Premier's Fund for Children and Young People

Guidelines

2023-24



Community Partnerships and Priorities
Department of Premier and Cabinet

Tasmanian Government

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Premier's Fund for Children and Young People

The Premier's Fund for Children and Young People (the Fund) is a community development fund delivered through the *Child and Youth Wellbeing Strategy: It Takes a Tasmanian Village (the Strategy)*, with funding provided from the Tasmanian State Budget 2021-22.

During the development of the Strategy, children and young people told the Premier that they wanted more opportunities for recreational and social activities in areas where they live. The Fund was developed in response to this feedback and is focussed on addressing the needs of children and young people within their local communities.

The Grants Program is open to local councils, school associations, independent schools and not for profit organisations within Tasmania. Funding will be provided for new infrastructure, enhancements to existing infrastructure or social activities that increase and/or improve access to recreational opportunities for children and young people aged 0-25 years in their local areas.

Please read these guidelines carefully as they will help you to prepare your application.

Funding Arrangements

A total of $500,000 is being made available through the Fund towards eligible projects through a single competitive grant round in 2023-24.

Funding will be non-recurrent and projects will need to commence within six months from approval and be completed within a two-year period.

Applications can be submitted for funding up to a maximum of $30,000.

An organisation may submit only one application per grant round.

Eligibility Criteria

Eligible Applicants

If you are unsure about your ability to meet all aspects of the eligibility criteria, please contact the Client Manager for the Grant Program. Details of the Client Manager can be found under the heading "***Administration and Contact Details***" (page 8).

You may be asked to supply documentation to support your eligibility claims as part of the application process, or as part of an audit process to confirm your claims were true and correct.

Applicants who can apply must be either:

- incorporated associations registered under the *Associations Incorporations Act 1964*;
- a not-for-profit company registered under company law;
- Parents and Friends' Associations for Government schools;
- Non-government schools; or
- a local government council (Council).

Eligible organisations who are successfully awarded a grant are required to hold and maintain appropriate public liability insurance and be able to demonstrate financial viability. Applicants will be required to provide a copy of their annual report or similar to demonstrate financial viability and, if successful, will need to provide their public liability insurance.

Applicants that do not own their property must include:

- written permission from the landowner for the work to be undertaken; and
- evidence of the current lease arrangement.

Ineligible Applicants

The following entitles are not eligible to apply for funding under the Grant Program:

- State or Australian Government agencies;
- political organisations;
- individuals; and
- government educational institutions.

Organisations that currently have a grant from Department of Premier and Cabinet (the then Communities Tasmania) with overdue reporting and acquittal obligations are not eligible to apply.

Organisations that are already in receipt of Tasmanian Government funds for the same project are not eligible to apply.

Projects

Eligible Projects

The Child and Youth Wellbeing Strategy is structured around six wellbeing domains and includes ten principles that influence the way the Strategy is to be implemented. The Strategy (including wellbeing domains, principles, and the current action plan) can be found on the wellbeing website at www.wellbeing.tas.gov.au.

A list of applicants and projects that were successful for the first round of the Fund is also available on the website at https://wellbeing.tas.gov.au/premiers-fund-successful-applications-announced.

For the 2023-2024 final round of the Fund proposed projects must:

- Benefit the wellbeing of local children and young people across one or more of the six wellbeing domains.
- Meet an identified need within the local community; communities in rural and regional areas of Tasmania (i.e. outside the Hobart LGA) will be given priority.
- Enhance existing or develop new infrastructure or social activities that will increase access to and promote recreational participation of children and young people in their local area.
- Provide evidence of community consultation and support for the project, particularly consultation and support of local children and young people.

Examples of projects may include, but are not limited to, the following infrastructure or activities:

- Trails, Walkways, Cycleways
- Community Gardens
- Parks, Playgrounds and Green Spaces
- Activities that support community wellbeing e.g. after school activities
- Recreational facilities (both indoor and outdoor)
- Pump Tracks, Skate Parks Youth Spaces, Child-Friendly spaces
- Toy Libraries
- Creative Arts projects or activities

Enhancements to existing infrastructure or activities may include additional features that increase accessibility for all children and young people:

- Shade cloth in playgrounds
- Baby change or feeding facilities
- Disabled access
- Expansion of local social or recreational activities (e.g. outreach opportunities, broader age ranges)
- Play equipment for children with a disability
- Improvements to skate parks or pump tracks
- Making existing spaces or services more child or youth friendly

If the project includes infrastructure development/improvement, the facility must be on:

- Crown Reserve Land; or
- land owned by a public authority; or
- privately owned land held for public purposes.

Funding for successful applications that require planning and building permissions will not be released until evidence of these having been secured is provided to the Department of Premier and Cabinet.

Important: If the applicant is not the facility/landowner, written advice from the facility/landowner approving the applicant to undertake the project must attached to the application.

Ineligible Projects

Ineligible projects include (but are not limited to):

- the repayment of a loan or any other form of debt;
- recurrent operational costs, such as consumable items;
- a project that provides a direct economic benefit to an individual or business;
- the development of business cases or similar; or
- projects already in receipt of funding support from the Tasmanian Government.

Funding will not be provided for projects which have already been completed or for costs incurred prior to lodging an application.

Assessment

Please note that meeting all eligibility criteria does not automatically mean that a grant will be approved.

Applications will be assessed on the basis of competitive merit according to responses to the following assessment criteria.

