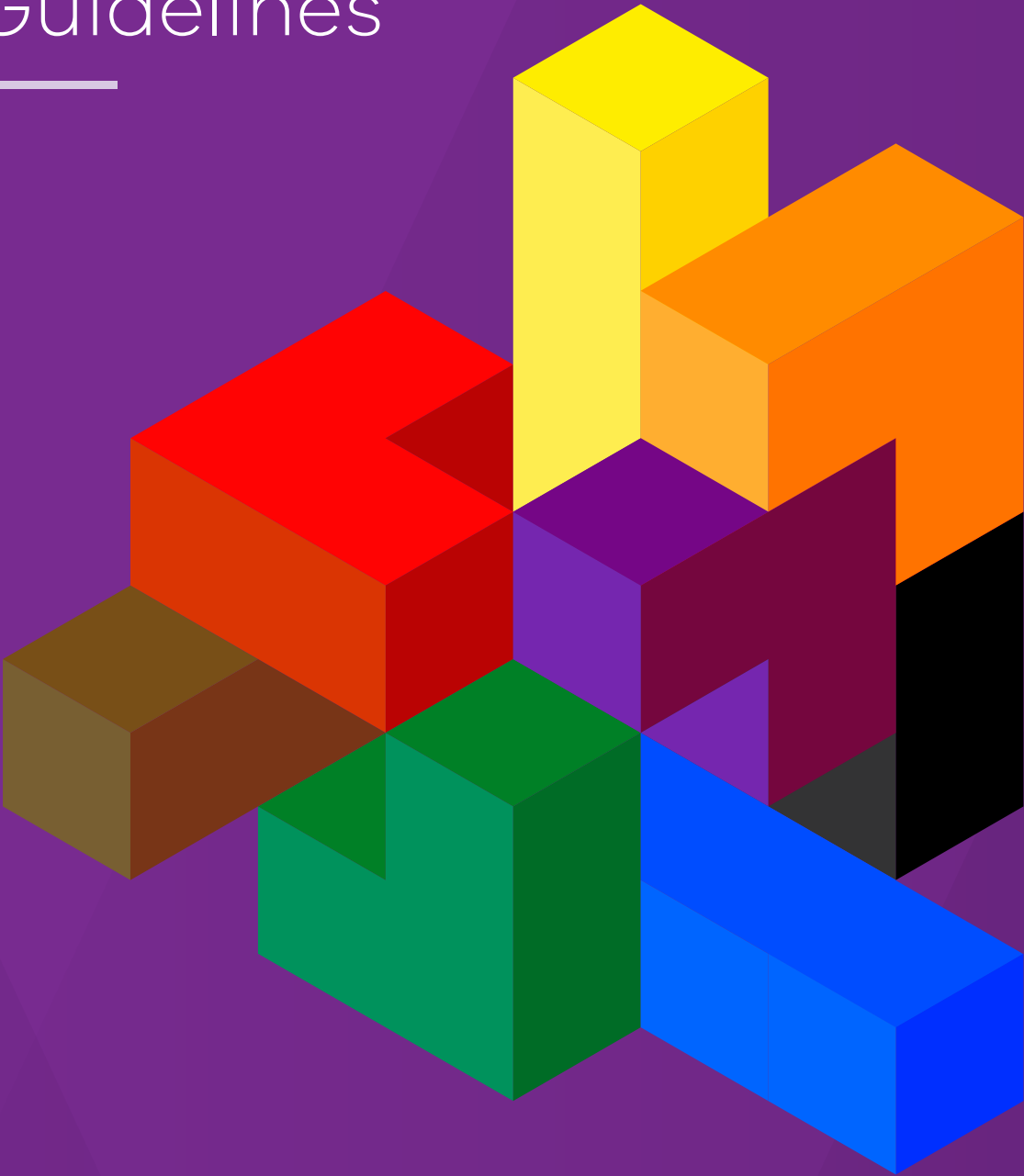


Revitalising the LGBTIQ+ Sector Fund Program Guidelines



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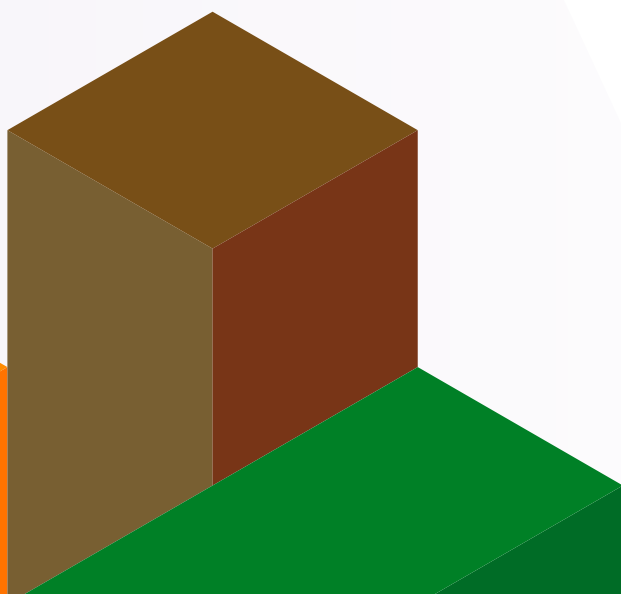
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Message from the Minister for Equality



Organisations and businesses that cater to Victoria's LGBTIQ+ communities are important to our state.

They provide opportunities for LGBTIQ+ people to connect with each other and celebrate who they are. They also provide unique places for people to be seen, heard, and employed. All of this has a positive impact on the wellbeing of LGBTIQ+ Victorians.

The organisations and businesses in the LGBTIQ+ sector also shape the culture of LGBTIQ+ communities and make a significant contribution to Victoria's culture more broadly. They play a unique role that other organisations do not. Without them, Victoria would be in a weakened position to celebrate the diversity of its people.

It is for these reasons that the Victorian Government believes it is crucial to support the LGBTIQ+ sector during COVID-19 recovery efforts through the Revitalising the LGBTIQ+ Sector Fund.

The coronavirus pandemic has posed significant challenges to this sector. LGBTIQ+ communities were among the many Victorians for whom 2020 posed many difficulties, and this sector was faced with both increased demand for its services and business shutdowns.

The grants we distribute through this new fund will help organisations and businesses deal with some of these challenges. The grants will also help them to adapt their work to the COVID-safe world we are now living in.

