

Community & Place Grants

Delivering local impact in Aboriginal communities by Aboriginal community organisations.

July 2023







Grant Program Details		
EOI Application Opening	02/10/2023	
EOI Application Closing	10am on 30/10/2023	
Invitation to submit Full Grant Application	December 2023	
Full Grant Application Opening	04/12/2023	
Full Grant Application Closing	10am on 29/01/2024	
Application outcomes advised	May 2024 onwards	
Project delivery timeframe (for successful applications)	01/07/2024	
Evaluation timeframe (for successful applications)	30/06/2025	
Decision-maker	Minister for Aboriginal Affairs and Treaty	
NSW Government Agency	Aboriginal Affairs, Premiers Department	
Type of grant opportunity	Open, competitive	
Grant program value (total available funding for the grant and the available individual grant amounts, excluding GST)	A total of \$10 million in funding is available in 2023/2024 Applicants can apply for a maximum of \$250,000.	
Enquiries	AANSW Community Investments team via email grants@aboriginalaffairs.nsw.gov.au	

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Overview of grant program

1 Overview of grant program

1.1 Purpose and objectives

The Community and Place Grants Program aims to support one-off projects which include programs, equipment, vehicles, and infrastructure developed by local Aboriginal communities, and with local community support to drive change and contribute towards the 17 socio-economic outcome targets under the National Agreement on Closing the Gap. The projects must contribute to the Closing the Gap targets specifically, not the broad outcome area. Applicants are strongly encouraged to familiarise themselves with the 17 socio-economic outcome targets under the National Agreement on Closing the Gap. Detailed information can be found HERE. A summary of the targets is included at Appendix A.

The Closing the Gap NSW Implementation Plan 2022-24 commits to driving tangible change against all 5 Priority Reform areas and 17 Socio Economic Outcome targets agreed upon in the National Agreement on Closing the Gap. Community and Place grants support this objective by supporting communities to drive locally led solutions in their communities.

1.2 Grant value

A total of \$10 million in funding is available in 2023/2024

One application can be submitted per organisation to a maximum of \$250,000.

Projects must be delivered by recipients between 1 July 2024 and 30 June 2025 (this will be a condition of grant funding).

1.3 Funding

Funds will be allocated across three Project Categories:

- Category 1: Programs (\$4 million funding allocation)
- Category 2: Infrastructure (\$4 million funding allocation)
- Category 3: Equipment and Vehicles (\$2 million funding allocation)

An application may include project elements from multiple categories. In the event a funding category allocation is exhausted, projects with elements from multiple categories may still receive partial funding. Applications must demonstrate the element/s from categories with remaining allocation can be successfully delivered and are not reliant on project element/s from a category with an exhausted allocation.

Funding can be used for projects that meet the outcomes of the Community and Place Grants Program, i.e., deliver tangible local benefits and impact to Aboriginal communities against the Closing the Gap socio-economic targets.

To be funded, projects must:

- Be delivered in a local Aboriginal community in NSW (state-wide programs or activities are not eligible for funding). Refer to the Frequently Asked Questions (FAQs) for guidance on what is considered a local community for the purpose of this grant.
- Show how the project will contribute to one or more CtG socio-economic outcome targets.

• Demonstrate local Aboriginal community support and involvement in the development and delivery of the project.

Infrastructure (Category 2) projects must have:

- Proof of property/landowner's consent
- Proof of lodgement of DA (where required the works require a DA) prior to the Stage 2 application close date.

Applicants may include up to 25 percent of the total infrastructure component of their application as contingency (where relevant), and up to 10 percent of the total application for project management and administration. Design, including regulatory applications and approvals costs, must be listed as administration costs. The following are examples of the types of projects that may be considered for funding. See the Frequently Asked Questions (FAQs) for information and examples on what could be funded.

Projects could include:

- Activities, programs, the purchase or lease of equipment and capital works.
- A single project or multiple activities that form a larger project.
- Local partnership projects where all parties are Aboriginal Community Controlled Organisations (ACCOs), or Aboriginal community groups, and a tangible program or infrastructure outcome is being delivered in an Aboriginal community.

