



GOVERNMENT OF
WESTERN AUSTRALIA

Department of
Justice

Kimberley Juvenile Justice Strategy (KJJS)

East Kimberley Grant Guidelines 2025-2026

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1 About these Guidelines

These guidelines provide information about the grant funding opportunity under the Kimberley Juvenile Justice Strategy (KJJS) administered through the Department of Justice (Department), including how to apply for funding.

Applicants are encouraged to discuss their proposals with the KJJS team prior to commencing their applications. Proposals can only be submitted through the SmartyGrants portal when the funding round opens.

If you have any queries regarding this KJJS funding opportunity, please contact the Department's KJJS team at:

- Telephone: 0499 865 833 or 0499 841 861
- Email to KJJS@justice.wa.gov.au

2 About the KJJS

The KJJS is part of the WA State Government's commitment to Aboriginal youth wellbeing. The KJJS works to empower Aboriginal communities of the Kimberley by supporting community-led and co-designed approaches to engage young people in culturally safe activities to reduce youth offending.

The KJJS currently funds programs including, but not limited to, place-based structured youth activities, night patrols, nighttime safe spaces, cultural camps, youth mentoring and alternative education initiatives.

Ultimately, the KJJS seeks to:

- Reduce youth offending in the Kimberley region.
- Improve the wellbeing of Aboriginal youth in the Kimberley.
- Improve community safety.
- Invest in community solutions to address youth recidivism.
- Provide a direct influence on Target 7, 8, 11, 16 and Priority Reform 1, 2, 3 and 4 of the *National Agreement on Closing the Gap*¹(2020).

2.1 KJJS Program Outcomes

- A reduction in the number of street present young people.
- Increased access to support services for young people and their families.
- Community activation and an increase in community safety.
- Young people are feeling safer and more supported.
- Decreased perceived community concern in relation to youth crime and the wellbeing of young people.

¹ [National Agreement on Closing the Gap | Closing the Gap](#)

2.2 Level of Funding Available

This grant process provides the opportunity for one or more Organisations to implement a project, or projects in Halls Creek and/or Kununurra.

The total amount of funding available is **up to \$800,000 (ex GST) for Halls Creek** and **up to \$275,000 (ex GST) for Kununurra**.

3 Grant Period

This Grant will run from 1 July 2025 to 30 June 2026 (12 months).

A State budget submission will be completed by the KJJS team for ongoing funding beyond 30 June 2026. However, it should be noted that this is not yet secured.

3.1 Who Can Apply

The following Kimberley-based organisations are eligible to apply for funding under this grant opportunity:

- Aboriginal Community Controlled Organisations (ACCOs).
- Aboriginal Corporations.

3.2 Who is Not Eligible to Apply

You are not eligible to apply for grant funding under the KJJS if you are:

- A State or Federal Government agency
- an individual
- a non-incorporated body (unless Auspiced)
- an organisation operating for profit
- an organisation that has not satisfactorily fulfilled previous grant requirements such as acquittal, performance, and evaluation reports
- an organisation or projects which have been defunded by other Government agencies for performance and/or integrity reasons.

4 What KJJS Funding may be used for

You can only use grant funds for the agreed purpose and/or eligible grant activities that will contribute to the outcomes of the proposed project. These can include:

- operating costs
- activity costs
- consumables (for example food and drink)
- evaluation costs
- personnel costs (for example employment of staff, staff wages)
- leasing costs
- training (professional staff development).

Funds must only be used to cover costs directly related to the proposed project. Contact the KJJS team if you are unsure about any proposed expenditure associated with your project.

5 What KJJS funding may not be used for

Grant funding cannot be used for a purpose or activities that do not directly contribute to the outcomes of your proposed project or project-related activities. These may include, but may not be limited to:

- an organisation's recurrent operating costs
- retrospective expenses (i.e. costs incurred outside the specified grant period)
- costs incurred in the preparation of your grant application (e.g. cost of a survey consultations, workshops or forums to establish the need for your project)
- programs or services that duplicate existing programs for the target group
- activities for which other Commonwealth, State, Territory or Local Government bodies have primary responsibility
- large scale capital expenditure (for example vehicles and refurbishments).

You will need to detail proposed project expenses in your application. Contact the KJJS team if you are unsure if your expense item will be covered by this funding opportunity.

6 Assessment Criteria

Each proposal will be assessed against the following criteria:

- Alignment with KJJS outcomes

Your project must meet at least one of the KJJS outcomes detailed at Item 2.1.

- Demonstrated need for the project
It is recommended you demonstrate this by
 - stating clearly the problem or issue(s) that the project will address
 - identifying why your proposed project and activities are needed by the target community or group
 - aligning the project, if appropriate, with any community or regional plans and priorities
 - describing clearly how the project will benefit the target community or group.
- Clear and achievable outcomes
It is recommended you demonstrate this by:
 - detailing changes or improvements expected as a result of the grant
 - providing evidence that the proposed project can deliver the intended outcomes for the target community or group
 - providing a well-designed project plan
 - setting clear targets for improvement
 - clearly describing how you will measure the effectiveness of the project (eg well-developed performance measures).

