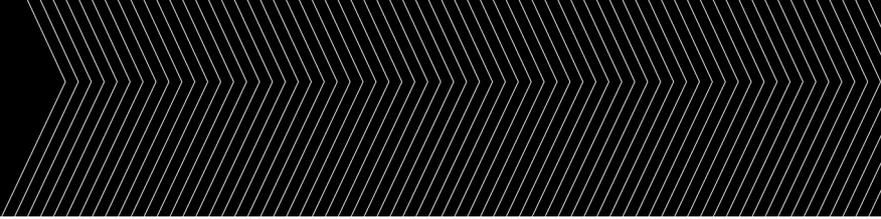


# Community Response Fund

Grant Program Guidelines



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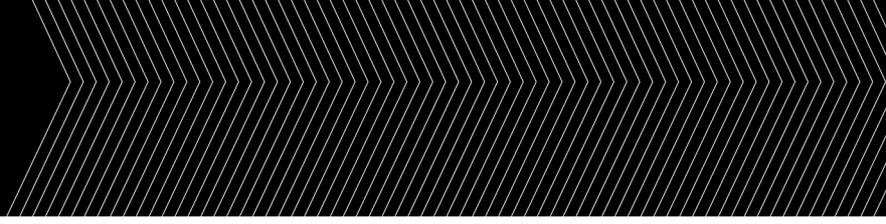
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## Helping communities prevent men's violence against women

Our vision is clear: *a nation where every woman is free from all forms of men's violence and abuse*. To make this a reality, we are committed to working with diverse communities across Australia to prevent gendered violence. One way we'll do this is through our Community Response Fund Grant Program. This program will provide funding and support to help communities deliver projects and test innovative ways to advance gender equality and prevent gendered violence. We will also measure and analyse the projects and publicly disclose the outcomes and lessons learned – helping other communities pick up the best ideas, further develop them and prevent gendered violence in their own communities.



Figure 1: To help communities prevent gendered violence, we will fund and support project delivery, measure the impacts, and spread the most effective approaches.



### **Communities are best placed to solve their own issues and identify their opportunities**

Our cities, towns and remote areas are made up of diverse groups: different cultures, ages, genders, faiths, languages, experiences and interests. And this diversity means that different communities have different issues, risks and opportunities.

What works best in Armadale may not be best for Armidale. And a community centred around one of our mosques might have different opportunities from those of a community centred around one of our churches, schools or sports grounds.

The solutions to a community's problems can be found within that community. That's why White Ribbon Australia has established the Community Response Fund Grant Program.

For this grant program, 'community' can be interpreted geographically (e.g. a suburb or a town) or as a community of interest (such as faith, cultural, language, sport, club, occupation or other shared-experience communities).

### **Funding and support for activities to help end gendered violence**

The Community Response Fund will provide funding for communities to deliver projects and test innovative ways to advance gender equality and prevent gendered violence.

To maximise the impact of the funding, White Ribbon Australia will provide capacity-building resources including frameworks for community engagement and project design.

We will also work with each community (for up to 24 months) to assess the impact of each project and then share the lessons with other organisations and communities across Australia.

## Guidelines

### Who can apply

The applicant must be one of the following:

- an incorporated not-for-profit community organisation
- a Local Government Authority
- an unincorporated organisation or community group, applying through the auspice of an incorporated body or a local government authority.
- Have third-party insurance

The applicant organisation must be based in Australia.

### Who cannot apply

- Communicare Inc (the custodian of White Ribbon Australia)
- individuals
- federal or state agencies
- for-profit organisations
- unincorporated not-for-profit community sector organisations, unless applying through the auspice of an eligible incorporated body or a local government authority
- organisations located in the Indian Ocean Territories
- organisations with outstanding reporting requirements from a previous agreement with White Ribbon Australia or Communicare.

### What we will fund

We will provide funding for projects that will prevent violence and abuse against women.

The application process is competitive as funding is limited – so we will invest resources in the projects that seem (in our opinion) likely to achieve the most valuable outcomes for the community.

Projects must be designed and implemented in collaboration with key community stakeholders, victim survivors and women. As community engagement is both a process and an outcome, we want the conversations with our community members to drive the actions. We encourage you to look at our evaluation guidelines document for how we will determine viable projects.

We'll consider funding any costs that are clearly linked to delivering the project's outcomes (including small capital items).

We will fund projects for up to 24 months.

