



Keeping Women Safe from Violence

Grants Program

KWSV Grants program Online Forum

Presented by

Acting Manager Nikola Sweet-Fisher

Partnerships and Engagement Team
Office for Women and Violence Prevention

Acknowledgement of Country



Queensland
Government

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Agenda for today's forum

1. Overview of the KWSV program

- What is KWSV
- The purpose of KWSV
- Key documents – National Plan, National Agreement & Guidelines
- How much funding is available
- When do applications close

2. Preparing an application

- Ensuring your organisation and your initiative meet eligibility criteria
- What are the service types in scope
- What is the selection criteria
- How to apply

3. What the panel is looking for

- The selection process
- What the panel looks for when recommending an applicant for funding
- What resources are available to help with writing a grant application
- Some general tips for grant writing
- What happens if you are successful

4. Questions



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Overview of the grant program

- The objective and purpose of KWSV
- Key documents – National Plan, National Agreement & Guidelines
- Available funding
- When do applications close

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What is Keeping Women Safe from Violence Grant Program?

- **Program objective**

- To support the National Plan to End Violence against Women and Children 2022-32 (the Plan) and deliver an initiative funded under the Family, Domestic and Sexual Violence Responses 2021–23 National Partnership Agreement (the Agreement)

- **Program purpose**

- innovative new service delivery models and pilot programs
- expansion of existing evidence-based programs that have shown potential and are underpinned by research
- sector capability enhancement
- initiatives that address the specific needs of different cohorts.

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Key documents – the Plan, the Agreement and the Guidelines

Initiative details and outcomes should align with the:

- National **Plan** to End Violence against Women and Children 2022-2032 (Plan)
- and
- Family, Domestic and Sexual Violence Responses 2021-23 National Partnership **Agreement** (Agreement).
- and
- the **Guidelines**

National Plan to End Violence against Women and Children 2022-2032
Ending gender-based violence in one generation

Family, Domestic and Sexual Violence Responses 2021-23
FEDERATION FUNDING AGREEMENT – AFFORDABLE HOUSING, COMMUNITY SERVICES AND OTHER

Table 1: Formalities and operation of schedule

Parties	Commonwealth New South Wales Victoria Queensland Western Australia South Australia Tasmania the Australian Capital Territory the Northern Territory
Duration	This Schedule will commence as soon as the Commonwealth and one other Party sign it, and is expected to expire on 30 June 2023.
Purpose	1. Support service providers to deliver critical family, domestic and sexual violence (FDSV) services and meet demand, including in the context of the ongoing impacts of the COVID-19 pandemic on women's safety, and to support those who need it most. 2. Support service providers to trial new initiatives and undertake reforms to address emerging jurisdictional priorities and identified

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Grant Information and Application Guidelines

Queensland Government

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The funding basics

- One-off funding only
- \$3 million in total (excl GST)
- 1 application only per organisation
- From \$50,000 to \$150,000 (excl GST)
- Two categories
 - Category 1: **\$50,000 to \$99,999** for smaller scale projects (including an outcomes review)
 - Category 2: **\$100,000 to \$150,000** for larger programs (including an outcomes evaluation and wider scope for example confirmed partnerships, higher participation, wider geographic distribution throughout Queensland and/or potential project longevity).

Please note:

- Successful applicants may be offered full or partial funding
- No additional funds under this grant program



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Applications close **5pm on Friday 24 February 2023**

- Don't wait until 4pm on Friday 24 February 2023!
- No extensions
- Delivery of initiatives to be completed by September 2024
- Outcomes announcement scheduled for late April/early May 2023



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QUESTIONS



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Preparing an application

- Ensuring you meet eligibility criteria
- What are the service types in scope
- What is the selection criteria
- How to apply
- What is involved in the selection process

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Ensure your **organisation** meets eligibility criteria

Applicants must be:

- Not-for-profit or charitable organisations
- Incorporated or Indigenous associations **OR**
- A Queensland local government authority

Your organisation must also be:

- Based or have an ongoing presence in Queensland
- Have no outstanding financial accountability, service delivery or performance issues with the Department
- Hold or have plans to obtain Insurance for the contract period
- Be able to deliver the initiative in Queensland by 30 September 2024

Sole traders, for-profit organisations and State-run entities (such as state schools, hospitals and authorities) are not eligible.

