



**Ukrainian Community and Settlement Support (UCASS)
Grant Program Guidelines**

October 2022 – June 2024

About the grant program

On 19 August 2022, The Hon Andrew Giles MP, Minister for Immigration, Citizenship, Migrant Services and Multicultural Affairs announced an additional funding of \$550,000 for Ukrainian community organisations to support Ukrainian nationals in Australia.

The funding is in addition to the \$450,000 previously provided to the Australian Federation of Ukrainian Organisations to support displaced Ukrainians and their immediate family members.

Program objectives and aims

The Ukrainian Community and Settlement Support (UCASS) program seeks to enable the member organisations of the Australian Federation of Ukrainian Organisations undertaking critical work to welcome and support recently arrived displaced Ukrainians to facilitate positive settlement outcomes for the new arrivals alongside the services delivering the Humanitarian Settlement Program. Further, the program aims to strengthen whole-of-community engagement and capacity building. The successful organisations will be supported through an organisational capacity-building program, as necessary and appropriate. The program is administered by The Social Policy Group (SPG) on behalf of the Australian Government.

Expected outcomes

Desired outcomes of the UCASS program include that:

- Community organisations are better able to support vulnerable community members
- Community organisations are able to demonstrate sound governance and organisational structures
- Community organisations have strong leaders, including women leaders, who are able to advocate for their community
- Community organisations are able to link and refer community members into settlement and integration supports
- Community members participate socially within their community
- Community members have a sense of belonging within their community.

Target groups

The program is targeted at newly arrived displaced Ukrainians and their immediate family members.

Activities are to be conducted in locations where recent arrivals are settling.

Grant rounds and funding

One grant round will be held between October 2022 and June 2024:

- Grant round to open: 1 October 2022
- Grant round to close: 21 October 2022
- Projects to commence: December 2022
- Projects can be up to 19 months in duration
- Projects to be completed by June 2024

Depending on the duration of the project:

- The minimum amount of funding available is \$20,000.
- The maximum amount of funding available is \$50,000.

At the commencement of the grant round, SPG will host a grant program information session via videoconference to provide interested applicants with the relevant information about the application process and to answer questions.

Throughout the duration of the grant program, SPG will maintain a telephone line and an online channel for enquiries, feedback and complaints.

More than one application can be submitted per applicant.

Grant eligibility criteria

Who is eligible to apply for a grant?

The member organisations of the Australian Federation of Ukrainian Organisations (at the time the grant round opens) undertaking critical work to welcome and support recent arrivals from Ukraine are eligible to apply.

Organisations must be one of the following entity types:

- Company
- Incorporated association
- Unincorporated association.

Organisations must have an Australian Business Number (ABN) in place and have an account with an Australian financial institution before applying for a grant, or be willing to register for both prior to signing the grant agreement.

Organisations must have policies aligned with the Commonwealth Child Safe Framework, which ensure:

- all staff who may be working with children undergo appropriate screening and recruitment practices
- the organisation takes appropriate child safety measures (e.g., through the implementation of the National Principles for Child Safe Organisations).

Eligible grant activities

The funding can be used to pay for:

- Staff salaries and on-costs that can be directly attributed to the delivery of the grant activity.
- Grant activities expenditure consistent with the grant agreement.
- Operating and administrative expenses related to the delivery of the grant activities.

What the grant money cannot be used for

- Purchase of land
- Major capital expenditure
- Overseas travel
- Overseas activities
- Services that duplicate those delivered by the Humanitarian Settlement Program.

The grant selection process

SPG will announce the call for applications.

Applications will be accepted via email to: grants@migrationcouncil.org.au

First, SPG will assess all applications against the organisational eligibility criteria and proposed grant activities eligibility. Eligible applications will progress to the next stage and will be considered through a closed competitive grant process.

An assessment panel will be convened to consider the applications.

After eligibility has been established, applications will be considered on its merits, based on:

- How well it meets the criteria
- How it compares to other applications
- Whether it provides value for money.

Consideration will be given to:

- Overall objectives of the grant program
- Geographical distribution of organisations
- How the activity will be delivered.

The assessment criteria

You will need to address the following three assessment criteria in your application. All assessment criteria are given equal weighting. There is a word limit of 750 words for each of the criteria.

In preparing their applications, applicants are encouraged to take into consideration the assessment of needs of the recently arrived displaced Ukrainians undertaken by the Australian Federation of Ukrainian Organisations.

Criterion 1: Demonstrate your understanding of the need for support within the target Ukrainian cohort.

Your response should address:

- Gaps in supports within the target group/community
- How delivery of the support will benefit the target group/community.

Criterion 2: Describe your proposed activity and how it will achieve positive outcomes for the target cohort.

Your response should address:

- The activities that you propose to deliver
- How your organisation will engage with the target group/community and relevant stakeholders
- What outcomes you expect to achieve for the target group/community.

Criterion 3: Demonstrate your organisation’s capability to achieve objectives for the target cohort and successfully deliver the activity on time and within budget.

Your response should address:

- Your organisation’s approach to engaging with the target group/community and delivering support to address particular needs.
- Your organisation’s ability to develop and deliver grant activities.

In addition to addressing these assessment criteria, applicants must also submit an estimated budget proposal outlining a high-level breakdown of the costs associated with the proposed activity.

Successful applications

If you are successful and choose to accept a grant offer, you will enter into a legally binding agreement with SPG.

You will be required to provide an Activity Workplan (on the template provided) reflecting agreed activities, six-monthly Activity Workplan Reports, and a Final Financial Declaration.

Grant Funding will be paid on the basis of a tax invoice for the amount of the payment from your organisation.

For projects over twelve months in duration, the initial six-months payment will be paid on execution of the agreement, and the remaining payment will be paid on the acceptance of the six-monthly report.

If your application is successful, it will be expected that you have public liability insurance cover in place.

Capacity building for funded organisations

Funded organisations will participate in an SPG-facilitated capacity-building program targeted at the organisational, as well as the individual leadership levels.

At the organisational level, the program will support funded organisations with access to governance and structural support (including tools and resources) enabling the organisations to achieve enhanced outcomes. The program will focus on the following areas:

- Governance and business
- Risk management
- Human resource management
- Talent management
- Health, safety and environment
- Building leadership skills
- Strategic planning
- Funding sustainability.

The program will also facilitate quarterly forums for the funded organisations to discuss their progress and challenges, and share learnings and ideas.