

LGBTIQA+ Organisational Development Grants 2023–24: program guidelines

**We acknowledge the Traditional Owners of Country throughout Victoria and pay respects to their Elders past and present. We acknowledge that Aboriginal self-determination is a human right and recognise the hard work of many generations of Aboriginal people.**

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In this document, ‘Aboriginal’ refers to both Aboriginal and Torres Strait Islander people.

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# Message from the Minister for Equality

The Victorian Government is proud to launch the LGBTIQA+ Organisational Development Grants 2023–24 program. Victoria’s LGBTIQA+ organisations and groups provide incredible community-led support to our LGBTIQA+ communities, and this program ensures their critical work can continue and grow, well into the future.

This program is just one part of our commitment to furthering equality through Pride in our future: Victoria’s LGBTIQA+ strategy 2022–32. Launched in February 2022, one of the strategy’s priority areas is to build safe, strong, and sustainable communities. The program will address priority area 2 of the strategy, ensuring services are equitable, inclusive and accessible by supporting projects that:

* strengthen organisational governance
* enable growth
* improve engagement with diverse communities
* promote long-term sustainability.

The program has 5 key objectives:

* capacity building
* sustainability
* accessibility and inclusion
* expansion
* governance

Applicants must show how their project supports at least one of these objectives.

I’m pleased that, in alignment with the vision of the Victorian Government’s LGBTIQA+ strategy, this year’s program will prioritise funding activities that support intersectional LGBTIQA+ communities. This year’s program includes a focus on activities that grow engagement with LGBTIQA+ seniors and LGBTIQA+ people from lower socioeconomic communities.

The program will continue the extraordinary work underway to build inclusion in regional and rural Victoria. LGBTIQA+ people in these areas can often face higher levels of discrimination, with fewer inclusive services in place. A minimum of 25% of organisations funded under this program will be from regional and rural Victoria.

A total of $400,000 in funding is available. Established organisations with demonstrated experience in supporting LGBTIQA+ communities can apply for grants of up to $40,000. New organisations with innovative ideas for how to build their capacity can apply for grants of up to $20,000.

Driving equality through the implementation of Victoria’s LGBTIQA+ strategy is going to take all of us. LGBTIQA+ organisations, their people and volunteers, play an integral role in the delivery of the strategy and ensuring our communities feel safe and can live wholly and freely.

I encourage all Victorian LGBTIQA+ organisations and groups with ideas about how they want to grow and further contribute to supporting and celebrating our communities to apply for a grant under this program.

**The Hon. Harriet Shing MP**

**Minister for Equality**

# LGBTIQA+ Organisational Development Grants 2023–24

## Program overview

Since 2016, the LGBTIQA+ Organisational Development Grants program has supported more than 100 Victorian LGBTIQA+ organisations. LGBTIQA+ stands for lesbian, gay, bisexual, trans and gender diverse, intersex, queer, and asexual.

The grants have helped these organisations to:

* strengthen internal operations
* continue delivering services to LGBTIQA+ communities.

Program funding lets LGBTIQA+ organisations undertake internal organisational activities such as:

* strategic development
* capacity building
* forward planning
* embedding service sustainability
* improved governance.

Grants help organisations support LGBTIQA+ communities, now and into the future, to be:

* strong
* collaborative
* resilient
* progressive.

This in turn supports the Victorian Government to:

* address issues affecting LGBTIQA+ communities
* deliver responsive health and wellbeing programs
* provide support through safe and inclusive community services.

Funding to develop LGBTIQA+ organisations that support diverse LGBTIQA+ communities is a priority.

Diverse and intersectional LGBTIQA+ communities include:

* outer suburban
* peri-urban
* regional and rural communities (including border communities)
* Aboriginal and First Nations communities
* people with disability
* culturally and linguistically diverse communities
* faith-based communities
* trans and gender diverse communities
* intersex people
* LGBTIQA+ people from low socio-economic backgrounds
* seniors and older people
* bi+ communities.

