



COVID-19 SMALL GRANTS

Federation of Ethnic Communities' Councils of Australia

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Welcome to Country





Introductions and Housekeeping

- This session will be recorded
- Please keep muted during the presentation
- There will be an opportunity to ask questions at the end. You can enter a question in the chat or raise your hand at the end
- If we cannot get to your question, as there are a lot of people, please send your enquiry to smallgrants@fecca.org.au



Agenda

- Background
- The COVID-19 Small Grants Fund
 - Objective
 - Eligibility
 - What it does not cover
 - Application Process
- Examples
- Reporting
- More information





Background

- ❑ In February 2021, the Australian Government released a CALD Implementation Plan for the COVID-19 Vaccination Program
- ❑ Some areas still require more attention and focus, such as addressing the barriers and issues that arise in the provisions of information and access to healthcare
- ❑ COVID-19 has highlighted the importance of CALD-targeted public health communication, that is culturally appropriate and translated accurately, not simply translated using Google Translate



The COVID-19 Small Grants Fund

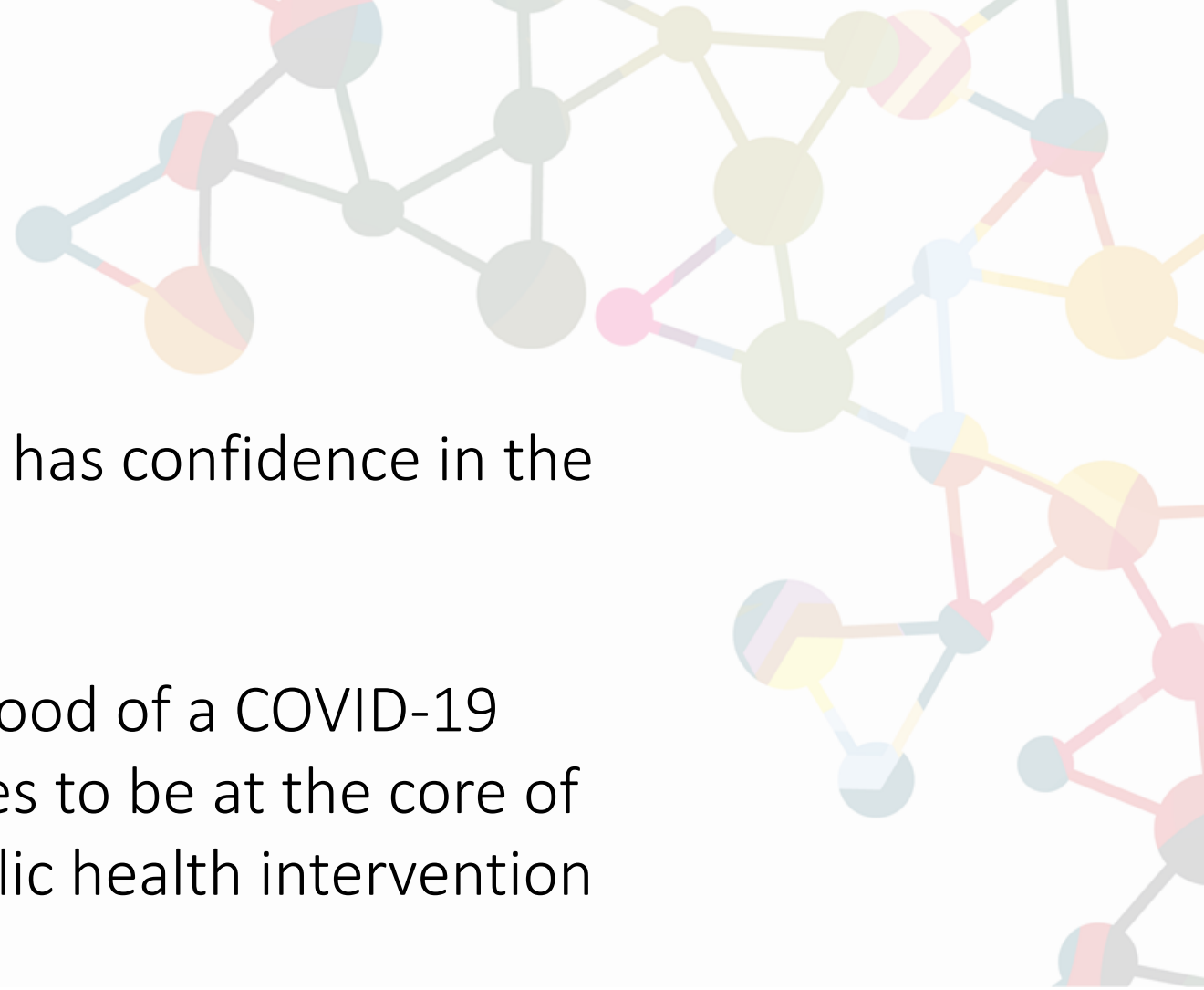
- ❑ FECCA is working with the Federal Government and other organisations to administer the CALD COVID-19 Health Small Grants Fund.
- ❑ This Fund will help multicultural community groups to lead grassroots communication activities around COVID-19 and the vaccination rollout, targeting CALD communities
- ❑ This is funded by the Federal Department of Health and will be implemented in collaboration with The Settlement Council of Australia, Migration Council Australia, and The Multicultural Youth Advocacy Network



FECCA

Objective

- To ensure everyone in Australia has confidence in the COVID-19 Vaccination Program
- To build trust in the collective good of a COVID-19 vaccine by allowing communities to be at the core of communicating this urgent public health intervention





The COVID-19 Small Grants Fund

FECCA will administer grants of **\$2500**, **\$3500** or **\$5000** to groups or organisations to fund short-term, one-off, communication and outreach projects that aim to:

- Address barriers to accessing information on COVID-19 and vaccinations
- Provide the opportunity for communities to identify and respond to issues
- Provide accurate and culturally relevant information
- Foster community involvement and participation
- Encourage partnerships among community organisations



Who is Eligible

1. Align with the aims and objectives.
2. Groups or Organisations must meet the following general eligibility criteria:
 - a. Organisations must be a not-for-profit constituted body, such as an incorporated association, or
 - b. Groups must be auspiced by a not-for-profit organisation that is incorporated and be able to accept legal and financial responsibility for the project.

