

# LGBTIQA+ Grants Program 2025

Guidelines



# Contents

<b>Purpose</b>	<b>3</b>
<b>Funding Arrangements</b>	<b>3</b>
Category One - Priority Projects	4
Category Two – General Community Projects	4
<b>Eligibility Criteria</b>	<b>4</b>
Eligible Applicants	4
Ineligible Applicants	5
<b>Guide to Applicants</b>	<b>6</b>
<b>Assessment Criteria</b>	<b>6</b>
Category One:	6
Category 2:	6
General Assessment Criteria	7
Criteria Weightings	7
<b>Timeframes</b>	<b>8</b>
<b>Successful Grant Applications</b>	<b>8</b>
Provision of Grant Funding	8
Partial Funding	9
Current Funding Arrangements	9
Reporting and Evaluation	9
<b>Appealing a decision</b>	<b>9</b>
<b>Taxation and Financial Implications</b>	<b>10</b>
<b>Personal Information</b>	<b>10</b>
<b>Right to Information</b>	<b>10</b>
<b>Administration and Contact Details</b>	<b>10</b>

# LGBTIQA+ Grants Program 2025

Through the 2030 Strong Plan for Tasmania's Future, the Tasmanian Government committed to continuing its support for equality in Tasmania.

To support this direction, the Tasmanian Government is providing \$65,000 for the LGBTIQA+ Grants Program 2025 (the Grants Program) that will fund community organisations, tertiary institutions and Local Governments to undertake activities that improve access and participation and foster inclusion, dignity and respect for LGBTIQA+ Tasmanians.

## Purpose

The Grants Program's purpose is to provide funding to assist community organisations, tertiary institutions and Local Government to:

- Build capacity of the LGBTIQA+ community.
- Foster inclusion, respect and dignity for LGBTIQA+ Tasmanians.
- Enhance access to services and increase participation for LGBTIQA+ Tasmanians.

## Funding Arrangements

The total funding pool available through the Grants Program is \$65 000.

In consultation with the Whole of Government LGBTIQA+ Reference Group, the Grants Program is being offered across two streams:

- Category One – Priority Projects
- Category Two – General Community Projects

Organisations can apply for either or both the priority stream and general community projects stream, and for funding between \$1,000 to \$30,000 under each stream.

## Category One - Priority Projects

Grants of between \$1,000 to \$30,000 are available to support the trans, non-binary and gender diverse community through one or more of the following:

- Promoting inclusion, acceptance and belonging.
- Promoting understanding of the harm caused to individuals and community through prejudice and discrimination.
- Fostering leadership and capacity within the trans, non-binary and gender diverse community.

## Category Two – General Community Projects

Grants of between \$1,000 to \$30,000 are available to support the following:

- Research into issues affecting the LGBTIQA+ community in Tasmania.
- Resources or strategies to increase community awareness of the issues and needs of LGBTIQA+ Tasmanians or reduce or prevent their discrimination, vilification and harassment.
- Increasing awareness of LGBTIQA+ issues and needs in Tasmanian workplaces.
- Addressing gaps in services that prevent LGBTIQA+ Tasmanians from accessing services related to sexuality and gender.
- Celebrating diversity and promoting inclusion of LGBTIQA+ Tasmanians in the wider community, particularly in rural and regional communities.

## Eligibility Criteria

If you are unsure about your organisation's ability to meet all aspects of the eligibility criteria, please contact the administration officer of the grant program. Details of the administration officer can be found under the heading '**Administration and Contact Details**' within these Guidelines.

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

## Eligible Applicants

The 2025 Grants Program is open to applications from:

- a Tasmanian organisation, or an organisation with a focus on Tasmania, that delivers community support, services and/or programs to Tasmanians,
- hold a currently active Australian Business Number (ABN), and
- is one of the following:
  - local government authorities (councils);
  - tertiary institutions that undertake research projects and can demonstrate a sound understanding and experience of working with the LGBTIQA+ community.

- an incorporated organisation, or auspiced by a not-for-profit legal entity;
- 'other' legal entity;
- parents and friends association;
- not-for-profit organisation; or
- a not-for-profit company registered under company law.

Unincorporated organisations are also encouraged to consider the small Community Grants Program administered by Working it Out.

For more information, please contact Working It Out via [info@workingitout.org.au](mailto:info@workingitout.org.au) or by calling 6231 1200.

NOTE: Eligible organisations that are successfully awarded a grant are required to hold and maintain appropriate public liability insurance. Applicants will be required to provide a copy of the organisation's public liability insurance as part of the application process.

## Ineligible Applicants

The following entities are not eligible to apply for funding under the Grants Program:

- Australian Government agencies;
- Tasmanian Government agencies;
- Schools or colleges (government or private)
- Political parties;
- Individuals and/or sole traders; or
- For profit organisations and businesses.

Applications for the following purposes are not eligible:

- Projects that require recurrent or multi-year funding;
- Building, refurbishment and maintenance projects; and
- Projects or events that have commenced or already taken place, that is, retrospective funding.

# Guide to Applicants

Applicants must complete the online application form, available through the Department of Premier and Cabinet at [www.dpac.tas.gov.au/divisions/cpp/community-grants](http://www.dpac.tas.gov.au/divisions/cpp/community-grants).

If you are having difficulty accessing the application form, or have any questions regarding the application process, please don't hesitate to contact Community Grants on 1800 204 224 or email at [grants@dpac.tas.gov.au](mailto:grants@dpac.tas.gov.au).