- Shared responsibility and collaboration

It is recommended you demonstrate this by:

- identifying your stakeholders including the target community/group and service providers
- providing evidence of prior consultation and/or collaboration with relevant stakeholders including the target community/group and local service providers
- co-designing the project, wherever possible, in partnership with relevant organisations
- describing how stakeholders (including relevant service providers and community agencies) will be involved in the project.

It is a **mandatory** requirement that you provide:

- evidence of community / key stakeholder agreement, support, collaboration and ongoing involvement in the proposed project (for example a letter of support from local agencies such as the school, Police, Youth Justice Services, Department of Communities and other agencies).

- Sustainability and Value for Money

It is recommended you demonstrate this by:

- providing a defensible budget for the proposed project
- describing the flow-on and extent of benefit(s) to the community (e.g. best outcome for every dollar spent).

- Capability

It is recommended you demonstrate this by:

- providing details of your organisation's ability to engage the target group. Evidence of experience delivering a similar project will be highly regarded
- detailing your organisation's capacity to manage and implement the proposed project. Evidence of a similar project you have delivered will be highly regarded
- providing evidence of your organisation's financial viability (i.e. the funding amount requested will be considered against the applicant's financial capacity and annual income). It is not recommended for the grant to constitute the greater part or entire financial base of the applicant's organisation
- identifying the risks associated with the proposed project and how these will be managed
- identifying any conflicts of interest² (actual, perceived to exist or potentially exist at some time in the future) in the delivery of the proposed project

² A conflict of interest occurs when an individual or organisation becomes (or can become) unreliable because of a clash between personal interests and professional duties or responsibilities. A real or perceived conflict of interest can arise if an individual (or their family members) associated with the application receives a benefit from the project.

- describing your organisation's ability to meet reporting and contractual obligations of a funding agreement.

7 How to Apply

Applications will only be accepted when the funding round is opened. A link to apply directly through the SmartyGrants application will be provided.

7.1 Call for Applications

The link will be available via the KJJS website, which can be found at [Kimberley Juvenile Justice Strategy](#) or by contacting a KJJS team member for this link.

7.2 Closing Date for Applications

The closing date for applications will be as described on the SmartyGrants funding round. Applications and supporting documentation must be received by the Department no later than the advertised closing time and date. Late applications are ineligible for funding consideration.

7.3 Read the Guidelines

Before applying, you must ensure you have read and understand these guidelines. It is recommended that you contact the Department's KJJS team on 0499 865 833 or 0499 841 861 or email KJJS@justice.wa.gov.au to discuss the suitability of your proposed project.

7.4 Complete the Application Form

To apply, please log into our online Grants Administration System at:

[KJJS 2025-2026 Grants Round - East Kimberley - Department of Justice](#)

Please ensure that you provide all the information requested and submit your application, including supporting documentation by the stated closing time.

You cannot make any amendments to your application after the closing date and time.

Once lodged, your application will be formally acknowledged through the online portal.

7.5 Required Supporting Documents

You will need to provide the following documents with your application:

- most recent Annual Report and audited financial statements

OR

- copies of two most recent Management Committee minutes and the last Annual General Meeting minutes and most recent financial statements.

8 Assessment Process

All grant applications are subject to assessment against the criteria at **Item 6**. The Department will evaluate and make recommendations to the Director General, Department of Justice for their consideration and approval.

9 Notification of Application Outcomes

9.1 Successful Grant Applications

If you are successful in your application the KJJS team will be in contact to progress Grant Agreement discussions. Final grant funding will be at the discretion of the Director General, Department of Justice.

9.2 Feedback on Unsuccessful Applications

Applicants who were unsuccessful in securing a grant can request feedback on their application by emailing the KJJS team at KJJS@justice.wa.gov.au in the first instance. This will facilitate the arrangement of a mutually convenient time to provide feedback and answer any questions that you may wish to raise.

10 Payment of Grant Funds

Funding will be paid in accordance with the terms and conditions contained within the Grant Agreement. Funds may not be used to cover any project expenses incurred before or after the specified dates in the Grant Agreement.

11 Reporting and Contractual Obligations

Detail regarding reporting requirements will form part of the terms and conditions in the Grant Agreement. Non-compliance with contractual obligations may result in suspended payment and potential termination of the Agreement.

12 Acknowledgement of KJJS funding

All grant recipients are required to provide formal public acknowledgement of the Western Australian Government and the Department of Justice, Kimberley Juvenile Justice Strategy on its website and social media platforms including in instances where there are any written or verbal references to the funded project.

Any material produced which involved the use of KJJS funds must also be acknowledged. The KJJS team will provide the appropriate logo to the grant recipient, with use subject to the prior approval of the Department of Justice.

13 Sale of Material and Intellectual Property

The title, copyright and all other rights to the intellectual property in and to all materials, information, works, objects and things of whatsoever kind produced by the Organisation under this grant arrangement shall remain the property of the Department.

This however, does not limit the Organisation's rights in respect of Aboriginal Cultural and Intellectual Property (ACIP). ACIP refers to the rights that Aboriginal people have in relation to all aspects of their cultural heritage including, but not limited to, culturally significant designs, cultural practices, traditional knowledge, cultural objects, ceremonial sites, and other forms of cultural expression.

Any arrangements relating to these matters or intellectual property will be determined at the time of the approval of the grant application.