1.3.1 Eligible costs

Category	Eligible project costs	
Programs Projects in this category may include (but are not limited to): • Health, cultural well-being, skills development programs for Aboriginal community members • Delivery of programs or services, for example; on-Country programs and traditional knowledge sharing, • Local Aboriginal community events or workshops	 Wages for program management (nonongoing roles) Costs for specialised facilitators and/or trainers Costs associated with staff training for specific program delivery (noting this must be linked to the project application and identified outcomes) Promotional materials, such as flyers, social media and advertising Program related materials and resources, including art supplies, workbooks, course materials, (for equipment, see equipment and vehicles eligible costs) Venue hire and catering Transport hire (for vehicle purchase, see equipment and vehicles eligible costs) Up to 10 percent of the total application for project management and administration (this includes auspicing fees) 	

Category	Eligible project costs	
 Infrastructure Projects may include but are not limited to: Construction of new infrastructure to support the delivery of programs and/or services to the local Aboriginal community Upgrades, repairs, refurbishments, repurposing, or renovations to a building Fit-out of a building IT upgrades to a building Purchase of land or property Landscaping Installation of fixed structures on land 	 Construction costs, including tools and materials Wages for contractors and consultants Wages for non-ongoing staff to support project delivery Accessibility and safety installations Emergency management and safety upgrades Applicants may include up to 25 percent of the total infrastructure component of their application as contingency (where relevant), and up to 10 percent of the total application for project management and administration. Design, including regulatory applications and approvals costs, must be listed as administration costs. 	
 Equipment and Vehicles Projects may include but are not limited to: Purchase of vehicles for the purpose of reaching a community need and supporting essential services and programs (e.g; a bus to take children to day care where no other transport is available) Upgrades of technology and access to programs and services Upgrades of equipment for programs, services, cultural activities and events 	 Purchase or lease of cars, buses and trailers Costs associated with driver training for specialised vehicles Computer hardware and installation Computer software and licensing Vehicle extras such as; accessibility equipment, insurance, car seats and the fitting of these Office furniture and equipment Equipment needed for service provision Repair to specialised equipment Licensing and Registration fees Up to 10 percent of the total application for project management and administration (this includes auspicing fees) 	

1.3.2 Ineligible costs

Funding cannot be used for:

- State-wide projects.
- Projects in a community outside NSW.
- Wages, salaries, and on-costs for ongoing roles.

- Sitting fees, travel allowance, or costs associated with membership of boards/councils.
- International travel costs. Proposals for domestic travel costs need to demonstrate the benefits of travel to the project, organisation, and community.
- Activities that may create an ongoing dependency on Community and Place Grants Program, i.e., funding over multiple years.
- Costs that are not directly associated with the delivery of the project that is funded by the grant.
- Project costs that are supported by another grant, subsidy or financial assistance.
- Project works or costs that have been or will be covered by insurance claims (for example, repairs following weather events).
- Project costs incurred prior to the earliest possible project start date of 1 July 2024.
- Costs to cover existing debts or budget deficits.
- General operational or business as usual costs.
- Maintenance or construction of residential infrastructure.
- Cost of project items that have already received grant funding, including through Community and Place Round 1.

Please see Frequently Asked Questions (FAQs) for more information on what can and can't be funded.



Selection criteria

2 Selection criteria

2.1 Eligibility criteria

2.1.1 Eligible applicants

To be eligible for an Aboriginal Affairs NSW Community and Place Grant you must:

- Be an Aboriginal and or/Torres Strait Islander Community Controlled Organisation (ACCO); OR
- Be an unincorporated Aboriginal community group with an eligible auspice organisation.

Applicants or their auspice organisation must:

- Be an eligible legal entity located in NSW, and able to enter into a funding agreement with Aboriginal Affairs NSW Premier's Department, have an Australian bank account, and an Australian Business Number (ABN);
- Have public liability insurance of at least \$10 million per claim or include the cost of insurance within their application.

2.1.2 Eligible applicant definitions

Aboriginal and/or Torres Strait Islander Community-Controlled Organisation

For the purpose of this grant an Aboriginal and/or Torres Strait Islander Community-Controlled Organisation delivers services, including land and resource management, that build the strength and empowerment of Aboriginal and Torres Strait Islander communities and people, and is:

- Incorporated under relevant legislation;
- Not-for-profit;
- Controlled and operated by Aboriginal and/or Torres Strait Islander people;
- Connected to the community or communities in which they deliver the services; and
- Governed by a majority Aboriginal and/or Torres Strait Islander governing body.