These organisations and businesses also help employ many LGBTIQ+ and other Victorians, and these grants will help to keep these workers in their jobs.

Ultimately, this new fund will support LGBTIQ+ people by contributing to the long-term viability of organisations, business and services which support them. It's another example of Victoria putting people at the heart of COVID-19 recovery.

I would encourage businesses and organisations in this sector who need assistance to take up this opportunity and apply for a grant.

Together, we can ensure our LGBTIQ+ communities are supported and celebrated.

Best wishes,

A handwritten signature in blue ink, appearing to read 'Martin Foley', written over a light purple rectangular background.

Martin Foley MP
Minister for Equality

The Revitalising the LGBTIQ+ Sector Fund

Overview

Victoria's vibrant LGBTIQ+ communities and the unique organisations and businesses that support them have been significantly impacted by the coronavirus (COVID-19) pandemic.

The LGBTIQ+ sector has been challenged with increased demand for essential community and health services, business shutdowns and financial pressures. Industries that are important to LGBTIQ+ community life including hospitality, tourism, entertainment and the arts, have been highly impacted.

For Victoria to emerge stronger and more inclusive from this crisis, we must ensure the ongoing viability of organisations and businesses that provide specialised goods and services to LGBTIQ+ people, employ LGBTIQ+ Victorians and contribute to the rich and diverse social fabric of our LGBTIQ+ communities, and the wider community.

