



# **Come Together Multicultural Festival Grants Program 2019 Funding Guidelines**



**Government  
of South Australia**

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Department of the  
Premier and Cabinet

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# Foreword



The Government of South Australia is committed to ensuring our diverse multicultural communities are well supported through services and various programs, along with being encouraged to showcase their rich diverse cultures and customs with the wider South Australian community.

We are pleased to announce the opening of the Come Together Multicultural Festival Grants Program to support the 2019 Multicultural Festival.



Our government recognises the important work and valuable contributions of our multicultural organisations to enrich South Australia's multicultural heritage and celebrate the unique cultural blend of our wonderfully diverse community.

We take this opportunity to outline our Come Together Multicultural Festival Grants, which offers funding to support eligible multicultural organisations to participate in the 2019 Multicultural Festival – to showcase their rich diverse culture and customs with the wider South Australia.

We encourage multicultural organisations to consider applying for funds through the Come Together Multicultural Festival Grants Program to support their participation in the 2019 Multicultural Festival.



**Hon Steven Marshall MP**  
Premier of South Australia



**Hon Jing Lee MLC**  
Assistant Minister to the Premier

# About the 2019 Multicultural Festival

The 2019 Multicultural Festival and Come Together Multicultural Festival Grants program is administered by Multicultural Affairs, Department of the Premier and Cabinet.

The Multicultural Festival contributes to our government's priority to showcase Adelaide as a vibrant cultural centre and to foster greater engagement through the celebration of our culturally diverse community.

All South Australians are invited to come and join us at this inclusive community event as we expand and build upon interculturalism and social harmony in our community.

By celebrating and highlighting the significant contributions our multicultural society is making to the advancement of South Australia, it will build bridges, promote understanding and transform communities.

This festival has been held every second year since 2013 and will feature multiple stages, intercultural activities and stalls for community groups to showcase their cultural heritage through art, craft, food, dance, music and activities in a large-scale, positive and celebratory platform. It gives all South Australians the opportunity to come together, engage with others, share traditions, build relationships, awareness and connections between cultures and communities.

## Outcomes

The outcomes of the 2019 Multicultural Festival are to:

- strengthen intercultural understanding among South Australians
- encourage all South Australians coming together to recognise cultural diversity as a positive influence in the community
- provide a platform to celebrate new and emerging cultures, whose communities may not have the capacity to hold events that attract large-scale attendance
- promote a stronger South Australia by enriching multiculturalism and celebrate our cultural heritage.

## About the grant

The Come Together Multicultural Festival Grants will support community groups to participate in the festival. The purpose of the funding is to contribute towards the costs associated with participating in the festival. Funding is not intended to cover the entire costs incurred by a community group.

Community groups from all South Australian multicultural communities are encouraged to participate and apply for a grant, whether the community group is large or small, well known, established, or a newly arrived and emerging community.

Multicultural Affairs will only accept one application per organisation per Multicultural Festival grant category, unless the organisation is sponsoring another organisation. For example, an organisation can apply for one performance grant and for one stall grant but cannot apply for two performance grants or two stall grants.

Applications open on 2 May 2019 and close at 5pm on 14 June 2019.

# Funding categories

There are three categories of grants (performance, activity and stall) available.

**Funding category:** Performance

**Funding available:** Up to \$500

## Eligible projects

**Type:** Dance, song, music, demonstration or a combination of any of these.

**Performance area:** performances could be on a raised or ground level stage, ground level activity area, or moving throughout the event area, including in-between the stalls and audience. The stage sizes will be confirmed by event organisers with the successful participating groups.

## Examples:

- Roving – marching or drumming bands, conga lines, samba parades, lion dance.
- Stage/set area – dance performances, sport demonstrations, vocal and instrumental performances (all could be individuals, small or larger groups).

## Important points to consider when applying for a performance grant

- Performance times – stage/set area performances will be 10 minutes for each group to ensure a broader diversity of groups can participate.
- Roving (moving) performances times – may be up to 15 minutes, depending upon the group's capacity, the type of performance and the length/size/space of the area they need to move through.
- Stage sizes, performance times and roving performance routes will be finalised closer to the event and will be confirmed with successful groups.
- Performing groups are encouraged to choose lively performances and bright costumes that best represent their culture.
- Roving (moving) performances are a great way to interact with the audience.
- Community groups with another idea for performances are encouraged to apply but may consider applying under the activity category (e.g. martial arts demonstration or 'come and try' activities).
- Provide all relevant information to assist the assessment panel, including a detailed running schedule of the planned performance, the number of performers, any previous performance experience/reviews, and available resources (e.g. costumes, music and/or props).
- Community group representatives and group coordinators will be required to attend information sessions in the lead up to the event.

**Funding category:** Activity

**Funding available:** Up to \$500

### **Eligible projects**

**Type:** demonstrations, come and try activities and workshops.

**Activity area:** there will be two activity areas with the exact size to be confirmed by event organisers closer to the event. These areas will be:

- an outdoor floor space for demonstrations and larger come and try activities and workshops with an active or physical element
- an undercover larger tent space will be set up with tables and chairs for craft type activities.

### **Examples:**

- Demonstrations – fruit carving and martial arts where you can show the audience the activity.
- Come and try and workshops – arts and crafts such as origami and sugar skull or masque painting, basket weaving, and language writing where the visitors can come and make something to take home or try a hands-on experience like learning to play a musical instrument, sing a song or do a dance.

