

Community Legal Centre Assistance Fund 2017-19

Grant Guidelines

Grant Overview

Applications must be submitted online to the Department of Justice and Regulation via the website: CLCgrants.smartygrants.com.au

Applications close midnight on Monday, 28 August 2017.

The *Community Legal Centre Assistance Fund 2017-19* will fund Victorian-based community legal centres, Aboriginal Legal Services and/or other agencies delivering legal assistance services by supporting vital programs and services, such as legal advice for people experiencing homelessness, family violence lawyers, online services for rural, regional and remote youth and legal responses that assist disadvantaged Victorians.

The *Community Legal Centre Assistance Fund 2017-19* grant provides funding of up to \$50,000 per annum per organisation over two years, with total grant funding of \$100,000 per organisation available.

Why is the Victorian Government funding this grant?

The *2017-18 Victorian Budget* allocated additional funding to ensure that community legal centres can continue to provide legal services and improve access to justice for disadvantage Victorians.

The Victorian Government is providing funding of \$2 million over two years to community legal centres to support vital programs and services through a new grant round – *Community Legal Centre Assistance Fund 2017-19*.

Assessment process

1. Applications are assessed for eligibility.
2. Eligible applications are then assessed for merit against criteria.

3. Recommendations for funding are made to the Attorney-General for approval. The Attorney-General's decision is final.
4. Applicants are advised of outcomes within approximately three months of applications closing.

Grant objective

The objective of the *Community Legal Centre Assistance Fund 2017-19* is to support the vital programs and services provided by community legal centres so that they can continue to provide better access to legal services for vulnerable clients, such as people experiencing or at risk of family violence, disadvantaged young people, and people in remote locations.

Who can apply?

Victorian-based community legal centres and Aboriginal Legal Services who provide the following are eligible to apply:

- legal assistance services, including representation and advisory services; and
- legal support services providing support services to victims and/or advice on the law and legal processes.

The above services may be delivered:

- to metropolitan residents or regional/rural communities; and
- as direct one-on-one services, as outreach services, or by electronic means – either by telephone or via web-based services.

Assessment criteria

As the grants are competitive, the following criteria will be used to decide which applications should be funded.

The application demonstrates:

- evidence of the proposed deployment of funds, services the funds would continue or expand, the service cohort, and geographic catchment area; and

- broad details of receipts and expenditure, and details of governance arrangements.

Grant management responsibilities

Funding agreement

Once applicants have been endorsed for funding by the panel and approved by the Attorney-General, the Department of Justice and Regulation will prepare a funding agreement that includes a standard set of terms and conditions, and project-specific reporting requirements.

An example of the Victorian Common Funding Agreement is available at: <http://www.dhs.vic.gov.au/for-business-and-community/not-for-profit-organisations/common-funding-agreement>.

The funding agreement will be adjusted for each successful application, based on information provided by the applicant.

Grant recipient responsibilities

Grant recipients will be responsible for:

- entering into a funding agreement with the Department of Justice and Regulation and complying with the funding agreement;
- ensuring the project adheres to all occupational health and safety regulations and other applicable laws; and
- ensuring appropriate arrangements are in place to sustain the project benefits.

Upon receiving a signed funding agreement and a valid invoice, the Department of Justice and Regulation will make an initial payment that is equal to 90 per cent of year one grant funding. The Department of Justice and Regulation will pay the remaining grant funding instalment/s as per the signed funding agreement.

Resources and further information

For **general enquiries** about the grant, email Eliza.Hallt@justice.vic.gov.au or phone (03) 8684 0888 between 9am and 5pm weekdays, except for public holidays.

If you experience **technical difficulties** while writing or submitting your application online, please contact SmartyGrants Support by email service@smartygrants.com.au or phone (03) 9320 6888.