

# Remote Aboriginal Governance and Capacity Building Grant Program 2020-21

## Guidelines



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## 1. PURPOSE OF THIS DOCUMENT

These guidelines are designed to assist you in applying for and acquitting the Remote Aboriginal Governance and Capacity Building Grant offered by the Northern Territory Government (NTG) through the Department of the Chief Minister and Cabinet's (CM&C) Aboriginal Affairs Strategic Partnerships Business Unit.

Please carefully read all sections of these guidelines before applying for a Remote Aboriginal Governance and Capacity Building Grant. If you require assistance with your application or have any queries in relation to the process please contact our office with the details provided on page 8.

## 2. BACKGROUND

The NTG has set a significant Aboriginal advancement agenda, centred on Aboriginal self-determination and empowerment that is underpinned by Government's commitment to Treaty, Local Decision Making (LDM), and ensuring land and sea ownership delivers on the economic and social aspirations of Aboriginal Territorians.

The NTG recognises that building and supporting Aboriginal community controlled organisations and corporations is important to ensuring local people drive local community-led solutions, service delivery and create jobs at a community level.

The Remote Aboriginal Governance and Capacity Building Grant Program is available to support remote communities across the Northern Territory.

The grant is a flexible program aimed to support community controlled organisations and groups in remote areas to strengthen and improve effective governance and their capacity and capabilities to enable them to participate and deliver community-led initiatives, programs governance, leadership, operational processes and services to meet their community aspirations.

This Grant Program forms part of the NTG's Aboriginal advancement agenda that is inclusive of LDM, where agencies will partner with Aboriginal communities to assist the transition of government services and programs to community control based on community aspirations.

## 3. OVERVIEW OF THE PROGRAM

The NTG is providing assistance to support remote communities and regions to strengthen their capacity and capabilities with the implementation of the Remote Aboriginal Governance and Capacity Building Grant Program.

Successful applications will showcase and demonstrate meaningful outcomes based on community aspirations that create enhanced governance, leadership and capacity building for remote NT communities, homelands and/or town camps.

The Remote Aboriginal Governance and Capacity Building Grant Program comprises two options:

- grants for under \$20 000
- grants between \$20 000 - \$50 000

## 4. WHO CAN APPLY

To be eligible for a grant, you must satisfy all of the following:

- your organisation or submitted project must be based in a remote area. Remote means outside Greater Darwin, Nhulunbuy, Katherine, Tennant Creek and Alice Springs but is inclusive of town camps and homelands;
- be a legal entity;
- your organisation must be a legal entity and have an Australian Business Number (ABN); and
- your organisation must be an Aboriginal enterprise, organisation or partnership, or a not-for-profit organisation.

You are not eligible to apply if you are:

- an individual (without an organisation to auspice); or
- a Commonwealth, state or territory government agency or body (including local government and government business enterprises).

## 5. SELECTION CRITERIA

The Remote Aboriginal Governance and Capacity Building Grant Program provides assistance to support remote communities and regions to strengthen their capacity and capabilities that will lead to increased participation in LDM by supporting initiatives such as:

- improving governance structures (i.e. legal status and management of governance arrangements);
- building leadership, negotiation and governance / board member skills and expertise;
- improving operational rigour (including financial accountability, project management, Human Resources and procurement expertise); or
- supporting community organisations in transitioning to local providers.

## 6. MERIT CRITERIA

- the benefit the project will deliver to the community / the region during and beyond the project period;
- the governance and operational improvements the project will deliver to the organisation;
- the leadership and capacity building skills that will be delivered as a result of the project; or
- the value for money offered by the project (can it be supported by an alternative grants program).

## 7. INELIGIBLE ACTIVITIES

This funding is not able to support:

- recurring maintenance of facilities or operational costs (e.g. rent, service charges, administration);
- projects that have already been completed and/or have outstanding debts;
- fund-raising or charitable events; or
- ongoing wages and salaries (able to be time limited to assist in transition).

## 8. APPLICATION PROCESS

To apply for any grants in the NT, you will need to create an account and profile on the GrantsNT website at [grantsnt.nt.gov.au](http://grantsnt.nt.gov.au)

Applications will only be accepted if received online through the GrantsNT website.

If you do not have an account or an appropriate profile, refer to the help page on [grantsnt.nt.gov.au](http://grantsnt.nt.gov.au) for further information.

The online application is designed to provide detailed information for the consideration and comparison of applications. All required information in GrantsNT must be completed and appropriate documents attached before an application can be considered.

## 9. ASSESSMENT PROCESS

The allocation of grant funding will be administered through a public grant round managed by CM&C's Aboriginal Affairs Strategic Partnerships, and approved by the Minister for Aboriginal Affairs.

Applications will be reviewed by a Remote Aboriginal Governance and Capacity Building Grant Assessment Panel, comprised of Government and non-Government members.

Recommendations for the Remote Aboriginal Governance and Capacity Building Program allocation will be provided by the Grant Assessment Panel, Chaired by the Executive Director, Aboriginal Affairs Strategic Partnerships to the Minister for Aboriginal Affairs for approval.

All applications will receive written advice on the outcome of applications within ten weeks of the closing date of the grant round.

Successful applications will be required to provide an acquittal and performance report.

Unsuccessful applications will have an opportunity to re-apply or be advised of other potential suitable grants.

The Grant Round will be open for a six week period from 28 September to 8 November 2020.

## 10. FUNDING / APPLICANT CONTRIBUTION

For initiatives with a total project value of less than \$20 000, grant funding will be up to 100 per cent of eligible project costs.

