



# MULTICULTURAL FESTIVALS AND EVENTS 2018-19 SCHOOLS PROGRAM

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Program Guidelines

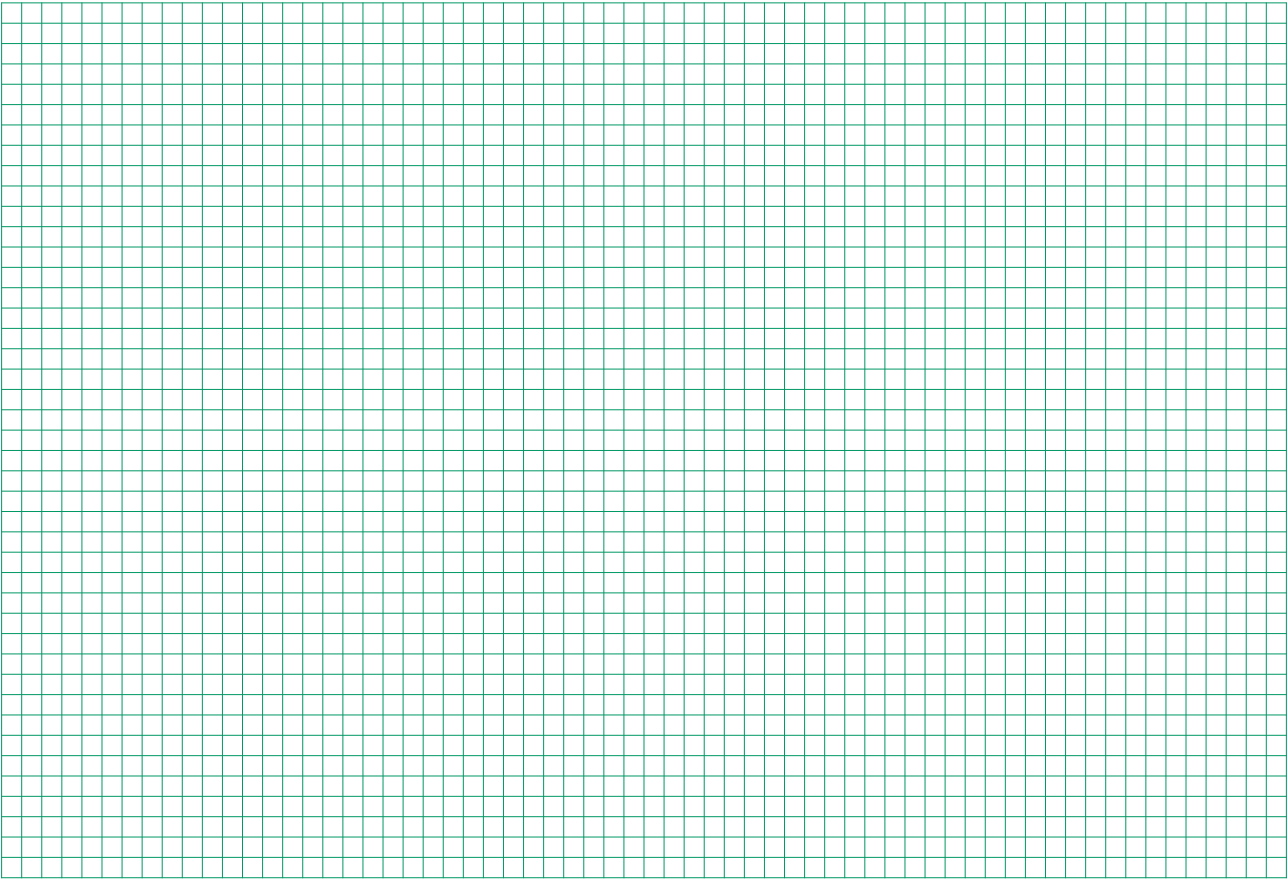
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Applications can be submitted online at  
[www.multicultural.vic.gov.au](http://www.multicultural.vic.gov.au)

VICTORIAN  
multicultural  
commission  
*strengthening our community*



Guidelines



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If you would like to receive this publication in an alternative format, please telephone the Multicultural Affairs and Social Cohesion Division on 1300 366 356. This document is also available in PDF format on the internet at [www.multicultural.vic.gov.au](http://www.multicultural.vic.gov.au).

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## MESSAGE FROM THE MINISTER FOR MULTICULTURAL AFFAIRS

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It gives me great pleasure to announce a round of grants funding to support cultural festivals and events in primary and secondary schools across Victoria.

The Victorian Government believes that our diversity is one of our greatest assets and is committed to supporting all Victorians to feel connected to their cultural heritage.

The Multicultural Festivals and Events 2018-19 Schools program will provide opportunities for all Victorians to participate in – and develop a deeper understanding of – the customs and traditions of our diverse communities by celebrating Cultural Diversity Week.