Applicants will be required to provide documentation to support their ACCO status. *Please see Frequently Asked Questions (FAQs) for more information.*

Unincorporated Aboriginal Groups

Incorporated Aboriginal Groups must be Aboriginal community groups – that is, they must be led by Aboriginal people.

Eligible Auspice Organisations

An auspice organisation must be a not-for profit organisation of one of the following:

- an Aboriginal and/or Torres Strait Islander Corporation registered under the Corporations (Aboriginal and Torres Strait Islander) Act 2006 (Cth)
- a company incorporated in Australia under the Corporations Act 2001 (Cth)
- a Local Aboriginal Land Council under the Aboriginal Land Rights Act 1983 (NSW)
- an Incorporated Association (incorporated under state legislation, and commonly have 'Association' or 'Incorporated' or 'Inc' in their legal name)
- an Incorporated Cooperative (incorporated under state legislation, and commonly have 'Cooperative' in their legal name)
- an incorporated trustee on behalf of a trust

2.1.3 Ineligible applicants

You are not eligible if you are:

- An Individual
- Incorporated not-for-profit organisations not controlled or operated by Aboriginal and Torres Strait Islander people.
- Unincorporated groups which are not led by Aboriginal people.
- Federal and State Government agencies and bodies.
- NSW Public Schools.
- For-profit organisations, including Aboriginal businesses.
- Unincorporated organisations or groups without an eligible auspicing organisation.
- Organisations that have not met project requirements, including acquittal and reporting, for funding received from Aboriginal Affairs NSW in the previous two years.
- Organisations with redress sanctions, as described in the National Redress Scheme.

2.2 Assessment criteria

This is an open and competitive grants program. Applications will be assessed and competitively ranked against the criteria. Applications with the highest scores are more likely to be funded.

Assessment will be based on the following criteria:

Criteria	What are we looking for:	Weighting
Alignment with the Community and Place Grants Program objective to deliver tangible benefit and impact against the Closing the Gap socioeconomic outcome targets in a local Aboriginal community	Project clearly demonstrates how it will contribute to one or more of the Closing the Gap socio-economic outcome targets for a local Aboriginal community in NSW. The projects must contribute to the Closing the Gap targets specifically, not just the broad outcome area.	25%
Demonstrated local Aboriginal community support	Clear evidence of broad support from the local Aboriginal community and community involvement in project design and implementation.	25%
Value for money	Project budget is realistic and cost effective. There is a clear link between the budget items and the project activities and outcomes.	25%
Capacity to deliver	Applicant has demonstrated relevant experience and capacity to deliver the project. For infrastructure project applications, landowner consent and planning approvals have been provided.	25%



Application process

3 Application process

3.1 How to apply

All Expressions of Interest (EOI) and applications are to be completed online via Smarty Grants, the Aboriginal Affairs NSW online grants platform. Applicants will not be able to apply for a grant without submitting an Expression of Interest.

An Applicant's Guide and Frequently Asked Questions (FAQs) to assist applicants with the Expression of Interest and application processes is available from the Aboriginal Affairs NSW website.

3.1.1 Stage One – Expression of Interest Application

Expressions of Interests open on 02 October 2023 and close on 30 October 2023.

Your Expression of Interest will require you to provide a project overview, and must include the following information:

- Project idea, how it will be delivered and who will be involved.
- Details about your organisation or group and your experience managing projects or funding.
- Which local Aboriginal community will benefit from your project.
- How much funding you are applying for.
- Expected Closing the Gap Socio-Economic Target(s) the project aims to meet. Applicants

can also choose to submit a video response to Expression of Interest questions.

Aboriginal Affairs NSW staff are available to support applicants with recording and preparing a file for upload, if required.

Stage One - EOI applications will be assessed by AANSW for eligibility and program alignment, with applications being approved to provide a full application by the AANSW Deputy Secretary.

Applicants who are successful with their Expression of Interest application will be invited to submit a full application for funding.

Please note: an invitation to Stage Two does not guarantee that funding will be awarded. All EOI applications approved will be invited to full application, and it is anticipated invited applicants will be collectively seeking more than the funding allocation. Stage Two applications will be comparatively assessed (as outlined in <u>Section 4</u>).

