicants, as well as demonstrated practical strategies to sustain anticipated project outcomes and benefits beyond the funding period.
- Provides a clear project plan and budget.

4. What can funding be used for?

- Non-recurrent salaries and on-costs for fixed term or short-term/casual workers for the purpose of the projects – *capped at 50% of the funding requested from MAQ*
- Equipment and venue hire – *capped at up to \$10,000 of the funding requested from MAQ*
- Advertising and marketing of the project – *capped at up to \$5,000 of the funding requested from MAQ*
- Catering – *capped at up to \$1,000 of the funding requested from MAQ*
- Costs of materials that are required for the project
- Telecommunication and other administration.

The project funding round under the Celebrating Multicultural Queensland program is extremely competitive due to the high volume of applications received. Applicants are encouraged to also seek additional funding from other sources and financial partners.

5. What can't funding be used for?

- Capital expenditure, for example:
 - the purchase, repair, extension or renovation of buildings
 - motor vehicles
 - stage/venue equipment
 - capital equipment of any kind.
- Purchase of equipment, for example:
 - office equipment such as computers, photocopiers
 - devices of any kind
 - musical instruments or costumes.
- Accommodation costs within Australia or overseas.
- Travel costs, including airfares and fuel
 - However, in recognition of the needs of communities in rural and remote areas, people with a disability who want to participate in project activities, and are unable due to transport restrictions, subsidies for travel within Queensland may be considered (prior approval to be received from the Department of Local Government, Racing and Multicultural Affairs through Multicultural Affairs Queensland will be required).
- Any recurrent costs, for example:
 - ongoing staff costs
 - established positions within the organisation
 - core functions of the organisation.
- Costs that are not essential or not related to the proposed project.
- Retrospective funding for project activities already underway or completed.

6. What applications will NOT be funded?

- Applications from ineligible applicants such as **State and Federal Government entities and Statutory Authorities**. (Refer to Section 3 for eligible organisations)
- Applications that **fail to address the program objective, priorities and mandatory funding criteria**. (Refer to Sections 1 and 3)
- **Organisations based outside of Queensland** who do not have operations in Queensland.
- Projects that have a **focus on competitions, commercial or fundraising activities**.
- Projects held **outside of Queensland**.
- Projects that have been **fully funded by another funding agency**.
- Conferences.

7. How to apply

Ensure you carefully read this Funding Information Paper to determine whether your application meets the program requirements.

Applications are submitted online through SmartyGrants. Visit the website at www.dlgrma.qld.gov.au/cm-q-grants for more information, including access to the application form, a guide to assist you to register and to complete the form, and a telephone number for any technical issues.

Please ensure you start completing your application and seeking supporting information early, e.g. letters of support. This will ensure you have adequate time to gather information and supporting documentation to submit a completed application by the due date.

APPLICATIONS, INCLUDING SUPPORTING DOCUMENTATION, CAN NOT BE ACCEPTED AFTER THE CLOSING DATE.

If you have successfully submitted your application, you will receive an acknowledgement email from SmartyGrants. If you do not receive an acknowledgement email, your application has not been submitted. Check your application for errors and resubmit. If your application does not submit, contact SmartyGrants Technical Support on (03) 9320 6888.

If you do not have an internet connection or are unable to access the online application, you can contact Multicultural Affairs Queensland on (07) 3215 2500 to request a hard copy of the application form and project plan template. You can post your completed application to Multicultural Affairs Queensland, Department of Local Government, Racing and Multicultural Affairs, GPO Box 806, BRISBANE QLD 4001 – postmarked before the closing date.

8. How will applications be assessed?

An initial check will be conducted by Multicultural Affairs Queensland to ensure eligibility of the applicant and the application aligns with the funding requirements, including a clear project plan. Eligible applications will be progressed to an independent Grants Assessment Panel for assessment.

The independent Grants Assessment Panel will assess each application against the following criteria to determine whether to recommend for funding:

- **Addressing funding priorities and criteria**
 - The extent to which the proposed project aligns with one or more of the funding priorities and addresses the mandatory criteria.
- **Benefits and delivery of the project**
 - The application is inclusive, based on sound evidence of need, is clear about the outcomes to be achieved, and demonstrates how the project is to be delivered.
- **Value for money/cost effectiveness**
 - The extent to which the project has been costed realistically and provides value for money as demonstrated in the project budget.