### **Important points to consider when applying for an activity grant**

- Activity times outdoor space – activities will be programmed for 30 minutes, unless otherwise negotiated between the event organisers and successful groups. This does not include set up/pack down times.
- Activity times indoor space – activities will be programmed for 1 hour and 15 minutes, unless otherwise negotiated between the event organisers and successful groups. This does not include set up/pack down times.
- The activity areas will be set-up for a range of different community groups and different activities throughout the day, which means the set up and space is flexible and may change during the day. This will be confirmed by the event organisers with the successful groups.
- Provide all relevant information to assist the assessment panel, including a detailed running schedule with the timelines to set up/pack down, a clear description of the activity and the materials required.
- Explain any specific requirements for space or equipment in the application.
- Community group representatives and group coordinators will be required to attend information sessions in the lead up to the event.

**Funding category:** Stall

**Funding available:** Up to \$250

### **Eligible projects**

**Type:** cultural displays, food and small demonstrations.

**Stall set up:** every successful group will be allocated one whole stall 3m x 3m in size, with one trestle table and two chairs. Stalls with onsite food preparation and cooking may be allocated an additional small amount of space if available.

### **Stalls can be used to:**

- showcase or sell art, craft, cultural food, traditional clothing, paintings or other culturally specific items
- display educational material, interesting information and facts about the community's origins, traditions and culture.

### **Important points to consider when applying for a stall**

- Groups must be able to communicate and promote their culture. If a space bigger than 3m x 3m is required for a cultural display, community groups are encouraged to apply under the activity category.
- Which members of the community group would be able to run the stall on the day, and would they be able to share the required information with the festival's visitors?
- All stalls must be decorated to present and show your group's culture
- Any food or drinks offered at stalls must be reflective of the community group's culture/origins/traditions (non-alcoholic drinks only and no pre-packaged commercial products).
- The sale of food and goods will be approved by the event organisers and the venue, once participating groups and their offerings are confirmed.
- All cooking methods will be subject to approval by event organisers and the venue. Please provide as much detail as possible in your application about what onsite cooking equipment you would like to use at the event.
- If planning to offer food, consider whether the people running the stall are aware of food safety standards and safe food handling rules and practices (more information and relevant guidelines will be provided to the successful groups at event information sessions closer to the event).
- What equipment would the community group need to bring and how would it fit into the stall space provided (for example, cooking and refrigeration facilities)?
- Provide all relevant information to assist the assessment panel, including the number of people running the stall throughout the day, and the timelines anticipated for setting up the stall and packing up at the end of the day.
- All groups are encouraged to wear dress reflective of their culture
- Community group representatives and group coordinators will be required to attend information sessions in the lead up to the event.

# Eligibility

## Who is eligible?

To be eligible for funding, multicultural organisations must:

- be non-government and not-for-profit, and
- have a registered Australian Business Number (ABN), and
- provide satisfactory evidence that their core purpose is to deliver initiatives, services or support for culturally and linguistically diverse communities in South Australia, and
- South Australian based, and
- incorporated under the *Associations Incorporation Act 1985* or
  - 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.

Not for profit multicultural groups that are unincorporated or do not have an ABN may be sponsored by an eligible multicultural organisation who applies on their behalf.

There is no limit to the number of times an eligible organisation may sponsor other organisations.

## Who is not eligible?

The following are ineligible for funding:

- organisations that have outstanding acquittal reports 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
- Commonwealth, State or Local Government department and agencies.

## 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](http://www.multicultural.sa.gov.au) by 5pm, 14 June 2019. Late or incomplete applications will not be accepted.

## Supporting documentation

- Photographs
- Videos
- Reviews
- Letters of support

*It is recommended that each attachment is no larger than 5 MB, and the total of all attachments does not exceed 25 MB.*

# How are applications assessed?

## Stage one – application screening

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

- the applicant organisation is eligible to apply
- 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 that progress to stage two will be assessed by a panel.

The panel will assess all applications on merit using the following criteria:

Criteria	Description
Quality	Is there evidence of the resources required, previous experience, reviews, or letters of support?  Is there evidence that details of the event have been planned?
Meets the purpose of the event	Does the type, space and size of the planned event meet the aims, and needs of the audience and venue?
Diversity	Is there a balance of cultures represented?

## 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
- have public liability insurance – a minimum of \$1 million or as required in your agreement
- appropriately acknowledge Multicultural Affairs, the Department of the Premier and Cabinet as a funding source for the project.

Payment will be made after attendance at the event in accordance with the terms and conditions of the agreement.

# Reporting requirements

The reporting requirements for successful applicants will be outlined in the funding agreement. All successful applicants will be required to submit an expenditure report and survey.

Grant recipients are required to keep receipts for all purchased items.

## Glossary

Term	Definition
Multicultural organisation	The multicultural organisation's core purpose is to deliver initiatives, services or support for culturally and linguistically diverse communities.
Culturally and linguistically diverse communities	People from migrant and refugee backgrounds, particularly those from non-English speaking countries.
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"><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 and/or share use of the facility or equipment.
South Australian based	Business address in South Australia.

### For more information:

**T** 1300 239 468

Multicultural Grants Team

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

Multicultural Affairs, Department of the Premier and Cabinet

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