

# Community Action for a Multicultural Society (CAMS) Program

## 2022-24 Program Guidelines

May 2021

Opening date for applications:	20 May 2021
Closing date for applications:	2 July 2021
Funding period:	1 January 2022 to 31 December 2024
Enquiries:	If you have any questions, contact Multicultural Affairs by email at <a href="mailto:MAfunding@dlgrma.qld.gov.au">MAfunding@dlgrma.qld.gov.au</a> before 25 June 2021.

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## Introduction

The Queensland Government is committed to promoting a unified, harmonious and inclusive Queensland.

The Community Action for a Multicultural Society (CAMS) program contributes to this vision by funding community-based organisations to facilitate the social and economic inclusion of people from culturally and linguistically diverse backgrounds experiencing barriers to participation.

The CAMS program supports the principles of the [Multicultural Queensland Charter](#) including:

- *The creation of opportunities that encourage the full participation of people from diverse backgrounds in the cultural, economic, political and social life of Queensland helps build a prosperous state.*

The Department of Children, Youth Justice and Multicultural Affairs (the Department) is also committed to supporting the Queensland Government's objectives for the community, outlined in Our Future State: Advancing Queensland's Priorities ([www.ourfuture.qld.gov.au](http://www.ourfuture.qld.gov.au)), and in Unite and Recover- Queensland's Economic Recovery Plan ([Queensland's economic recovery plan](#)).

## Background

Since being established in 1999, the CAMS program has been supporting people from culturally and linguistically diverse backgrounds to participate in and contribute to community life.

A review of the program undertaken in late 2019 identified opportunities to increase the program's focus on economic and social outcomes for people from culturally and linguistically diverse backgrounds, achieve greater sustainability of outcomes and increase the regional reach of the program. The review also found the strength of the program lay in the ability to drive local outcomes, strong local networks and partnerships with other services and agencies.

In 2020-21, the CAMS program played an important role in the COVID-19 pandemic response by flexibly responding to the local needs of people from culturally and linguistically diverse backgrounds and supporting coordinated engagement with diverse local community leaders. Support for coordinated engagement with community leaders during future disaster prevention, preparedness, response and recovery will remain a component of the program in 2022-24.

## Aim

CAMS program funding for 2022-24 will be targeted to deliver local economic and social inclusion outcomes with people from culturally and linguistically diverse backgrounds. Organisations funded under the CAMS program will be expected to strategically (proactively) plan and deliver activities that address local barriers to economic and social inclusion. Providers will be key touch points between local culturally diverse communities and government, non-government, community or corporate organisations, building sustainable opportunities for inclusion in local employment, services, networks and industries.

Funding is targeted across Queensland in 17 Local Government Areas based on diversity of population and growth areas. Up to 21 providers will be funded and expected to demonstrate their reach into local communities. A community development approach to planning is expected to achieve inclusion outcomes that facilitate equitable access to broader connections and opportunities for individuals, such as employment, training pathways or social activities or contributions.

## Objectives

The 2022-24 CAMS program objectives are to:

- facilitate opportunity and inclusion of people from culturally and linguistically diverse backgrounds through working with broader services, social and industry networks in local areas to be more culturally responsive
- build the capability of individuals or community groups from culturally and linguistically diverse backgrounds to access and navigate the local service system or opportunities
- maintain and develop regular connections with diverse local community leaders to identify emerging needs and appropriate responses, and support inclusion of culturally diverse communities in local disaster management efforts through coordinated engagement.

It is acknowledged that improving social and economic inclusion can vary greatly depending on the circumstances of individuals or groups, the local community's experience building welcome and inclusion of people from culturally and linguistically diverse backgrounds and varying local opportunities.

Locally based organisations are well placed to understand local community opportunities, including those arising from pandemic recovery efforts, and addressing barriers to achieving sustained outcomes.

## Target groups

Organisations funded under the CAMS program will work with local services, community groups and industry as well as individuals and groups from culturally diverse backgrounds to address barriers to inclusion and to create equitable access to opportunities in the local community.

## Target regions and funding

The Department aims to expand the current reach of the CAMS program in 2022-24 by funding 17 local government areas (LGAs) identified as having high numbers of people who have arrived in Queensland from non-English speaking backgrounds and which have had higher rates of unemployment amongst arrivals from non-English speaking backgrounds. Target LGAs are: Gold Coast, Logan, Ipswich, Lockyer Valley, Redland, Toowoomba, Brisbane, Moreton Bay, Sunshine Coast, Fraser Coast, Bundaberg, Gladstone, Rockhampton, Mackay, Mt Isa, Townsville and Cairns.

The LGAs and funding allocations per annum for each area are listed at **Appendix 1**.

