

OFFICIAL 2024 Multicultural Festival Grants - Activity Application Form

Form Preview

Multicultural Festival Grants

* indicates a required field

Funding category: Activity

Funding available: Up to \$500

Types of activities: demonstrations, come and try activities, and workshops.

Activity areas:

There will be two activity areas with the exact size and locations to be confirmed by event organisers closer to the event.

- **Outdoor space** for demonstrations, larger come and try activities, and workshops with an active or physical element.
- **Indoor space (large marquee)** with tables and chairs for art and craft, and workshop type activities.

Examples:

- **Demonstrations:**
 - show visitors an activity, e.g., cultural dance, fruit carving or martial arts.
- **Come and try and workshops:**
 - visitors make something to take home, e.g., arts and crafts such as origami, sugar skull or masque painting, or basket weaving.
 - visitors learn through a hands-on experience, e.g., playing a musical instrument, singing a song, or learning a dance.

Please note that the activity area is an interactive space, and while demonstrations are welcome, groups are required to ensure there is a participation and interactive element to their activity.

Important requirements

The following applies to all applications in every category of the Multicultural Festival Grants:

- Organisations must ensure that its activities and stalls promote Australia's multicultural diversity and its model of integration and social cohesion.
- Participating groups will be required to adhere to all risk management, Work Health and Safety, Safe Food Handling requirements, City of Adelaide Guidelines, and COVID Safe requirements at the time of the event.
- Community group representatives and group coordinators will be required to attend mandatory information sessions in the lead up to the event.
- Community group representatives are required to share all relevant information with their group members who are participating on the day.

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- Participating groups will be required to submit a detailed online Requirements Form for approval by the deadline.
- All community group members participating on event day will be required to complete an online Pre-event Registration Form.
- Participating groups must provide and seek approval for all printed materials to be used and/or displayed at the event, prior to the event.

Important guidelines to consider when applying for an activity

Cultural guidelines:

- Activities must not promote religious or political advocacy that is not consistent with intercultural cohesion.
- Activities must not display any article, clothing, flag, sign, picture or printed material that is either not eligible for display or is considered offensive or substandard.
- Costumes, music, dance, activities, and workshops of participants must reflect that of the activity group's own cultural heritage and identity.
- Groups must be able to communicate and promote their culture. Consider which members of the community group would be able to run the activity and share the required information and cultural knowledge with the Festival's visitors.
- Activity group participants are required to wear dress reflective of their culture when within the activity.

Activity safety guidelines:

- Activities must not use or display toy or replica weapons.
- Activity group participants will be responsible for adhering to all safety and protective requirements as instructed by event organisers, for example the use of protective equipment to prevent damage to the venue or event equipment.
- Activity group participants must not bring equipment that will not fit within their designated activity space.
- Activity group participants are required to remain and keep their activity open until the end of their programmed time, even if activity items are no longer available for use.

Activity guidelines:

- **Activity times** will be programmed as below, unless otherwise negotiated between the event organisers and successful groups. This does not include set-up and pack down times (please note, short/limited set-up and pack down times will be available).
 - **Outdoor space:** 30 minutes
 - **Indoor space:** 60 minutes
- Activity areas will be set-up for a range of different groups and activities, which means the layout and space is flexible and may change during the day. This will be confirmed by the event organisers with the successful participating groups.
- Space, sizes and activity times will be finalised closer to the event and will be confirmed with successful groups.

Important instructions:

- If successful, all activity groups will be required to provide proof of public liability insurance – a minimum of \$1 million or as required in your agreement.
- Provide all relevant information in the application 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.

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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 with a comparable legal status.

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
- Organisations that have demonstrated religious or political advocacy that is not aligned with intercultural cohesion.

What applications will not be supported?

The following will not be supported:

- activities primarily aimed at meeting religious or political objectives that do not advance the interests of an inclusive and cohesive Australian society
- engaging in, or promoting/demonstrating, activities that are deemed unlawful
- engaging in, or promoting/demonstrating, activities that may be a risk to public safety
- engaging in, or promoting/demonstrating, activities that have potential to cause damage to the Government Parties reputation

Eligibility Check

Before you continue your application please ensure you can answer YES to the following questions:

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- I **have** read the [funding guidelines](#)
- I will **abide** by the funding guidelines
- The applicant is a **multicultural** not-for-profit organisation
- The applicant **has** a registered Australian Business Number (ABN)
- The application is **not** for reimbursement of funds that have already been spent
- The application is **not** for an event that is aimed at meeting religious or political objectives that do not advance the interests of an inclusive and cohesive Australian society
- The application is **not** for an event that may be a risk to public safety.