Cultural Diversity Week is Victoria's largest multicultural celebration, featuring a week-long program of festivals and events in metropolitan and regional areas.

Cultural Diversity Week is held annually in March to coincide with the United Nations Day for the Elimination of Racial Discrimination and Harmony on March 21.

The program also acknowledges Victorian schools as key partners in supporting our strong and socially inclusive state.

Ultimately the program reaffirms the Victorian Government's commitment to the ideals of multiculturalism, enshrined in our Multicultural Policy Statement.

On behalf of the Victorian Government, I strongly encourage schools to apply for a grant and bring Victoria's vibrant multiculturalism to life.

A handwritten signature in black ink, appearing to read 'Robin Scott'.

**ROBIN SCOTT MP**  
Minister for Multicultural Affairs

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# 1 VICTORIA'S MULTICULTURAL POLICY STATEMENT

*Victorian. And proud of it.* is Victoria's new Multicultural Policy Statement. It sets out the Victorian Government's way forward with a range of policies, programs and services that encourage every one of us to participate in a stronger, safer and more harmonious community.

The Multicultural Policy Statement is underpinned by the Victorian Values Statement, a set of shared values that form the foundation of our cohesive, multicultural society.

## Victorian Values Statement

The five core values are:

### One law for all

Everyone is equal under the law. All Victorians have the same legal rights, responsibilities and protections.

As Victorians, we all have rights under the law and responsibilities towards each other. By respecting our mutual rights and responsibilities, we can ensure a safe and cohesive society.

### Freedom to be yourself

Everyone is free to be themselves and to feel safe in being true to themselves. The Government wants every Victorian to be able to celebrate their culture with pride, and practice their traditions in peace.

The freedom to be yourself includes freedom of speech, expressions of gender, sexuality and religion, and peaceful assembly; it does not allow people to break the law or to impinge on the safety or freedom of others.

### Discrimination is never acceptable

Everyone has a responsibility to promote inclusion and participation and to reject exclusion, racism and all forms of violence. A society free of discrimination is better able to tackle problems like economic and social disengagement and improve health and wellbeing for all.

### A fair go for all

Everyone deserves a fair go in life. That means giving every Victorian – no matter where they live, their circumstances, or their background – the support they need to enjoy the Victorian way of life. This includes quality education and healthcare, accessible transport, equity in employment and a safe place to live.

### It is up to all of us to contribute to a Victoria we can be proud of

We all want similar things – the opportunity to thrive, for our successes to be recognised, and for our families and loved ones to be safe, secure and happy.



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## 2 WHAT IS THE MULTICULTURAL FESTIVALS AND EVENTS 2018-19 SCHOOLS PROGRAM?

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The Victorian Government and the Victorian Multicultural Commission (VMC) are committed to promoting and enhancing the social, cultural and economic benefits of cultural diversity to all Victorians.

The Multicultural Festivals and Events 2018-19 Schools program (MFE 2018-19 Schools) encourages all Victorians to participate in Cultural Diversity Week celebrations held at schools in March 2019.

This initiative is administered by the Multicultural Affairs and Social Cohesion (MASC) Division in the Department of Premier and Cabinet.

### Objectives

The MFE – Schools program seeks to encourage support for multiculturalism by Victorian student's both within their school and their community by supporting celebration and events that seek to:

- » showcase the vibrancy and contribution of Victoria's multicultural communities and encourage participation and contribution of Victorian students to multiculturalism.
- » build intercultural understanding and/or embed global and multicultural citizenship perspectives for students.

The objectives of Cultural Diversity Week are to:

- » Engage all Victorians in a program of events and activities that promote and celebrate multiculturalism
- » Promote social cohesion in Victoria
- » Encourage Victorians to engage in constructive dialogue about multiculturalism
- » Provide opportunities for learning about other cultures
- » Create opportunities for members of Victoria's new and emerging communities to be part of community events

- » Raise awareness of the Victorian Multicultural Commission (VMC) and its role in promoting and supporting multiculturalism in Victoria
- » Develop strong, ongoing and mutually beneficial sponsorships and relationships.

Applications that demonstrate strong alignment with more than one of these objectives will be more favourably assessed during the application assessment process.

The Victorian Government's Multicultural Policy Statement makes clear the values that all Victorians share, including the freedom to be yourself. The MFE 2018-19 Schools program contributes to it by supporting culturally diverse communities to feel more connected to their cultural heritage and identity.

### Funding Available

Schools can apply for a grant between \$500 and \$2,000. Applications are limited to one per school.

The MFE 2018-19 Schools program is expected to be extremely competitive due to the high volume of applications anticipated.

Generally, MFE 2018-19 Schools program funding will represent a contribution towards the total expected project cost. Schools are encouraged to secure other additional funding sources or other financial partners for their events if required.