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What if your organisation is **not** eligible?

If you are not eligible in your own right, you may wish to work with an eligible organisation (under an auspice agreement) to deliver a project.

‘Auspice’ means to take legal responsibility for a project being delivered by another group. This may include providing support, sponsorship and guidance to ensure all legal responsibilities are met.

An auspice organisation will administer the funding for the other (sometimes smaller) organisation, sole trader or community group to meet the grant program's financial and legal requirements. This will include taking responsibility to:

- enter a Service Agreement with us
- take legal and financial responsibility of the grant
- receive and distribute grant funds under the Service Agreement
- ensure all grant activities or events, and reports are submitted on time.

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Service types in scope (as mentioned in the Agreement)

- Family and domestic violence services
- Sexual violence services
- Family, domestic and sexual violence helplines
- Housing and accommodation services
- Specialist support services for children
- Specialist support services for diverse people and groups
- Legal support and court-based services
- Victim-survivors
- Perpetrator interventions and men's behaviour change programs
- **Other generalist or specialist services providing support for people experiencing DFSV.**

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Selection Criteria 1 - Your proposal and its strategic alignment

Selection Criteria	What the panel is looking for	Questions to consider in your response to each criteria (guide only)
Selection Criteria 1 Your proposal and its strategic alignment	<p>The initiative must align with the Plan and deliver on the conditions of the Agreement.</p> <p>A detailed description of your initiative and the positive outcomes you are expecting.</p> <p>Applications should include clear description of any partnerships (i.e. a collaboration between a not-for-profit organisation and research body) and its evidence-base or supporting research or data, if available.</p> <p>Evidence that funding is not for your business-as-usual or activities currently funded through existing funding sources or other grants.</p>	<p><i>What is your initiative? Why is it needed?</i></p> <p><i>Who are your partners, if any?</i></p> <p><i>What Plan principles or objectives will the initiative address? How do they deliver on the conditions of the Agreement?</i></p> <p><i>What exactly will you deliver? How is this different from existing programs? What gap does it fill?</i></p> <p><i>Is it a new initiative, or an expansion of an existing program or pilot?</i></p> <p><i>What research and evidence underpins this initiative or are you seeking to build the evidence base for an existing or future program?</i></p>

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Selection Criteria 1 - Your proposal and its strategic alignment

Which best describes your initiative? *

- ☐ Innovative new service delivery model or pilot program
- ☐ Expansion or realignment of an existing program or pilot
- ☐ Program that responds to the ongoing impacts of the COVID-19 pandemic
- ☐ Bespoke, targeted initiative that supports the needs of children as victims in their own right
- ☐ Domestic and family violence sector enhancement
- ☐ Sexual Violence sector enhancement
- ☐ Initiative that specifically addresses the needs of diverse people and/or groups

[Clear](#)

Provide a detailed description of your initiative and explain how it will deliver on the conditions of the Agreement and support the Plan to end gender-based violence within a generation. Make sure you explain why this initiative is needed and what gap it fills. Outline any relevant research, data and/or evidence that underpins this initiative *

Word count: 0 words

Must be no more than 600 words. Provide a detailed description of your initiative. Dot points are encouraged.

Project Plan

Please demonstrate a clear project plan with practical strategies and deliverables, and realistic performance measures.

Please note you can enlarge the size of the panel you are writing in by dragging from the bottom right corner of the individual panel.

