

16 Days of Activism Grant Program Guidelines 2025

August 2025

Acknowledgement of Country

The Department of Communities and Justice acknowledges the Traditional Custodians of the lands where we work and live. We celebrate the diversity of Aboriginal peoples and their ongoing cultures and connections to the lands and waters of NSW.

We pay our respects to Elders past, present and emerging and acknowledge the Aboriginal and Torres Strait Islander people that contributed to the development of this document.

16 Days of Activism Grant Program Guidelines 2025

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1 Key dates and Information

Grant Application opens	6 August 2025
Information Session	11 & 13 August 2025
Grant Application closes	3 September 2025
Grant Applications Assessment	September 2025
Notification of application outcome	October 2025
Grant program results published	November 2025
Grant project/initiatives delivery	25 November – 10 December 2025
Final report and Financial Acquittal due to DCJ	30 January 2026
Decision-maker	DCJ Delegated Decision Maker
NSW Government Agency	Department of Communities and Justice
Type of grant opportunity	Open Competitive
Grant value (total available funding for the grant and the available individual grant amounts, excluding GST)	\$100,000 in total Individual grants: minimum \$2,500 to maximum \$5,000
Enquiries	DFSVprimaryprevention@dcj.nsw.gov.au

2 Overview

2.1 16 Days of Activism Grant Program Guidelines

The purpose of the Grant Program Guidelines is to provide potential applicants with information on:

- the grant program and its intended purpose
- the application and assessment process
- how the funds can be used
- the performance, monitoring and reporting requirements for any entity successful in their grant application

It is recommended that the program guidelines are carefully read prior to completing your application.

2.1.1 Purpose of the 16 Days of Activism Grant Program

The NSW Government is supporting the prevention of Domestic, Family, and Sexual Violence (DFSV) at the local level through annual grants to communities across the state.

In 2024, the NSW Government launched its first Primary Prevention Strategy - *Pathways to Prevention: NSW Strategy for the Prevention of Domestic, Family and Sexual Violence 2024-2028* (the Strategy). The Strategy sets out the framework to address the underlying beliefs and attitudes that tolerate and, in many cases, condone the use of violence against women and children. It prioritises prevention activity in high-impact settings where we live, learn, work and play.

The 16 Days of Activism Grant Program's purpose is to focus on encouraging initiatives aligned with the NSW Government's whole-of-community approach outlined in the Primary Prevention Strategy. Its focus is on initiatives undertaken at the whole-of-population level, where we live, learn, work and play.

2.1.2 Objectives and outcomes

There are three key objectives of the 16 Days of Activism Grant Program:

1. Increase awareness in the community about the primary prevention of domestic, family violence and sexual violence by tailoring initiatives to address the four gendered drivers of violence outlined in the *Change the Story* framework by Our Watch.
2. Reinforce messages about positive behaviours and social norms rejecting violence against women.
3. Engage local groups, organisations – including men's organisations – and schools in leading efforts for change.

Grant applications must demonstrate how the proposed project will contribute to raising awareness of the **prevention** of domestic, family violence and sexual violence in your community by meeting at least one of these program objectives, through an initiative that addresses *at least* one of the four gendered drivers of violence outlined in the *Change the Story* framework by Our Watch:

1. The condoning of violence against women.
2. Men's control of decision-making and limits to women's independence in public and private life.
3. Rigid gender stereotyping and dominant forms of masculinity.
4. Male peer relations and cultures of masculinity that emphasise aggression, dominance and control.

It is a short-term initiative designed to be delivered during the 16 Days of Activism campaign, running from 25 November to 10 December 2025. All successful initiatives will need to be delivered or targeted at this period of local activism.

2.1.3 Target group

The 16 Days of Activism Grant Program is aimed at local communities via:

- Local Domestic and Family Violence Committees
- Non-government organisations that are a part of the Local Domestic Violence Networks.

