



Grants SA 2024-25 Social Impact Round Two Funding Guidelines

For Eligible Organisations with annual revenue < \$3m

Tier 1 Grants up to \$10,000 Tier 2 Grants up to \$30,000

Open date: 3 February 2025

Close date: 3pm 17 March 2025



OFFICIAL

The Department of Human Services

At the Department of Human Services our mission is to develop and implement modern, innovative, and relevant services across our entire community so all South Australians can be connected and included. Our programs and services aim to ensure South Australians are safe, empowered and connected in their communities.

The Department has three strategic priorities:

1. Increasing inclusion, independence, and shared decision-making for all.
2. Supporting our communities when it matters most.
3. Delivering modern services for our communities.

About Grants SA

Grants SA offers funding to eligible organisations for projects with outcomes of improved community participation, social and emotional wellbeing, and quality of life for people living and working in South Australia.

Priority focus groups

Funding is prioritised for projects that support people and/or communities experiencing socioeconomic disadvantage and other vulnerabilities and who may face additional barriers to accessing services such as:

- Aboriginal peoples.
- People from new and emerging culturally and linguistically diverse (CALD) communities.
- People with disability, with a focus on those not currently supported through the NDIS.
- LGBTIQ+ community.
- People who are financially disadvantaged (for example unemployed, in receipt of government support payments, health care card).
- People residing in communities identified as places where persistent and/or relative location-based disadvantage exists (including rural/remote). Areas of disadvantage as identified by the Socio- Economic Indexes for Areas (SEIFA Index¹).

¹ Areas of disadvantage as identified by the Socio- Economic Indexes for Areas (SEIFA Index)

<https://www.abs.gov.au/ausstats/abs@.nsf/Lookup/by%20Subject/2033.0.55.001~2016~Main%20Features~IRSAD%20Interactive%20Map~16>

Grants SA funding aligns to the Department of Human Services':

- Social Impact Framework²
 1. Aligned to outcomes – Social impact objectives.
 2. Designed for impact – Design criteria.
 3. Developed in partnership – Partnership principles.
- SA Government's commitments under Closing the Gap³ - Priority Reform Two: To increase the amount of government funding for Aboriginal and Torres Strait Islander programs and services going through Aboriginal and Torres Strait Islander Community-Controlled Sector.

2024-25 Social Impact Round Two Key dates

This round is open between **3 February 2025** and **3pm 17 March 2025**.

Notification of outcome will be after **1 June 2025**.

Grant agreement period will start **1 July 2025** and end as follows:

Tier 1 projects – **30 June 2026**

Tier 2 projects – **31 December 2026**

Enquiries and feedback

If you have any questions about applying for a grant through Grants SA or to discuss a potential project for an application, please contact:

Grants SA Team

Phone: 1300 650 985

Email: grantssa@sa.gov.au

Website: www.dhs.sa.gov.au/grantsSA

² DHS Social Impact Framework - <https://dhs.sa.gov.au/services/community-services/social-impact-framework>

³ Closing the Gap - <https://www.agd.sa.gov.au/aboriginal-affairs-and-reconciliation/closing-the-gap>

Eligibility Requirements

Who can Apply?

To align with the *Charitable and Social Welfare Fund*, Grants SA can only award funds to the following eligible organisation types:

- Aboriginal Community-Controlled Organisations (ACCO), or
- Not-for-profit organisations⁴, or
- Social Enterprises⁵

ACCOs and Not for Profit organisations must be incorporated under the South Australian Associations Incorporation Act, the Corporations (Aboriginal and Torres Strait Islander) Act 2006, or have evidence of a comparable legal status, such as an Australian Public Company limited by guarantee,

Social Enterprises must hold a current certification from Social Traders.

Unless you are Social Enterprise, you **may not apply** if you are an individual, sole trader, a for-profit organisation, a private company, or a trust (except fixed trusts).

Organisations must:

- Be currently registered with a valid and eligible Australian Business Number (ABN).
- Have an Australian bank account in the name of the legal entity.
- Have been operating or established as a legal entity for more than 12 months
- Be currently operating within South Australia and delivering programs, services, or initiatives to residents of South Australia.
- Have annual revenue less than \$3 million for a financial year within the last two years
- Agree to the terms and conditions of the grant agreement.

Organisations must not:

- Have any outstanding contractual or financial obligations (acquittals, unpaid invoices) for any funded Department of Human Services projects/programs.
- Have licensed gaming machines in their facilities or hold a gaming machine license.
- Be educational institutions or related representative bodies (e.g., schools and/or their parent or student associations, universities, colleges).
- Be Government agencies (Commonwealth or State Departments and Local Government Agencies). Local Government Agencies can only act as sponsors for community organisations.

⁴ SA.gov.au www.sa.gov.au/topics/family-and-community/community-organisations/types/not-for-profit-organisations.

