



# **Celebrate Together Grants 2024-2025 Festivals and Events Funding Guidelines**



**Government  
of South Australia**

Department of the  
Premier and Cabinet

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# Foreword



As Minister for Multicultural Affairs, I am committed to supporting activities that celebrate our state's cultural diversity and showcase who we are as South Australians.

Across the state, festivals and events play a vital role in bringing people of all ages together.

They are also a great way for multicultural communities to share their cultures, customs and traditions with all South Australians.

I am delighted to launch these **Celebrate Together Grants** to support South Australia's multicultural organisations to host festivals and events that celebrate multiculturalism.

If you are an eligible multicultural organisation, I encourage you to apply for Celebrate Together Grants funding to support your festival or event project in 2024-25.

The State Government looks forward to supporting you and working with you to celebrate our proud, multicultural state!

A handwritten signature in blue ink, reading 'Zoe Bettison'.

**Hon Zoe Bettison MP**  
Minister for Multicultural Affairs

# About Celebrate Together Grants

The **Celebrate Together Grants** are administered by Multicultural Affairs within the Department of the Premier and Cabinet (DPC).

The grants provide one-off funding annually to eligible multicultural organisations for festivals and events, which celebrate multiculturalism and diversity and support an inclusive and cohesive society.

There are two categories of grants under the **Celebrate Together Grants**:

- **Large Grants** from \$5,001 (Five thousand and one dollars only) to \$30,000 (Thirty thousand dollars only) are available to eligible multicultural organisations for festivals and events to be delivered within 12 months, commencing in July 2024. There are matched funding requirements for applicants requesting *Large Grants*.
- **Small Grants** of up to \$5,000 (Five thousand dollars only). The first round will be for events held between 1 July 2024 and 31 December 2024 and the second round will be for events held between 1 January 2025 and 30 June 2025.

Multicultural Affairs (DPC) will accept one application for each round of the **Celebrate Together Grants** per organisation per year. Organisations with regional offices can submit one application per regional office.

Key multicultural service providers, who have a direct responsibility working with culturally and linguistically diverse communities, can apply up to two times per round, as a lead agency in partnership with one or more multicultural community organisations.

**Applications for Large Grants and Small Grants (Round 1) open on 24 January 2024 and close 24 March 2024 at 11pm**

**Applications for Small Grants (Round 2) open on 17 July 2024 and close 15 September 2024 at 11pm**

## Outcomes

The **Celebrate Together Grants** invests in multicultural organisations to achieve one or more of the following outcomes:

- increase understanding of the culturally diverse community in which we live
- celebrate and showcase the culture and customs of South Australia's diverse multicultural communities with the wider community
- build a visible profile to highlight the unique cultural brand of South Australia
- support new and emerging communities to increase their skills and experience through delivering events
- foster partnerships (financial or non-financial) between culturally diverse communities and other sectors through shared hosting of festivals and events.

# Funding categories

There are two categories of grants available in 2024-25: **Large Grants** and **Small Grants**.

| Funding category       | Funding available   | Rounds opening and closing dates | For events held between        | Eligible festivals and events  |
|------------------------|---------------------|----------------------------------|--------------------------------|--|
| Large Grants           | \$5,001 to \$30,000 | 24 January 2024 – 24 March 2024  | 1 July 2024 – 30 June 2025     | A major festival or event that will attract significant attendance, celebrate and showcase the culture and customs of your organisation's community, and encourage participation of the wider South Australian community.<br><br><b>Applications must have matched funding</b> |
| Small Grants (Round 1) | Up to \$5,000       | 24 January 2024 – 24 March 2024  | 1 July 2024 – 31 December 2024 | A smaller festival or event that will reach your organisation's community. Events that encourage participation of the wider South Australian community will also be considered favourably.   |
| Small Grants (Round 2) | Up to \$5,000       | 17 July 2024 – 15 September 2024 | 1 January 2025 – 30 June 2025  |  |

## Large Grant matched funding requirements

Applicants requesting a *Large Grant*, of more than \$5,000, must contribute at least one dollar for every dollar of South Australian Government funding, up to a maximum amount of \$30,000 for a major festival or event.

Evidence of available matched funding must be provided by applicants as part of their applications (e.g. a recent bank statement, grant approval, confirmation of partnership contribution).