Organisations that understand and engage with diverse and intersectional rainbow communities are critical to offering all people services, that are:

* fair
* inclusive
* accessible.

Pride in our future: Victoria’s LGBTIQA+ strategy 2022–2032 supports the 2024 grant program. This strategy recognises that:

* LGBTIQA+ organisations are important strategic partners of the Victorian Government in delivering on the LGBTIQA+ strategy.
* Supporting the capability and sustainability of the LGBTIQA+ sector lets organisations support the economic and social inclusion needs of LGBTIQA+ people.

Funding is available under **2 streams**:

Stream 1: Grants of up to $20,000 for **new** organisations

Stream 2: Grants of up to $40,000 for **established** organisations.

### Application closing dates

Applications close Tuesday 30 April 2024.

You must deliver successful activities between **1 July 2024 and 31 May 2025**.

## Program objectives

This year, the LGBTIQA+ Organisational Development program focuses on:

* supporting the internal operations of LGBTIQA+ organisations and groups to:
  + develop
  + build
  + strengthen.

This will lead to a strong and more sustainable LGBTIQA+ sector.

Organisations and groups funded through this program must show the positive impact their organisation’s activities have on Victoria’s LGBTIQA+ communities. The proposed activities must deliver against **at least one** of the following 5 program objectives.

### Capacity building

Provide LGBTIQA+ Victorians with:

* services
* support.

To build organisations and equip their people with:

* knowledge
* skills
* processes
* resources.

### Sustainability

Support strategic planning by LGBTIQA+ organisations and groups. This includes support to form partnerships with similar and aligned organisations, to:

* achieve mutual goals
* promote long-term viability
* reduce reliance on external funding
* increase ongoing capacity.

### Accessibility and inclusion

Support LGBTIQA+ organisations to improve inclusive practices that engage diverse and intersectional LGBTIQA+ people. Funding priority is for LGBTIQA+ organisations that focus on working with:

* seniors and older people
* people with disability
* people form low socio-economic backgrounds
* Aboriginal and First Nations people
* culturally and linguistically diverse people
* communities in the following areas:
  + outer suburban
  + peri-urban
  + regional
  + rural.

### Expansion

Enable the growth of core operations into new locations with a focus on regional and rural communities.

Improve processes to support meaningful engagement with diverse and intersectional LGBTIQA+ communities.

### Governance

Strengthen organisational governance to make sure organisations are stable and secure to respond to the needs of LGBTIQA+ communities. This includes formalising the structure of a board or management committee.

## What funding is available?

The total available funding is **$400,000**.

Eligible LGBTIQA+ organisations, groups and businesses may apply for funding under **one of two program streams**.

The streamed funding approach supports organisations with different levels of experience. It also gives new organisations greater opportunity to access funding.

**Note**: This is a competitive grant round. Not all applicants are successful. So, we may also give less than the requested amount to successful applicants.

### Stream 1: New or limited experience

Grants of up to **$20,000** (excluding GST) are available for eligible organisations that are **new or have limited experience** in supporting LGBTIQA+ communities.

We encourage organisations under this stream to consider activities aligned with the following objectives:

* capacity-building
* governance
* accessibility
* inclusion.

Examples of activities you may consider under this funding stream could include:

* training workshops to improve the skills of new staff and volunteers
* activities to strengthen board member recruitment and induction
* developing a strategy for growth and development
* computer hardware and software improvements to support employees with disabilities.

### Stream 2: Established and demonstrated experience

Grants of up to **$40,000** (excluding GST) are available for eligible organisations with **established and demonstrated experience** in supporting LGBTIQA+ communities.

We encourage organisations under this stream to consider activities aligned with the following objectives:

* accessibility
* inclusion
* expansion
* sustainability.

Examples of activities you may consider under this funding stream could include:

* partnering with a regional LGBTIQA+ group to expand operations into regional Victoria
* developing a strategic plan to better engage diverse community members
* engaging a financial consultant to help support financial planning and increase business growth
* undertaking market research to understand community needs to support:
  + service delivery
  + funding applications.