A recent Equality Australia survey found that LGBTIQ+ Australians have experienced unique and more acute impacts from coronavirus, including being twice as likely to be unemployed, with trans and gender diverse people at least three times as likely to be without work.¹

Due to stigma and discrimination, many LGBTIQ+ people already experience poorer mental health compared to non-LGBTIQ+ people prior to the pandemic, and this crisis has exacerbated feelings of disconnection from safe community spaces, essential businesses and services. These services have never been more important in enabling LGBTIQ+ Victorians to be who they are in safe, supportive and inclusive environments.

The Victorian Government is establishing the Revitalising the LGBTIQ+ Sector Fund to rebuild, sustain and strengthen the capability of the LGBTIQ+ sector during our state's economic and social recovery, so that LGBTIQ+ communities and Victorians come back stronger than before.

Program aims and priorities

The Revitalising the LGBTIQ+ Sector Fund will help drive the LGBTIQ+ sector's economic recovery by backing LGBTIQ+ organisations and businesses, supporting LGBTIQ+ Victorians back to work and investing in our vibrant LGBTIQ+ communities and services.

People are at the heart of Victoria's pandemic recovery and this fund ensures that LGBTIQ+ Victorians have a central role by investing in the businesses, services and organisations they count on and work in every day.

Grants through this fund will:

- ▶ assist in supporting LGBTIQ+ organisations and businesses impacted by COVID-19
- ▶ increase employment opportunities in the LGBTIQ+ sector
- ▶ support training and development opportunities to increase job-ready skills of employees
- ▶ contribute to the sustainability and increased capacity of LGBTIQ+ community services and LGBTIQ+ businesses and industries.

The Revitalising the LGBTIQ+ Sector Fund takes a broad approach to funding in recognition of the different challenges faced by the LGBTIQ+ sector and LGBTIQ+ communities due to the pandemic. Grants are available to support the sustainability and recovery of LGBTIQ+ organisations and businesses impacted by coronavirus (COVID-19).

Grants are available for projects and activities to take place from April to 15 December 2021.

What funding is available?

Funding of **\$1.188 million** is available in the form of grants to support the LGBTIQ+ sector to recover from the coronavirus pandemic.

Eligible organisations and businesses can apply for grants of between \$30,000 and \$50,000 to support continued and increased delivery of services to LGBTIQ+ communities, including staffing and training and development activities.

If your organisation or business is in receipt of JobSeeker or JobKeeper support, you may wish to contact [Services Australia](#) or the Australian Taxation Office (ATO) to determine if grant payments will affect your JobSeeker payment or eligibility.

Please note that this is a competitive grant round and that not all applicants will be successful in obtaining funding.

Who is eligible for funding?

Funding is only available to organisations based in Victoria who provide targeted services specifically for LGBTIQ+ Victorians.

To be eligible for support, **all applicants** must:

- ▶ hold a valid Australian Business Number (ABN), and have held that ABN since 1 March 2020
- ▶ have been delivering service activities to and

with Victorian LGBTIQ+ communities since before 1 March 2020

- ▶ have appropriate levels of Public Liability Insurance to cover all aspects of the services delivered through the grant funding
- ▶ not have any overdue deliverables from other grants provided by the Victorian Government.

What are LGBTIQ+ communities?

LGBTIQ+ stands for Lesbian, Gay, Bisexual, Trans and gender diverse, Intersex and Queer and is an inclusive umbrella abbreviation to encompass a range of diverse sexualities, genders and sex characteristics. People may identify with more than one of these terms.

While LGBTIQ+ communities often work together, they are different communities with distinct experiences, needs and priorities.

Applicants are advised that their organisation, business, activity or event may target all LGBTIQ+ communities, several communities, or an individual community.



What is an LGBTIQ+ sector organisation or business?

The LGBTIQ+ sector encompasses a broad range of organisations and businesses. An LGBTIQ+ sector organisation or business:

- ▶ provides services to LGBTIQ+ communities which may be paid or unpaid and may include health, wellbeing, entertainment, arts and culture services

- ▶ services one or multiple LGBTIQ+ communities
- ▶ has a clear and evidenced purpose to provide a service for LGBTIQ+ people.

