

Targeted Responses to Youth Crime

Frequently asked questions (FAQs)

Updated 12 February 2024

Can we use funds to purchase a vehicle?

Purchase of assets, including capital items with a useful life of more than 12 months, is not allowed (refer to page 5 of the [Program Information and Grant Guidelines](#)).

Can we use the funds to purchase equipment for sports (for example basketballs, rugby balls or volleyballs)?

Yes, you can purchase sporting equipment as long as the value of each item is less than \$5,000. Any items that are relevant to your proposed project should be included in the budget. Page 5 of the [Program Information and Grant Guidelines](#) provides further information on what funding cannot be used for.

Can we add in transport costs for staff to get to venues to provide services and home visits?

All costs associated with running your proposed project should be included in your budget. This includes transport costs if specific to your project proposal.

Can we apply for staff salary for a specific program for eligible Youth Justice clients and families?

Yes, your application for funding can include staff salaries unless those salaries relate to existing staff performing usual business operations. Your budget should include salary costs related to your proposed project.

Is the development of a technology product or software considered a capital item?

Software or the development of a technology product is not considered a capital item, even if the useful life is more than 12 months.

Is the Budget Section GST Inclusive or Exclusive? How will GST be managed?

Budgets submitted in SmartyGrants should be GST exclusive. All successful grant applicants are required to be registered for GST, as such, when disbursing grant funding to successful organisations, GST will be added to total amount of funding requested in your application/budget.

What age range does the funding target?

The focus is on individuals and groups generally aged 10 to 17, as this is the key target group who are subject to the Youth Justice Act.

Will the department help us gain access to young people who will be participants of the program?

The department can promote the program to young people on youth justice orders and may also refer young people to the program.

Please note, engagement in most Youth Justice funded or delivered programs is voluntary unless it is part of a court order.

Will the department provide a venue/premises where the program could be delivered?

This may depend on the target group, program type, frequency and geographic location of the program proposed to be delivered. You should clearly identify where you intend the program to be delivered in your application.

What duration does a short-term project constitute?

There is no specified duration. Your application must include a clear project plan outlining activities and major milestones, including when you expect the project to finish.

When will an industry briefing be held?

An industry briefing video will be available in late November and shared on the [Targeted Responses to Youth Crime grants website](#).

The SmartyGrants application checklist mentions a video. Where can I find that?

The video referred to is the industry briefing. Information is regularly updated on the [Targeted Responses to Youth Crime grants website](#) – recorded information, presentations about the grants, program information and guidelines, and other helpful resources will be posted there. Please continue to check the website to stay up to date.

Can I get some advice about my idea, or feedback on my application before the grants round is closed?

To ensure all potential applicants receive consistent and impartial information, the department cannot discuss the suitability of individual proposals during the opening of the grants round.

Is there a limit to what can be included in my application?

Your response must be no more than 500 words for each of the three criteria.



Are supporting documents required?

You will be prompted throughout your application when you need to upload documentation (for example, when you need to provide evidence that community consultation has occurred and there is community support for your finalised project plan).

Extra information or supporting documents like news stories, annual reports, references, or program brochures are not required as part of your application. Ideally, everything you need to tell us should be in your response to the mandatory criteria. Refer to page 4 of the [Program Information and Grant Guidelines](#) for further information.

Only successful applicants will be required to provide supporting documents like evidence of insurance and other relevant registrations (for example, a Blue Card). Evidence of partnerships and consultation and collaboration must be provided with your application.

If I want to include supporting documents, what type or format do they need to be?

We understand that sometimes the best way to explain an idea or concept is visually, like an infographic, diagram, or drawing. No more than five single sided A4 pages can be uploaded via SmartyGrants. This may include letters of support, evidence of partnerships, infographics, diagrams, drawings, pictorials, graphs, charts and/or tables.

If you have other types of files you wish to submit as part of your application, please contact YJ_grants@cyjma.qld.gov.au.

Is there a set amount or percentage of the total budget that can be used for administrative costs?

What an individual, group or organisation considers the administrative cost of operating their business may be different. The budget you submit should realistically reflect the cost of delivering the project. Please refer to page 5 of the [Program Information and Grant Guidelines](#) for further information on what funding cannot be used for. for further information on what funding cannot be used for.

When does the project need to start and finish?

Projects are expected to commence from April 2024. Your application must include a clear project plan outlining activities and major milestones, including when you expect the project to finish.

When do funds need to be acquitted by?

How frequently you need to report and when funds need to be acquitted will depend on a range of factors, including major milestones in your project plan and the size and duration of your project. Successful applicants will be advised of the dates that progress reports must be submitted, and grants funds must be acquitted.

I'd like to undertake an evaluation of existing services/programs to identify where there might be areas for service delivery improvement. Is that a suitable project for these funds?