Organisations under this stream must contribute a proportion of **matched funding** towards their proposed project.

## Matching funding for Stream 2 applications

The LGBTIQA+ Organisational Development program – Stream 2 gives the Victorian Government the chance to co-invest in building the capacity of LGBTIQA+ community organisations. Projects for funding under Stream 2 must include a set amount of matching funding.

Your matched funding can:

* come from your organisation
* come from other sources, such as:
  + partners
  + other grants
* include in-kind contributions.

An in-kind contribution is a non-monetary contribution of goods or services to your event that would normally have financial value. Some examples include:

* paid or volunteer labour
* donated goods, such as:
  + equipment
  + project locations
* donated services, such as:
  + project management
  + consulting
  + training.

Reduced matched funding requirements are offered to applicants for projects that support diverse and intersectional LGBTIQA+ communities, including:

* communities in the following areas:
  + outer suburban
  + peri-urban
  + regional
  + rural
  + cross-border
* seniors and older Victorians
* communities from low socio-economic status backgrounds
* people with disability
* Aboriginal and Torres Strait Islander communities
* people from low socio-economic backgrounds
* faith communities
* culturally and linguistically diverse communities
* bi+ communities
* trans and gender diverse communities
* intersex communities.

Matched funding forms part of the eligibility criteria for Stream 2 only. Stream 1 applications **do not** need matched funding.

The following tableoutlines the matched funding requirements for organisations supporting diverse and intersectional LGBTIQA+ communities, including these areas:

* metropolitan
* rural
* regional
* cross-border
* outer suburban.

Matched funding and organisation’s contribution

| Category | Matched funding | Organisation’s contribution |
| --- | --- | --- |
| Metropolitan | Organisation to grant funding ratio is **1:2.**  At least $1 of matched funding for every $2 of Victorian government funding. | Can be:   * all in-kind contributions * all cash contributions * combination of both. |
| * Peri-urban * Rural * Regional * Cross-border. | Organisation to grant funding ratio is **1:3.**  At least $1 of matched funding for every $3 of Victorian Government funding. | Can be:   * all in-kind contributions * all cash contributions * combination of both. |
| Diverse LGBTIQA+ communities | Organisation to grant funding ratio is **1:3**.  At least $1 of matched funding for every $3 of Victorian government funding. | Can be:   * all in-kind contributions * all cash contributions * combination of both. |

## Which stream should I apply under?

Not sure which stream of funding most suits for your organisation? The following questions may help guide you.

* Has your organisation had funding through equality portfolio grant programs before?
* Has your organisation had funding through Stream 2 of the LGBTIQA+ Organisational Development program before?
* Has your organisation been in operation for more than 5 years?
* Does your organisation have an eligible ABN (and not need an auspice arrangement)?
* Does your organisation have an established history working with, or providing services and supports to, LGBTIQA+ communities?

If you answered ‘yes’ to all or most or of these questions, Stream 2 may be the most appropriate stream to apply for.

If you answered ‘no’ to all or most of these questions, Stream 1 may be more suitable.

If you’re still not sure which stream your organisation should apply for, please email the Equality Unit [equality-grants@dffh.vic.gov.au](mailto:equality-grants@dffh.vic.gov.au).

## Who can apply?

To be eligible to apply for this funding program, your organisation or group must be either a:

* community, not-for-profit or peak community body based in Victoria that is an incorporated legal entity under:
  + the *Corporations Act 2001* (Cth) or
  + the *Associations Incorporation Reform Act 2001* (Vic) (or equivalent legislation in a neighbouring state) or
  + a similar type of organisation
* social enterprise with a clearly stated purpose or mission related specifically to supporting LGBTIQA+ communities.