Eligible organisations can apply to deliver economic and social inclusion outcomes in up to three LGAs where they can demonstrate strong, established links to the local community and capability to deliver program objectives.

Organisations applying for funding in an LGA where more than one funding allocation exists must nominate the area within the LGA where they will concentrate delivery.

Organisations funded under the 2022-24 CAMS program will be expected to undertake a body of work that may include projects, activities and initiatives over a three-year period, to achieve identified strategic social and economic inclusion outcomes for the local community.

Multicultural Affairs will negotiate annual activities and measurable outcomes with successful applicants that align with the strategic goals and approach proposed in the funding application.

The CAMS program funding period is from 1 January 2022 to 31 December 2024.

The Department may consider extending funding for an additional two years subject to ongoing requirements and satisfactory performance of funded organisations against agreed program outcomes.

## Funding Criteria

It is expected that funded organisations will achieve program outcomes by working with local services, community groups and industry, as well as individuals and groups from culturally diverse backgrounds, to actively build cultural capability and identify pathways to support sustainable economic and social inclusion and participation ambitions of people from culturally diverse backgrounds.

Funding applications will be assessed against the following mandatory criteria:

- Demonstrated strong organisational commitment and governance that supports community development practice, including ability to:
  - strategically plan and drive outcomes across multiple years;
  - leverage service connections; and
  - collaborate and partner on outcomes with government, non-government, community and industry.
- Strong, established and active connections with the range of local culturally diverse communities and organisations, government, non-government and industry in the specified program delivery location and capability to support coordinated engagement with diverse community leaders in disaster prevention, preparedness, response and recovery.
- Proposed program delivery approach that reflects expected progression towards achieving identified strategic economic and social inclusion outcomes for the community **over a three-year period**.
- Proposed budget overview is realistic and represents value for money.

## Eligible applicants

Applicants must:

- be an incorporated organisation operating as not-for-profit/charitable entity or,
- a non-government not-for-profit organisation or,
- a Local Government Authority (Council)
- have a registered and current Australian Business Number (ABN) that is not for a commercial entity or individual
- be based in Queensland
- hold public liability insurance to the value of not less than \$10 million or provide evidence of plans to obtain insurance to the value of not less than \$10 million to cover the Funded Activity
- have no overdue reports, or service delivery and performance issues for funding previously or currently provided by the Department of Children, Youth Justice and Multicultural Affairs. To check if you are up to date with your reports, please email [MAfunding@dlgrma.qld.gov.au](mailto:MAfunding@dlgrma.qld.gov.au).



## Eligible funding elements

Following are some of the items funding can be used for in relation to the delivery of the CAMS program:

- non-recurrent salaries and on-costs for fixed term or short-term/casual workers, and external consultants/contractors
- travel costs required within the region for the purposes of staff travel and participants engaging in activities
- materials required for the delivery of activities
- telecommunication and other administration.

## Ineligible funding elements

- Capital expenditure, for example:
  - the purchase, repair, extension or renovation of buildings
  - motor vehicles
  - stage/venue equipment
  - capital equipment of any kind.
- Purchase of equipment, for example:
  - office equipment such as photocopiers
  - devices of any kind.
- Accommodation costs for fixed term or short-term/casual staff within Australia or overseas.
- Travel costs not related to the delivery of the CAMS program and/or are core functions of the organisation.
- Costs that are not essential or not related to the proposed funded activities.
- Retrospective funding for activities already underway or completed.
- Activities (including community events) the organisation is funded or can be funded to deliver under other programs or initiatives.

## How to apply

Carefully read these Program Guidelines and the additional information online to ensure the application meets the program requirements.

**Applications must be completed and submitted online using SmartyGrants by 11.59pm on 2 July 2021.** The SmartyGrants system will automatically close at midnight and will not allow applications to be submitted.

**Please note, late applications will not be accepted.**

Visit the website at [www.cyjma.qld.gov.au/multicultural-affairs/programs-initiatives/community-action-multicultural-society-cams-program](http://www.cyjma.qld.gov.au/multicultural-affairs/programs-initiatives/community-action-multicultural-society-cams-program) to access the online application form, a help guide to assist you complete and submit your form, and contact details for any technical issues.

Please note, if you have successfully submitted your application, you will receive an acknowledgement email from SmartyGrants. If you do not receive an acknowledgement email, your application has not been submitted. Check your application for errors and resubmit. If your application does not submit, contact SmartyGrants Technical Support on (03) 9320 6888.

## Assessment of applications

An initial check will be conducted by the Department to ensure eligibility of the applicant and the application aligns with the funding requirements.