### Timing

Applications will be accepted for Cultural Diversity Week celebrations to be held in March 2019.

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## 3 WHO IS ELIGIBLE TO APPLY?

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Victorian primary or secondary schools registered with the Victorian Registration and Qualifications Authority (VRQA) are eligible to apply.

Schools must complete overdue accountability reports prior to any new funding being granted. To check if you are up to date with accountability reports, please email [community.grants@dpc.vic.gov.au](mailto:community.grants@dpc.vic.gov.au).

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## 4 WHAT TYPES OF PROJECTS MIGHT BE FUNDED?

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### Applications and projects that may be supported

Cultural Diversity Week Celebrations are expected to showcase the culture of diverse groups within their school and local community. Schools are encouraged to work with cultural groups and community organisations within their local community in the planning and running of the event.

Schools that are awarded a grant for their Cultural Diversity Week event are required to register their events at [www.multicultural.vic.gov.au](http://www.multicultural.vic.gov.au) as a condition of their funding.

### Applications and projects that will not be supported

The following applications will be ineligible:

- » annual school fetes that raise funds for the school
- » events that promote or are held for political purposes
- » from organisations that have failed to comply with the terms and conditions of previously awarded grants.

### What costs cannot be supported?

In some instances, an application may be successful in receiving MFE 2018-19 Schools program funding, however MASC reserves the right to place restrictions on what specific project costs the funding may support.

Detailed below are some costs that cannot be supported by the MFE 2018-19 Schools program:

- » recurrent administrative, infrastructure and other organisational costs
- » public liability insurance
- » purchase of capital equipment (including hardware or software)
- » set-up and maintenance of Internet sites
- » travel outside Victoria or funding for people or organisations from overseas to visit Victoria.



## 5 HOW DO I APPLY?

Applications open on Monday 3 September 2018 and close at 11:59pm on Friday 14 September 2018.

Complete the application form online at [www.multicultural.vic.gov.au](http://www.multicultural.vic.gov.au).

Ensure you complete the contact and address details, respond to the eligibility criteria and attach all supporting documentation to your application.

Late or incomplete applications may not be considered.

For more information, contact [community.grants@dpc.vic.gov.au](mailto:community.grants@dpc.vic.gov.au) or call 1300 366 356.

### How will applications be assessed?

Applications will be assessed against the program objectives, eligibility requirements and assessment criteria.

Applications will be assessed by a panel that will consist of representatives from MASC and the VMC. The Minister for Multicultural Affairs will confirm all final recipients.

### What are the assessment criteria?

Applications will be assessed against the criteria outlined below:

#### 1. Event Summary and Purpose

The application:

- » provides a clear and detailed description of the proposed activity and purpose.





### 2. Event Objectives

The application demonstrates the extent to which the proposed event:

- » has clear and logical expected outcomes
- » will contribute to the objectives of the MFE 2018-19 Schools program including those of Cultural Diversity Week
- » is consistent with the Victorian Multicultural Policy Statement.

### 3. Community Engagement

The application demonstrates the extent to which the proposed event will:

- » be strongly supported at a community level
- » engage Victoria's multicultural communities
- » engage new and emerging communities, people of refugee and asylum seeker background, and segments of the Victorian community that may at times be marginalised from community activities

### 4. Event Delivery

The application demonstrates the extent to which:

- » the event is ready to proceed and supported by a clear approach and realistic timeframes
- » the event can feasibly be delivered by those who are involved
- » the budget is based on sound cost estimates and represents value for money.

## 6 FUNDING CONDITIONS

The MFE 2018-19 Schools program is a discretionary, merit-based grant program. All decisions in relation to any aspect of the funding application and assessment process, including any decision to award a grant under this program, are final.

### Funding agreement

Successful applicants will be required to enter into a Victorian Government Common Funding Agreement (CFA) with the Department of Premier and Cabinet, which consists of:

- » a 'Schedule' (detailing activity details, funding, activity deliverables and payments, budget, reporting requirements and other activity specific requirements)
- » a set of standard terms and conditions which are fixed and non-negotiable.

It is recommended that applicants review the CFA before applying for a grant.

You can view the CFA standard terms and conditions at: <https://providers.dhhs.vic.gov.au/sites/dhhsproviders/files/2018-08/Victorian-Common-Funding-Agreement-Example-Short-Form-Small-Community-Project-December-2015.doc>

You may also request a hard copy of these documents by contacting MASC on 1300 366 356.

### Reporting requirements

An accountability report outlines what the Victorian Government's contribution went towards and measures how successful your activity was. You can provide the following supporting documentation with your accountability report:

- » photographs
- » advertising or marketing materials
- » surveys.

An accountability report must be submitted prior to 30 June 2019.

**Application outcomes will be published at [www.multicultural.vic.gov.au](http://www.multicultural.vic.gov.au).**