You **must also**:

* be operating for and across the LGBTIQA+ sector or communities
* be an organisation with limited experience (for **stream 1**) or established experience (for **stream 2**) in supporting LGBTIQA+ people and communities
* have a current Australian Business Number (ABN) or an auspice with a current ABN
* have an appropriate level of public liability insurance to cover all aspects of the program or an auspice arrangement with this insurance cover
* have no overdue reporting from other grants provided by the Department of Families, Fairness and Housing (DFFH).

The department will prioritise applications from LGBTIQA+ community organisations and groups.

To check your organisation type, visit [Consumer Affairs Victoria](http://www.consumer.vic.gov.au/) http://www.consumer.vic.gov.au, including:

* incorporated associations
* co-operatives
* organisations incorporated through other means.

To check your Australian Business Number (ABN), visit the [Australian Business Register](http://www.abr.business.gov.au) https://www.abr.business.gov.au.

### Can I form a partnership?

We encourage partnership applications.

Small organisations or groups may collaborate to submit a single application. These applications should:

* show strong value for money
* achieve wide benefit
* meet an identified needs gap for all organisations or groups involved.

For example, if there are many organisations with similar needs, such as:

* board training
* grant writing workshops.

Small organisations or groups may submit a joint application so they can undertake the same activities as a larger group.

One organisation will need to:

* submit the application on behalf of the partnership
* list the primary contact person coordinating the partnership and application.

Partnership applications are still subject to the maximum funding available under the relevant funding stream.

## Who cannot apply?

The following **cannot** apply for these grants:

* state and federal government departments and agencies
* trusts
* local government authorities (LGAs) including:
  + LGA-managed, operated, administered and regulated trusts
* registered primary and secondary schools
* preschools
* TAFE institutes
* universities
* applicants with overdue or outstanding reports from previous or current Victorian government grants.

If your organisation or group **is not eligible**, please refer to ‘[**Can I have an auspice arrangement?**](#_Can_I_have)’.

**Note**: Applicants who have overdue reports for other grants funded through the department **are not eligible** to receive funding through this program. Check if you’re up-to-date with your grant reporting requirements. Please email the Equality Unit [equality-grants@dffh.vic.gov.au](mailto:equality-grants@dffh.vic.gov.au).

### Can I have an auspice arrangement?

Yes you can, if your organisation is **not eligible**. To do this you need to:

* nominate an eligible auspice organisation to apply for a grant on your behalf
* upload a letter of support with your application to confirm the agreement.

Any organisation that meets the eligibility criteria may act as an auspice.

If the application is successful, the auspice organisation handles:

* signing the grant agreement
* all legal and financial responsibility of the grant on your organisation’s behalf
* receiving and distributing grant funds under the grant agreement
* ensuring the completion of all project activities
* submitting final and budget reports on behalf of your organisation.

You can plan to have your grant managed by an auspice organisation. But you must make sure the auspice body submits the application on your behalf. If you decide to do this, you can include auspice fees in your funding request. Included auspice fees must not exceed **10%** of your total funding request.

The following organisations **can be** an auspice for unincorporated LGBTIQA+ community groups:

* LGAs
* registered primary and secondary schools
* preschools
* TAFE institutes
* universities.

## LGBTIQA+ communities

LGBTIQA+ stands for:

* lesbian
* gay
* bisexual
* trans and gender diverse
* intersex
* queer
* asexual.

It’s an inclusive umbrella abbreviation that includes a range of diverse characteristics. Such as:

* sexualities
* genders
* sex.

People may identify with more than one of these terms.

While LGBTIQA+ communities often work together, they are different communities with distinct:

* experiences
* needs
* priorities.

Your organisation, or your proposed development activities, may relate to:

* all LGBTIQA+ communities
* several communities
* an individual community.

While preparing your application, consider what you’re offering LGBTIQA+ Victorians. In the way of:

* activities
* services
* spaces.

Are they:

* safe
* affirming
* welcoming?

For more guidance on these topics, go to [Pride in our future: Victoria’s LGBTIQA+ strategy 2022–2032](https://www.vic.gov.au/victorian-lgbtiq-strategy)https://www.vic.gov.au/victorian-lgbtiqa-strategy.

