

# Youth Engagement Grants Program



## 2023 Grant Guidelines

## Key dates

### Northern Territory Youth Week Grants

Applications open	1 November 2022
Closing date for applications	30 November 2022
Notification of successful recipients	31 January 2023
NT Youth Week	6-16 April 2023

## How to apply

You can apply for a grant online through the [GrantsNT](https://grantsnt.nt.gov.au) website <https://grantsnt.nt.gov.au>

If you have any queries about this grant, please call the Office of Youth Affairs on (08) 8999 3862 or email [tfhc.oya@nt.gov.au](mailto:tfhc.oya@nt.gov.au).

These grant guidelines have been prepared to help you complete the NTYW grant application form.

## Program Overview

The Office of Youth Affairs (OYA) administers the Youth Engagement Grants Program, which aims to provide financial support to young people, community groups and organisations enabling young Territorians to engage and participate in a variety of drug and alcohol free recreational events, personal development and leadership programs.

There are grants for organisations, up to \$2,000, which are available groups, clubs, organisations and businesses throughout the Northern Territory for youth related activities. Organisations need to have staff with current Ochre Cards and Public Liability Insurance.

## NT Youth Week

NT Youth Week (NTYW) aims to assist young Territorians to access a variety of youth initiated events and personal development programs during **6-16 April 2023**. You can apply as a group, an organisation, or a business wanting to run FREE events or activity for young people across the Territory.

NTYW is an excellent opportunity for community groups, not-for-profit organisations, local businesses, community leaders and young people to collaborate and engage. It also encourages local participation and strengthens partnerships through events and activities for young Territorians aged 12-25 years. Although everyone from across the Territory is encouraged to get involved, there is a strong emphasis on supporting youth-led projects.



## Aims and objectives

Please note, all NTYW events and activities **MUST** be drug and alcohol free. All events and activities must also meet the aims and objectives of NTYW:

- ✓ Provide opportunities for young people aged 12 to 25 years to express their ideas and views, raise issues of concern to them and act on issues that affect their lives.
- ✓ Provide 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.
- ✓ Promote a community focus on issues of concern to young people.
- ✓ Ensure that activities are accessible for all young people
  - (e.g. young people in regional and rural/remote NT, young people with a disability, young people at risk of homelessness, Aboriginal young people, cultural and linguistically diverse young people, unemployed young people and young people in care.)

## Examples of event/activities

Events and activities should be inclusive and aimed at all youth, including:

- ✓ young parents
- ✓ young carers and young people in care
- ✓ unemployed young people
- ✓ young people with a disability including, but not limited to those with a mental illness
- ✓ At risk, disengaged and disadvantaged young people Indigenous young people
- ✓ young people from culturally and linguistically diverse (CALD) backgrounds
- ✓ young people living in remote areas
- ✓ LGBTQIA+

In addition to young people, NTYW also aims to engage:

- ✓ community and youth-focused organisations
- ✓ official event organisers and partners
- ✓ educational institutions
- ✓ businesses
- ✓ the general public
- ✓ local councils
- ✓ media.

NTYW events in the past have included:

- ✓ sporting days
- ✓ cultural activities
- ✓ live music gigs
- ✓ fashion parades
- ✓ dance and drama workshops and
- ✓ comedy workshops

However, please don't be limited by these suggestions. Feel free to get creative!

## Grant criteria

There are two categories of grants available:

**Drug and Alcohol Free Entertainment:** to provide financial support for young people, community groups, organisations etc. which will enable young people to plan, organise and participate in a variety of drug and alcohol free activities. *Example: A free movie night for young people.*

**Youth Development/Leadership:** to provide financial support for young people, community groups, organisations etc. which will enable young people access to personal and community development programs. *Example: A career development workshop with experienced speakers and mentors.*

## What can we fund?

- ✓ Events and activities held during NTYW 2022 (Must be between 6-16 April 2023)
- ✓ Exciting and creative ideas, which provide safe and secure entertainment opportunities for young people.
- ✓ Programs which encourage the development of skills and attributes, such as self-esteem, co-operation and trust for young people.
- ✓ Projects which involve young people at all levels.
- ✓ Projects which are supported by and involve local communities.
- ✓ Purchase of capital equipment for organisations only – that do not exceed \$500
- ✓ Wages or salaries for course providers (e.g. instructors, DJ's, facilitators) Up to \$1000. Please note that this does not include wages or salary paid to your organisation's staff during usual core business hours. This must relate to the event/activity.
- ✓ Youth friendly engagement for and with young people.
- ✓ Flexibility for delegate to consider funding multiple applications to one organisation in different locations with the Northern Territory.
- ✓ Consideration by delegate for funding towards applications which are outside the rounds scope to ensure the local demands are met for school holiday requirements.