### What we will not fund

The following activities are not eligible for funding through this program:

- projects delivered outside of Australia
- projects that, in our view, duplicate a similar existing program or service

- activities that have already taken place
- general operating expenses (e.g. rent, insurance, energy)
- the purchase of prizes or gifts
- fundraising appeals
- general awareness campaigns (however we will consider prevention campaigns that, for example, aim to change men's understanding and behaviour relating to gendered violence).
- purchase of land
- wages not directly related to the implementation of the project
- major capital expenditure
- the covering of retrospective costs
- costs incurred in the preparation of a grant application or related documentation
- subsidy of general ongoing administration of an organisation such as electricity, phone and rent
- major construction/capital works
- overseas travel
- activities for which other Commonwealth, state, territory or local government bodies have primary responsibility.

### **How much you can apply for**

The maximum amount of money an applicant can apply for is \$20 000.

### **When you can apply**

The closing date for applications is 30 December 2021.

Applications received after the closing date will not be accepted.

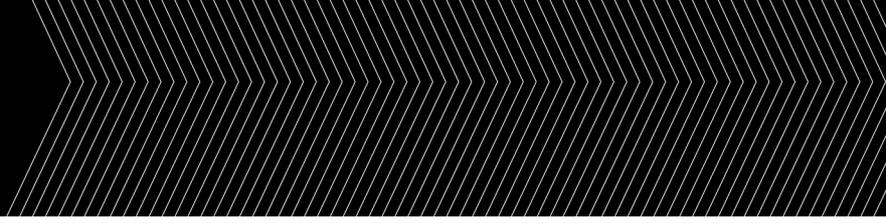
All applications will be acknowledged via email within five business days of receipt. Please email us to confirm receipt if no acknowledgement is received by this time.

### **How to apply**

1. Carefully read these Grant Program Guidelines in full.
2. Contact White Ribbon Australia to discuss your project ideas. (You must do this before applying.)
3. Download an application form from White Ribbon Australia's Community Response Fund web page.
4. Complete the application form in full and follow the instructions included in the form.

### **How we will evaluate your application**

We will assess all applications against the evaluation criteria shown in Table 1. We will score each criterion from 1 (low) to 5 (high). Applications that do not achieve the required minimum scores (shown in Table 1) will be unsuccessful. For all other applications, we will calculate the total score using the weightings shown in Table 1. The highest-scoring applications will be recommended to the White Ribbon Australia Board Working Group for approval.



<b>Evaluation criteria</b>	<b>Weighting</b>	<b>Minimum score required</b>
How much of a positive impact the project can have in terms of advancing gender equality and preventing gendered violence	20%	3
How likely it is that the project aims will be achieved	20%	3
How likely it is that the funding will be used effectively and efficiently	20%	3
How clearly we can measure the outcomes	15%	3
How well the project will deliver a whole-of-community response	15%	3
How innovative the idea is	10%	3

*Table 1: Evaluation criteria, weightings and minimum scores*

### **Asking for additional information and clarification**

To enable sound decision-making, we may request additional information or clarification during the assessment process.

### **Declining applications**

If your application is unsuccessful, we will provide clear, constructive feedback on how to strengthen your application if you would like to re-apply during the next grant round.

