

Victorian Youth Week 2018

Grant Guidelines

Contents

Minister's message.....	2
What is Victorian Youth Week 2018?.....	3
What type of activities might be funded?.....	3
How will applications be assessed?.....	3
Who can apply?	4
What will not be funded?.....	4
What are the funding conditions?.....	4
What is the application process?.....	5
More information	5

Minister's message



Young Victorians play an important role in the future of our state and the Andrews Labor Government wants every young person to have the opportunities and support they need to reach their potential.

The government's *Youth Policy: Building Stronger Youth Engagement in Victoria* strengthens how we engage with young people and embed their voice in building an even better Victoria.

I am delighted that in 2018, we will be celebrating young Victorians through our first Victorian Youth Week.

Victorian Youth Week is the perfect time for young people to showcase their skills and talents and to be recognised for their contribution to their communities.

Victorian Youth Week will provide many opportunities for young people to engage in projects that will be delivered throughout the week. It is a time for young people to come together and celebrate in their communities.

I encourage local governments, community organisations and schools in Victoria to engage with young people in their local communities and apply for a 2018 Victorian Youth Week grant.

**Jenny Mikakos MP
Minister for Youth Affairs**

What is Victorian Youth Week 2018?

Victorian Youth Week is a week-long celebration throughout Victoria for young people, aged 12 to 25.

Victorian Youth Week will be held from 13 April to 22 April 2018.

The Victorian Government is providing Victorian Youth Week grants to fund events that celebrate and recognise the contribution of young people to their community.

The objectives of Victorian Youth Week grants are to:

- support young people's participation in the planning and delivery of Victorian Youth Week activities
- promote positive images of young people by showcasing their talents, achievements and contribution to the community
- assist young people to express their ideas and provide opportunities to have their voices heard within the community.

Victorian Youth Week events are inclusive and accessible to all young people and support young people who face additional barriers to community participation.

What type of activities might be funded?

Eligible organisations can apply for grants of up to \$2,000.

The Victorian Youth Week 2018 program will support youth-led activities, events and projects which focus on issues of interest to young people or support particular groups of young people.

Examples of previously funded projects include:

- arts focused events, photography exhibitions, mural creations and film competitions
- cultural days and community festivals with live bands, stalls and activities
- sporting events, such as soccer tournaments, skate, BMX and basketball competitions
- workshops and forums with a focus on issues of concern to young people, including body image, equality, mental health and cultural respect.

How will applications be assessed?

Applications will be assessed against the questions detailed in the four criteria below.

Applicants must respond to each of the criteria demonstrating how the proposed project will meet the objectives of the 2018 Victorian Youth Week program.

1. Project overview

- Provide an overview of the project – identifying the type of project, its goals and objectives.
- Describe the local needs for the project in the community.
- Provide evidence of the need for a project – based on data, research and consultation with young people.

2. Project delivery

- Outline how you will support young people's participation in the planning and delivery of the project.
- Describe how you will promote positive images of young people by showcasing their talents, achievements and contributions to the community.
- Describe how you will assist young people to express their ideas and have their voices heard in developing the project.

3. Youth participation in the project

- List the key roles or activities that young people will undertake to support the successful delivery of the project.
- Outline the groups of young people who will participate in the project. Identify if the project will engage with a diverse range of young people (including culturally and linguistically diverse, Aboriginal and Torres Strait Islander people, LGBTI, recently arrived refugees, rurally isolated, or young people with a disability).

4. Project partners

- List the key partners that will support the implementation of this project (including schools, community organisations, councils and businesses).
- Describe the role that each of these partners will play.

Who can apply?

To be eligible, young people must be working in partnership with a local council, community organisation or school.

Commercial organisations or bodies established for profit-making purposes **are not eligible** to receive a Victorian Youth Week grant.

What will not be funded?

Victorian Youth Week 2018 grants will not fund:

- organisations that have failed to complete any previous projects funded by the Department of Health & Human Services, Economic and Community Participation and Office for Youth, without demonstrating sufficient cause
- activities that are the primary focus of other Victorian Government programs
- requests for the purchase, maintenance or upgrading of facilities or equipment
- requests for salary subsidies.

What are the funding conditions?

Grants of up to \$2,000 are available. Organisations applying for funding will be required to outline other contributions for the proposed project, such as financial and in-kind support.

The following conditions will apply to all projects that receive a grant.

- The grant recipient must enter into a funding agreement with the Department of Health & Human Services that sets out the conditions and reporting requirements.
- Any variation to the approved project must be submitted to the Department of Health & Human Services for approval prior to implementation.
- All projects must:
 - be accessible to young people, aged 12 to 25, in their local community
 - take place in Victoria during Victorian Youth Week from 13 April to 22 April 2018
 - be alcohol, smoke and drug-free
 - provide safe and secure environments for young people
 - be covered by all appropriate insurance, including public liability insurance for not less than \$5 million
- All publicity, promotional material and signage relating to the project must prominently display the Victorian Youth Week logo and the Victorian Government logo.
- All promotional material and publicity generated by the funded organisation relating to the project must include the following acknowledgement:
 - 'This event is supported by the Victorian Government'
 - Grant recipients will be required to complete a Victorian Youth Week 2018 report that includes photographs, films or mixed media artwork related to their project, event or activity.

What is the application process?

Applications (including any attachments) must be submitted using the Victorian Youth Week 2018 Application Form by **Friday, 24 November 2017**. Late or incomplete applications will not be considered. Receipt of applications will be acknowledged in writing.

Copies of the Victorian Youth Week 2018 Grant Guidelines and Application Form can be downloaded from the Youth Central website at www.youthcentral.vic.gov.au/vyw

Applications must be submitted via email to youthweek@dhhs.vic.gov.au

More information

For more information, please contact Casie McDougall at Economic and Community Participation and Office for Youth via email at youthweek@dhhs.vic.gov.au or telephone (03) 9096 1244 any weekday between 9.00am and 5.00pm (except public holidays).