



WESTERN AUSTRALIA POLICE FORCE

## COMMUNITY CRIME PREVENTION FUND GUIDELINES

### (1) OVERVIEW

The Community Crime Prevention Fund supports local community crime prevention initiatives, involving or supported by the police and the community working together on projects to address identified crime prevention priorities.

#### Crime Prevention Priorities

- Prevention and early intervention to address the needs of children and families including contributing to preventing and combatting family violence
- Reducing youth offending
- Reducing Aboriginal offending and victimisation
- Addressing and reducing drug and alcohol related crime and
- Targeting priority crimes in Western Australia as identified.

Applicants can apply under one of the above crime prevention priorities for a grant of up to \$25,000. Project timeframes are not to exceed 12 months.

### (2) APPLICANT ELIGIBILITY

The following organisations are eligible to apply for grant funding from the Community Crime Prevention Fund:

- Incorporated not-for-profit organisations
- Aboriginal corporations registered under the *Corporations (Aboriginal and Torres Strait Islander) Act 2006* and
- Local Government Authorities.

The following are not eligible to apply for grant funding from the Community Crime Prevention Fund:

- Federal and State Government agencies
- Academic institutions
- Individuals and
- Commercial for-profit organisations.

*NOTE: If your organisation is a non-incorporated, not-for-profit organisation seeking funding for a project, please contact the Grants Team on 9222 1423.*

### (3) SELECTION CRITERIA

In deciding whether a grant is to be made from the Community Crime Prevention Fund, the following criteria will apply:

- Eligibility of the applicant
- Proposed project addresses local/district policing crime prevention issues and priorities
- A demonstrated need and potential impact of the proposed project
- Crime prevention outcomes and the outcome measures identified in the proposed project are appropriate, achievable and assessable
- Level of involvement and/or support from local organisations and the community
- Extent to which the proposal has attracted investment by other funding bodies
- Demonstrated capacity of the applicant to implement the proposed project
- Demonstrated capacity of the applicant to manage the financial and reporting obligations of the proposed project
- Grant amount requested does not exceed \$25,000
- Requested project term of 12 months and
- Value for money.

Grants from the Community Crime Prevention Fund will not be provided for the following purposes:

- Projects that conflict with current government policy
- Equipment items such as office equipment, computing equipment, motor vehicles or machinery (note: sporting and musical instruments are eligible for consideration of funding. Equipment items normally ineligible for consideration of funding may be granted at the discretion of the Minister based on project impact)
- Capital works, this includes CCTV infrastructure
- Activities that are already established
- Any activity or event that does not occur in Western Australia
- Legal or industrial action
- Meeting existing debts/financial obligations or retrospective funding
- Fundraising
- Offering prizes or gifts
- Promotional products (note: products used to promote community safety and crime prevention messages are eligible for funding)
- Ongoing projects that require continuing grant support
- To applicants that have not fulfilled previous grant requirements, including acquittal reports and evaluations
- To projects or applicants previously defunded by state or commonwealth government agencies due to performance and/or integrity issues or
- Supporting the organisation's core business.

#### **(4) DECISION MAKING AND APPROVAL PROCESS**

All grant applications are assessed by the Community Crime Prevention Fund Advisory Committee. This Community Crime Prevention Committee is responsible to the Minister for:

- Assessing funding applications from the Community Crime Prevention Fund for the purposes stated in Part (1) of this document
- Making funding recommendations to the Minister for consideration and
- Providing advice on matters pertaining to the administration of the Community Crime Prevention Fund and policy framework.

The Community Crime Prevention Fund Advisory Committee may include, but not be limited to, representatives from:

- Western Australia Police
- Department of Local Government
- Department of the Attorney General
- Department for Communities
- Community (i.e. a community representative)
- Content experts as required.

A Conflict of Interest Declaration is signed by all committee members to address any conflicts of interest in the grants assessment/recommendation process.

A grant from the Community Crime Prevention Fund will only be made by the Minister where the grant funding:

- Is for the purpose(s) and applicants as specified in Parts (1) and (2) of this document
- Complies with State Government policy

## **(5) PAYMENTS**

All applicants will receive written advice of the outcome of their application and a letter of agreement advising of any special grant conditions. Grant monies will be released from the Community Crime Prevention Fund at the discretion of the Minister, as outlined in Part (4) of this document.

## **(6) PROJECT EVALUATION**

Assessing project outcomes will assist in establishing 'best practice' models and maximising the investment of crime prevention funds. Consequently, a project evaluation must be provided within two months of project completion (or as otherwise agreed). This evaluation must report against the project's expected outcomes, using the outcome measures stated in the grant application, service specifications and any subsequent correspondence. The evaluation report will assist in assessing the completed project to:

- Confirm the project was implemented as per the application
- Compare the project's expected outcomes to its actual outcomes
- Take into account any problems in implementing the project and
- Evaluate the project's overall effectiveness.

## **(7) FINANCIAL ACQUITTAL**

A Financial Acquittal statement, with tax invoices/receipts covering project expenditure, must be provided within two months of project completion (or as otherwise agreed). The project expenditure must be itemised and in line with the grant application and subsequent correspondence unless the applicant received approval from the Grants Team to vary the project budget. The Financial Acquittal statement must be signed by the Chairperson, President, Chief Executive Officer or a formally delegated officer of the organisation.

## **(8) TERMS AND CONDITIONS**

The Terms and Conditions attached to this document will form part of any subsequent agreement, where the Minister has directed that a grant be made from the Community Crime Prevention Fund.