Volunteer Management Activity 2022-26 VWA
Project Based Grants: In and out of scope activities

Last updated: March 2023

The Volunteer Management Activity (VMA) 2022-26 project-based grants program in WA represents a significant shift in services, based on the review by LDC group in March 2022. Information about the review can be found on the Volunteering WA website and further information on the VMA program can be found on the Department of Social Services website.

Volunteering WA has outlined some activities, which may be in scope versus out of scope for delivery, under the new project-based grants program. The primary focus of project-based funding is for community organisations to help break down barriers to volunteering faced by people from one or more of the three identified priority groups. This must occur by supporting volunteer managers and volunteer involving organisations (VIOs) to build their capacity to engage and support priority group volunteers. The project activity can be online or in person. The priority groups include:

- People with Disability
- First Nations People
- Newly Arrived Migrants (first five years).
- Vulnerable Women
- Youth
- Unemployed

Project activities may include information, examples, stories, procedures and guidelines, surveys, checklists, resources, social media content, videos, case studies and training relating to the priority groups. This list is not comprehensive but designed to assist grant applications and proposed activities meet the Volunteer Management Activity (VMA) guidelines. Please note these activities are designed to reduce duplication and complement both the state and national VMA work being undertaken by all state and territory volunteering peak bodies.

In scope	Out of scope
Activities that build the capacity of volunteer-involving organisations to break down barriers to volunteering for one or more identified priority groups. E.g., Providing information on access and support available to enable priority group volunteers.	General volunteer management services to VIOs targeted to community members not a member of a priority group. E.g., General volunteer management training or resources
Where deemed appropriate, face-to-face services to build the capacity of VIOs and volunteer managers to support priority groups to participate in volunteering. E.g., Priority group awareness raising and tools for engagement by VIOs	Face-to-face services and training to build the capacity of VIOs and volunteer managers to the community that are not a member of a priority group. E.g., General communications training or resources that does not emphasize the priority groups
Development of online training or resources that focus on developing best practices that break down barriers to volunteering with identified priority groups. E.g., Success stories for priority group volunteers and promoting the benefits of priority group volunteers to VIOs.	Development of training/ resources only for in-person delivery. E.g., Disability awareness training face - face only.

Activities that promote the enablers to volunteering by priority groups. E.g., Address culturally specific engagement in informal volunteering.	Activities that do not address the lived experience and co-designed enablers for people from priority groups E.g., Project designed for and not with priority group volunteers.
Strategies that address and promote a welcoming environment and organisational culture E.g., inclusive recruitment and induction, intercultural communication, and socialisation in the workplace	Strategies that do not include an inclusive approach. E.g., general volunteer management activities
Activities that can be applied and lessons learnt by other VIOs across WA, taking into consideration metro or regional needs. E.g., Addressing systemic changes to the volunteering sector to be inclusive of the priority groups.	Very specific activities that cannot demonstrate any relevance to any other organisations or volunteer managers in the longer term. E.g., Support for x organisation only, without reflection on how this might apply to other organisations.
Development of digital media E.g., videos, case studies, stories, and profiles, that aims to break down the barriers to volunteering for priority groups.	In-person promotional events or meetings that do not relate to the specific activities and objectives of the project. E.g., Promotion of the organisation generally, without reference to the project activity and outcomes.
Projects lasting up to 12 months. If a project has stages, the project activities should relate to the first year (stage) only.	Projects longer than 12 months. A new project proposal is required for any staged projects.

Eligible expenditure

You can only spend the grant on eligible expenditure you have incurred on eligible grant activities or agreed project activities. Eligible expenditure items for you or any organisation that you partner with are:

- Project activity costs
- Staff salary and on-costs which can be directly attributed to the provision of the project in the identified service area or areas
- Operating and administration expenses directly related to the VMA project

On-costs (outlined above) of between 10% to 15% can be claimed as part of the funding received.

What the grant money cannot be used for

You, or any organisation that you partner with cannot use the grant for the following activities:

- purchase of land
- major construction or capital expenditure
- the covering of costs incurred prior to approval of the grant
- subsidy of general ongoing administration of an organisation e.g., electricity, phone, and rent
- costs to attend and travel to conferences
- overseas travel
- activities for which other Commonwealth, state, territory, or local government bodies have primary responsibility
- activities that are duplicating other jurisdictional and national resources funded by the VMA.

We cannot provide a grant if you receive funding from another government source for the same purpose. The grant cannot be used for any costs incurred in the preparation of the grant application process.

If you are unsure about whether a proposed activity meets the grant guidelines, please reach out to desiree@volunteeringwa.org.au.