### What is an LGBTIQA+ community organisation or group?

The Pride in our future strategy provides the following definition of community-led LGBTIQA+, including:

* organisations
* communities
* businesses.

‘This can mean LGBTIQA+ people run them, steer their boards, or that they are known in community for offering services for LGBTIQA+ people. They are not the same as non-government organisations or mainstream services that may have completed Rainbow Tick accreditation or similar to ensure they are LGBTIQA+ inclusive.’

The LGBTIQA+ sector includes a range of:

* organisations
* groups
* businesses.

Guided by the strategy definition, and for the purposes of these grant guidelines, this program defines an LGBTIQA+ organisation or group as one that:

* provides services (paid or unpaid) to LGBTIQA+ communities, including:
  + health
  + wellbeing
  + entertainment
  + arts
  + culture
* supports one or many LGBTIQA+ communities
* has a clear and demonstrated purpose to work with LGBTIQA+ people in Victoria.

This year, the program prioritises funding to support LGBTIQA+ organisations that:

* work to improve inclusion outcomes for LGBTIQA+ people and communities, including:
  + people with disability
  + seniors and older Victorians
  + Aboriginal and Torres Strait Islander communities
  + culturally and linguistically diverse communities
  + faith-based communities
  + trans and gender diverse communities
  + intersex people
  + bi+ communities
* are organisations from the following areas:
  + regional
  + rural
  + cross-border
  + peri-urban
  + outer suburban.

**Note**: An organisation or group may be considered, in regards to operations or revenue, as:

* small
* medium
* large.

It may be at different stages of their:

* management and governance maturity
* program and service delivery.

## Cross-border communities

The State of Victoria has 3 borders with:

* South Australia
* New South Wales
* Tasmania.

Grants awarded by the Equality Unit support LGBTIQA+ people who:

* live
* work
* access Victorian services.

This includes people living in cross-border communities.

Funding is available to:

* Victorian-based organisations
* organisations servicing Victoria’s cross-border communities.

Eligible projects must target:

* Victorian communities
* people accessing services within Victoria.

## What activities will we fund?

The following are examples of activities that the program could fund:

* develop plans, for example:
  + strategic
  + business
  + marketing
  + fundraising
* develop and deliver engagement plans across diverse LGBTIQA+ communities
* identify new income streams to increase business growth
* develop or deliver community engagement plans and strategies (including online delivery), in the following areas:
  + regional
  + rural
  + peri-urban
  + cross-border
  + outer suburban
* advice from consultants or subject matter experts, such as:
  + legal
  + business
  + financial
  + fundraising
* employment of fixed-term contract staff engaged to deliver the proposed project (see note below)
* create or strengthen partnerships to leverage resources and opportunities with other organisations
* training and development of staff, volunteers and board members. This training must directly benefit the organisation and improve knowledge. It may include:
  + organisational planning
  + policy review
  + governance
  + leadership and management
  + financial management
  + fundraising
  + volunteer management
  + marketing
  + social media
  + website development
  + advertising
* activities relating to:
  + forward planning
  + skills development
  + institutional knowledge management
* buy or upgrade office equipment to support the organisation’s expansion or sustainability
* support for an organisation or group to apply for and get:
  + incorporation status
  + charitable status
* attend conferences or training in Victoria that provides benefits to the:
  + organisation
  + group
  + communities they engage
* auspice fees (no more than 10% of the total funding request).

**Note:** You may request reasonable administrative and project management costs for work directly associated with carrying out your proposed activities. This is **at a maximum of 50% of your total funding request**. You can’t use these costs for business-as-usual duties. Such as:

* operational costs
* program staff costs.

