

OFFICIAL



SA Youth Week 2024

Grant Funding Guidelines

ISAYW

Key information

Name of fund:	SA Youth Week Grant
Grants opening date:	9:00am, 18 October 2023
Grants closing date:	3:00pm, 15 November 2023
Success notification:	By 1 January 2024
Funding available:	Up to \$2,000 (ex GST)
Type of funding:	One-off funding

About

SA Youth Week (SAYW), which will be held from Friday 15 March to Sunday 24 March 2024, is an initiative that celebrates and recognises the value of young South Australians to their communities.

As one of the largest annual events on the South Australian youth calendar, SAYW showcases young peoples' talents, contributions, and achievements; promotes a positive image of young people; acknowledges the common interests of young people as well as their diverse backgrounds and circumstances; and enables young people to express their ideas.

Purpose

The State Government, through the Department of Human Services (DHS), is providing SAYW grants for local councils and not-for-profit organisations working directly with young people across South Australia to host events and activities during SAYW 2024. The events should promote, acknowledge, recognise and celebrate the contributions of young people in our communities.

The overall purpose of SAYW 2024 is to celebrate young people and youth culture and to encourage all young people to participate in their communities.

Aims and objectives

SAYW 2024 grants support youth-led events and activities held during SAYW in South Australia that support the objectives of SAYW by:

- providing opportunities for young people aged 12 - 25 years to be involved in the planning and delivery of events that celebrate young people and youth culture;
- providing opportunities for young people to express their ideas and views, pursue their interests, showcase their skills and talents, raise issues of concern to them and/or act on issues that affect their lives;
- providing opportunities for the wider community to listen to young people and acknowledge and celebrate the positive contributions that young people make to their local communities; and
- providing activities that are accessible for all young people.

Funding

One-off grants of up to \$2,000 are available for organisations hosting events during SAYW 2024 that are in both metropolitan and regional South Australia, with 60% of these being in regional SA.

Eligibility

- Local councils and not-for-profit organisations working directly with young people in South Australia.
- Organisations **must** match the grant funding, either dollar for dollar, through in-kind support or a combination of both. An in-kind contribution is a contribution of a good or a service other than money. Some examples include staff hours or voluntary labour (for example, painting work), donated goods (for example, sporting equipment) and donated services (for example, professional advice from an architect).
- Funded organisations must maintain workers' compensation insurance for an amount required by the relevant legislation and public liability insurance for \$10,000,000 or more per claim.
- All events and activities **must** take place during SAYW 2024 (15 March to 24 March)

Special provisions

Regional and rural/remote organisations can use part of the funding to subsidise transport of young people to SAYW events and activities.

Events and activities which specifically target young people experiencing disadvantage will be considered favourably. This includes young people from the LGBTIQA+ community; young people with a disability or neurodivergence; young people at risk of homelessness; Aboriginal and Torres Strait Islander young people; culturally and linguistically diverse (CALD) young people; young carers; unemployed young people; and young people with contact (or at risk) with youth justice.

APRA AMCOS licensing

Whenever music is played and/or performed in public, whether live OR recorded, the party authorising the music use almost always requires an APRA AMCOS public performance licence. This covers the rights of the songwriter, composer and music publisher who made and own the piece of music.

If you are playing music at your SAYW event, you will be required to source, at the event organisers' expense, the required license. For more information on licensing please contact APRA AMCOS on 1300 852 388 or email licence@apra.com.au

Not eligible

- Events and activities that are planned outside of SAYW 2024.
- Events and activities that are planned to be held outside South Australia.
- Requests for the purchase, maintenance or upgrading of facilities.
- Requests for the purchase of alcohol as part of any SAYW 2024 event or activity.
- Request for salary subsidies.
- Requests from individuals.
- Organisations that have not met the acquittal requirements for any previous grants issued by the Department of Human Services.
- Commercial or business associated activities (to make a profit).
- Fundraising or charitable events and activities.
- Organisations that are not located within South Australia, unless the event or activity is held in and benefits South Australian young people.

Selection criteria

What is the event?

Describe the event(s), including:

- What is the event(s)?
- Who is hosting the event(s)?
- Where will the event(s) be hosted (e.g., metro / regional)?
- What involvement will young people have in the planning and delivery of the event(s), including the number of young people involved
- What is the frequency of the event (e.g., is it a one-off event or across multiple days)?
- Will any measures be in place to enable participation of all young people?
- How will the event be publicised?
- Does the contribution match the grant funding, either dollar for dollar, through in-kind support or a combination of both?
- Does the event enable collaboration with other partners in the community?

How will it benefit young people?

Describe the desired outcomes of the event(s), including:

- How does the event celebrate young people and youth culture?
- How will the event provide young people with opportunities to pursue their interests, showcase their talents, express their ideas and views, raise issues of concern to them and/or act on issues that affect their lives?
- How is the event inclusive all young people or a specific group (e.g., a specific age group, LGBTIQ+ community; young people with a disability or neurodivergence; young people at risk of homelessness; Aboriginal and Torres Strait Islander young people; CALD young people; young carers; unemployed young people; young people in contact with youth justice)?
- How will young people be able to express their views and satisfaction with the event(s)?

Recommendations of applications

An Assessment Panel will review all applications and make recommendations on funding.

The Minister for Human Service's delegate, the Director, Social Inclusion, Department of Human Services (DHS) will be advised of the Assessment Panel's recommendations and will make the final decision on grant funding. All decisions relating to the allocation of funding will be final. The funding round will be finalised when all successful applicants have signed Grant Funding Agreements (GFA) with DHS. The GFA will contain the entire agreement between the parties.

How to apply

Complete the SAYW grant application and submit with attachments by **3:00pm, 15 November 2023**.

[Apply via the smarty grants portal](#)

What are my obligations if successful?

Successful applicants will be required to:

- Enter into a Grant Funding Agreement with DHS
- Expend all funds on approved activities during SAYW 2024
- Return any unexpended funds to DHS
- Seek advice and/or approval from DHS if an event/activity needs to be varied and/or cancelled prior to taking place (e.g., due to adverse weather or COVID-19 restrictions)
- Acknowledge the support of SAYW and the South Australian Government in any promotional materials
- Provide a final written report and financial acquittal to DHS by close of business 3 June 2024.

Who do I contact for further information?

Department of Human Services

Phone: 8207 0584

Email: YouthActionPlan@sa.gov.au

Application checklist

When submitting your online application, please:

- submit one application per organisation;
- attach extra information (if applicable) via the upload functions; and
- lodge your application online by 3.00 pm, 15 November 2023. No extensions will be granted.

Key dates

- 9am, 18 October 2023: Applications open
- 3:00pm, 15 November 2023: Applications close
- By 15 December 2023*: Successful notification date
- from 1 January 2024*: Funding agreements made
- 15 March 2024: SA Youth Week opens
- 24 March 2024: SA Youth Week closes
- 5pm, 3 June 2024: SAYW Report and Acquittal

**Dates are approximate and may be subject to change by notification of the department.*