I have read and will abide by the Multicultural Festival Grants Program 2024 Funding Guidelines and believe that the applicant organisation is eligible to apply for a Multicultural Festival Grant. *

Yes No

I agree to share the Multicultural Festival Grants Program 2024 Funding Guidelines and relevant materials with the management committee of this application and other relevant community members participating in this event. *

Yes No

How did you hear about this grant?

Please tell us how you heard about the 2024 Multicultural Festival Grant applications. *

- Email newsletter
- Website news article
- Multicultural Affairs Facebook
- SA Gov Facebook
- LinkedIn
- Instagram
- Word of mouth
- Media

Organisation and Contact Details

* indicates a required field

Eligibility

Does your organisation meet the eligibility criteria? *

Yes No

Is this application being sponsored by an eligible organisation? *

Yes No

Eligible Organisation

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The Eligible Organisation (sponsor) will be responsible for the legal and financial accountability of the grant by signing a grant agreement and receiving and acquitting the funding.

Eligible Organisation Incorporation Number *

[Click here](#) to search for your incorporation or registered number

Eligible Organisation Australian Business Number (ABN) *

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main business location	

Must be an ABN.

Need to update your ABN? [Click here](#) for more information.

Organisation Name *

Organisation Name

Your applicant organisation name must be the same as registered/incorporation name and the same as the ABN Entity Name or trading name linked to the ABN.

Office Address

Address

Address Line 1, Suburb/Town, State/Province, and Postcode are required. Country must be Australia

Applicant Postal Address

Address

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Applicant Primary Phone Number *

Must be an Australian phone number.

Applicant Primary Email *

Must be an email address.

Applicant Primary Website

Must be a URL.

Social Media

Please provide social media handles for any social media accounts the Community Group has.

For example: Facebook@ multiculturalalsa

Facebook@

Twitter@

Instagram@

Registered Public Officer

Please provide the name and email address of your organisation's Public Officer, Company Office Holder or Responsible Officer.

Public Officer Name *

Title First Name Last Name

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Public Officer Primary Phone Number *

Must be an Australian phone number.

Public Officer Primary Email *

Must be an email address.

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Application Contact Person

Please provide details of the main contact person for this application

Contact Person Name *

Title	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Contact Person Position *

Contact Person Phone Number *

Must be an Australian phone number.

Contact Person Email *

Must be an email address.

Community Group Contact Details

Organisation Name *

Organisation Name

Incorporation Number (If applicable)

ABN (If applicable)

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	

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Main business location

Must be an ABN.

Address *

Address

Address Line 1, Suburb/Town, State/Province, and Postcode are required. Country must be Australia

Sponsored Organisation Website

Must be a URL.

Community Group Social Media

Please provide social media handles for any social media accounts the Community Group has.

For example: Facebook@ multiculturalalsa

Facebook@

Twitter@

Instagram@

Community Group Contact Person

*

Title

First Name

Last Name

Position *

Phone Number *

Must be an Australian phone number.

Primary Email *

Must be an email address.

Main contact for event coordination

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Please provide the main contact person for the event coordination.

*

Title	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Position *

Organisation / Community Group Name *

Phone Number *

Must be an Australian phone number.

Email *

Must be an email address.

Additional contact for event coordination

*

Title	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Position *

Organisation Community / Community Group Name *

Phone Number *

Must be an Australian phone number.

Email *

Must be an email address.

Project Details

* indicates a required field

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Culture and Ethnicity

Please list the ethnicity focus of the project *

Please list the relevant country of origin *

Group Name

This name will be used for event promotions and signage.

Small changes may be made by event organisers to meet style guide requirements.

IMPORTANT NOTE: commercial business names are not permitted (for example, restaurant names).

Please provide the organisation or community group name that you want printed in the event program. *

Activity Type

IMPORTANT NOTE:

If allocation for the activity type you select is exhausted, you may be allocated a different activity type by the panel. This will be discussed with successful applicants by event organisers closer to the event.

The final decision on the group's allocated activity will be made by event organisers in line with the finalisation of the program.

Which activity area would be more suitable for your activity? *

- Outdoor Activity Area (open floor area) Indoor Activity Area (large marquee area with some tables and chairs supplied)

What type of activity will you provide? *

- Demonstration Come and try workshop

Activity Details

For example, please describe:

- If your activity is a demonstration, will audience participants be able to join in at all, and what will you be demonstrating?
- Or if it's a hands-on experience like learning to play a musical instrument, sing a song or do dance, please tell us about what the audience will be doing, what instruments will you use (and how many), and what AV requirements will you need.

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- If it is a come and try activity or workshop, tell us about what the participants will make or be trying, can they take it home with them, what equipment will you use, and how will you run the activity?

Please note that the activity area is an interactive space, and while demonstrations are welcome, group's are required to ensure there is a participation and interactive element to their activity.