# Eligibility

## Who is eligible?

To be eligible for funding, multicultural organisations must:

- be non-government, not-for-profit and
  - incorporated under the *Associations Incorporation Act 1985*, or
  - an Australian Public Company Limited by Guarantee under the *Corporations Act 2001*, or
  - a Statutory Authority established through an Act, or
  - registered with the Australian Charities and Not-for-Profit Commission with a comparable legal status
- have a registered Australian Business Number (ABN)
- provide satisfactory evidence that their core purpose is to deliver initiatives, services or support for culturally and linguistically diverse communities in South Australia
- be South Australian based.

Multicultural Affairs (DPC) will accept one application per round of the **Celebrate Together Grants** per organisation. Organisations with regional offices can submit one application per regional office.

Key multicultural service providers, who have a direct responsibility working with culturally and linguistically diverse communities, can apply up to two times per round, as a lead agency in partnership with one or more multicultural community organisations.

## Who is not eligible?

The following are ineligible for funding:

- non-multicultural organisations
- organisations that have outstanding obligations for previously awarded grants
- educational institutions or related representative bodies, e.g. schools and/or their parents' associations, colleges, universities and for-profit childcare centres
- individuals or organisations applying on behalf of an individual
- for-profit organisations or private companies
- Commonwealth, state or local government department and agencies
- organisations that have been incorporated for less than one year
- organisations in receipt of existing 3 year Election Commitment Multicultural Affairs event funding
- unincorporated Associations.

## What can be funded?

Funding can be used for eligible expenses that directly relate to the coordination, management and delivery of the festival or event within South Australia per application.

The following can be funded:

- venue hire (hall hire fees)
- equipment hire (lighting/ sound/audio visual equipment hire or catering equipment hire)
- staging hire
- marquee / stall / table / chair hire
- traditional costumes for performances
- security guards
- event advertising and marketing such as flyers, booklets and posters
- framed certificates and trophies for presentations
- cleaning materials.

## What applications will not be supported?

The following will not be supported:

- retrospective funding for festivals or events that are held before July 2024
- to supplement the recurrent or ongoing costs of an existing organisation
- activities primarily aimed at meeting religious or political outcomes
- food, beverages and consumables including catering
- funds or items to distribute to other bodies or individuals
- funding for interstate or overseas artists, performers, facilitators or speakers
- funding for activities undertaken interstate or overseas
- prizes, competitions, donations, sponsorships or gift cards
- volunteer honorariums, petrol expenses or other reimbursements
- marketing and promotion of organisation or existing services
- to purchase or lease buildings or land
- purchase of equipment (e.g. sound systems, lighting, catering equipment, stages, computers, photocopiers, vehicles)
- travel expenses (e.g. accommodation, flights, taxi vouchers and metro cards).

## How to apply?

- Carefully read these guidelines before you apply.
- Check that your organisation is eligible to apply. If you are unsure, please contact the Multicultural Grants Team on 1300 239 468.
- Organisations not registered for GST must include GST in their grant request. Organisations registered for GST must NOT include GST in their grant request.
- Complete and submit your application online at [www.multicultural.sa.gov.au](http://www.multicultural.sa.gov.au), by the closing date and time. Late applications will not be accepted.

## Supporting documentation required

- copy of your organisation's **Constitution**
- minutes from the most recent **Annual General Meeting** (must be within the last two years)
- most recent end of year **financial report** showing assets, annual income and expenditure (must be within the last two years)
- **detailed quotes** for items \$100 and over
- information about **grant funding** received by your organisation from other entities (most recent financial year)
- **support letters** from partnering South Australian incorporated not for profit agencies, if applicable
- **endorsement letters or award recognition testimonials** from a verifiable source.

In addition, applicants requesting a *Large Grant* (more than \$5,000), must provide

- **Project Plan** – providing an outline of how you plan to deliver your festival or event. For example, a list of activities and tasks involved in coordinating your festival or event and when each will be completed.
- **evidence of funding source(s)** to meet the matched funding requirement (e.g. a recent bank statement, grant approval, or confirmation of partnership contribution).



# How are applications assessed?

## Stage one – application screening

Once the round has closed, the applications are screened to check that:

- the applicant organisation and project are eligible
- the application has been completed in full and all supporting documentation has been provided
- the applicant does not have any outstanding obligations for previously awarded grants.

Applications that do not meet stage one requirements will not progress to stage two.

