



Department of
**Local Government, Sport
and Cultural Industries**



**OFFICE OF
MULTICULTURAL INTERESTS**



COMMUNITY GRANTS PROGRAM

Harmony Week 2025 activities (\$2,000)

Funding Guidelines

Applications close 4.00pm Monday, 18 November 2024

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The Harmony Week 2025 activities Funding Guidelines are available for viewing and download from the Office of Multicultural Interests website:

WWW.OMI.WA.GOV.AU

For more information, or to request an accessible version of this document, please contact:

Office of Multicultural Interests
Department of Local Government, Sport and Cultural Industries

Gordon Stephenson House, 140 William Street, Perth WA 6000
PO Box 8349, Perth Business Centre WA 6849

Telephone: (08) 6552 1603
Regional freecall: 1800 620 511

Email: grants@omi.wa.gov.au

Translating and Interpreting Service (TIS)
Telephone: 13 14 50

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What is Harmony Week?

Harmony Week takes place from 15–21 March 2025. Harmony Week originated in Western Australia as an opportunity for Western Australians to recognise, discuss and celebrate our cultural diversity. It began as ‘Harmony Day’ in 1998 and was celebrated on 21 March—the United Nations International Day for the Elimination of Racial Discrimination. The UN chose 21 March as it was the day of the 1960 Sharpeville Massacre when police fired on a peaceful demonstration against apartheid laws in South Africa.

In 2003, due to community concerns about holding public celebrations on the date of the massacre, the WA Government changed Harmony Day to Harmony Week. The WA Government wanted to celebrate this State’s cultural diversity by organising events over a week. This means that we celebrate the benefits of our cultural diversity for six days and reserve 21 March for reflection and discussion.

Harmony Week activities (\$2,000)

The Department of Local Government, Sport and Cultural Industries (DLGSC) is offering grants of \$2,000 to support community-led activities promoting and celebrating multiculturalism in Western Australia, for inclusion in its Harmony Week 2025 campaign. Activities should involve culturally and linguistically diverse (CaLD) communities in their coordination and be open to participation from the wider community.

Activities with a focus on culture and arts, and sport and active recreation are encouraged in this funding round.

- Culture and arts activities are those that involve a professional artist or arts practitioner working with the community to design and deliver the activity.
- Sport and active recreation activities are those that involve the community participating in a primary activity requiring physical exertion and/or physical skill.

The types of activities that can be supported include:

- community art projects
- multicultural sports carnivals
- community concerts or events
- workshops, seminars and talks
- digital content production.

Only one application per organisation can be submitted.

Only one application can be supported for any one activity or event program.

Definition of culturally and linguistically diverse (CaLD)

The term culturally and linguistically diverse (CaLD) was introduced in 1996 to replace ‘non-English speaking background’ (NESB) and was intended to be a broader, more flexible and inclusive term. It is generally applied to groups and individuals who differ according to religion, language and ethnicity and whose ancestry is other than Aboriginal or Torres Strait Islander, Anglo Saxon or Anglo Celtic.

Eligibility

Applicant organisations must be:

- not-for-profit organisations based in Western Australia
- associations operating under the *Western Australia Associations Incorporation Act 2015*.

Unincorporated not-for-profit associations and community groups based in Western Australia may apply under the auspices of an eligible organisation or a local government authority* able to accept legal and financial responsibility for the applicant's activity. Please see the Auspice Guidelines on the Harmony Week page at www.omi.wa.gov.au

Who is not eligible?

- Local*, State and Commonwealth Government agencies
- Unincorporated not-for-profit organisations
- Commercial or for-profit organisations
- Educational institutions/agencies including schools, universities and TAFE colleges
- Individuals
- Political organisations

*Regional local government authorities can only be considered for funding where there is no appropriate organisation to either apply for or auspice the grant.

What applications cannot be supported?

Funding cannot be considered for activities that:

- have already taken place
- are being held outside of 15–23 March 2025
- are not open to the public
- would be more appropriately supported through an alternative funding source
- are solely for fundraising activities
- are taking place outside of Western Australia
- are primarily of a religious nature
- celebrate national days, independence days or commemorative events.

Applications from organisations with outstanding funding reporting with DLGSC may not be considered for assessment.

What costs can be supported?

- Short-term personnel costs.
- Advertising, publicity, promotion, marketing, printing and publishing.
- Venue hire, equipment hire and cleaning.
- Administration (e.g. telephone, postage and stationery expenses).
- Transport costs (e.g. bus hire or public transport costs for local travel within Western Australia).
- Document preparation or printing.
- Provision of interpreting and translating services.
- Contributions toward catering and food costs up to a maximum of 10 per cent of the grant.

What costs cannot be supported?