An organisation or business may be considered small, medium or large in terms of operations and/or revenue.

What about current health advice?

All activities funded under the Revitalising the LGBTIQ+ Sector Fund must comply with the latest health advice and social distancing measures throughout the lifespan of the project. For more information on current health advice and translated coronavirus (COVID-19) resources, please visit:

- ▶ www.dhhs.vic.gov.au/victorias-restriction-levels-covid-19
- ▶ www.dhhs.vic.gov.au/translated-resources-coronavirus-disease-covid-19

What can the funding be used to support?

Funding may be used to meet the following project costs from April 2021 until 15 December 2021:

- ▶ salaries to sustain staffing levels to continue delivery of services to LGBTIQ+ communities
- ▶ salaries to employ new staff to build organisational capability and increase service delivery levels to LGBTIQ+ communities where service demand has increased due to COVID-19
- ▶ training and development activities for new and existing staff to increase job-ready skills
- ▶ operational, non-discretionary and fixed business costs (e.g. rent, insurance, utilities)
- ▶ activities to support adaptation to new COVID-safe requirements.

What will not be funded?

Funding cannot be used for the following:

- ▶ building or building restoration work
- ▶ capital equipment that the project does not require for its ongoing life
- ▶ interstate and international travel
- ▶ retrospective funding for projects or programs that have already started or are completed
- ▶ activities taking place outside of Victoria
- ▶ activities occurring outside of the funding period of April – 15 December 2021
- ▶ organisations that have failed to complete projects previously funded by the Victorian Government, without demonstrating sufficient cause.

What information do I need to include in my application?

Applicants must provide the following information:

- a) What services did your organisation or business provide to LGBTIQ+ communities prior to the COVID-19 pandemic?

Include:

- ▶ *the purpose of your organisation in relation to LGBTIQ+ communities*
- ▶ *the types of activities your organisation or business delivered to LGBTIQ+ communities prior to March 2020*
- ▶ *the location and target population of your activities*
- ▶ *the number of people who received/attended the service or activity.*

- b) What government funding has your organisation or business received in response to the COVID-19 pandemic since March 2020 (please check all that applies):

- Job Keeper
- Business Support Fund
- Creative Industries Grants
- Other Grants (Local Government)
- Other Grants (Victorian Government)
- Other Grants (Federal Government)
- No government funding received

Applications will be further assessed based on responses to questions outlined below.

- c) How has the COVID-19 pandemic impacted your organisation or business financially and how have you sought to remain financially viable? **(30%)**

Include:

- ▶ *the financial impact of the pandemic on your organisation or business*
- ▶ *the impact of the pandemic on staffing your organisation, including how you sought to retain staffing*
- ▶ *the ways you responded to financial pressures, which may include minimising expenditure, managing cost pressures, accessing alternative sources of funding (external/internal) and accessing credit.*

- d) What has been the impact of COVID-19 on the LGBTIQ+ communities you serve through your organisation or business and, if relevant, how has your business or organisation responded to these changing needs? **(30%)**

Include:

- ▶ *the ways that the needs of the communities you serve have changed because of the pandemic*
- ▶ *the impact of the pandemic on people accessing the activities you deliver*
- ▶ *the ways you have adapted to respond to these changing needs*
- ▶ *the current limitations you experience to servicing these needs, including staffing skills and capabilities to deliver the service.*

- e) Describe in detail the services and/or activities your organisation or business will continue or commence delivering to LGBTIQ+ communities through this grant funding. **(40%)**

Include:

- ▶ *the activities or services you will continue to deliver or commence delivering*
- ▶ *the number of staff who will benefit from this funding, including for training and development*
- ▶ *the number of community members who will benefit from these activities and services*
- ▶ *the impact these activities will have for LGBTIQ+ communities.*

In addition to responding to the above questions, applicants will be required to submit:

- ▶ *a project budget detailing proposed income and expenditure, using the template provided in the application form*
- ▶ *a project timeline*
- ▶ *a Certificate of Incorporation or Business Registration Certificate*
- ▶ *a certificate of appropriate level of Public Liability Insurance*
- ▶ *details of funding identified at question 'b', including Job Keeper Receipt Number, government grant program name/s, funding amount/s and government department administering the program.*

Can I have an auspice arrangement?