⁵ Social Traders certification - <https://www.socialtraders.com.au>

Sponsoring an organisation to apply (Auspicing)

Not for profit community organisations that are not incorporated and/or do not have an ABN can be sponsored by an eligible organisation or a local Council.

A sponsorship agreement [form](#) is to be completed and signed by both organisations to confirm their sponsoring relationship and is to be uploaded in the application form.

The sponsoring organisation is responsible for:

- submitting the grant application online.
- entering into the grant agreement and accepts legal and financial responsibility for the grant.
- all aspects of the management of the grant including acquitting the funding.

Any eligible organisation or sponsored organisation can be funded for a maximum of two Grants SA grants per financial year.

Funding Opportunities for this Grant Round

Tier 1: Resources and Equipment

Grants up to **\$10,000** are available to support the following;

- **Equipment purchases and resources to support community participation and volunteering.**
Examples: catering equipment, furniture, shelving, storage, resources to host a community event or a new activity, external training to upskill volunteers.
- **Resources for community spaces, including community gardens.**
Example: hard or soft furnishings, garden equipment, raised garden beds, BBQ's,
- **To build digital connectivity, access, and capability**
Example: IT equipment, digital skills volunteer training.

Tier 2: Infrastructure and Short-term Community Development Programs

Grants of up to **\$30,000** are available to support the following;

- **Minor upgrades to infrastructure to improve physical access, install other devices to facilitate inclusion of priority groups or to expand / improve community spaces.**
Example: disability access upgrades and accessible bathrooms, devices for inclusion (e.g. to enhance sound, tactile guides for people with reduced vision); build or modify rooms to expand delivery of activities, create sensory spaces ; build outdoor spaces.
- **Projects or short-term programs responding to community need.**
Example: employing a project officer or another provider to coordinate or deliver a new short term program; equipment required for the program.
- **Creating and expanding places where communities gather.**
Example: establishing a community food garden, an outdoor meeting space, a community workspace to undertake activities, a community sensory room.
- **Intergenerational projects, mentoring, skill sharing.**
Example: workshops, demonstrations, learning sessions.

Lower priority will be given to applications for projects that are aligned with the areas of responsibility of other Federal, State or Local Government Departments: Sport and Recreation, Health, Tourism, Arts, Multicultural events and Education.

Ineligible Items and Projects

Grants SA funding cannot be used for the following items. If these items are included in the budget for your application, they will be removed from your funding request:

- Core business costs ie operational staff wages, rent, insurances, utilities, internet, websites, phones, phone systems and video conferencing, purchase or lease of buildings, land, vehicles, or lease of IT equipment. Payment of volunteers, boards or committee members (including honorariums).
- Marketing and administration costs above 10% of the total project value.
- Retrospective funding for items, services, or resources already paid for or purchased.
- Items to be purchased and distributed to individuals as prizes, awards, gifts, trophies, sponsorships, donations, reimbursements, uniforms, and costumes.
- Emergency and food relief (e.g., food hampers, food vouchers, pre-paid store cards, individual debt, or bill payments).
- First aid or emergency equipment, including defibrillators and first aid kits.
- Grants writer, auspice, audit fees, research projects, feasibility studies, Council and/or building approvals.
- Purely sport and/or recreational activities. Applications from sporting clubs must demonstrate charitable outcomes and benefit to the broader local community and [Priority focus groups](#).
- Projects that focus on Religious, political, or animal welfare outcomes

Applying for this Grant round

Applications are to be submitted using the online application form via the SmartyGrants online portal. This link is available via www.dhs.sa.gov.au/grantsSA.

The application must be endorsed by two authorised signatories for the organisation (that is, Chief Executive, President, Chairperson, Treasurer, or Secretary).

When completing your application, it is recommended you consider:

- The [assessment criteria](#) that will be used to evaluate the need and merit of your proposal against other applications.
- Allowing enough time to complete and upload required documents, including obtaining quotes for goods and services.
- That your Budget clearly identifies the items the Grants SA funds will support if the application is successful. Budget allocated for the project must be realistic and quotes are to be uploaded.
- Including other sources of income for the project in your budget: other grants, government or organisational contribution or in-kind support.
- Providing letters of support or confirmation from any partner organisations of their commitment to the project.
- Uploading photos, particularly to support projects for infrastructure upgrades.

Required Documentation

Applications will be assessed on the documentation provided at the time of submission. For this Grant round, required documents are:

Evidence of <\$3 million Annual revenue for a financial year within the last two years:

- ACNC registered organisations - ensure your end of financial year report on the [ACNC website is](#) up to date.
- If your organisation is not ACNC registered, you will need to upload a copy of your most recent end of year financial report showing assets, annual income and expenditure.

Please note: applicants that do not provide adequate financial reports will be deemed ineligible for this grant round.

Tier 2 Infrastructure Projects must provide:

- Evidence of freehold ownership, OR
- If the building/land is owned by another entity, evidence of minimum three year leasehold arrangements and written consent by the land/building owner for the works.
- Where relevant, copies of site plans or photos can be submitted with the application to assist the Panel assessing applications.