This grant is designed to support initiatives with clear and actionable delivery plans across metro, rural and regional NSW that engage a range of different communities and marginalised cohorts during the 16 Days of Activism campaign running from 25 November to 10 December 2025.

2.2 Funding amounts

Through its community consultations, DCJ understands that increased funding will better support the delivery of more impactful initiatives, while also monitoring the overall effectiveness and experience of this new grant program and contribute to building the evidence base of a successful prevention practice.

Applicants can apply for a one-off grant between **\$2,500 and \$5,000**.

Projects must support initiatives delivered during the **16 Days of Activism campaign running from 25 November to 10 December 2025**. **Grant funding** must be fully expended by **10 December 2025**.

3 Eligibility Criteria

To be eligible to apply for the grant program you must be an incorporated entity, or have a member who is a part of:

- Local Domestic and Family Violence Committees in NSW; or
- Local Domestic Violence Networks in NSW
 - You must have: a formally recognised forum (Committee or Network) with documented terms of reference, where organisations in a local area (government and non-government) are providing services to women and children experiencing domestic, family and/or sexual violence, can discuss issues of concern, and enhance inter-agency responses.
 - a body with membership from both government agencies and non-government organisations.
 - have members with demonstrated expertise in preventing and/or addressing domestic and family violence.
 - provide an up-to-date copy of agreed terms of reference (or other relevant operational information) that clearly articulates your commitment to the prevention, early intervention and response to either domestic, family and/or sexual violence.

3.1 Mandatory Eligibility Criteria

The following are **mandatory** eligibility criteria. Further information is provided in sections below:

- all applicants **must** have public liability insurance of at least \$10 million,
- all applicants **must** address the NSW National Redress Scheme sanctions
- not have outstanding acquittals with DCJ
- be an organisation that delivers projects in NSW.

3.2 Subcontracting

If your Committee or Network does not have Public Liability Insurance, please refer to the 16 Days of Activism Grant Program Grant FAQ and the DCJ [subcontracting policy](#).

4 Assessment Criteria

This is an open competitive grant program and funding is not guaranteed. All submitted applications will be assessed against the assessment criteria.

All eligible applications must meet the following assessment criteria:

- Provide a broad outline of your initiative.
- Demonstrate the ability to meet the eligibility criteria
- Address this grant program's purpose and objectives.
- Articulate which target group the initiative will address or benefit
- Demonstrate how you have the necessary skills, knowledge and experience in DFSV primary prevention to complete the project/initiative during the campaign period and within budget.
- Demonstrate value for money, budget should be clear and cost effective.

4.1 Prioritisation

Priority for funding under the grant program will be given to the following groups:

- Aboriginal and/or Torres Strait Islander people.
- culturally and linguistically diverse (CALD) or racially marginalised backgrounds.
- lesbian, gay, bisexual, transgender, intersex, queer or asexual (LGBTIQA+) communities.
- people living with disability, dementia, chronic disease or mental illness.
- rural or regional communities
- older women (55 years +)

Applications may also be prioritised to ensure geographic distribution across NSW to ensure an equitable spread of funds and projects in regional, rural and remote areas, and to ensure that there is not a duplication of funded services delivering primary prevention activities.

4.2 Decision making

All submitted applications will be assessed against eligibility and assessment criteria.

An Assessment Panel including one independent member will be convened to assess the applications.

The Panel will make a recommendation to the Delegated Officer as per the Decision Makers approval.

The Delegated decision maker will consider the Assessment Panel's recommendations.

Partial funding may be offered where an application includes ineligible activities or budget items.

5 Grant funds expenditure

Funds can only be used for expenses/activities directly associated to the grant. Your application must clearly outline your proposed expenditure in relation to the funding amounts identified.

Committees/Networks should, wherever possible, seek in-kind support and/or financial contributions from project partners.

Committees/Networks contributions are encouraged and can include voluntary labour, use of existing facilities, equipment or other resources, and/or administration.

5.1 Grant fund exclusions

Entities must use the grant funds, including any interest earned, for the purposes of the grant.

