



Celebrate Together Grants 2022-2023 Funding Guidelines



**Government
of South Australia**

Department of the
Premier and Cabinet

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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 2022. 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 2022 and 31 December 2022 and the second round will be for events held between 1 January 2023 and 30 June 2023.

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 1 February 2022 and close 31 March 2022 at 11pm

Applications for Small Grants (Round 2) open on 1 August 2022 and close 30 September 2022 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 2022-23: **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	1 February 2022 – 31 March 2022	1 July 2022– 30 June 2023	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. Applications must have matched funding
Small Grants (Round 1)	Up to \$5,000	1 February 2022 – 31 March 2022	1 July 2022– 31 December 2022	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	2 August 2022 – 30 September 2022	1 January 2023 – 30 June 2023	

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, 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
- 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 2022
- to supplement the recurrent or ongoing costs of an existing organisation
- activities primarily aimed at meeting religious or political outcomes
- catering including food, beverages and consumables
- funds 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 or sponsorships
- 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 including accommodation.

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
- Complete and submit your application at 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)
- **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
- **SA Health COVID-Safe Plan or COVID Management Plan**. Further information about how to create a COVID-Safe Plan or COVID Management Plan can be found at www.covid-19.sa.gov.au/recovery
- **Risk Management Plan** – providing an overview of the main risks associated with delivering your festival or event, and how you plan to mitigate them. The Risk Management Plan will also need to address the implementation of the key areas outlined in the COVID-Safe Plan.

In addition, applicants requesting a *Large Grant* (more than \$5,000), must complete these additional requirements:

- **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.
- **Communications Action Plan** – providing a summary of how you plan to promote your festival or event. For example, the tools and resources you'll use (i.e. Facebook posts, newspapers, newsletters, media release), and how and when you will use them to generate community interest or media coverage.
- **evidence of funding source(s)** to meet the matched funding requirement (e.g. a recent bank statement, grant approval, or confirmation of partnership contribution).

Templates for the planning documents are available for download from the Multicultural Affairs website at www.multicultural.sa.gov.au.

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 and Communications Action Plan?</p> <p>Engagement with a quality improvement program will be considered favourably (e.g. Australian Service Excellence Standards).</p> <p>Does the organisation have an inclusive culture and respectful relationship between office bearers?</p>
Financial need	<p>Does the organisation require the funding to carry out the proposed event?</p> <p>Does the organisation have the capacity to gain revenue from the event?</p>
Value for money	<p>Is there evidence that the project has been costed realistically and there are valid quotes?</p>

	Is the cost proportionate to the number of people that will benefit?
	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.

Please note the Department reserves the right to change its decision should the [Emergency Management Public Activities \(COVID-19\) Direction](#) and SA Health advice change.

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.

Organisations must have the appropriate SA Health COVID-19-Safe Plan or COVID Management Plan in place prior to receiving a funding agreement.

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

- adhere to the current [Emergency Management Public Activities \(COVID-19\) Direction](#) and SA Health guidelines
- 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
- 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
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.
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.
New and emerging communities	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: <ul style="list-style-type: none">• with a small population• where most members are recent arrivals to Australia• where most members entered through Australia's humanitarian program• lacking established family networks, support systems, community structures and resources compared with established communities.
Partnerships	Financial or non-financial collaborations between two or more organisations to deliver the project.
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.
South Australian Based	A registered South Australian business address.

For more information:

Multicultural Grants Team

Multicultural Affairs, Department of the Premier and Cabinet

T 1300 239 468

E MulticulturalAffairs@sa.gov.au

W multicultural.sa.gov.au