



LIVING SAFE TOGETHER GRANT PROGRAMME GUIDELINES

Developing intervention services to counter radicalisation



Living Safe Together—Developing intervention services to counter radicalisation

Grant Programme Guidelines

Purpose of grants

The Australian Government is aware that there are many community organisations with good ideas, but who have not yet fully developed their capacity to deliver services to help radicalised individuals move away from violent ideologies.

These grants are to help organisations:

- design and develop new, innovative services;
- build more sustainable capacity in existing services; or
- refocus existing services to address radicalisation.

This is about helping organisations to be ready to deliver services and not for implementing the services.

Programme objective

The objective of this grants programme is to support community organisations to develop new and innovative services to help individuals move away from violent extremism (either directly, or through their families/friends).

Applicants for grants should clearly demonstrate how the funding would assist them to build capacity to deliver services that will help deradicalise or divert individuals from radicalisation or violent extremism. This could include services such as mentoring, counselling, education and employment services, and other diversionary programmes. The age of individuals most at risk of radicalisation is likely to range from early teens to mid-thirties.

Funding

The total funding available for this programme is approximately \$1 million for the 2014-15 financial year.

Applicants can apply for funding between \$10,000 and \$50,000 (exclusive of GST) per project.

The Department may consider applications for larger amounts where these clearly demonstrate value for money aligned to the programme objective.

Programme funding is for a single funding round and is not ongoing.

Projects are required to be completed within one year of the funding agreement being executed.

Eligibility

To be successful in this funding round, organisations must clearly demonstrate that their project will enhance their organisational capacity to contribute to encouraging individuals away from violent extremism.

Please note that these grants are not for delivery of services or for broad based community-focused social cohesion initiatives. They are to help organisations design and develop new, innovative programmes or build more sustainable capacity in existing programmes.

The following are not eligible to apply:

- An individual
- A political organisation
- Any Australian Government or State or Territory government entity
- A commercial or for-profit organisation
- Organisations without an ABN.

Funding is not available for the following purposes:

- Academic research.
- Political party campaign activities.
- Projects involving capital works or the purchase of capital equipment valued at more than 5% of the total amount of funding sought.
- Projects involving high staffing costs where there is no in-kind contribution from the applicant or other source (note that funding for this programme is one-off and not ongoing).
- General operational or administrative costs of the applicant, or partner, organisations (proportional administrative costs directly associated with the project can be provided for consideration).

Applicants must ensure they follow the Completing the Application Form instructions, provided with the [Application Form](#), to fully complete an application that is signed by a person who has legal authority to represent the organisation.

Application Process

Details on how to apply for funding, including an application form, can be found on the [Attorney-General's Department](#) website.

Applications must be submitted by 5.00pm Australian Eastern Standard Time on Monday 9 February 2015. Late applications will not be considered for funding, unless the delay is due to exceptional or unanticipated circumstances. The decision to accept late applications will be at the discretion of the Department.

Applicants must fully complete and submit the application form, including a budget, by the due date, to be considered for funding. Organisations may submit more than one application where they have multiple innovative projects worthy of consideration for grant funding.

Selection Process

Applicants for this single funding round will be selected through an open competitive process. The funding available for this programme is limited and the Department anticipates a strong demand for the funds. The application process is therefore likely to be highly competitive.

The assessment of each application will be based on:

- Fully completed Application Form.
- The level of need for services in the geographical location of the proposed service interventions whether nationally, regionally or locally based.
- Value-for-money appraisal i.e. assessment of budget in relation to project.
- Security checks—for organisations recommended for funding the Department may consult with law enforcement and security agencies to confirm that organisations have not been implicated in illegal actions such as providing any kind of support, including financial, to terrorist organisations, advocating the use of violence for political means, and other unlawful activities.
- Referee reports—applicants are required to nominate and provide the contact details of two

referees.

- The Department's level of confidence that the applicant will be able to deliver effective intervention services as a result of receiving grant funding.

Applications will be assessed to determine which of them will allow the Australian Government to best achieve value with public money and support the policy objective by satisfactorily addressing all of the selection criteria detailed below.

Criteria	Weighting (%)
Criterion 1—Proposal How does your organisation propose to use the funding to build or enhance its capability to deliver services aligned to the programme objective? Your proposal needs to include a budget detailing proposed expenses. Maximum word limit: 500 words (excluding budget).	40%
Criterion 2—Governance Structure and Experience What is your demonstrated experience in successfully developing and delivering activities that are the same or similar to your proposed project? Outline the structure of your business and what organisations you have collaborated or worked in partnership with in the past. In enhancing your organisational capacity would this involve collaborating with other organisations? Maximum word limit: 500 words.	20%
Criterion 3—Community Need What is the community need for the proposed service interventions you propose to develop within the geographical area you intend to deliver services in or on a broader regional or national level? What support do you have from communities for your proposal? Please provide up to three current letters of support with your application. Maximum word limit: 500 words (excluding letters of support).	20%
Criterion 4—Potential Risks What are the potential risks associated with your proposed project and how do you plan to mitigate against these risks? Describe your mitigation strategy. Maximum word limit: 500 words.	20%