### What activities will not be funded?

The program will **not** fund:

* activities that don’t align with the program’s objectives
* competitions, commercial (for-profit) or direct fundraising activities or events
* activities or costs already funded by another Victorian government program
* ongoing staffing costs, including:
  + staff contracted for periods longer than the project timeframe
  + operations/administrative costs for business-as-usual activities
* direct lobbying or activities that promote or held for a party-political purpose
* personal living expenses
* expenses not related to the activity outlined in the application
* leasing buildings or land
* buying capital infrastructure
* buying food or beverages
* festivals and related costs such as:
  + venue hire
  + travel
  + catering
* activities conducted outside of Victoria (not including activities that are supporting cross-border communities)
* Rainbow Tick accreditation or LGBTIQA+ competency activities
* travel costs (regional and rural applicants may receive a limited exemption)
* overseas and interstate:
  + conferences
  + training
  + study tours
* honours or master’s degrees, or courses funded through a government-funded scheme
* advertising or marketing for activities, initiatives or events not funded through these grants
* retrospective funding for activities that have already started or completed.

# Application and assessment process

## How to apply

**Step 1:** Organisations can apply through the [DFFH Grants Gateway](https://grantsgateway.dffh.vic.gov.au/s/login/) https://grantsgateway.dffh.vic.gov.au/s/login/

**Step 2:** Consider the assessment criteria of your project.

**Step 3:** Attend an online information session to find out more and ask questions.

**Step 4:** Discuss your application – email the Equality Unit[equality.grants@dffh.vic.gov.au](mailto:%3cequality.grants@dffh.vic.gov.au)

**Step 5:** Complete your application and submit by **5pm on Tuesday 30 April 2024**.

**Note:** To ensure a fair process, **we don’t accept applications after the closing date**.

## Application process

Submit your application through the DFFH Grants Gateway. Unless you have a prior agreement arrangement with the Equality Unit.

The application form asks you for general information including:

* a short description of your organisation or community group, including your:
  + purpose
  + goals
* an outline of how LGBTIQA+ communities in Victoria currently enjoy your:
  + services
  + operations
  + spaces
* a brief explanation of why your organisation fits under your selected funding stream.

# Assessment criteria

## What are the assessment criteria?

All applicants must address the following assessment criteria. Regardless of which funding stream you are applying for.

|  |  |
| --- | --- |
| Criterion | Weighting |
| Project rationale | 35% |
| Project impact | 30% |
| Project delivery | 25% |
| Evaluation | 10% |

The online application form includes questions for each assessment criterion. **Note:** all applications must also include a detailed project budget.

You can upload relevant supporting material. This will help the panel understand your proposed project. **Note:** this is not essential, and you are not penalised if you don’t do this.

We encourage applications from groups based in:

* regional
* rural
* cross-border
* outer suburban
* peri-urban Victoria.

The department has a target to support at least **25%** of recipients from regional or rural areas.

### Assessment criterion 1: Project rationale (35%)

**What is your proposed project?**

* Describe your proposed project in a clear manner. You should include:
  + the activities you wish to undertake
  + proposed timeline for the activities (making sure they fall within the grant period).

**Which program objective does your project meet? (select all that apply)**

* Capacity building
* Sustainability
* Accessibility and inclusion
* Expansion
* Governance.

**How does your proposed project support your organisation’s needs?**

* Describe in a clear manner the barriers that limit your organisation’s ability to:
  + grow
  + achieve your identified purpose
  + engage with Victoria’s diverse and intersectional LGBTIQA+ communities in a meaningful way.
* Provide evidence of how removing these barriers will help develop your organisation.
* Show how you identified that your proposed project was a suitable solution.

You must also complete a budget table in the application form. The budget should show cost estimates that represent value for money in a clear manner.

### Assessment criterion 2: Project impact (30%)

**What are the goals or outcomes you hope to achieve through this project?**

* Describe how your organisation will change through the support provided by this grant. Or what your organisation will look like when you complete your project.
* Consider who your project will support, both:
  + directly (for example, the staff members receiving training)
  + indirectly (for example, community members accessing your services).