Eligible applications will be progressed to a cross-agency panel who will assess how strongly the application addresses the mandatory funding criteria outlined above, and the applicant's capability to deliver the funding outcomes.

Applicants may be asked to submit further details or provide clarification during the assessment process.

## Funding decisions

The application assessment and funding recommendation process may take several months.

Funding outcomes will be announced by the Minister for Multicultural Affairs and all applicants will be notified by email on the outcome of their application. Please refer to the website at [www.cyjma.qld.gov.au/multicultural-affairs/programs-initiatives/community-action-multicultural-society-cams-program](http://www.cyjma.qld.gov.au/multicultural-affairs/programs-initiatives/community-action-multicultural-society-cams-program) for all information and public notices relating to the CAMS program funding round.

## Successful applicants

All applicants successful in receiving funding will be required to:

- **enter into a funding agreement** and comply with the requirements and conditions of the agreement, including complying with relevant laws and regulations in the delivery of the Funded Activity including:
  - negotiating an Activity Plan with the Department aligned to the funding application
  - complying with relevant requirements when working with children such as a Blue Card, and child protection policies and procedures.
  - complying with the principles of the Human Services Quality Standards to take into consideration the rights and individual needs of participants. Visit [www.communities.qld.gov.au/industry-partners/funding-grants/human-services-quality-framework/overview-standards](http://www.communities.qld.gov.au/industry-partners/funding-grants/human-services-quality-framework/overview-standards) for more information.
  - before accepting, ensure you carefully read the funding agreement, including funding deliverables, to ensure all information is correct.
- **complete funding documentation and return to the Department**, including:
  - an Electronic Funds Transfer form that provides the Department with the applicant's bank account details required for the direct deposit of the funds



- if registered for GST, complete an Agreement to Issue Recipient Created Tax Invoice form which allows the Department to create an invoice on the applicant's behalf OR
- if not registered for GST, issue an invoice to the Department for the relevant funding payment.
- **acknowledge the Queensland Government funding** with the use of a logo on all promotional material associated with your funded project. This will be provided to you by the Department.

## Reporting

Organisations funded under the 2022-24 CAMS program will need to submit online reports advising of progress achieved in delivering outcomes through approved activities by:

- 28 July for progress during six months from 1 January to 30 June.
- 28 January for progress during the six months from 1 July to 31 December.

Multicultural Affairs will draw on report content to evidence program outcomes. The Department is subject to the *Information Privacy Act 2009* and the *Right to Information Act 2009*. Reports should not contain participants' personal information without their consent.

Funded organisations will also be required to provide six-monthly information on funding expenditure, in a form provided by the Department, and provide an Annual Acquittal Statement/Certificate of Expenditure for CAMS program funding.

## Payment schedule

Per annum funding will be paid in six-month installments, by 28 February and 28 August each year provided reporting requirements are satisfactory and up to date.

Payments will be made by electronic transfer. Payment is subject to the organisation completing and submitting the Agreement to Issue Recipient Created Tax Invoice form .

## Further information

For further details on the 2022-24 CAMS program and the funding application process, please refer to Questions and Answers fact sheet and recorded information brief on the Department of Children, Youth Justice and Multicultural Affairs website at [www.cyjma.qld.gov.au/multicultural-affairs/programs-initiatives/community-action-multicultural-society-cams-program](http://www.cyjma.qld.gov.au/multicultural-affairs/programs-initiatives/community-action-multicultural-society-cams-program).

If you any queries after accessing all available information, please contact Multicultural Affairs by emailing [MAfunding@dlgrma.qld.gov.au](mailto:MAfunding@dlgrma.qld.gov.au).

All queries will be answered by email and responses made publicly available on our website.

## Appendix 1

Local Government Area	CAMS program	Funding per annum (GST exclusive)
Gold Coast	Gold Coast 1	\$142,000
	Gold Coast 2	\$142,000
Logan	Logan 1	\$142,000
	Logan 2	\$142,000
Ipswich	Ipswich	\$142,000
Lockyer Valley	Lockyer Valley	\$81,500
Redland	Redland	\$81,500
Toowoomba	Toowoomba	\$142,000
Brisbane	Brisbane 1	\$142,000
	Brisbane 2	\$142,000
	Brisbane 3	\$142,000
Moreton Bay	Moreton Bay	\$142,000
Sunshine Coast	Sunshine Coast	\$142,000
Fraser Coast	Fraser Coast	\$81,500
Bundaberg	Bundaberg	\$81,500
Gladstone	Gladstone	\$81,500
Rockhampton	Rockhampton	\$142,000
Mackay	Mackay	\$81,500
Mt Isa	Mt Isa	\$81,500
Townsville	Townsville	\$142,000
Cairns	Cairns	\$142,000