## What can't we fund?

- ✓ Events and activities held outside NTYW 2023 (6-16 April 2023).
- ✓ Organisations/individuals outside of the NT (unless the activity benefits young people living in the NT).
- ✓ Working with Children Check- events/activities that the facilitator does not possess an Ochre Card or an Exemption Authority.
- ✓ Events/activities that do not have a specific youth focus.

- ✓ Payment of membership, registration, or participation fees (includes Visa application fees and travel insurance)
- ✓ Commercial or business activities (to make a profit).
- ✓ Contribute grant funding directly towards fundraising or charitable activities.
- ✓ Purchase of any capital equipment for individuals.
- ✓ Programs or activities which are political or discriminatory against another, based on their general, sexual orientation, culture, religion or marital status.
- ✓ Projects that the Director considers do not represent value for money or the responsibility of other funding bodies or government agencies.

## How does OYA Support my event?

OYA can support your NTYW event and activity, even if you do not apply for a grant or your application is unsuccessful. We can help by:

- ✓ Promoting your event or activity through social media pages or on the Calendar of Events.
- ✓ Providing free merchandise. If you are situated in a regional or remote locality, please speak to your local Regional Youth Coordinator to ensure your merchandise package is received on time. Please note that there is a set allocation available for Territory wide distribution and the demand is high.
- ✓ Providing digital posters for you to distribute through your networks and social media, or print and display in your town or organisation. Available on our website [www.youth.nt.gov.au](http://www.youth.nt.gov.au)
- ✓ Putting you in contact with the NTYW Ambassador/s who can provide input into planning, implementation, promotion and evaluation. They may also be able to attend your event and help in promotion.

## Eligibility

To be eligible for the NTYW funding, organisations and young people must meet the following criteria:

1. **Organisations must be a legal entity under the Associations Incorporation Act:** Grant funding must be awarded through a legally incorporated organisation. The Department may request a copy of the organisation's certificate of incorporation before accepting a grant application;
2. **Acquittal of past grants:** Any previous grants awarded to you by this department must be fully acquitted. Organisations that have not met previous acquittal requirements will not be eligible for funding; and
3. **Application form fully completed:** Applications provide full details of proposed projects, including a detailed budget.

## Selection criteria

Usually we have more applications than funds available, and the competition is strong. The selection process determines the degree to which the project meets the selection criteria. The Department cannot guarantee to fund the full amount request, or to fund an organisation or young person that has been previously successful in obtaining a grant.

The Department will assess all submissions against the eligibility and selection criteria, and will also consider local needs and existing service delivery programs. Funding will also be distributed to ensure an equitable regional spread of projects across the Territory. Assessment will be guided by the information contained in your application, particularly on how you demonstrate key youth engagement outcomes.

Preference will be given to applications that clearly demonstrate the following:

- ✓ Opportunity for young people to develop and enhance skills and knowledge that enables them to engage effectively in their communities.

- ✓ Commitment and ability to involve young people in the planning, development, implementation and evaluation of proposed projects.
- ✓ Policies and procedures that demonstrate a commitment to building positive and safe environments for young people.

## Conditions of funding

Grant recipients must abide by the following conditions:

- ✓ Grant recipients will enter into a funding agreement before the grant can be deposited into a bank account. It is important to remember that when the funding agreement for the grant is signed, successful applicants will be legally obliged to complete the activity.
- ✓ If the activity does not occur within the timeframe agreed in the funding agreement, the funding must be returned to the department. A change of date or venue may be considered but must be negotiated with the Department in writing prior to the original date of the event.
- ✓ Upon completion of the activity, grant recipients must provide a written evaluation and acquittal report and copies of any promotional materials within four weeks following the date of the event.
- ✓ Grant recipients will be responsible for promoting and advertising the activity, which must also acknowledge NTG sponsorship. The NTG logo will be provided for this purpose.
- ✓ Grant recipients will be solely responsible for the success of the activity.
- ✓ Grant recipients will acknowledge that the Department accepts no responsibility for the activity irrespective of the funding provided to support the activity.
- ✓ Grant recipients may be required to have, and keep in place, a public liability insurance policy with a recognised insurance provider. You may be asked to produce a copy of the policy within 14 days of a request to do so.
- ✓ If the activity involves a public event, grant recipients have a legal and moral obligation to plan properly to avoid risks of injury that might reasonably be expected to occur to the patrons and workers at those events. If you do not plan properly, then anyone injured could be successful in any legal action taken against the organisers.
- ✓ Grants must be subject to tax under the provisions of the Income Tax Assessment Act. Tax is the responsibility of the grant recipient.

## Privacy notice

If an applicant is successful, some of the information in the application form may be publicly released for the purpose of promoting and reporting the event.

## How to submit

Apply through the [GrantsNT](https://grantsnt.nt.gov.au/GrantsNT) portal - <https://grantsnt.nt.gov.au/GrantsNT>

For assistance please call the Office of Youth Affairs on (08) 8999 3862 between 8:00am and 4:00pm, Monday to Friday or email [tfhc.oia@nt.gov.au](mailto:tfhc.oia@nt.gov.au)