

Queensland Youth Week

2020 Grant Information Paper



# Queensland Youth Week 2020

Queensland Youth Week is our biggest opportunity to celebrate the state’s young people aged 12-25. In 2020, Queensland Youth Week will be held from 1 to 9 April.

This year’s theme is ‘Yeah the youth!’, which is a call to friendship, strength and unity between young people and a celebration of who they are and what they offer to our great state.

Young people are significant drivers of the state’s cultural, economic and social trends. They are taking their early steps into adulthood with key life decisions being made during this stage of their lives.

From entering high school, to obtaining a learner driver’s permit or a first job. Young people are registering to vote and finishing their secondary education. They are beginning their careers and starting a family.

During Queensland Youth Week 2020, let’s acknowledge the successes and challenges young people face and allow them the chance to thrive.

# Purpose of the 2020 Queensland Youth Week grants

The purpose of the Queensland Youth Week grant program is to support projects (a project could be an event, activity or initiative) that inspire young people aged 12-25 to connect with community and encourage them to thrive whilst supporting the objectives of the [Queensland Youth Strategy](https://www.csyw.qld.gov.au/youth/queensland-youth-strategy).

Evidence of the involvement of young people in the design or delivery of the project is a **mandatory requirement**.

Applications for projects that are targeting a particular youth subset e.g. age group, cultural group are welcomed.

# Funding available

One-off funding is available for projects to be held during Queensland Youth Week, from 1 to 9 April 2020. The total allocation of funds for this grant round is $50,000.

**The maximum funding available per project is $2,000.**

# Your application and how it will be assessed

Your application’s proposal will be assessed on these four criteria:

*In allocating funds the department will also consider the geographical spread of applications.*

# What projects will not be funded

The following projects **will not** receive funding through these grants:

* projects where the applicant does not meet the eligibility criteria
* projects that are not led or delivered by young people
* projects, including sporting and arts projects, which do not meet the grant purpose
* initiatives, activities or travel outside Queensland or funding for overseas people or organisations to visit Queensland
* projects that promote or are held for political purposes
* commercial or fundraising activities
* projects where more than 20% of requested grant funds are allocated to administrative salaries
* purchase of assets using grant funds with an individual value over $50 and a cumulative value of over 30% of the total requested grant funds
* projects where grant funds are allocated to: acquittal, auditing or reporting costs; existing debt or loan repayments; purchase of gifts or prizes; fees associated with an auspice agreement; purchase of alcohol

# Eligibility

**Applicants must:**

* be a not for profit, legal entity; **OR**
* be a local government entity; **OR**
* be a Parents & Citizens Association; **OR**
* have an auspice agreement with any of the above entities

**Additionally, applicants must:**

* have current Public Liability Insurance; **AND**
* have no outstanding financial accountability, service delivery or performance issues for funding provided by the Department of Child Safety, Youth and Women.

**Events, projects and activities must:**

* be delivered during Queensland Youth Week, from 1 to 9 April 2020; **AND**
* be delivered in Queensland; **AND**
* support the purpose of this grant program*.*

**How eligibility will be assessed:**

You will need to provide:

* an Australian Business Number (ABN) on your application form; **OR**
* a copy of your government issued certification of incorporation or other incorporation documentation (e.g. a constitution), to demonstrate the not-for-profit status of your entity.

The Department of Child Safety, Youth and Women may contact you during the assessment process to request:

* a copy of your most recent Audited Financial Statement;
* further details be submitted; or
* clarification of the information provided.

# Our requirements from successful applicants

Should your application for Queensland Youth Week (QYW) grant funding be successful, you will be required to:

* Enter into a service agreement with the Department of Child Safety, Youth and Women before receiving 2020 QYW grant funding.
* Provide a certificate of currency for insurance prior to funds being released. At a minimum, applicants must hold public liability insurance to the value of at least $10 million.
* Acknowledge the funding source on any printed or promotional material relating to the event, project or activity, including websites.
* Contribute to the Department of Child Safety, Youth and Women broader QYW campaign message through supporting promotional resources.
* Following the delivery of the funded event, project or activity:
	+ complete an activity report outlining the activity and outcomes achieved; **AND**
	+ provide video, photographs and/or audio files to the Department of Child Safety, Youth and Women. You must confirm you have obtained consent from people in the video, photo or audio to share the material.
* comply with the *Community Services Act 2007.*

# Important budget information

When developing the budget for your proposed project think about the following:

* The maximum one-off grant amount available is **$2,000 per project**. Applicants are encouraged to supplement their budget with in-kind contributions and/or corporate or business sponsorship.
* There are conditions on the maximum allocation of funds to particular items (see What Projects Will Not Be Funded)

# Timeframes

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| Applications close | Midnight 15 December 2019 |
| Assessment | December 2019 |
| Applicants notified of outcome | January 2020 |
| Events/projects/activities to be held | 1 - 9 April 2020 |

# How to apply

All applications must be submitted electronically through the SmartyGrants website at <https://csyw.smartygrants.com.au/qyw20>

**Please note:**

* A separate application must be submitted for **each** proposed event, project or activity.
* Late applications may be accepted under **exceptional** circumstances only, and only with prior written approval from the Department of Child Safety, Youth and Women.
* Email applications will not be accepted.
* Applications under an auspice arrangement must be submitted by the auspice organisation.
* Applications that are incomplete after the closing date will not be assessed.
* Letters of support from local organisations, young people, Aboriginal and Torres Strait Islander Elders and local Members of Parliament are welcome and can be attached to your application.

# Contact details

All enquiries regarding the 2020 Queensland Youth Week grant round should be directed to the Office for Youth between 8.30am to 4.30pm Monday to Friday (excluding public holidays) via:

**Phone:** 07 3097 6451 or **Email:** qyw@csyw.qld.gov.au

Contact officers cannot provide advice on individual applications.