## Stage two – assessment against criteria

Applications will be assessed on merit using the following criteria:

| Criteria                          | Description   |
|-----------------------------------|---|
| Community need and outcomes       | <p>Does the application describe clearly the population and membership of the cultural group/s that will participate in the festival or event?</p> <p>Does the cultural group/s have a specific need for this festival or event? (e.g. Anniversary)</p> <p>Does the application demonstrate the extent to which the festival or event will celebrate and showcase the culture and customs of one or more of South Australia's diverse multicultural communities with the wider community?</p> <p>How will this event benefit the community?</p> |
| Connection to the wider community | <p>Is there evidence that the event will be promoted to other multicultural organisations and communities to be involved?</p> <p>Is there evidence that two or more multicultural organisations will partner to deliver the festival/event?</p> <p>Is there evidence of existing partnerships between the organisations applying?</p>   |
| Organisational capacity           | <p>Does the organisation have capacity to carry out the proposed project?</p> <p>Does the application include all the required documents?</p> <p>For applicants requesting <i>Large Grants</i>, does the application demonstrate the festival or event is supported by a comprehensive Project Plan?</p> <p>Engagement with a quality improvement program will be considered favourably (e.g. <a href="#">Australian Service Excellence Standards</a>).</p>   |

|                                    |   |
|------------------------------------|---|
|                                    | Does the organisation have an inclusive culture and respectful relationship between office bearers?   |
| Financial need                     | Does the organisation require the funding to carry out the proposed event?<br><br>Does the organisation have the capacity to gain revenue from the event?   |
| Value for money                    | Is there evidence that the project has been costed realistically and there are valid quotes?<br><br>Is the cost proportionate to the number of people that will benefit?<br><br>Is there any in kind assistance or complementary funding? |
| Whole program funding distribution | The extent to which funding the festival or event contributes to an equitable allocation/balance of funding across our diverse multicultural communities of South Australia   |

## Notification

All applicants will be notified in writing of the outcome of their applications.

Unsuccessful applicants are encouraged to contact the Multicultural Grants Team on 1300 239 468 to receive feedback on their application.

## Funding agreement

Successful applicants will receive an agreement detailing the terms and conditions of the funding provided.

All applicants will be required to sign the agreement and comply with its conditions, which will include requirements to:

- report on how you have spent the money provided, and total project costs for *Large Grants*
- measure and report on the outcomes from the funded project
- retain receipts for all purchased items
- provide receipts for all approved budget expenditure over \$100
- evidence of matched funding expenditure for *Large Grants*
- have public liability insurance – a minimum of \$1 million or as required in your agreement
- refrain from the sale or use of toy or replica weapons at the event
- appropriately acknowledge Multicultural Affairs, Department of the Premier and Cabinet as a funding source for the project.

Payment will be made in accordance with the terms and conditions of the agreement.

# Glossary

| Term  | Definition  |
|---|---|
| Conflict of Interest                              | A conflict of interest situation arises when a Committee member's duty to their organisation clashes with their duties elsewhere, such as business, workplace, family or friends, or even to the business or personal interests of their family or friends.   |
| Culturally and linguistically diverse communities | Culturally and linguistically diverse refers to people from migrant and refugee backgrounds within the South Australian community. The term acknowledges that groups and individuals differ according to language, religion and spirituality, racial backgrounds and ethnicity.   |
| Key Multicultural service providers               | Organisations with paid staff, quality assurance accreditation, and demonstrated experience in delivering training and/or capacity building, that provide support and deliver services and programs to other multicultural organisations.   |
| Multicultural organisation                        | For an organisation to be defined 'multicultural', the Department of the Premier and Cabinet must be satisfied that the organisation's core purpose is to deliver initiatives, services or support for one or more culturally and linguistically diverse communities in South Australia.  |
| New and emerging communities                      | <p>People from new and emerging communities are sometimes identified as higher-need or at-risk due to the length of time they have spent in refugee camps and the additional resources and support they may need to address the settlement challenges they face. New and emerging communities are those:</p> <ul style="list-style-type: none"> <li>• with a small population</li> <li>• where most members are recent arrivals to Australia</li> <li>• where most members entered through Australia's humanitarian program</li> <li>• lacking established family networks, support systems, community structures and resources compared with established communities.</li> </ul> |
| Partnerships                                      | Financial or non-financial collaborations between two or more organisations to deliver the project.   |
| South Australian Based                            | A registered South Australian business address, and if registered with Australian Charities and Not-for-Profit Commission the organisation is listed as operating in South Australia.   |

## For more information:

Multicultural Grants Team

Multicultural Affairs, Department of the Premier and Cabinet

**T** 1300 239 468

**E** [MulticulturalAffairs@sa.gov.au](mailto:MulticulturalAffairs@sa.gov.au)

**W** [multicultural.sa.gov.au](http://multicultural.sa.gov.au)