Applicants may be asked to submit further details or provide clarification during the assessment process.

9. Funding decisions

The process of assessment and decision making may take several months.

Funding outcomes for multicultural projects under the Celebrating Multicultural Queensland program are announced by the Minister for Multicultural Affairs. Refer to the website at www.dlgrma.qld.gov.au/cm-q-grants for relevant information and public notices. Applicants will be notified by email of the outcome of their application.

FUNDING DECISIONS ARE FINAL AND UNSUCCESSFUL APPLICATIONS WILL NOT BE RE-CONSIDERED.

Due to high demand, successful applicants may be offered a lower amount of funding than requested. In instances where funding approved is less than the requested amount, negotiation may be required to ensure the project is still viable with the reduced funding.

Successful applications

All applicants successful in receiving funding will be required to:

- enter into a funding agreement and comply with the requirements and conditions of the agreement. Visit www.dlgrma.qld.gov.au/multicultural for an example. **Before accepting, ensure you carefully read the funding agreement, including funding deliverables, to ensure all information is correct**
- complete an **Electronic Funds Transfer form** that provides the department with your bank account details required for the direct deposit of the funds
- **if registered for GST**, complete an **Agreement to Issue Recipient Created Tax Invoice form** which allows the department to create an invoice on your behalf **OR if not registered for GST**, to provide an invoice.

Completing and providing the above forms back to the department by the due date indicates your acceptance of the funding. **Successful applicants who do not submit the completed forms by the due date are indicating their non-acceptance of this funding and the offer may be withdrawn.**

Successful applications will be advertised in Queensland Government publications and websites. An applicant must inform the Department of Local Government, Racing and Multicultural Affairs, through Multicultural Affairs Queensland, if the organisation does not want their contact information made public.

All funded projects are to **acknowledge Queensland Government funding** with the use of a logo. This will be provided to you by the department.

All successful organisations are to **submit an online Acquittal Report** within six (6) weeks after the completion of their project. Successful projects may also be required to submit a **Progress Report**. You will receive email notification when the report templates have been attached to your application in SmartyGrants. Reports must be submitted by the due date specified in your funding agreement.

PLEASE NOTE: Applications that have been submitted by organisations who have overdue reports at the time a funding round closes, will not be considered.

If you are an organisation receiving funding from Multicultural Affairs Queensland for the first time, and have any queries about your requirements under the funding agreement, you may contact Multicultural Affairs Queensland for advice.

IMPORTANT TO NOTE – As the Celebrating Multicultural Queensland program is highly competitive, and funding is provided through a merit-based process, there is no guarantee that previous successful recipients will receive funding when next applying for a project.

Unsuccessful applications

All applicants unsuccessful in receiving funding can:

- request feedback on their application by emailing MAQfunding@dlgrma.qld.gov.au
- contact the **Community Funding Access Advisor** at MDA Ltd on (07) 3337 5400 or email mehrang@mdaltd.org.au who can assist in identifying other possible funding options
- refer to **Section 12. Other funding**, for links to funding programs.

10. Assistance

If after reading this Funding Information Paper you still have questions, you can contact Multicultural Affairs Queensland by emailing MAQfunding@dlgrma.qld.gov.au.

If you need assistance in developing your application, or if you require information about other sources of funding, you can contact the **Community Funding Access Advisor** at MDA Ltd on (07) 3337 5400 or email mehrang@mdaltd.org.au. MDA Ltd is a non-government organisation and is independent of the grant assessment process.

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11. Other funding

You can find information about a range of funding programs or grants opportunities that are managed by the different levels of government and private sectors at the following sites:

- **Federal Government**
www.business.gov.au/assistance/ – Funding programs available within the Federal Government.
- **Queensland Government**
www.grants.services.qld.gov.au – Funding programs available within the Queensland Government.
- **Local Government**
www.dlgrma.qld.gov.au/local-government-directory/search-the-local-government-directory.html – Contact details for local councils to discuss funding programs available.
- **Other funding programs**
www.mdaltd.org.au/communityfunding/ – Government and Philanthropic funding opportunities available.

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