Program overview

1. What changes have been made to the program this year?
   An additional stream of funding has been introduced in 2019-20 to support councils develop comprehensive graffiti management strategies. The program guidelines clearly outlines the range of activities that can be funded under each stream.

2. Can councils apply for funding through both streams?
   Yes. Council can apply for funding for activity under both streams in either a single application or separate applications as long as the total amount requested is no more than $30,000 per application.

3. Can councils apply for more than one grant?
   Yes. Councils can submit multiple applications for Graffiti Prevention Grants funding, however each project must be independent of the others. Applications that rely on the funding of other Graffiti Prevention Grants applications cannot be assessed on their own merit. This also means that large or complex projects cannot be broken into smaller projects to meet maximum funding caps.

4. Who can apply for Graffiti Prevention Grants funding?
   Only Victorian councils are eligible to apply for Graffiti Prevention Grants. Community groups and organisations interested in local graffiti prevention should contact their local council to discuss their ideas and the possibility of becoming a project partner. Council contact details are available at knowyourcouncil.vic.gov.au/councils

   Applications made directly by community groups and individuals are ineligible for consideration.

Working with partners

5. Is a community partner required?
   Projects that involve a range of community stakeholders generally have a better chance of success. Councils applying under Stream 1 need to demonstrate that the strategic plan will be developed in conjunction with the community.

   If you intend to apply under Stream 2, you will need to partner with at least one community-based group or organisation for the project to be eligible for funding.

6. Can grant funding be provided to community partners to resource their involvement?
   Yes. The amount of funds to be provided to partner organisations should be clearly identified in the project budget contained in your application. The applicant council will be responsible for distributing any funds to partner organisations and reporting on its usage. Any organisations that receive grant funding will be required to support the council’s reporting to government on the use of grant funds.
7. **What level of council involvement is expected in a Graffiti Prevention Grants project?**

One of the Graffiti Prevention Grants program objectives is to support councils and their communities to work together to address graffiti. Accordingly, strong council involvement is expected in projects beyond what may be considered an 'auspice' arrangement. At a minimum, council is expected to undertake the responsibilities listed in the Grant Guidelines, available at crimeprevention.vic.gov.au/graffitigrants.

8. **Our council has a number of community groups that are interested in graffiti solutions. Should we start a new application for each community group?**

If a council has a number of community groups suggesting a similar graffiti solution, it may make sense to group the activities into one larger project to streamline administrative responsibilities and provide better value for money than multiple small projects.

### Eligible activities

9. **Can I apply for funding for activities that are not listed in the *What will be funded* sections of the guidelines?**

The *What will be funded* section provides suggestions of the type of activities that can be funded under each stream. They do not provide an exhaustive list of eligible activities however and you may come up with project ideas that are not listed.

The program cannot fund activities that are specifically listed in the *What will not be funded* section of the guidelines however.

10. **Can a project include multiple graffiti prevention activities?**

Yes. Multi-faceted approaches to graffiti prevention are more likely to be successful and have a stronger impact and are encouraged. For example, environmental design (CPTED) projects often include multiple activities and initiatives, such as place activation and urban design elements.

The activities you propose should be informed by a clear assessment of the specific local environment and the issues the community is experiencing (the problem), and be designed to specifically address that problem within the local context.

The Community Crime Prevention website (crimeprevention.vic.gov.au/graffitigrants) and YouTube channel Youtube.com/CCPUDoJVicTV feature a number of previously funded graffiti prevention projects, case studies and graffiti resources that may assist with project ideas.

11. **Do projects incorporating murals and public art require an education component?**

Yes, any project incorporating murals or public art involving young people must include a structured education component for those young people about the consequences of engaging in illegal graffiti and the impact graffiti can have on the community. For further information please refer to the anti-graffiti education fact sheet available at crimeprevention.vic.gov.au/graffitigrants.