Items or activities that funding cannot be used for including:

- Any activity of a commercial nature that is for profit
 - Existing debt or budget deficits
 - Capital works, including building work
 - Permanent salaries/wages (costs for temporary tutors/instructors for your program or activity can be included)
 - Permanent equipment purchases, for example tables and computers
 - Business as usual costs or general operating expenses
 - Programs or activities that encourage gambling such as bingo, or the consumption of alcohol
 - Programs and activities coordinated by NSW Government Departments and Statutory Authorities
 - The same project twice. For example, two different organisations cannot apply for funds for the same program or activity.
-

5.2 Unspent project funds

If a grant recipient's project is completed and there are unspent project funds remaining, these must be returned to NSW Department of Communities and Justice unless otherwise specified in the grant funding agreement if more than \$250.

6 Application process

One application form submitted by the applicant that will be assessed based on eligibility and assessment criteria.

- All applications must be submitted online via Smarty Grants portal.
- Applications will open 6 August 2025 and close on 3 September 2025 at 5:00 pm.
- Late submissions will not be considered or accepted.
- All applicants will be notified in writing of the outcome of their application.

Note for all applicants:

- Applicants must ensure that their contact details are up to date.
 - Applicants must not have any outstanding acquittals for any other funding program with DCJ.
 - All applications for grant funding are managed using the SmartyGrants portal.
-

6.1 Summary of assessment process:

One stage application process:

Applications will be reviewed by the eligibility team for eligibility and compliance with guidelines and eligible criteria. They will then be subject to the assessment process which will include assessment by the Assessment Team and Assessment Panel.

The Delegated DCJ officer will be the decision-maker. All applicants will be formally notified on whether their application has been successful. It is an applicant's responsibility to ensure all contact details are up to date.

6.2 NSW National Redress Scheme sanctions

The NSW Government will not award a Grant Funding Arrangement to a non-government organisation with Redress Obligation (or to any of its Related Entities) if that non-government organisation:

- has declined to join the Scheme, or
- at the expiry of six months after the time it is notified to join the Scheme, has failed to do so.

Visit the [website](#) for further information about the [NSW National Redress Scheme](#) sanctions.

6.3 Insurance

Grant recipients must maintain current and adequate insurance appropriate to the activities/services funded under this grant to cover any liability of the grant recipient that might arise in connection with the performance of its obligations under a Grant Funding Agreement. This must include but is not limited to a minimum of \$10 million Public Liability Insurance.

Applicants will be asked to provide a copy of all relevant insurance policies and certificates in the application form.

If your organisation is not covered by the appropriate insurance, you will need to approach another organisation (such as your local council or an incorporated not-for-profit) to sponsor your application so that your project will be covered under their insurance.

6.4 Banking details

It is your responsibility as the applicant to provide correct banking details, including the authorised signature to verify your bank details in the application form. Funds transferred to an incorrect bank account may not be recoverable.

7 Successful applicants

7.1 Grant Funding Agreement

Successful applicants are required to:

- Successful applicants are required to return the signed Grant Funding Agreement within two weeks of receipt. If you do not return your grant agreement by this date your grant will be forfeited.
- The application, Grant Funding Agreement and acquittal for the grant will be managed using the SmartyGrants management system and Adobe Acrobat Sign.
- Start and complete funded activities and events within the dates specified in the Grant Funding Agreement.
- Seek approval from NSW Department of Communities and Justice for any proposed changes to a funded activity prior to the proposed changes being made via a variation submission in your smarty grants portal. Failure to do so may result in the withdrawal of the grant offer.
- Agreements can only be signed by authorised officers of your organisation. This may be a member of the executive/committee as deemed under the Articles of Association or Constitution for a not-for-profit organisation, or the General Manager or delegated officer if you are a council.
- Please note, all applicants must provide individual and unique the contact details (email address, phone number, name and position) of the relevant authorised signatories, or their delegates, in their application form.
- It is the applicants' responsibility to ensure staff availability to complete and sign documents, to carefully read the terms and conditions of the Grant Funding Agreement, and to sign the Grant Funding Agreement using the correct authorised signatories.
- Once we receive your signed Grant Funding Agreement via Adobe Acrobat Sign, DCJ will countersign the agreement and return to you an executed copy.