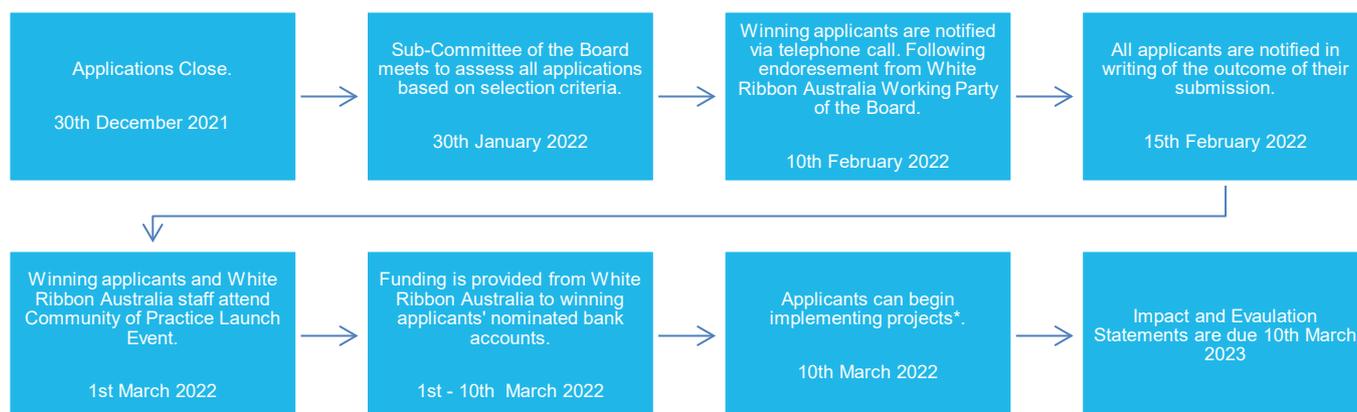
### **Approving applications**

If your application is approved, we will notify you by telephone call. We will then send you a Grant Arrangement Pack. This will include a letter confirming that your application is approved and explaining the grant arrangement process and evaluation template.

### **Assessment of Grants**

An internal panel of trained White Ribbon Australia assessors will undertake the review of the grants. Secretariat support will be provided by Communicare Inc. The assessment panel will assess whether the application represents value with money and primary prevention outcomes based on the evaluation guidelines.

## Grant Timeframe



*\*Throughout the application journey all winning applicants will be supported through a community of practice with other winning applicants across Australia. The community of practice will enable the sharing of innovations, maturing of collaborations and a peer network of support. White Ribbon Australia's Senior Manager Community Engagement will support all applicants throughout this process.*

## Reporting

Grant recipients will need to submit an evaluation report in line with the grant agreement. They will also need to participate in a community of practice supported by White Ribbon Australia. White Ribbon Australia will provide an evaluation template for these reports as appendices with the exchange of letter. We will remind you of your reporting obligations before a report is due. We will expect you to report on:

- Outcomes achieved
- Community engagement processes and consultation approach
- Contributions of participants directly related to the project
- Expenditure of the grant funds.

You will also be required to provide us with rich media showing the grant activities, such as photos and videos

Reports must be submitted by the due date and in the format provided in the exchange letter.

The amount of detail you provide in your reports should be relative to the size and complexity of the community engagement consultation and outcome.

Participation in the Community of Practice will be mandatory as part of accepting the Community Response funding. The Community of Practice will link all winning grant recipients to one another with the purpose of building capacity around primary prevention literature, evidence and approaches.

You should let us know if anything is likely to affect your project or organisation. We need to know of any changes to your organisation or its business activities, particularly if they affect your ability to complete your grant, carry on business and pay debts.

You must also inform us of any changes to your organisation's:

- name
- addresses
- nominated contact details
- bank account details.

If you become aware of a breach of the terms and conditions under the grant agreement, you must contact us immediately to let us know about the breach.

### **Paying the Grant**

The grant agreement will state the maximum grant amount to be paid.

We will not exceed the maximum grant amount under any circumstances. If you incur extra costs, you must meet them yourself.

We will make payments according to an agreed schedule set out in the grant agreement. Payments are subject to satisfactory progress on the project, including fulfilling the reporting requirements.

### **Privacy**

We treat your personal information according to the Privacy Act 1988 and the Australian Privacy Principles. This includes letting you know:

- what personal information we collect
- why we collect your personal information
- with whom we share your personal information.

Your personal information can only be disclosed to someone else for the primary purpose for which it was collected, unless an exemption applies.

As part of your application, you declare your ability to comply with the Privacy Act 1988 and the Australian Privacy Principles and impose the same privacy obligations on officers, employees, agents and subcontractors that you engage to assist with the activity, in respect of personal information you collect, use, store, or disclose in connection with the activity.

### **Conflict of Interest**

Any conflicts of interest could affect the performance of the grant opportunity or program. There may be a conflict of interest, or perceived conflict of interest, if Communicare Inc or White

Ribbon Australia staff, any member of a committee or advisor and/or you or any of your personnel has a:

- professional, commercial or personal relationship with a party who is able to influence the application selection process, such as a member of the White Ribbon Australia team
- relationship with, or interest in, an organisation that is likely to interfere with or restrict the applicants from carrying out the proposed activities fairly and independently
- relationship with, or interest in, an organisation from which they will receive personal gain because the organisation receives a grant under the grant program/grant opportunity.

You will be asked to declare, as part of your application, any perceived or existing conflicts of interests or that, to the best of your knowledge, there is no conflict of interest.

### **Probity**

Communicare Inc will make sure that the grant opportunity process is fair, according to the published evaluation guidelines and that the process incorporates appropriate safeguards against fraud, unlawful activity and other inappropriate conduct.