Upon submission of the 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 Community Grants on 1800 204 224.

Each applicant is entitled to privacy and right to information. Contact details and a right to appeal process are provided as part of these guidelines.

## Assessment Criteria

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

Below is a list of criteria that will be used to assess your application. Each criterion is weighted differently, and assessment will be based on the level of detail and evidence provided by the applicant against the following criteria.

Applicants are encouraged to supply all information and documentation requested to help the assessors quickly process grant applications.

### Category One:

- Alignment to priority project(s).
- Expected impact and/or effectiveness of project(s).

### Category 2:

- Relevance and impact on community needs.
- Please note for research projects, assessment will consider:
  - Methodology quality and appropriateness.
  - Evidence base – project will contribute to the evidence base for LGBTIQ+ Tasmanians and/or use existing research and evidence to progress outcomes for LGBTIQ+ Tasmanians.

## General Assessment Criteria

Projects across both Categories will also be assessed against the following criteria:

- Feasibility and Project Design.
  - Including quality of engagement with LGBTIQA+ community.
- Applicant capacity and capability.
- Sustainability and long-term impact.

## Criteria Weightings

Each criteria weighs differently (as shown in table below) and the assessment will be based on the level of detail and evidence provided by the applicant against the following criteria.

Criteria	Weighting
<b>Category 1 (50 per cent)*</b>	
Alignment to priority project(s)*	25 per cent*
Expected impact and/or effectiveness of project(s)*	25 per cent*
<b>Category 2 (50 per cent)*</b>	
Relevance to and impact on community needs	50 per cent
<b>General Criteria (50 per cent)</b>	
Feasibility and project design	20 per cent
Applicant capacity and capability	20 per cent
Sustainability and long-term impact	10 per cent

\*NOTE: Applications that address multiple categories will be fairly compared to those that address one category. This will be managed through an assessment matrix.

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.

Contact will be made initially to the Primary Contact. Please ensure they or the Alternate Contact are available during this period.

## Timeframes

Applications must be received by 2pm, Tuesday 18 March 2025. Late applications will not be accepted.

It is intended that applicants be notified of the outcome of their application by late May 2025.

Description	Date
Program opens	10am, Tuesday 4 February 2025
Program closes	2pm, Tuesday 18 March 2025
Outcome expected to be advised (estimated date)	Late May 2025
Funding provided (estimated)	June 2025
Projects are expected to be completed by	30 June 2026
Final project reporting due	31 July 2026

## Successful Grant Applications

The details of all successful applicants, including the amount of the grant they receive, will be made publicly available on the Department of Premier and Cabinet's website.

Successful applicants will enter into a formal funding arrangement with the Department of Premier and Cabinet and will receive a Grant Agreement or Grant Deed outlining the funding terms and conditions.

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.

Unsuccessful applicants will receive notification via SmartyGrants advising the application has been unsuccessful.

Unsuccessful applications will not automatically be considered in future rounds; however, unsuccessful applicants may refine and resubmit their application to any future rounds of the Grant Program.

## 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 funding agreement/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 of Premier and Cabinet.

All successful applicants will be required to adhere to the conditions of the grant and, at a minimum, will be required to submit a final acquittal at the completion of the grant term that demonstrates the funding provided was used for the approved purpose.

## Partial Funding

Successful applicants under this program may be offered partial funding. Please consider this when completing your application form and clearly identify how all funding you are applying for will be used.

## Current Funding Arrangements

If the successful applicant already has an existing funding agreement in place with the department, and any reports or recovery of expended funds are outstanding, then funds for this program will not be provided until those activities are complete.

## 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. Final Reports will be due by 31 July 2026.

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.

## Appealing a decision

The Department of Premier and Cabinet may reconsider a decision if the applicant can demonstrate a proven conflict of interest, error in process or discrimination.

If applicants have reason to believe that the proper process was not followed in assessment of an application, a request for review may be submitted.

Grounds for appeal are:

- I. The persons making the decision had a direct or indirect financial interest in the outcome of the application.
- II. The preparation of the application was affected adversely by incorrect advice provided by a staff member of the Department of Premier and Cabinet.

- III. The persons making the recommendations discriminated against the applicant on irrelevant grounds, such as cultural, religious or linguistic background; race; gender; marital status; sexual orientation; or disability.

All requests must be in writing to the contact details shown in these guidelines or to the Manager, Community Grants by email to [grants@dpac.tas.gov.au](mailto:grants@dpac.tas.gov.au).

The request must be received within 28 days from the date of the Department of Premier and Cabinet notifying the organisation of the decision about the application.

## Taxation and Financial Implications

Organisations must indicate whether they are registered for GST in their grant application. Successful applicants will be advised if GST applies to the grant payment and asked to issue an invoice for grant payment(s).

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](http://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](http://www.thelaw.tas.gov.au).

## 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 Department of Premier and Cabinet at [grants@dpac.tas.gov.au](mailto:grants@dpac.tas.gov.au) or call 1800 204 224 for the following:

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



Tasmanian  
Government

**Department of Premier and Cabinet**

**Phone:**  
1800 204 224

**Email:**  
[grants@dpac.tas.gov.au](mailto:grants@dpac.tas.gov.au)

**[www.dpac.tas.gov.au](http://www.dpac.tas.gov.au)**