

PLEASE FILL IN THE NAME OF YOUR GROUP OR ORGANISATION

Organisation:

File Number (Office Use Only):



NSW REFUGEE WEEK 2010 SMALL GRANTS PROGRAM GUIDELINES AND APPLICATION FORM

Applications must be received by
5pm Thursday, 1 April 2010
No late applications will be accepted

Supported by:



COMMUNITY RELATIONS COMMISSION
For a multicultural NSW

Coordinated by:



Refugee Council
of Australia

Suite 4A6, 410 Elizabeth Street, Surry Hills NSW 2010
Ph: (02) 9211 933 E-mail: info@refugeecouncil.org.au

NSW Refugee Week 2010 Small Grants Program

1. What is Refugee Week?

The Refugee Council of Australia (RCOA) works with agencies around Australia to coordinate Refugee Week, a national celebration held each year since 1986. Each year, Refugee Week coincides with World Refugee Day. This year, Refugee Week will be held from Sunday, June 20 to Saturday, June 26. The theme for this year in NSW is “Freedom from Fear”. The Week provides a unique opportunity for refugee communities to hold events and functions which highlight the culture and contribution of refugees.



2. What are the Refugee Week 2010 Small Grants?

To encourage community groups and organisations to hold events and functions during Refugee Week, the Refugee Council of Australia and the NSW Refugee Week Committee will be offering a limited number of small grants of **\$250** or **\$500**. These grants are made possible through the generous support of the NSW Community Relations Commission.

The grants are designed to enable grass-roots community participation in events that include refugee communities during Refugee Week and are only available for activities in NSW. Events should reflect this year’s theme, “Freedom from Fear”. The aim is to encourage Australians to think about the reasons refugees flee their homelands, the fear they might experience at arriving in a new land, and the importance of providing safety and lasting security to people who have lost everything.








3. Who can apply?

Organisations applying for funding must:

-  be based in NSW;
-  be a non-profit and non-political community group;
-  be either incorporated under the Australian Corporation Act, an Association under the Associations Incorporation Act, or auspiced by an incorporated association;
-  have an Australian Business Number (ABN).

4. Selection Criteria

A sub-committee of the NSW Refugee Week Steering Committee will assess all eligible applications against the following selection criteria:

-  involves refugee communities in both the planning and execution of the event;
-  fosters greater awareness about the issues affecting refugees and promotes positive messages about refugees;
-  promotes the cultural identity of individual refugee communities;
-  facilitates communication and collaboration between different cultural groups;
-  attracts participation of the broader community;
-  involves partnerships with other community groups;
-  reflects the theme “Freedom from Fear”.

Priority will be given to refugee communities unable to seek funding from other sources.

5. Terms and Conditions

If your Grant Application is successful, we will require a brief evaluation report to be written **AFTER YOUR EVENT** is held and returned to the Refugee Council by Friday 30th July 2010. An evaluation form will be sent to successful applicants closer to the time.

6. Timeline

Applications open	Monday 8 March 2010
Applications close	5pm Thursday 1 April 2010
Successful applicants notified	Friday 30 April 2010
Funds distributed	Friday 21 May 2010
Events to take place	Sunday 20 June 2010 to Saturday 26 June 2010
Evaluation reports due	Friday 30 July 2010



NSW REFUGEE WEEK 2010 SMALL GRANTS PROGRAM APPLICATION FORM

Contact details		
Name of organisation:		
Contact person:		
Title:		
Postal address:		
Phone:		Mobile: <input style="width: 40%;" type="text"/>
Fax:		
E-mail:		
ABN*:		
Is your organisation registered for GST?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is your organisation registered as an incorporated body?*	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<p><i>*Please note that if your organisation does not have an ABN and is not registered as an incorporated body, you must provide the details of a legally constituted organisation to manage the grant funds (an auspicing organisation)</i></p>		
Contact details of auspicing organisation (if applicable)		
Name of organisation:		
Contact person:		
Title:		
Phone:		
E-mail:		
ABN:		
Signature of contact person:		
Event details		
Title of Event		
Proposed date of event:	(The event should be held between 20 and 26 June 2010 where possible)	
Location of event:		
Description of event:		
Amount of funding sought:	<input type="checkbox"/> \$250	<input type="checkbox"/> \$500
Have you received funding for this project from any other sources?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Selection criteria

Outline how your project will fulfil some or all of the following criteria. Note that fulfilment of all criteria is not essential for the program to be considered for funding, however programs which satisfy some or all of these criteria will be favoured.

Involves refugee communities in both the planning and execution of the event:

Fosters greater awareness about the issues affecting refugees and promotes positive messages about refugees:

Promotes the cultural identity of individual refugee communities:

Facilitates communication and collaboration between different cultural groups:

Attracts participation of the broader community:

Involves partnerships with other community groups:

Reflects the theme "Freedom from Fear":

Declaration

Consent to disclosure
 I agree that if successful, details about the project such as the applicant organisation's name, project name and description, electorate, location and amount of grant may be used by the Refugee Council of Australia for promotional purposes.

I state that the information in this application and attachments is to the best of my knowledge true and correct and understand that any omission or false statement may result in the rejection of the application or the withholding of any funding already approved.




I agree that the Refugee Council of Australia, or its agent, may check any of our statements for the purpose of assessing this application and agree to provide any additional information they may request.

I understand that this is an application only and may not necessarily result in funding approval.

Printed name:	
Position in organisation:	
Signature:	Date:

Submitting your application

Applications should be submitted to the Refugee Council of Australia (attn to Coordinator, Refugee Week) by **5pm on Monday 1st April 2010.**

-  **Post to** Refugee Council of Australia, Suite 4A6, 410 Elizabeth Street Surry Hills NSW 2010
-  **Fax to** (02) 9211 9288
-  **E-mail to** info@refugeecouncil.org.au