



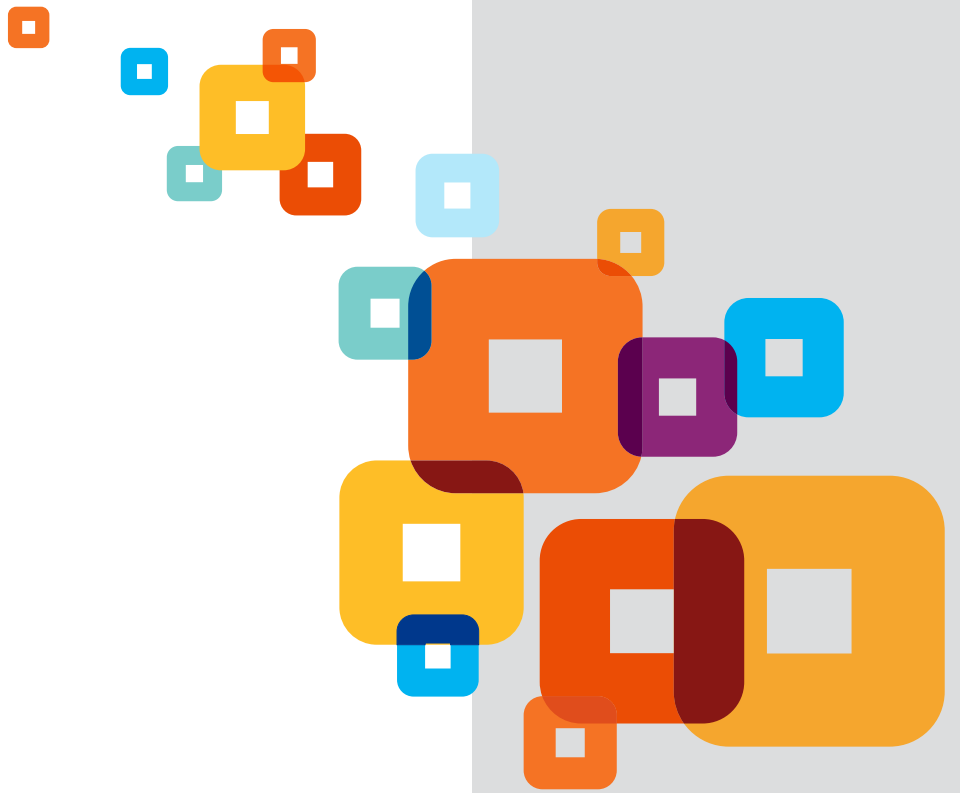
Department of **Local Government,
Sport and Cultural Industries**
Office of **Multicultural Interests**



India COVID-19 Crisis Relief Fund

Funding guidelines

Applications close 4.00pm Monday 31 May 2021



The India COVID-19 Crisis Relief Funding Guidelines are available for viewing and download from the Office of Multicultural Interests website www.omi.wa.gov.au.

For more information, please contact:

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India COVID-19 Crisis Relief Fund

The India COVID-19 Crisis Relief Fund is administered by the Office of Multicultural Interests (OMI), within the Department of Local Government, Sport and Cultural Industries (DLGSC).

India is currently in the second wave of the COVID-19 pandemic. The State Government is allocating \$2 million in relief funding to support those directly impacted by the COVID-19 crisis in India. The program complements initiatives already being delivered by Western Australian Indian organisations including the provision and installation of oxygen concentrates in hospitals, the sourcing and provision of ventilators, and grants to vulnerable and disadvantaged members of the Indian community.

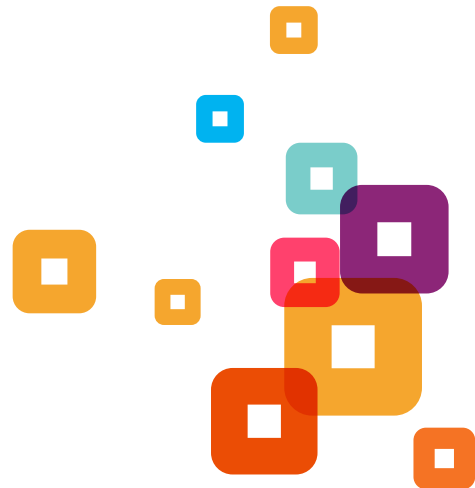
Applications for this funding must be submitted by Western Australian Indian community associations working in partnership with registered Australian charity organisations that are already delivering COVID-19 support on-the-ground in India.