Assessment Process

Your application will be assessed in competition with other applications based on the eligibility criteria and the responses you provide to the selection criteria to address the policy objective. The following are the key stages in the assessment process, which will be conducted by departmental officials:

- Assessment of eligibility (ineligible applications will not be fully assessed)
- Competitive assessment against Criterion 1 and those applications that satisfactorily address and meet this criterion will be fully assessed against the remaining criteria (each fully assessed application will be allocated a score against each criterion and ranked comparatively against each other)
- Referee and security checks conducted on all applications recommended for funding
- Ranked applications recommended for funding will be considered by an internal departmental panel of senior executives
- The Attorney-General will make the final funding decision of who will receive or not receive funding

All departmental officers involved in the assessment process will be required to sign a declaration of any conflicts of interest prior to assessing applications.

All successful and unsuccessful applicants will be advised of the funding decision in writing once the process is complete. Unsuccessful applicants may request feedback on their application within one month of being notified of the result.

In the event of the programme being undersubscribed or additional funding allocated to it, the Department reserves the right to commission proposals outside of the funding round. Commissioned proposals will need to meet the programme objective and will be assessed against the eligibility and the selection criteria. An invitation from the Department to submit a proposal should not be taken as an assurance that funding will be provided.

General Considerations

Terms and Conditions of Funding

All successful applicants will be required to enter into a funding agreement with the Commonwealth which will set out the obligations of both parties. A funding agreement template with the terms and conditions is available on the [Attorney-General's Department](#) website. Payments will be subject to the terms and conditions set in the funding agreement following the execution of the agreement and on providing bank account details into which grants funds are to be paid. All applicants are required to have an Australian Business Number (ABN) to be eligible for funding.

All successful applicants will be required to provide reports and acquit all funding at the end of the project according to the details specified in the funding agreement. A component of the final report will be to complete a performance evaluation of your project in a format specified by the Department.

Successful applicants will be required to acknowledge the Australian Government's support for their projects, details of which will be provided in the funding agreement.

Insurance

Successful applicants will be required to maintain adequate insurance for the duration of their project and provide the Commonwealth with proof if requested.

Conflict of interest

A 'conflict of interest' means any matter, circumstance, interest or activity involving or affecting the applicant, its personnel or a proposed subcontractor which may, or may appear to, impair the applicant's ability to perform the proposed project diligently, fairly and independently. Applicants should list any potential or existing conflicts of interest that may exclude them from being considered for public funding.

Compliance with laws and policies

Successful applicants must comply with all relevant statutes, regulations, by-laws and requirements of any Commonwealth, State, Territory or local authority. For example, if a successful applicant is required to work with youth under 18, staff must apply for, and have approved, a Working With Children (WWC) Check from their respective State or Territory.

Freedom of information

All documents in the possession of the Department, including those in relation to this programme, are subject to the *Freedom of Information Act 1982*. Applicants may obtain details about freedom of information from the website of the Department of the Prime Minister and Cabinet at www.dpmc.gov.au/foi/index.cfm.

Privacy

Any personal information collected by the Department is protected by the *Information Privacy Principles—Privacy Act 1988 (Cth)*. Generally, the Department collects personal information to carry out its functions properly and efficiently, and only uses personal information for the purposes for which it was given to the Department, and for directly related purposes (unless otherwise required by, or authorised under, law).

Released by the Department of Home Affairs
under the Freedom of Information Act 1982

Applicants should be aware that if they are successful, Australian Government policy requires the Department to publish information about the grantee, its project and the funding on the Department's website.

If you have concerns about grant information being published, you should raise these concerns in your application. If your application is successful the Department will consider these concerns and determine whether to publish that information on its website.

The Department may release information contained in your grant application where required under the Freedom of Information Act and may also provide that information to other Commonwealth departments, government organisations, assessors, regional countering violent extremism bodies, members of parliament, the media and other stakeholders for the purposes of assessing the applications, or for providing education or publicising projects, and for administering projects funded under this programme.

Taxation

Other than the clauses in the Funding Agreement relating to taxes, duties and government charges, the Department does not provide advice on GST matters. All applicants are advised to seek advice from a qualified professional or the Australian Taxation Office (www.ato.gov.au).

More information

Enquiries or Complaints

Applicants should direct any enquiries or complaints to:

Assistant Secretary

National Security Policy and Capability Branch

Attorney-General's Department

3-5 National Circuit

BARTON ACT 2600

Or via email to lstgrants@ag.gov.au

VISIT:

www.livingsafetogether.gov.au

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