No, auspice arrangements are not available to applicants of the Revitalising the LGBTIQ+ Sector Fund.

What are the conditions of funding?

The following conditions will apply to projects that receive a grant:

- ▶ the grant recipient must enter into a Funding Agreement with the Department of Families, Fairness and Housing which will set out the conditions, reporting requirements and contractual targets of the funding
- ▶ the project must commence by April 2021 and be completed by 15 December 2021
- ▶ funds must be spent on the project as described in the Funding Agreement and any unspent funds must be returned to the Department of Families, Fairness and Housing upon request
- ▶ any variation to the approved project must be submitted to the Department of Families, Fairness and Housing for approval prior to implementation
- ▶ the grant recipient has an appropriate level of Public Liability Coverage

- ▶ requirement to arrange Working with Children checks on staff and people aged 18 and over who come into regular, direct and unsupervised contact with young people (for applicable projects)
- ▶ from 1 July 2019, where funding will support the care, education, services or activities for children (under 18 years), it is a whole of government requirement that the applicant is:
 - ▶ a separate legal entity that can be sued in its own right in child abuse proceedings; and
 - ▶ appropriately insured against child abuse.

The new requirements will improve the ability of child abuse survivors to bring a legal claim for compensation and ensure that successful claims can be paid.

What is the application process?

To ensure a fair and equitable process, no applications will be accepted after the closing date.

Step 1	Read these Guidelines to ensure your organisation and project are eligible.
Step 2	Consider the assessment criteria in terms of your project.
Step 3	Attend one of the scheduled online program information webinars, or if unable to attend check online for the presentation slides and Frequently Asked Questions.
Step 4	Discuss your application by emailing equality@dffh.vic.gov.au and requesting a call back.
Step 5	Submit your application by 11.59 Monday 15 March 2021 via the online grant application portal at https://dpc1.force.com/publicform/revlgbtqisector

How will applications be assessed?

All applications are to be submitted online, unless a prior arrangement has been agreed with the Department of Families, Fairness and Housing.

Each application will be scored against the above assessment questions.

Eligible applications will be assessed by a panel consisting of representatives from the Department of Families, Fairness and Housing, the Office of the Commissioner for LGBTIQ+ Communities and other relevant Victorian Government representatives.

Additional considerations during assessment will include:

- ▶ at least 30% of successful applicants will be based in rural and regional Victoria
- ▶ no more than 50% of funding will be available to creative industries.

After assessment has concluded, program staff consolidate panel recommendations and comments to develop a final list of recommendations for approval by the Minister for Equality. The decision of the Minister for Equality is final.

All applicants will be notified of the outcome of their application by email. Feedback will be provided at this time if requested.

Need further assistance?

Webinars

To support organisations with the application process, online information sessions will take place to talk through the guidelines and for organisations to ask questions of the Department of Families, Fairness and Housing. For more details (including information session dates and times), please visit www.vic.gov.au/RLSF.

Contacting the Department

For more information, help with your application or to check if you have any outstanding final reports related to funding administered by the Department of Families, Fairness and Housing, contact the Equality Unit, Department of Families, Fairness and Housing at equality@dffh.vic.gov.au and request a call back.

Please allow up to two days for someone to respond to your request. The inbox is reviewed Monday to Friday between 9am and 5pm.

Additional information

Please refer to www.vic.gov.au/RLSF for the following supporting information:

- ▶ Guidelines
- ▶ Frequently Asked Questions
- ▶ Information session times
- ▶ Information session slides