Requests for funding must be from \$100,000 to \$500,000.

Funding will be allocated as a one-off grant directed through the charity organisation.

Only one application per applicant organisation can be submitted.

Applications must demonstrate that the funding will be delivered to on-the-ground COVID-19 crisis relief in India within three (3) months of its receipt.



Eligibility

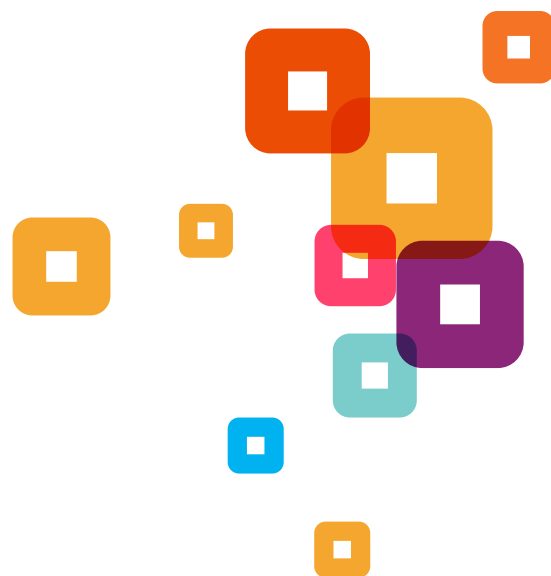
To be classified as a **Western Australian Indian community association**, the applicant organisation must demonstrate and provide documented evidence that they meet the following criteria:

1. the association is incorporated under the *Western Australia Associations Incorporation Act 2015*
2. the objectives of the association (in the association's Constitution or Rules) clearly state that it has been specifically established to represent and promote the interests of the Indian community, or a group within the Indian community (for example, with a shared region of ancestry or language)
3. the Management Committee or Board of the association predominantly reflects the intended Indian community and is elected by members of that community to represent the community
4. the association's membership comprises individuals or other groups representative of that Indian community.

The application must demonstrate and provide documented evidence that the applicant organisation is working in partnership with a **registered Australian charity organisation** that meets the following criteria:

1. the organisation is registered with the Australian Charities and Not-for-profits Commission (ACNC)
2. the organisation has an existing relationship with a genuine registered organisation in India and support from an Indian authority
3. the organisation is already delivering COVID-19 crisis relief on-the-ground in India.

Auspice arrangements are not accepted for applications to this program.



Who is not eligible?

- Local, State and Commonwealth Government agencies.
- Unincorporated not-for-profit organisations.
- Commercial or for-profit organisations.
- Educational institutions/agencies including schools, universities and TAFE colleges.
- Individuals.
- Political organisations.

Assessment criteria

Applications will be assessed against the extent that they address the following weighted criteria:

Organisational capacity **60%**

- The WA Indian community association has a demonstrated ability to respond to community need and to work in partnership to deliver crisis relief initiatives. This includes having sound governance and strong relationships with the community.
- The partnering charity organisation has established operations in India, and has demonstrated skills and experience to deliver on-the-ground relief activities in India efficiently and appropriately, and manage risk.
- The application provides a clear budget and sound proposal to deliver on-the-ground COVID-19 support in India that demonstrates value for money.

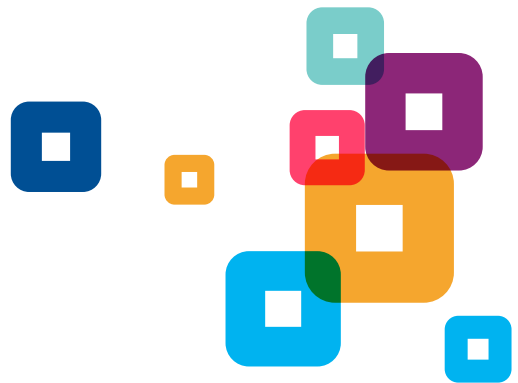
Reach **40%**

- The partnering charity organisation is already effectively delivering COVID-19 support on-the-ground in India.
- The funding will be distributed in a fair and equitable manner that addresses need and provides COVID-19 crisis relief.

Applications from a peak body or organisations representing multiple community associations will be prioritised for funding.

What costs cannot be supported?