12. **Can we apply for funding for graffiti removal activities and resources?**

Yes, but only as part of a broader graffiti prevention project. These activities may include provision of graffiti removal kits, portable graffiti removal systems, graffiti trailers, resources to support community clean up days and other graffiti removal costs. The budget for graffiti removal activities and resources to support a broader graffiti prevention activity must not exceed $10,000 or one third of total grant funds (whichever is lower).
Providing evidence

13. What evidence can we use to demonstrate need for a project?

Evidence of the need for a proposed project may include:

- graffiti audits demonstrating the frequency and extent of the problem
- community reports and complaints
- reported offences
- maintenance data including cost of clean up
- local community survey results
- information from local groups
- photographic evidence from a particular site/s identified as a “hotspot/s”
- information from local police
- reported crime data from the Crime Statistics Agency
- any other information that may support your claims about the nature and extent of the graffiti problem and its impact.

14. What evidence is required to show community engagement/participation?

You need to demonstrate that your community partners support the project proposal and have agreed to be involved or to undertake specific roles and responsibilities. Evidence can include letters, emails or minutes of meetings from your key community project partners that confirm their support and role in the project.

This is particularly important where your proposed community partner has a key role in the project. For example, if your project involves delivering an anti-graffiti education program with a local school, you should provide evidence that the school has agreed, at least in-principle, to participate.

Where you are proposing to engage the broader community, you should also clearly indicate how you will do this.

Project budget and planning

15. Can Graffiti Prevention Grants funding be combined with funding from other sources?

Yes, your project can include other funding sources. Co-contributions are encouraged and highly regarded, as this demonstrates council commitment to the project. You must list these other funding sources (which can be financial or in-kind) in your budget, noting whether the funding has been confirmed or, if not, what date it is expected to be confirmed.

If other funding sources are not confirmed at the time you submit the application, you must indicate how the project will be delivered if the income is not received as this will be considered in assessing the viability of the project.

16. Can grant funding be used to cover project management costs?

Where appropriate, grant funding can be used to cover project management costs. It will depend on the nature of the project and must be proportionate to the total project cost.

17. Should quotes be included with the application?

Yes. Your project will be assessed for value for money and viability so wherever practicable, include quotes to support your budget. If you can’t get quotes, include cost estimates and identify the key information that has been used to inform these estimates, for example, the confirmed cost of similar services provided for another project.
Submitting an application

18. I haven't used an online application before. What help is available for me?

The application form is easy to complete via an online application system called SmartyGrants. If you experience any technical difficulties while writing, saving or submitting your application, please contact SmartyGrants Support by phone (03) 9320 6888 or email at service@smartygrants.com.au.

Application writing tips

- Respond fully to each of the four assessment criteria, noting their relative weightings.
- Be clear and provide evidence outlining the scope of the graffiti problem and its impact, as well as clearly explaining what activities you will deliver and how and why you think these will address the problem.
- Be specific when referring to the graffiti problem and its location, do not make generalisations.
- Do not assume the reader has any knowledge of your council, the local community or the background to the proposed project. Be descriptive, but don't go overboard.
- Stay on subject. Consider asking a colleague who works in another area to read the application, to check it makes sense to someone who doesn't know the issue as well as you.
- Use attachments to provide supporting information and evidence. When attaching large documents, indicate in your response the pages and/or sections where the relevant information is located.

Grant application outcomes

19. When will funding decisions be made?

It is anticipated that outcomes will be advised within two months of the Graffiti Prevention Grants closing date, however this will depend on the number of applications received.

20. Will I be given feedback if my application is unsuccessful?

Unsuccessful applicants will receive a letter advising them of the outcome of their application. This will include details of a team member who they can contact to obtain specific feedback.

Further assistance

If after reading these frequently asked questions and the grant guidelines you require further information about the Graffiti Prevention Grants, please contact the Grants Information Line on 1300 221 249 between 8.30am and 5.00pm weekdays except for public holidays. Alternatively, you can contact the Department of Justice and Community Safety’s Community Crime Prevention Unit via email at graffiti@justice.vic.gov.au

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