Tier 2 Community Development Projects requesting funding for wages must upload:

- A completed form outlining the role and responsibilities of the project officer / employee engaged for the project, consistent with the activities scheduled in your project plan. Please note that if you are expanding an existing employee's role, the difference between their current role and the proposed project role is to be clearly identified.

Applications must be submitted before 3pm on 17 March 2025.

We encourage you to complete and submit your application at least **one hour before the round closes** to avoid any unforeseen system issues that may impact your submission.

If you foresee difficulty meeting the deadline due to documents not being received in time or are experiencing technical issues, please contact us before the round closes for assistance. If you do not submit your application by the deadline, your application will not be accepted.

Assessment Panel and Criteria

The Assessment panel comprises external community members with relevant specialist expertise. The information included in your application is confidential, with staff and assessment panels bound by DHS policies and procedures.

The Assessment Panel assesses each application against the **Assessment Criteria in Table 1**. The matrix questions guide evaluation of each application for the need and merit of the proposal and establish if the community and /or organisation has the leadership capability, skills, and resources to deliver the desired outcomes.

Grants SA may assist the Assessment Panel by contacting persons listed in your application for assessment purposes, such as referees, partners, supporters, or those nominated as persons of authority.

Assessors may also take into consideration the geographic or demand-driven funding distribution to ensure a range of proposals are supported and an equitable distribution of funding throughout South Australia.

Grants SA funding is very competitive and there will not be enough funds to support all applications submitted.

Table 1 Assessment Criteria Matrix

Linkage to the published Guidelines 20%	How well does the application align with the funding focus? Does the application identify strategies to support inclusion of any of the priority groups?
Community need 30%	What community need is being addressed? How will this project address the community need?
Direct Community Impact 30%	The extent of the impact or benefit of the project for the identified beneficiaries and DHS priority groups. Tier 2 Projects – the extent to which the application establishes that the organisation can deliver the project - the project plan timeframes, resources, capacity of personnel or contractors involved and a schedule of activities
Value for Money 20%	The value for money given the number of people who will benefit and the potential cost of delivery in the identified region. Applications must contain reasonable and realistic costs as outlined in attached quotes.

Outcome Notification

All applicants will be notified of the outcome of their application by email **after 1 June 2025**. Unsuccessful applicants are encouraged to contact the Grants SA team for feedback on their application.

Successful applications

Successful grant recipients will have their organisation name, Project title and funding allocation published on the [DHS website](#).

You will receive an agreement detailing the terms and conditions of the funding provided. All applicants will be required to sign this agreement and comply with all conditions, which include requirements to:

- submit an online final report accounting for how the funding is spent (financial acquittal).
- measure and report on the outcomes from the funded project (project evaluation)
- have public liability insurance – a minimum of \$1 million or as required in your agreement.
- appropriately acknowledge the State Government of South Australia as a funding source for the project

Payment will be made in accordance with the terms and conditions of the funding agreement.

Reporting Requirements

On project completion, you are required to submit an acquittal report via Smartygrants including a signed declaration confirming the allocated funds were spent in accordance with terms of the agreement. Copies of all receipts of purchases funded through Grants SA must be submitted.

You will be asked to complete a short report covering:

What did you do?	How did funding address an immediate need within your community? What impact (difference) did the project make to the community?
What is the outcome your project achieved?	How did the purchase of resources and/or equipment assist your organisation to support its community? How were individuals and/or the community better off from this project?
What did you learn and what would you do differently?	Describe any learnings from the project or your organisation's experience during the project.
How was your Grants SA experience?	Please summarise your experience and if you have any suggestions for improvement.

Communication

If spending of the grant is affected

You must inform Grants SA if anything is likely to affect the spending of the grant in accordance with the agreement.

If you want to vary the contract

You must seek approval to vary the original contract from Grants SA. This includes any:

- Changes to purchases (including change of supplier).
- Timeframes.
- Business activities, particularly if they affect the ability to complete the activities stated in the grant.

If your contact or banking details change

You must also inform us, via email, of any changes to your:

- Organisation name.
- Nominated contact details of key contacts.
- Addresses (including emails).
- Bank account details.

DHS Acknowledgement

The State Government of South Australia may be appropriately acknowledged as a funding source for the project.

You must not make, or permit to be made, a public announcement or media release about any aspect of the grant agreement without first giving reasonable notice, in writing, together with a summary of the proposed public announcement or copy of the media release, to the Minister through Grants SA staff.

Links to Policy

Grants SA links to the objectives, principles and recommendations in South Australian Government strategies and policies:

- Department of Human Services Strategic Plan 2022–2024: <https://dhs.sa.gov.au/about-us/strategic-plan>
- Department of Human Services Social Impact Framework: <https://dhs.sa.gov.au/services/community-services/social-impact-framework>
- Closing the Gap: <https://www.agd.sa.gov.au/aboriginal-affairs-and-reconciliation/closing-the-gap>