[Maximise](#)

Key deliverables	Benefits	Performance measures	Timeline and location
List the key deliverables for this project	Indicate the expected benefits/change to be achieved	What are the measures that will let you know if the deliverable has been successful?	Indicate the date/s and location/s of the key deliverables
<div></div>	<div></div>	<div></div>	<div></div>

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Selection Criteria 2 - Audience: appropriate delivery to the intended audience

Selection Criteria	What the panel is looking for	Questions to consider in your response to each criteria (guide only)
Selection Criteria 2 Audience: appropriate delivery to the intended audience	<p>Your initiative will connect effectively to provide benefits to the intended audience.</p> <p>Clear definition of your audience, both direct audience and any indirect audiences.</p> <p>Explain why you chose this audience/s and what vulnerable cohorts you will be addressing.</p> <p>The engagement mechanisms will be clear and equitable access provided to all involved.</p>	<p><i>Why was this audience chosen / what was the rationale for making that choice?</i></p> <p><i>How many participants will be directly involved?</i></p> <p><i>Will there be any indirect participants (people who benefit as a result of improved outcomes achieved by others)?</i></p>

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Selection Criteria 3 - Expected outcomes and change

Selection Criteria	What the panel is looking for	Questions to consider in your response to each criteria (guide only)
Selection Criteria 3 Expected outcomes and change	<p>Applications should clearly outline your expected outcomes against the Plan's objectives and the conditions of the Agreement and show benefit for Queensland women and/or children.</p> <p>What change will result from the initiative?</p> <p>How will the direct and indirect audiences benefit from the initiative and/or the resources you produce?</p>	<p><i>Tell us how your initiative will reduce gender-based violence against women and children in Queensland?</i></p> <p><i>What change or outcomes will be achieved for the targeted group as a result of your initiative?</i></p> <p><i>Is there potential for this initiative to expand or inform practice within the DFSV sector (please note that future funding is not available from this grant program)</i></p> <p><i>Will this program build capacity in the sector? How?</i></p>

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Selection Criteria 3 - Expected outcomes and change

Expected outcomes and change

Expected initiative outcomes must align with the objectives and principles in the Plan and the Agreement. As a guide, your outcomes may be one or more of the following:

- Enhanced evidence base
- Improvements in community attitudes
- Progress towards gender equality
- Improvements in community knowledge
- Improved workforce skills
- Improved access to quality supports and services
- Greater coordination and improved standards.

What are the expected outcomes and change from your initiative? Tell us how your initiative will reduce gender-based violence against women and children in Queensland. *

Word count: 0 words

Must be no more than 500 words.

**Is there potential for this initiative to expand/continue after the grant period ends?
(Please note future funding is NOT available from this grant program.) ***

☐ Yes ☐ No ☐ Maybe [Clear](#)

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Selection Criteria 4 - Budget: appropriate use of funds

Selection Criteria	What the panel is looking for	Questions to consider in your response to each criteria (guide only)
Selection Criteria 4 Budget: appropriate use of funds	The proposed initiative must represent value for money and budget items that meet the eligibility criteria.	<i>Does this application represent value for money?</i> <i>How much total funding is needed for your initiative? How much is your organisation and/or partners contributing?</i> <i>Tell us how you propose to allocate the grant funding.</i> <i>Provide <u>itemised</u> expenditure and quotations for large items (such as consultant fees, guest speakers)</i> <i>Are you charging participation or attendance fees?</i>

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Selection Criteria 4 – Budget: appropriate use of funds

Partner name	In-kind or cash support	Type of support	Amount of partner support (\$)	Is the support confirmed?	Letter of support
			Total: 0		

Add More

Proposed grant expenditure

Tell us about your budget and how you propose to spend the grant funding (i.e. list each item of expenditure and the amount.) We also want to hear about any support (in-kind or in cash) or partnerships in this section.

When completing the table:

- explain how amounts have been calculated, such as:
 - Catering - \$20/person x 20 people = \$400
 - Web developer - \$70/hr x 20 hours = \$1400
- use whole amounts (i.e. dollar amounts only, no cents)
- do not add commas or dollar '\$' symbols in the 'Expenditure amount' column (i.e. enter one thousand dollars as the number 1000.
- do include money obtained from other sources or in-kind contributions in this section.

Refer to the Guidelines [link insert](#) for detail on eligible and ineligible expenses.