Please provide as much detail as possible to share what the audience and participants can hope to see and enjoy from your activity.

Please provide a DETAILED description of your activity. *

Provide as much detail as possible.

How many participants (members of the public) can be involved with the activity?

*

For example: 5 people at a time, and up to 20 people in total.

Please provide a DETAILED description of how you will decorate your selected activity area. *

The activity should be reflective of the community group's culture.

IMPORTANT: ALL community members working in your activity are required to wear dress reflective of their community group or culture (as safe to do so).

Wearing sunglasses or non-traditional clothing is not permitted during activities (for example, jeans and t-shirts).

Please provide a DETAILED description of the costume, national dress, traditional dress or uniforms the people in your activity will be wearing. *

All groups are encouraged to wear dress reflective of their culture.

Previous Multicultural Festival Participation

Has this group participated in the Multicultural Festival before? *

Yes

No

If YES - please provide details about this previous participation.

For example: Years participated, type of participation, etc.

Previous Activity Experience

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Has this group delivered the activity together before (not at the Multicultural Festival)? *

Yes

No

If YES - please provide details about this previous participation

For example: Name of other event, years participated and type of participation.

Supporting Evidence

Please upload any examples that demonstrate your past event participation and the group's experience that will support your application.

For example, photos, videos, reviews, news articles, or letters of support.

Links

Must be a URL.

File Upload

Attach a file:

Supporting Documentation - Constitution

Please upload a copy of your organisation's Constitution. *

Attach a file:

A minimum of 1 file must be attached.

Applicant Organisation Declaration

* indicates a required field

Alternative Participation Options

If your activity application is unsuccessful, would you like to be considered for one of the other Multicultural Festival categories?

If yes to any of the following, you may be contacted for further information.

*

Yes - Stall Yes - Performance No

Declaration

We agree that if successful in obtaining a grant, the **Eligible Organisation** will not:

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- sell, use or display toy or replica weapons
- engage in activities primarily aimed at meeting *religious* or *political* objectives that do not advance the interests of an inclusive and cohesive society
- engage in, or promote/demonstrate, activities that are deemed *unlawful*
- engage in, or promote/demonstrate, activities that may be a risk to public *safety*
- engage in, or promote/demonstrate, activities that have potential to cause *damage* to the Government Parties reputation.

We certify that the information provided in this application is true and accurate, and does not include false, misleading or incorrect information.

We certify that the **Eligible Contact Person, Registered Public Officer, Executive Members and/or the Eligible Organisation** have never committed and/or are being investigated for any fraud or dishonesty offences.

We certify the application is endorsed by two persons, one being an executive member of the board or management, and the **Registered Public Officer**, of which both are from the **Eligible Organisation**.

We agree that if successful in obtaining a grant, the **Eligible Organisation** will enter into an agreement that will include grant terms and conditions relating to the expenditure of funds, reporting and compliance with specified requirements.

We understand the submission of an application does not guarantee a place in the 2024 Multicultural Festival.

We understand the submission of an application does not guarantee funding and does not involve ongoing government funding.

We understand by submitting an application we are agreeing that our organisation's name and participation in the festival can be used in event promotion if the application is successful.

We understand we will be required to adhere to all risk management, Work Health and Safety, Safe Food Handling requirements, City of Adelaide Guidelines, and COVID Safe requirements at the time of the event.

We understand we will be required to submit a detailed online **Requirements Form** by the deadline.

We understand we must **seek approval for all printed materials** to be used and/or displayed at the event, prior to the event.

We understand community group representatives and group coordinators will be required to **attend mandatory information sessions** in the lead up to the event.

As authorised representatives we agree to these conditions on behalf of the eligible organisation

*

Yes No

Principal Office Bearer Declaration (President, CEO, Chair)

Principal Office Bearer Name *

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Title	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Principal Office Bearer Position *

Principal Office Bearer Primary Phone Number *

Must be an Australian phone number.

Principal Office Bearer Primary Email *

Must be an email address.

Declaration Date *

Must be a date.

Second Authorised Personnel's Details

(must be different to the Principal Office Bearer)

Second Office Bearer Name *

Title	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Second Office Bearer Position *

Second Office Phone Number *

Must be an Australian phone number.

Second Office Bearer Primary Email *

Must be an email address.

Declaration Date *

Must be a date.

Disclosure of Name and Contact Details for the Organisation

Your personal information (name, organisation, phone and email) may be included in a list for circulation to our sponsors, government agencies or individual / organisations interested

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to contact you for any future events. You may also receive further information related to future events, sponsor's activities and products.

Your decision will not affect the outcome of your application.

Please tick this box if you do not want to receive future marketing offers from our partners / third parties. *

No