To discuss a variation, please contact grantdesignandsupport@dcj.nsw.gov.au.

7.2 Successful applicants' obligations and reporting

- Any variations to the approved project scope, project location and completion time frames outlined in the original application form must be formally requested and approved in writing before any related work takes place.
- To discuss a variation, please contact the Primary Prevention team on dfsprimaryprevention@dcj.nsw.gov.au or grantdesignandsupport@dcj.nsw.gov.au.
- All projects must be completed by 10 December 2025. You are required to submit a Final Report and Financial Acquittal in SmartyGrants no later than 30 January 2026. DCJ will send you the final acquittal form prior to the required date that you will need to complete in the SmartyGrants portal.
- Please note that any photographs or videos containing images of participants and/or staff submitted in the Final Completion Report must be accompanied by a signed [DCJ still and moving images consent form](#).
- It is a requirement that all financial records related to grant expenditure and acquittal be retained by the committee of the organisation for seven years. If the committee changes, these documents must be forwarded to the new incoming committee.

8 Preparing to submit your application

Before you start your application, please review the frequently asked questions and consider attending the information session.

9 Feedback and appeals process

If your application is not successful, it does not mean your application is without merit. Funding is limited and not all applications are successful.

There is no appeals process available for this grant program.

10 Publication of grant information

The NSW Grant Administration Guide requires that certain information is published in relation to grants awarded no later than 45 calendar days after the grant agreement takes effect (see section 6.5 of the Guide and Appendix A to the Guide). This information is also open access under the Government Information (Public Access) Act 2009 (NSW) (GIPA Act), which must be made publicly available unless there is an overriding public interest against disclosure of the information.

In accordance with these requirements, relevant information about the grants awarded will be made available on the NSW Government Grants and Funding Finder as soon as possible after the grant funding is approved or declined.

All records in relation to this decision will be managed in accordance with the requirements of the State Records Act 1998 (NSW).

11 Additional information

11.1 Complaint handling

Any complaints should be sent in writing to DFSVprimaryprevention@dcj.nsw.gov.au

11.2 Access to information

Note that documents submitted as part of a grant application may be subject to an application under the GIPA Act or an order for papers under Standing Order 52.

The GIPA Act provides for the proactive release of government information by agencies and gives members of the public an enforceable right to access government information held by an agency (which includes Ministerial offices). Access to government information is only to be restricted if there is an overriding public interest against disclosure.

Before information is released in response to an application under the GIPA Act, there will be an assessment of the public interest considerations in favour of and against disclosure of that information, and there may be consultation requirements that apply.

The NSW Legislative Council has the power to order the production of State papers by the Executive Government. Standing Order 52 provides that the House may order documents to be tabled by the Government in the House. The Cabinet Office coordinates the preparation of the papers – that is, the return to order. The return to order may contain privileged and public documents. Privileged documents are available only to members of the Legislative Council.

11.3 Ethical conduct

Conflict of interest management

Conflicts of Interest between DCJ and applicants will be managed in accordance with the DCJ's code of conduct, and declarations are made and recorded by all persons involved in performing functions related to the assessment process.

Confidentiality

DCJ staff who assist an applicant with an application will not be involved in assessment for that application. Information relating to the successful applications, including the name of the applicant, description of the funded project and the funding amount, will be included in:

- Public media releases
- An announcement on the DCJ website
- The NSW Grants finder website
- DCJ social media

11.4 Disclaimer

Every effort has been made to ensure that this publication is free from error and/or omission at the date of publication. The authors, publisher and any person involved in the preparation of this publication take no responsibility for loss occurring to any person acting or refraining from action as a result of information contained herein.

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