Maximise

Expenditure item - provide a list of what will be purchased with the grant. Be specific.	Expenditure amount (\$)
This section is specifically about detailing how you will be using the GRANT FUNDING you are requesting. Detail partner contributions in the next section if relevant.	Must be a dollar amount.
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

Add More

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Selection Criteria 4 – Budget: appropriate use of funds

Expenditure item - provide a list of what will be purchased with the funds. Be specific.	Expenditure amount (\$)
Hire of venue – x3 for 1 day consultation	\$1,500
Catering - for 60 ppl at \$30 pp	\$1,800
Workshop preparation and facilitation - staffing wages – 100 hours x \$35 per hour	\$3,500
Staff Wages – 1,000 hours x \$35 per hour for frontline service delivery	\$35,000
Evaluation review – staffing wages – 100 hours x \$35 per hour	\$3,500
Resource – printing of resources, 60 ppl x \$25	\$1,500
Total	\$46,800

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Ensure your proposed initiative and budget are eligible

Items eligible for grant expenditure:

- Program development and delivery
- Resource materials and publication costs
- Equipment and venue hire related to the initiative
- Publicity, communications and marketing activities
- Staff and consultants, where the costs are for direct delivery of the project only
- Guest speaker fees
- Travel within Australia
- Reasonable food and non-alcoholic beverage costs for engagement activities/events
- Childcare provided by qualified providers in an accredited setting for women participating in the initiative
- Initiative outcomes evaluation.

Items not eligible for grant expenditure

- Purchase of infrastructure and/or capital equipment
- **Assets**
- Organisational operating costs, or costs not directly related to the initiative
- Salaries or organisational costs for staff not directly working on the initiative
- **Prizes and/or gifts of any sort**
- **Overseas travel**
- Retrospective costs (any money spent before a grant is approved)
- Fundraising activities, unless the funds raised are also spent on delivering the initiative
- Acquittal, auditing or reporting costs
- Insurance or existing debt or loan repayments
- Fees associated with an auspice agreement

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You're nearly there!

Additional information

Additional attachment to support your application

Only use this field if you have an important document that you feel is essential and has not been included or referenced elsewhere in the application form (such as a project plan or previous project evaluation).

Attach a file: No file chosen

A maximum of 3 files may be attached. Please ensure that these files are kept as short as possible, visual diagrams or tables are encouraged. Panel members will not read copies of full reports - you should include key information within your application detail.



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Other selection considerations

The panel may also consider:

- geographical spread of successful applications
- diversity including cultural diversity
- longevity of the project and/or the ongoing availability of products from the initiatives (such as online resources)
- documented commitments from your participating partners
- use of Queensland suppliers and gender equitable supply chains; and
- environmentally-sustainable practice.

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How to apply

- Head to our website:
<https://www.justice.qld.gov.au/initiatives/end-domestic-family-sexual-violence-grants>
- Click on the SmartyGrants link to take you straight to the portal to start your application. If you haven't used SmartyGrants before, you will have to log in and create an account.
- The SmartyGrants link is:
<https://justiceqld.smartygrants.com.au/KeepingWomenSafe>

How to apply

You can apply for the grant program on **SmartyGrants**.

Grant applications are now open and will close at 5pm on Friday 24 February 2023.

You can read the following documents for more information about applicant eligibility, selection criteria and requirements for successful applicants:

- [grant guidelines](#)
- [short form](#)
- [short form conditions](#).

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How to apply

- Carefully read the Guidelines (this document) and the Application Form
- Contact the department to discuss any queries via Women's Infolink 1800 177 577
- Submit an electronic application through the SmartyGrants website ensuring:
 - All sections are completed.
 - Any supporting documentation is attached.
 - The application is authorised and approved by an officer that is legally authorised to enter into contracts on behalf of the applicant organisation, according to the organisation's constitution or as bound by law.
- You have pressed the submit button and received confirmation of your submission.