3.1.2 Stage Two - Full Grant Application

Full grant applications will open on 4 December 2023 and close on 29 January 2024. Full grant applications will require more detail on your project including the following:

- Alignment with identified Closing the Gap Socio Economic Target(s).
- Project Plan including key milestones and activities.
- Project Risk Plan Key risks and processes for managing these.
- Project Budget Detailed budget breakdown.
- Supporting Documentation (Please see table below).

Supporting Documents:

The below documents should be provided as part of your application:

Requirement	Criteria	Documents
Mandatory (Required at Stage One)	Evidence of the applicant organisations ACCO Status	 This can include any of the following: Certificate of ORIC registration Constitution or Rule book indicating governance structure
Mandatory (Required at Stage Two)	Evidence of local Aboriginal Community Support	 Letters from local Aboriginal community members and organisations Evidence of local Aboriginal community involvement in project development (e.g., Community Working Party arrangements, community feedback sessions, etc).
Mandatory (Required at Stage Two)	Public liability insurance	 Certificate of currency Or Budget includes the purchase of public liability insurance
Recommended (Required at Stage Two)	Project Plans	A detailed plan showing the life of your project from planning through to completion. Planning templates are available on our website
Mandatory (Required at Stage Two)	Quotes	 Quotes from external suppliers for budget items over \$5,000.
Mandatory (Required at Stage Two)	Evidence of Development Application (DA) Lodgement (for projects including capital works)	Includes email confirmation of application being lodged with your local council.
Mandatory (Required at Stage Two)	Landowner consent (for projects including capital works)	

3.1.3 Late submissions

Late submissions will not be considered or accepted unless AANSW determines, at its sole discretion, that it is in the interests of the fairness of the program to accept the late submission. A late submission must have already been commenced by the applicant prior to the round closing date and time, and a request for late submission must be received by AANSW no later than one hour after the round closing date and time.

3.1.4 Notification of application outcomes

All applicants will be advised of the outcome of their project application from May 2024 (or as soon as approval is determined by the final decision maker).



Assessment process

4 Assessment process

4.1 Assessment of grant applications

This is an open and competitive grants program. Applicants will be assessed and scored against the criteria. Applications with the highest scores are more likely to be funded.

The assessment of applications under the Community and Place Grants Program will be undertaken as follows:

4.1.1 Stage One - Expression of Interest Application

Expression of interest (EOI) applications will be initially reviewed by AANSW staff for applicant eligibility and community need.

A panel comprised of senior officers from AANSW and across NSW government will review all EOIs and complete a merit assessment on program alignment.

Recommendations from the EOI stage will be approved by the Deputy Secretary for Aboriginal Affairs NSW.

Туре	Assessment	Assessor
Eligibility Checks	Confirmation of applicant eligibility including: • ACCO status • Organisation entity type • Public liability details	Aboriginal Affairs NSW, Community Investments
Regional Review	Community need and organisational capacity	Aboriginal Affairs NSW, Regional Teams
Expression of Interest Assessments	A merit assessment on project alignment	Assessment Panel comprised of Aboriginal Affairs NSW Senior Officers and NSW Government Staff
Stage One approval	On which applicants are invited to submit a formal application in Stage Two	Deputy Secretary Aboriginal Affairs NSW

4.1.2 Stage Two - Full Grant Application

Full grant applications will be assessed by AANSW Regional Teams and an assessment officer from Aboriginal Affairs NSW, based on the following assessment criteria:

- Alignment with Community and Place Objectives
- Demonstrated local Aboriginal community support
- Organisational capacity
- Value for Money

Ineligible and unsuccessful applicants will be notified in writing.

Туре	Assessment	Assessor
Application Assessments	Assessment of individual applications, scored against the assessment criteria	Aboriginal Affairs NSW Regional Teams and an assessment officer from Aboriginal Affairs NSW
Grant Assessment Panel	Assessment of all applications, scored against the assessment criteria and final recommendations to the Minister for Aboriginal Affairs and Treaty	A Grant assessment Panel comprised of Senior Aboriginal Affairs NSW and NSW Government Staff
Decision Maker	Final decision on funding based on panel recommendations	Minister for Aboriginal Affairs and Treaty

The Minister for Aboriginal Affairs and Treaty is the final decision-maker for funding. The Minister will consider the recommendations of the assessment panel in this decision-making.

AANSW staff may request additional information and/or clarification from applicants at any time during the assessment process.

Part funding may be offered where an application includes ineligible activities or budget items.