- Expenses that have already occurred before funding approval.
- Existing, ongoing or recurrent organisational costs (e.g. salaries, fees and lease or rental payments).
- Research-related items.
- Feasibility plans.
- Administration costs exceeding five per cent of the grant.
- Activities that involve unskilled volunteers supporting orphanages or residential care institutions.



What is the application and approval process?

The applicant organisation should contact OMI to confirm their eligibility before starting the application.

OMI team members can work with community associations and organisations to provide guidance on the application and ensure it contains all the required information and supporting material in readiness for submission.

After the application deadline, OMI conducts an eligibility check to ensure the application can be progressed for assessment.

Eligible applications are subject to an assessment by an evaluation panel against the assessment criteria.

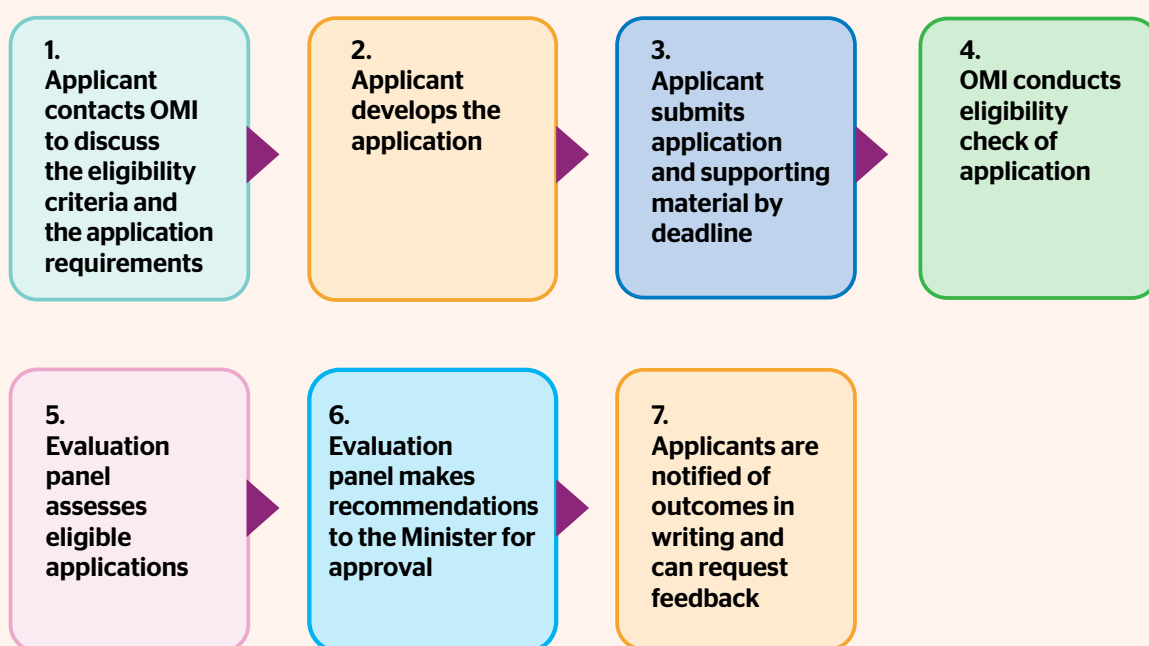
Recommendations from the panel are submitted to the Minister for Citizenship and Multicultural Interests for approval.

It is intended that applicants will be advised of funding outcomes in June 2021.

Once the outcomes of the assessment are released, applicants can seek feedback on their application.

Funding is limited and there are usually more applications than funds available. Should your organisation be offered funding, the amount of funding approved may be less than the amount requested in your application. In this case, funding recipients may be asked to revise their budget and proposed activity in line with the funding awarded.

Application Process Flowchart



Preparing your application

The applicant organisation should contact OMI to confirm their eligibility and seek advice on the application process before beginning the application.

Phone: (08) 6552 1729

Email: grants@omi.wa.gov.au

Applications must be presented on the official application form, which can be downloaded from the 'India COVID-19 Crisis Relief Funding' page at www.omi.wa.gov.au.

Supporting material such as copies of operational documentation, detailed financial information or letters of support may be submitted as attachments to the application form.

Templates to assist with the preparation of your application are available for download from the 'Project planning resources' page at www.omi.wa.gov.au.

Submitting your application

Applications and supporting material must be submitted by **4.00pm Monday 31 May 2021** by email to grants@omi.wa.gov.au.

Late applications cannot be accepted.

Applicants will be emailed a formal confirmation of receipt within one week of the round closing date.