(Note: the administrative costs of the auspicing organisation should be factored into the grant amount. Please contact FECCA for more details and support about auspicing)

FECCA, as the Grant Administrator, reserves the right to reject any application that does not meet the relevant assessment criteria.



What the Grants do not cover

1. Activities, projects, or initiatives that are inconsistent with the objectives
2. Individuals, private and profit-making organisations
3. Activities, projects, or initiatives that have already commenced or where the organisation has committed expenditure prior to the notification date
4. Professional fees (e.g., labour, salary, wages)
5. Interstate or overseas travel
6. Competitions, prizes, sponsorships, donations, or gifts
7. Organisation social outings and gatherings that **do not** meet the objectives (e.g., excursions/trips or celebrations/parties)
8. Fixed assets and equipment, building maintenance or capital improvements



How the Grants Applications will be Assessed

No.	Criteria	Weight (%)
1	Clearly identified community need (problem & reach)	20
2	Relevance to the objectives	20
3	Creative and strategic approach	20
4	Planning, partnerships, and capacity to deliver	20
5	Potential to apply the program to other areas	20
	TOTAL	100



Grant Process Stages

1. Grant Application
2. Grant Proposal Assessment
3. Grant Award
4. Grant Implementation
5. Grant Close





Stage 1: Grant Application

APPLICANT	ADMINISTRATOR (FECCA)
Submits grant proposal by completing online from at fecca.org.au/grants	Validates completeness of grant proposal documents
If needed, provides additional information	Validates applicant identity & referees
	Submits complete & validated grant proposal to Assessment Panel



Stage 2: Grant Proposal Assessment

APPLICANT	ADMINISTRATOR (FECCA)
	Assessment Panel reviews and scores grant proposal
	Assessment Panel endorses or rejects grant applicant
Applicant receives outcome of grant application	Informs status of grant application



Stage 3: Grant Award

APPLICANT	ADMINISTRATOR (FECCA)
Executes grant contract	Assembles and executes grant contract
Receives funding	Releases funding



Stage 4: Grant Implementation

GRANTEE	ADMINISTRATOR (FECCA)
Executes grant activities	Monitors implementation
If appropriate, engages FECCA / DoH in grant activities	If appropriate, participates in grant activities
Provides materials / outputs to be included in FECCA's various communication platforms	Amplifies grant activities / outputs in various communication platforms



Stage 5: Grant Close

GRANTEE	ADMINISTRATOR (FECCA)
Submits Small Grants Project completion report and financial acquittal	Reviews Small Grants Project completion report and financial acquittal
Receives notice of accepted completion report and financial acquittal	Notifies grant recipient of accepted completion report and financial acquittal
Participates in insight discussions	Conducts insight discussions with grant recipient/s
CALD COVID-19 Health Small Grants Project is closed	CALD COVID-19 Health Small Grants Project is closed



Examples of Communication Activities

Information Day

1. Invite members of the community to attend an information day about COVID-19 and the Vaccination Program
2. Invite speakers such as health professionals that can deliver health messages in-language
3. Have refreshments for participants
4. Have discussion sessions with participants and health professionals
5. Assist community members to make vaccination bookings
6. Conduct a survey about how participants feel about the vaccination program after attending and if they are likely to get the COVID-19 Vaccine.



Examples of Communication Activities

Real-life Stories Shared to the Community

1. A team will meet and talk to members of the community who will/have/are having their COVID-19 vaccine, getting their COVID-19 test or thinking about it
2. Record these interactions through video/photo/interviews and publish it on social media, local newspaper, radio and other media used by the community (with permission of participants) about the positive effects of the vaccine and the real-life experiences
3. Monitor how many people download and view your media
4. Record responses to the communications you have produced to see if people have received your message, if it was effective
5. Do online surveys/questionnaires about people's perceptions after viewing your media



Examples of Communication Activities

Other activities you could do

- Townhall community meeting in-language
- Community BBQ with information sessions
- Sunday School parent information drive
- Elderly community member outreach



Reporting: When you are done

Project reporting

Grantees will be required to deliver a final report with:

- a summary of communication engagement activities and outcomes
example of where content has been created and shared
- learnings and recommendations
- budget acquittal

This will be completed through an online form. Additionally, you can add a video summary documenting your report.



Reporting: When you are done

Financial reporting

- Successful applicants are required to maintain full records of receipts of project expenditure and performance outputs/outcomes for the relevant period.
- These records need to be made available to FECCA upon request if a financial and performance audit is undertaken.



More Information

- ❑ Please visit the COVID-19 Small Grants webpage for more information and for updates fecca.org.au/grants
- ❑ Download the COVID-19 Small Grants Application Guidelines from the webpage
- ❑ Sign up to the FECCA mailing list to keep informed on the latest developments on the project at fecca.org.au/get-involved/stay-informed



FECCA

Thank you!

Questions?

We are here to help! If you are unsure about anything about the project or have any questions, please contact smallgrants@fecca.org.au