Independent probity advisors will provide guidance on issues concerning integrity, fairness, and accountability that may arise throughout the application, assessment, and decision process. This helps to ensure decisions are made with integrity, fairness, and accountability, while delivering value for money for NSW.

4.2 Notification of application outcome

All applicants will be notified in writing of the outcome of their application.

The Community and Place Grants will be announced publicly by the Minister for Aboriginal Affairs and Treaty from May 2024 onwards.

4.2.1 Feedback on applications

Applicants can request feedback by contacting Aboriginal Affairs NSW, Community Investments Team. Feedback sessions will be held via Teams meetings.

There are no appeals process available for this grant Program.

4.3 Publication of grants information

The Grants Administration Guide requires that certain information is published in relation to grants awarded no later than 45 calendar days after the grant agreement takes effect (see section 6.5 of the Guide and Appendix A to the Guide). This information is also open access information under the *Government Information (Public Access) Act 2009* (NSW) (GIPA Act), which must be made publicly available unless there is an overriding public interest against disclosure of the information.

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In accordance with these requirements, relevant information about the grants awarded will be made available on the NSW Government Grants and Funding Finder as soon as possible after the grant funding is approved or declined.

All records in relation to this decision will be managed in accordance with the requirements of the *State Records Act 1998* (NSW).

Successful grant applications

5 Successful grant applications

5.1 Grant agreement

Successful applicants are required to:

- Enter into a Funding Agreement with Aboriginal Affairs NSW within four weeks of the grant offer being made.
- Start and complete funded activities and events by the dates specified in the Funding Agreement.
- Notify Aboriginal Affairs NSW of any proposed changes to a funded activity prior to the proposed changes being made.
- Acknowledge the support of the NSW Government in accordance with the Funding Acknowledgement Guidelines.

Project variations may be accepted where the requested change aligns with the Program Guidelines and the original intent of the approved project.

5.2 Grant payment

Grants will be paid in full upon return of fully executed Funding Agreement.

5.3 Unspent funds

If a grant recipient's project is completed and there are unspent funds remaining, these should be returned to Aboriginal Affairs NSW, Premier's Department.

Alternatively, the recipient may request a variation to use the funds for other items related to the project, ensuring these items are eligible under the Program Guidelines and are within scope of the approved project.

5.4 Indicative reporting and acquittal requirements

Recipients will be required to complete progress and acquittal completion reports as follows:

- Complete progress reporting as requested by Aboriginal Affairs NSW.
- Report on project outcomes and acquit the grant funds within 21 days of project completion.
- If the acquittal is not complete within the required timeframe, you will not be eligible to apply for any Aboriginal Affairs NSW grants for the following two years.

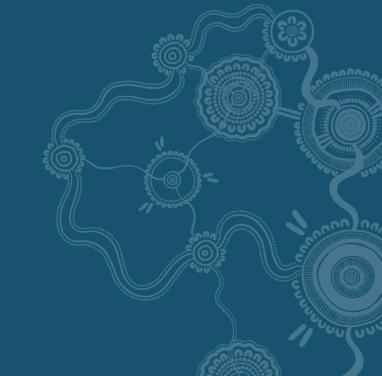
5.5 Evaluation

Aboriginal Affairs NSW will undertake a formal evaluation of the Program.









6 Additional information and resources

6.1 Complaint handling

Any complaints should be sent in writing to grants@aboriginalaffairs.nsw.gov.au.

6.2 Access to information

The GIPA Act provides for the proactive release of government information by agencies and gives members of the public an enforceable right to access government information held by an agency (which includes Ministerial offices). Access to government information is only to be restricted if there is an overriding public interest against disclosure.

The NSW Legislative Council has the power to order the production of State papers by the Executive Government. Standing Order 52 provides that the House may order documents to be tabled by the Government in the House. The Cabinet Office coordinates the preparation of the papers – that is, the return to order. The return to order may contain privileged

and public documents. Privileged documents are available only to members of the Legislative Council.

Note that documents submitted as part of a grant application may be subject to an application under the GIPA Act or an order for papers under Standing Order 52.

Provide any relevant contact details or other sources of information for individuals seeking information from the relevant agency about the GIPA Act and/or Standing Order 52.

6.3 Ethical conduct

6.3.1 Conflict of interest management

The following procedures will be put in place to manage any conflicts of interest between AANSW and applicants:

• Conflicts of Interest are managed in accordance with the Premier's Department code of conduct, and declarations are made and recorded by all persons involved in performing functions related to the assessment process.