Assessment Criteria	Demonstrate and/or provide evidence of	Weighting
1. Strategic nature and impact of project	• How the project will have a positive impact on one or more domains of wellbeing for local children and young people. • How the proposal will improve access to and/or enhance opportunities for children and young people to participate in recreational options or social activities in areas where they live. • How the project is innovative (and does not duplicate existing projects). • How access to the project will be free of charge for children and young people. Please provide reasons if it will not be free of charge.	25%
2. Identified need and community support for project	• How the project meets an identified local community need, especially a need identified by children and young people. • How one or more of the ten principles in the Child and Youth Wellbeing Strategy will be used in the implementation of the project. • How the project supports an inclusive approach for all children and young people e.g. children and young people with disabilities, LGBTIQ+, culturally and linguistically diverse, Aboriginal, or children and young people from low-income families.	25%

3. Realistic nature and compliance	• A project plan that includes clear timelines and outlines required resources. • Necessary permissions and screenings to ensure child safety. • Potential issues and a plan for how these issues will be addressed.	25%
4. Value for money	• An indicative budget with estimated costs and/or quotes (outline other secured funds, including financial co-contributions or in-kind contributions). • Sustainability and ongoing value of the project to the community and local children and young people beyond the funding period.	25%

Submitting an Application

Applicants must complete the online application form, available through the DPAC SmartyGrants System.

If you are having difficulty accessing the application form, or have any questions regarding the application process, please don't hesitate to contact the Grants Team at Community Partnerships and Priorities on 1800 204 224 or email grants@dpac.tas.gov.au.

On submission of your application, you will receive a confirmation email with your application form in PDF format from SmartyGrants. If you do not receive the confirmation email of your application, please contact the Grants Team at Community Partnerships and Priorities on 1800 204 224.

Timeframes

Applications must be received by 2:00pm Monday 2 October 2023. Late applications will not be accepted.

It is intended that applicants be notified of the outcome of their application by Monday 20 November 2023.

Below is a table outlining the critical dates of the Grant Program.

Description	**Date**
Program opens	12 August 2023
Program closes	2 October 2023, 2:00 pm
Outcome expected to be advised (estimated date)	20 November 2023
Projects are expected to be completed by	Within 24 months of executing the Grant Deed

During the assessment process the Department of Premier and Cabinet may, at its discretion, require further information to support or clarify an application, this information must be provided within three working days, unless otherwise advised. Failure to provide further requested information within the timeframe may result in the application being unsuccessful.

All applicants will receive a notification on the progress of their application and, where possible, the outcome of the application by the estimated date above.

Successful Grant Applications

Successful applicants will receive a Grant Deed outlining the funding terms and conditions.

Unsuccessful applicants will receive an e-mail advising they have been unsuccessful.

The details of all successful applicants, including the amount of the grant they receive, will be made publicly available on the wellbeing website (www.wellbeing.tas.gov.au) and the grants section of the Department of Premier and Cabinet's website (https://www.dpac.tas.gov.au/divisions/cpp/community-grants).

Administration and Contact Details

The program will be administered by the Department of Premier and Cabinet on behalf of the Crown in the Right of Tasmania.

Please contact the Client Manager, Wellbeing Co-ordination Team, Community Partnerships and Priorities, Department of Premier and Cabinet by phone on 03 6232 7592 or by email at hello@wellbeing.tas.gov.au if you wish to discuss any of the following:

- Further information or advice on the Grant Program
- Assistance in making an application
- Further feedback on the decision of an application
- Request a review of the decision

Reporting and Evaluation

Organisations that receive funding through the Grants Program are required to complete a Final Report using a template that will be provided by Department of Premier and Cabinet. Progress reports may also be requested for projects that are implemented over a period longer than 12 months, are complex in nature and/or involve larger funding amounts.

Information gathered from all reports will be used to evaluate the Grants Program and satisfy the Department of Premier and Cabinet's reporting requirements.

The Final Report must include an explanation of how the grant funds were used, including a financial acquittal. Organisations may be required to complete a Statement of Compliance declaring that the grant has been spent in accordance with the grant application and agreed purpose of funding.

Provision of Grant Funding

Assessment and approval of a grant is based on the information supplied in the grant application form.

The provision of grant funding is subject to the successful applicant meeting the requirements of the grant, being the intended purpose outlined in the grant application, any further terms and conditions outlined in a Grant Deed and meeting the terms outlined in these program guidelines.

Failure to adhere to the requirements of the grant, or the provision of false or misleading information, will require the grant funding to be returned to the department.

Taxation and Financial Implications

Organisations must indicate whether they are registered for GST in their grant application.

Please reference the fact sheet *Grants Fact Sheet – GST and Grants* for further information, available at https://www.dpac.tas.gov.au/divisions/cpp/community-grants/grants-and-the-goods-and-services-tax-gst.

If you do not have an Australian Business Number (ABN) you may be required to complete a 'Statement by a supplier'. Refer to the ATO website for more information: https://www.ato.gov.au/Forms/Statement-by-a-supplier-not-quoting-an-ABN/.

It is strongly recommended that applicants contact the Australian Taxation Office (ATO) on 13 28 66 or www.ato.gov.au for any advice or clarification on GST.

Personal Information

Personal information will be managed in accordance with the *Personal Information Protection Act 2004*. This information may be accessed by the individual to whom it related, on request to the Department of Premier and Cabinet.

Right to Information

Information provided to the Department of Premier and Cabinet is subjected to the provisions of the *Right to Information Act 2009*. You can view the Act in full on the Tasmanian Legislation website at www.thelaw.tas.gov.au.

Tasmanian Government

Department of Premier and Cabinet
Community Partnership and Priorities

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