For initiatives with a total project cost of more than \$20 000, grant funding will be up to 75 per cent of your eligible project costs. Applicants will need to identify where the other 25 per cent will be sourced, or 'in-kind' contribution.

Applicants may apply for a partial or full exemption to the co-funding requirement if they can demonstrate exceptional circumstances.

The Aboriginal Affairs Strategic Partnerships unit will work closely with the CM&C Regional Network Group and key Aboriginal Organisations to avoid any risk of duplication through other LDM targeted funding support.

## 11. FINANCIAL ACCOUNTABILITY REQUIREMENT

On completion of the project, funded recipients must finalise their acquittal form provided by CM&C, within six weeks after the date of the project.

The report must be signed by two office bearers within the organisation (unless the application has been submitted by an individual) to certify that the funds have been expended on the specified funded project, and include:

- a brief written report detailing the results of the funded project (to assist in determining the success of the project, issues encountered and planning for future projects); and
- detailed income and expenditure statement specifically related to the funded project; and
- we ask that you also provide a performance report\*, financial acquittal report, and attach all copies of any promotional materials, receipts, invoices and photos.

*\*Each approved application will be subject to performance reporting. These reports will provide feedback on the success of the project/program in terms of outcomes, data and any lessons learnt.*

## 12. APPLICATIONS FOR FURTHER GRANTS

An individual or organisation *may* only be eligible for one successful Remote Aboriginal Governance and Capacity Building Grant Program per financial year.

## 13. GRANT CONDITIONS

Successful applicants, and where appropriate, administering bodies, will be required to sign a Funding Agreement which outlines the purpose(s) of the grant and the conditions under which the grant is provided. Funds will not be provided until after the CM&C has received a completed Funding Agreement.

Successful applicants must be willing to allow details of the project and funding to be published.

Applicants will need to carefully budget for their project, as the CM&C will not be held responsible for any applicant who has underestimated the cost of activities related to the project and incurs a loss.

The proposed project must be completed within twelve (12) months of receiving the grant. Where circumstances prevent this from happening, organisations can apply for an extension of time. Please note applications for extensions must be submitted in writing at least three (3) months before the end of the twelve (12) month period.

Grant recipients must prominently acknowledge the assistance provided in **ALL** media releases and promotional material associated with the funded activity using the phrase "**Proudly supported by the Northern Territory Government**" and/or use of the NTG logo.

Funds can only be spent as per the "Purpose(s) of Funding" specified in the Funding Agreement. If a grant recipient wishes to change the purpose of the grant, a written change of purpose request must be lodged with the CM&C. The variation application must provide reasons for the change and a budget for the amended purpose. Funds can only be utilised for a new purpose after written approval has been given.

Any unspent grant funds are to be returned to the CM&C. Alternatively, the organisation may apply for a change of purpose to utilise the unspent funds.

If, in the opinion of the Delegated Officer, a grant advanced to an organisation has not been used for the approved purpose(s), or the conditions of funding have not been met, then the organisation receiving the grant will be required to repay the funds in full or in part as determined.

The Delegated Officer - Executive Director Aboriginal Affairs Strategic Partnerships, retains the right to vary, cancel or waive any of the conditions and requirements of a grant.

## 14. PRIVACY STATEMENT

The information you provide in the application is necessary to determine the suitability of your program/project/initiative for financial assistance under the grants program. If you do not provide the requested details, the Aboriginal Affairs Strategic Partnerships may not be able to process your application.

When declaring the application form as true, within your Application Form, you consent to your personal information being provided to the Office of the Minister for Aboriginal Affairs, DCM and other agencies for the purpose of promoting and reporting the outcomes of the grant.

Information about successful applications may be publicly released by the NTG for the purpose of promoting and reporting on the project and/or activity. Information may be distributed by:

- media releases issued by the Minister for Aboriginal Affairs or the Chief Minister of the NT; and
- promotional material developed by the Aboriginal Affairs Strategic Partnerships and through government websites, including social media.

## 15. ACKNOWLEDGEMENT

Acknowledgment of the NTG grant funding must be through the use of the NTG logo and/or through verbal acknowledgement of the NTG.

If you have any questions relating to acknowledgement please contact the office on the details provided.

## 16. CONTACT US

For more information contact the Aboriginal Affairs Strategic Partnerships Business Unit on:

Telephone: (08) 8951 5183

Email: [oaa@nt.gov.au](mailto:oaa@nt.gov.au)

Web: [aboriginalaffairs.nt.gov.au](http://aboriginalaffairs.nt.gov.au)

## 17. FAQ

### **Q: What is considered a remote area?**

**A:** A remote area is defined as being outside of the key population centres of the NT including Greater Darwin, Nhulunbuy, Katherine, Tennant Creek and Alice Springs, and is inclusive of town camps and homelands.

### **Q: What is community capacity?**

**A:** Activities, resources and support that strengthen the skills, abilities and confidence of people and community groups to take effective action and leading roles in the development of communities.

### **Q: What is governance?**

**A:** It is useful to think of governance as how people choose to collectively organise themselves to manage their own affairs, share power and responsibilities, decide for themselves what kind of society they want for their future, and implement those decisions.

To do that they need to have processes, structures, traditions and rules in place so they can:

- determine who is a member of their group
- decide who has power, and over what
- ensure that power is exercised properly
- make and enforce their decisions
- hold their decision-makers accountable
- negotiate with others regarding their rights and interests
- establish the most effective and legitimate arrangements for getting those things done.

Governance gives a nation, group, community or organisation the ways and means to achieve the things that matter to them.

*Referenced from the Australian Indigenous Governance Institute.*