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QUESTIONS



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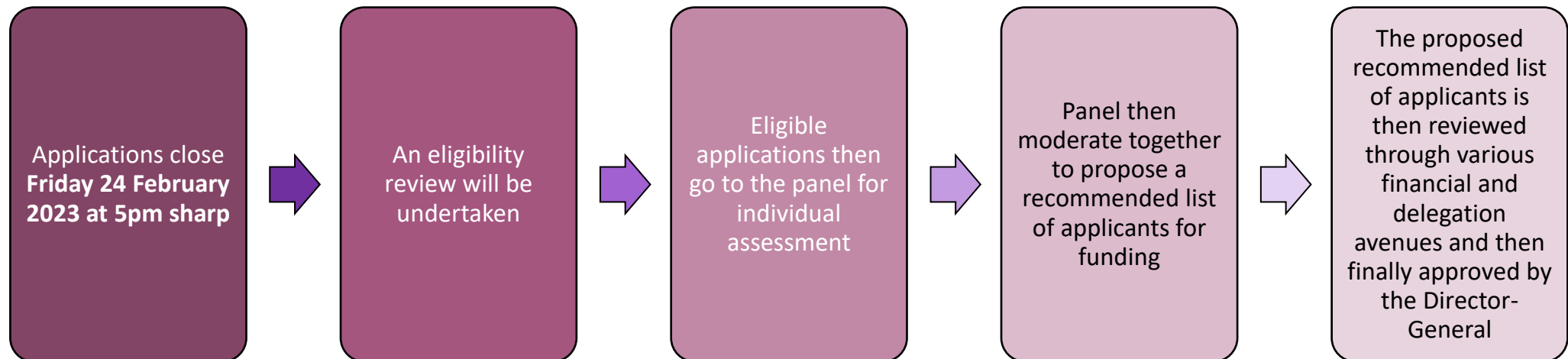
What is the panel looking for?

- What steps are included in the selection process
- What does the panel look for when recommending an applicant for funding
- What resources are available to help with writing a grant application
- Some general tips for grant writing
- What happens if I am successful

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What is involved in the selection process



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What is the panel looking for?





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What does the panel look for when recommending an applicant for funding

Here are some general tips:

- Include a letter of support if you name an organisation or individual in your application where their engagement / participation will be crucial to the success of your initiative (i.e. guest speakers).
- Make sure your initiative aligns with the purpose of the grant program – mention how it links to the Plan and the Agreement.
- Really think about your costs and get some estimates to help you determine reasonable amounts.
- Prepare your application ahead of time – you can download a preview of the application form
- Read and reread your application, and get a colleague who hasn't been involved read through the application to make sure it makes sense
- Use dot points
- Minimise jargon in your answer

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What resources are available to help with writing a grant application

There are resources to help you write a strong application available on:

- Our webpage <https://www.justice.qld.gov.au/initiatives/grants-for-queensland-women>
 - we have a *How to write an effective grant proposal resource*
 - the Grant information and application guidelines
 - previous successful applicants can provide guidance
- QCOSS's Community Door has resources on writing grant submissions: <https://communitydoor.org.au/resources/fundraising-and-philanthropy#0-text-nav-item-2>
- Australian Government Community Grants Hub has a useful information sheet: https://www.communitygrants.gov.au/sites/default/files/documents/09_2016/what-makes-a-good-grant-application%20for%20download%20%282%29.pdf



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What happens if I am successful

Should your funding application be successful, you will be required to:

- provide an insurance certificate of currency prior to grant funds being released
- enter into a service agreement with the department prior to grant funds being released
- acknowledge the funding source on any printed or promotional material relating to the initiative, including websites
- share promotional material and information to facilitate promotion of the activity
- submit an interim report after 6 months, which will be reviewed and trigger your second payment instalment
- submit a final report (and financial acquittal) via SmartyGrants to explain the activities delivered, outcomes achieved and expenditure details (including unspent funds)
- ensure you meet all public health requirements
- comply with the *Community Services Act 2007*
- ensure you comply with any special guidelines or requirements if your service falls with the department's Investment Specifications for service delivery.



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FINAL QUESTIONS



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Contacts

Phone: Women's Infolink **1800 177 577**

Email: partnerships@justice.qld.gov.au

SmartyGrants Help: **03 9320 6888** 9am to 5pm Mon to Fri (AEST)