**How will your project directly support the needs of these priority cohorts, if any? (Please identify and describe both.)**

* Priority cohorts include:
  + First Nations and Aboriginal communities
  + peri-urban
  + cross-border
  + regional or rural communities
  + outer suburban
  + seniors or older Victorians
  + trans and gender diverse communities
  + culturally and linguistically diverse communities
  + people with disability
  + young people
  + people from low socio-economic backgrounds.
* Describe both:
  + what barriers to inclusion these priority cohorts face
  + how the project addresses these barriers to improve accessibility and engagement.

We prioritise organisations that directly support these cohorts.

### Assessment criterion 3: Project delivery (25%)

**Describe your organisation’s capacity to deliver this project**

* What does your project need to be successful, for example:
  + physical locations for activities
  + stakeholder networks to distribute information about services
  + any partner organisations or specialist consultants providing project leadership?
* What role(s) will your project partners have in the planning and delivery of your project?
* What are the skills, experience and responsibilities of the core team members who will be delivering this project.

### Assessment criterion 4: Evaluation (10%)

**How will you measure the success of your project?**

* This should relate to your goals or outcomes, and should include several ways that you will be getting information, for example:
  + surveys
  + evaluations by consultants
  + number of people accessing your services.

## How will we assess applications?

**Step 1:** After applications have closed. The Equality Unit will confirm that your organisation and proposed activities are eligible.

**Step 2:** An assessment panel reviewseligible applications. The panel scores applications against the assessment criteria outlined in this document.

**Step 3:** The assessment panel provides the Minister for Equality with funding recommendations.

**Step 4:** The Minister for Equality approves the funding recommendations.

**Step 5:** All applicants are notified of the outcome of their application by email.

**Step 6:** Applicants can request feedback.

Other considerations during assessment include:

* at least 25% of successful applicants are based in rural/regional Victoria
* applications are well considered and prioritised for funding that have a clear commitment to improving accessibility and inclusion of:
  + LGBTIQA+ Aboriginal communities
  + LGBTIQA+ people with disability. See **Assessment criteria.**

The assessment panel consists of representatives from the department and other relevant Victorian government representatives.

**The decisions of the Minister for Equality are final.**

# Funding conditions

The following conditions apply to all successful grant applicants. The grant recipient must:

* enter into a Victorian Common Funding Agreement (VCFA) with the department. The VCFA will outline the terms and conditions of the funding
* start funded activities after 30 June 2024
* finish funded activities by 30 June 2025.
* spent funds on the project as described in the VCFA
* return any unspent funds to the department
* submit any variation to the approved project to the department for approval before implementation
* have an appropriate level of public liability coverage.

Where relevant, organisations must arrange Working with Children checks on staff and people aged 18 or older who come into regular, direct and unsupervised contact with young people.

Where funding supports the care, education, services or activities for children (under 18 years), the applicant must be:

* a separate legal entity that can be sued in its own right in child abuse proceedings
* appropriately insured against child abuse.

This requirement improves the ability of child abuse survivors to bring a legal claim for compensation and ensure that successful claims can be paid.

# More information

## Information sessions

Online information sessions are available to:

* help you with your application
* go through the program guidelines
* provide information on how to apply.

For more information, including dates and how to book, visit [LGBTIQA+ Organisational Development Grants program](mailto:https://www.vic.gov.au/LGBTIQ-organisational-development-grants) https://www.vic.gov.au/LGBTIQ-organisational-development-grants

## Contact us

Email the Equality Unit [equality-grants@dffh.vic.gov.au](mailto:equality-grants@dffh.vic.gov.au) and request a call back:

* for more information
* for help with your application
* to check if you have any overdue grant reports.

Please allow up to 2 working days for someone to respond to your request.

## Useful resources

For resources, visit [LGBTIQA+ Organisational Development Grants program](mailto:https://www.vic.gov.au/LGBTIQ-organisational-development-grants) https://www.vic.gov.au/LGBTIQA-organisational-development-grants

Information available includes:

* information session times
* information session slides
* templates.