



2019-20 Celebrating Multicultural Queensland program

Frequently asked questions

What is the Celebrating Multicultural Queensland (CMQ) program?

The CMQ program is an annual funding program providing support for multicultural events and projects that engage people from culturally diverse backgrounds (including people who arrived in Australia as migrants or refugees, people seeking asylum or members of diverse cultural groups), and the wider community, to contribute to building a united, harmonious and inclusive Queensland.

The CMQ program, in alignment with the Multicultural Queensland Charter, supports events and projects that promote:

- 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 people from culturally diverse backgrounds into a wide range of community activities.

The CMQ program is administrated by the Department of Local Government, Racing and Multicultural Affairs (the department).

How much funding is available?

Funding of \$2 million is available annually in 2018-19, 2019-20 and 2020-2021 for multicultural events and projects that contribute to building an inclusive, harmonious and united Queensland.

What is the difference between an event and a project?

Event

- Multicultural *festival*
- Cultural *celebrations* that involve people from a particular community or diverse cultural groups, and the wider community.

Project:

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

How many funding rounds are there?

Two funding rounds are held annually – one funding round for multicultural events and one funding round for multicultural projects.



When do the funding rounds open?

The **multicultural events** funding round generally opens around June/July each year.
The **multicultural projects** funding round generally opens around October/November each year.

As opening dates change each year, monitor the department's website at www.dlgrma.qld.gov.au/cm-q-program for funding round announcements or visit www.communities.qld.gov.au/multicultural/multicultural-communities/join-our-mailing-list to join the department's mailing listing to receive email notification of the opening of funding rounds.

Am I eligible to apply for funding?

It is important you carefully review the Funding Guidelines to ensure you are eligible to apply for funding. Applications from ineligible applicants will not be considered. If the status of your organisation is not listed, you will need to either seek incorporation or approach an eligible organisation to auspice your event or project. Refer to Section 2 of the Funding Guidelines for further information.

If your organisation is based in another state, but has operations or delivers services in Queensland, you are eligible to apply for funding.

What applications will NOT be funded?

It is very important that applications align with the program objectives, funding purpose and priority, and align with the mandatory funding criteria to be considered for funding. Refer to Section 7 of the Funding Guidelines for further information about the applications that will not be funded.

Please note that organisations with overdue Progress or Acquittal reports, or service delivery and/or performance issues known to the department at the time a funding round closes, will not be considered for funding. To check if you are up to date with your reports, please email MAQfunding@dlgrma.qld.gov.au.

What items will NOT be funded?

There are a number of items that won't be funded under the CMQ program. Ineligible items include: capital expenditure; travel; and/or accommodation costs. If application budgets include ineligible items, these will be deducted from the funding sought. Refer to Sections 7 and 8 of the Funding Guidelines for further information.

Funding from the CMQ program can be sought for items such as non-recurrent salaries, equipment and venue hire.

Applicants are encouraged to seek funding for their events and projects from multiple sources but any duplication of funding will not be considered.

What is auspicings?

An auspicings body is an incorporated organisation and enables a non-incorporated group to apply for funding. If an application from a non-incorporated group is successful, the funding agreement and funding will be provided to the auspicings body. This means that the auspicings body receives the funding and provides it to the non-incorporated group. The auspicings body is responsible for ensuring the event or project is completed and submits the required report/s.

The auspicings body must have no overdue funding reports or performance issues.



How do I submit an application?

Applications are submitted online via SmartyGrants. Applicants can start their application, save and return to it at any time. Ensure you save regularly while completing your application.

Carefully read the relevant Funding Guidelines prior to submitting an application to ensure you have met all of the funding requirements. **You must submit your completed application and supporting documentation by the closing date as access to SmartyGrants is no longer available past the due date and time.**

What is an in-kind contribution?

The application asks for the applicant's in-kind contribution as part of the budget income. This means donated goods, services or volunteer work provided to support the event or project. Examples include the volunteer hours coordinating the event or project, donating equipment, or using the services of an accountant to receive professional advice. The calculation of in-kind contributions is based on your best estimates. For example, volunteer general labour and donated goods could be at the price you would normally pay if purchasing.

What is supporting documentation?

You can attach supporting documentation to your application. This could include samples of promotional materials or letters of support. It is useful to select recent materials that act as evidence or provide more details to the information provided in the application form.

Can I seek advice on developing my application?

Yes. If you need advice on how to develop your application, or if you require information about other sources of funding, you can contact the **Community Funding Access Advisor** at Multicultural Australia Ltd (formerly MDA Ltd) on (07) 3337 5400 or email amelias@multiculturalaustralia.org. Multicultural Australia Ltd is a non-government organisation and is independent of the grant assessment process.

Can late applications be submitted?

Definitely not. Due to the large number of applications received in each funding round, late applications and supporting documentation will not be accepted after the closing date.

When will I know the outcome of my application?

The process of assessment and decision making takes several months for each funding round. There is no set time for funding announcements. Refer to information available from the Funding Guidelines and the Department of Local Government, Racing and Multicultural Affairs website, www.dlgrma.qld.gov.au/cm-q-program for relevant information and public notices. All applicants will receive email notification on the outcome of their application.

What happens if my application is successful?

Your organisation will enter into a funding agreement with the Queensland Government and will need to complete funding documentation to receive funding. Completing and providing the documentation back to the department, **by the due date**, indicates your acceptance of the funding.

Organisations that do not submit the documentation by the due date are indicating they are not accepting the funding and the offer may be withdrawn.



If my application is unsuccessful, can it be re-considered?

No, unsuccessful applications cannot be re-considered. Funding rounds are always oversubscribed and competitive.

What happens if I receive less funding than I sought?

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 event or project is still viable with the reduced funding.

Can I make any changes to my event or project?

We understand that changes may be required. However, any changes to your funding agreement or application need to be approved by the department before they are implemented. A formal variation to your funding agreement may be required so ensure you provide adequate time for the change to be approved before the change is required.

Have more questions?

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 Multicultural Australia Ltd (formerly MDA Ltd) on (07) 3337 5400 or email amelias@multiculturalaustralia.org. Multicultural Australia Ltd is a non-government organisation and is independent of the grant assessment process.



Interpreter

If you have difficulty understanding the Funding Guidelines or other funding documents and **need a translator**, please call the Translating and Interpreting Service (TIS National) on 131 450 and ask them to telephone the Queensland Department of Local Government, Racing and Multicultural Affairs on 13 QGOV (13 74 68).