Funding for an evaluation cannot be provided with a Targeted Responses to Youth Crime grant. External and independent evaluations are contracted through other government procurement processes, which are advertised via QTenders.

You can sign up for official procurement and tender alerts and updates via the QTenders website at <https://qtenders.hpw.qld.gov.au/qtenders/>.

I'm an individual and I have a great idea for a program, can I apply for a grant by myself?

Yes. You can apply if you have a currently registered Australian Business Number (ABN). You can also ask an eligible incorporated not-for-profit organisation, which operates or delivers services in Queensland, to auspice your project. Refer to page 6 of the [Program Information and Grant Guidelines](#) for further information on eligibility. for further information on eligibility.

What types of organisations or groups can apply?

Sole trader, partnership, co-operative, incorporated not-for-profit, company or trust. For example, a small business, an Aboriginal and Torres Strait Islander Corporation, an academic, a research institute, a local council, or a social enterprise.

What is important is that you are a currently registered legal entity. Refer to page 6 of the [Program Information and Grant Guidelines](#) for further information on eligibility.

Does an application need to be a partnership to be considered?

No. New partnerships are encouraged but a single organisation can also apply to deliver an innovative project.

My organisation wants to partner with other groups. How do we apply?

One organisation must nominate to be the lead agency and submit the application on behalf of the group. Refer to page 6 of the [Program Information and Grant Guidelines](#) for further information. for further information.

What if I have an idea that can be delivered across the state?

Each application must be for one region only. Refer to page 5 of the [Program Information and Grant Guidelines](#) for further information.

Our business has a few different projects we'd like to trial. Do we need to submit separate applications for each type of project?

Yes. If your projects are different types, separate applications need to be submitted—one for each project. Be clear in your application of the purpose of the projects, including if they complement an existing service or activity already occurring in your community, or if your projects are intended to complement each other.



My organisation operates in multiple locations. Do we need to make a separate application for every site that we want to operate in?

Yes. If the locations are in different youth justice regions. Applications can only be submitted for one region. See the section labelled Project Location, Youth Justice region in the application form on SmartyGrants.

Do I have to apply online?

All applications are required to be submitted online via SmartyGrants. In exceptional circumstances, we may consider other types of applications. You must email the department at YJ_grants@cyjma.qld.gov.au by 8 January 2023 to discuss alternative options.

What if something happens and I miss the closing date? Can I make a late application?

No. To ensure fairness to all applicants, we are unable to accept applications or supporting documentation after the closing date of 30 January 2023.

When will we find out if our application is successful?

The department expects to notify successful applicants from April 2024. Please continue to check the [Targeted Responses to Youth Crime grants website](#) to stay up to date.

We have an existing program that is being successfully run in locations across Queensland. We would like to trial the same program in some new locations. Are we eligible to apply for this grant?

Yes, the department welcomes proposals that are new to a location, particularly where stakeholder consultation indicates a local need for the program.

Can I combine other funding sources and/or in-kind support with the Targeted Responses to Youth Crime grant to deliver my proposal?

Yes. When providing your budget details, ensure your income includes the total funding requested from the Targeted Responses to Youth Crime grant as well as other funding sources (such as other grant funding) and in-kind support.

Can the department accept amendments to the Standard Terms should an application for a Targeted Responses to Youth Crime grant be successful?

No, amendments cannot be made to the department's Standard Terms of the Service Agreement.



Can our organisation apply for a Targeted Responses to Youth Crime grant while awaiting the outcome of a current grant application with either the same, or another, government department?

Yes. Applying for funding from other sources does not preclude you from submitting an application for a Targeted Responses to Youth Crime grant. Please refer to the current [Program Information and Grant Guidelines](#) to ensure your application meets funding requirements. to ensure your application meets funding requirements.

Is this funding pitched at Aboriginal and Torres Strait Islander peoples, a specific age group, and/or young people already in the youth justice system?

The Targeted Responses to Youth Crime grants are targeted at projects, designed in partnership with the local community, that can help respond to drivers of youth crime in your area, improve community safety, and achieve positive outcomes for all young people in, or at risk of entering, the youth justice system.

Your application should outline the specific age group and cohort your project is targeted at. It must also provide details on how your idea/concept is culturally safe and includes localised partnerships with Aboriginal and Torres Strait Islander peoples and communities.

Are applicants required to complete the Youth Justice Outcomes Framework (the Framework) short-term assessments?

Yes, all applicants are required to complete Youth Justice Outcomes short-term assessments. The Framework underwent significant consultation, including culturally specific consultation, and no formal qualification is expected or required to indicate what outcomes Targeted Responses to Youth Crime projects aim to achieve. Resources and support are available to understand and use the short-term assessments if required.