6.3.2 Confidentiality

Regional project officers who assist an applicant with an application will not be involved in assessment for that program. Information relating to the successful applications will be included in:

- Public media releases
- An announcement on the AANSW website
- The NSW Grants finder website
- AANSW social media.

This information may include the name of the applicant and their business, a description of the funded project, and the funding amount.

Applicants should be aware that information provided to AANSW may be made publicly available under the Government Information (Public Access) Act 2009 (NSW). Information may also be made publicly available as a result of an order for papers made by the NSW Legislative Council under Standing Order 52.

Before information is released in response to an application under the GIPA Act, there will be an

assessment of the public interest considerations in favour of and against disclosure of that information, and there may be consultation requirements that apply.

6.3.3 Disclaimer

Every effort has been made to ensure that this publication is free from error and/or omission at the date of publication. The authors, publisher and any person involved in the preparation of this publication take no responsibility for loss occasioned to any person acting or refraining from action as a result of information contained herein.

7 Appendix A

Closing the Gap socio-economic outcomes and targets

	Outcome Area	Targets that application must address
1	Everyone enjoys long and healthy lives	Close the Gap in life expectancy within a generation, by 2031.
2	Children are born healthy and strong	By 2031, increase the proportion of Aboriginal and Torres Strait Islander babies with a healthy birthweight to 91 per cent.
3	Children are engaged in high quality, culturally appropriate early childhood education in their early years	By 2025, increase the proportion of Aboriginal and Torres Strait Islander children enrolled in Year Before Fulltime Schooling (YBFS) early childhood education to 95 per cent.
4	Children thrive in their early years	By 2031, increase the proportion of Aboriginal and Torres Strait Islander children assessed as developmentally on track in all five domains of the Australian Early Development Census (AEDC) to 55 per cent.
5	Students achieve their full learning potential	By 2031, increase the proportion of Aboriginal and Torres Strait Islander people (age 20-24) attaining year 12 or equivalent qualification to 96 per cent.
6	Students reach their full potential through further education pathways	By 2031, increase the proportion of Aboriginal and Torres Strait Islander people aged 25-34 years who have completed a tertiary qualification (Certificate III and above) to 70 per cent.
7	Youth are engaged in employment or education	By 2031, increase the proportion of Aboriginal and Torres Strait Islander youth (15-24 years) who are in employment, education or training to 67 per cent.
8	Strong economic participation and development of people and their communities	By 2031, increase the proportion of Aboriginal and Torres Strait Islander people aged 25-64 who are employed to 62 per cent.
9	People can secure appropriate, affordable housing that is aligned with their priorities and need	By 2031, increase the proportion of Aboriginal and Torres Strait Islander people living in appropriately sized (not overcrowded) housing to 88 per cent.
10	Adults are not overrepresented in the criminal justice system	By 2031, reduce the rate of Aboriginal and Torres Strait Islander adults held in incarceration by at least 15 per cent
11	Young people are not overrepresented in the criminal justice system	By 2031, reduce the rate of Aboriginal and Torres Strait Islander young people (10-17 years) in detention by 30 per cent.
12	Children are not overrepresented in the child protection system	By 2031, reduce the rate of over-representation of Aboriginal and Torres Strait Islander children in out-of-home care by 45 per cent.
13	Families and households are safe	By 2031, the rate of all forms of family violence and abuse against Aboriginal and Torres Strait Islander women and children is reduced at least by 50 per cent, as progress towards zero.
14	People enjoy high levels of social and emotional wellbeing	Significant and sustained reduction in suicide of Aboriginal and Torres Strait Islander people towards zero.
15	People maintain a distinctive cultural, spiritual, physical and economic relationship with their land and waters	By 2030, a 15 per cent increase in Australia's landmass subject to Aboriginal and Torres Strait Islander people's legal rights or interests. By 2030, a 15 per cent increase in areas covered by Aboriginal and Torres Strait Islander people's legal rights or interests in the sea.
16	Cultures and languages are strong, supported and flourishing	By 2031, there is a sustained increase in number and strength of Aboriginal and Torres Strait Islander languages being spoken.
17	People have access to information and services enabling participation in informed decision-making regarding their own lives	By 2026, Aboriginal and Torres Strait Islander people have equal levels of digital inclusion.