- Existing, ongoing or recurrent organisational costs (e.g. salaries, fees and lease or rental payments).
- Venue hire for the applicant organisation’s own venue.
- Purchase of capital equipment (e.g. computers, photocopiers and vehicles).
- Capital works (e.g. purchase of land or buildings, repairs, extensions, renovations or maintenance).
- Accommodation costs.
- Conference attendance costs.
- Research related items.
- Interstate or overseas travel (inbound or outbound, including airfares).
- The cost of prizes or gifts.

Examples of previous Harmony Week grant recipients

The Kimberley Arts Network engaged professional artist Amelia Jajko to run a series of portrait painting workshops with students from Broome Primary School. “I see you, you see me” paired students from diverse cultural backgrounds or heritage and were led through conversational knowledge sharing and creative thinking exercises to develop a portrait of one another. The completed portraits were exhibited at the Broome Public Library during Harmony Week 2023.

The Treeby Community Association held a Cultural Day that showcased the multiple cultures of residents in the suburb of Treeby and surrounds. Held at the Treeby Community Oval, the event opened with a Welcome to Country by Elder Marie Taylor, followed by cultural performances from Sri Lanka, India, Africa, China and Colombia. The day attracted an audience of over 700 people enjoying ethnic food trucks, henna painting and market stalls, and ended with an outdoor community film screening. A genuine celebration of the multicultural community in Treeby, presented by its residents.

The Collie Italian and Sporting Club celebrated Harmony Week by inviting the whole community to participate in a ‘Learn the art of pasta and pizza making’ while the Collie Volleyball Association gave instruction on how to play beach volleyball and bocce. Attendees made and ate pizza and pasta while enjoying traditional Italian dancing performances and guitar and piano accordion players, playing traditional Italian songs.

Child safeguarding

Every child has the right to feel safe when participating in arts, cultural, sporting, recreation and community activities. Organisations that undertake child-related work or activities have a duty of care to keep children and young people (those aged under 18 years) safe from harm. Protecting children and young people from harm, harassment, discrimination and abuse is a legal requirement, an ethical obligation and a future requirement.

Organisations that receive this funding may be required to complete the Child Safeguarding Self-Assessment provided by the Department of Local Government, Sport and Cultural Industries.

For further information please go to dlgsc.wa.gov.au/department/child-safeguarding

Assessment criteria

Applications will be assessed against the criteria and weightings outlined below:

Project purpose **40%**

The application demonstrates that the project:

- Promotes and celebrates multiculturalism in Western Australia
- is open to the public and encourages participation of everyone in the community
- can be appropriately included in the Western Australian Harmony Week campaign.

CaLD community involvement **40%**

- The activity is coordinated with a CaLD community or communities.
- The application demonstrates genuine involvement by a CaLD community or communities.

Organisational capacity **20%**

- The organisation can demonstrate it has the skills and ability to deliver the activity through a sound budget and plan.

It is recommended that applicants submit supporting material relevant to their activity, as indicated in the application form.

Funding is allocated in line with the principles of:

- equity: providing fair and equitable distribution of funding across CaLD communities, types of projects, and regions of Western Australia
- quality and value for money: achieving the best use of resources to maximise funding value.

What is the application process?

As part of the planning process, the applicant should contact OMI to discuss their activity and confirm their eligibility before starting the application:

Phone: (08) 6552 1603

Email: grants@omi.wa.gov.au

Applications must be presented on the Harmony Week 2025 activities application form which is available for download from the Harmony Week page at www.omi.wa.gov.au. Supporting material such as planning documents, samples of promotional material or letters of support may be submitted as attachments to the application form.

Templates to assist with the preparation of your application are available for download from the Resources page at www.omi.wa.gov.au

Before submission, applicants should complete the checklist at the end of the application form to ensure that all criteria have been met and all relevant information and attachments have been included.

After the application deadline, OMI conducts a final eligibility check against the funding guidelines to ensure the application can be submitted for assessment.

What is the approval process?

Eligible applications are subject to assessment by an independent panel against the assessment criteria and the funding principles (see page 5). Recommendations from the panel are submitted to the Minister for Citizenship and Multicultural Interests for approval.

Funding is highly competitive and limited. There are usually more applications than funds available. It takes up to three months from the deadline to assess, approve and communicate results to applicants. It is intended that applicants will be advised of outcomes by January 2025.

1. Applicant contacts OMI to discuss activity and confirm eligibility
2. Applicant develops application
3. Applicant submits application with supporting material
4. OMI conducts eligibility check of application
5. Independent panel assesses eligible applications
6. Independent panel makes recommendations to the Minister for approval
7. Applicants are notified of outcomes in writing and can request feedback

Submitting your application

Applications and supporting material must be submitted by 4.00pm, Monday 18 November 2024 by email to grants@omi.wa.gov.au

Late applications cannot be accepted.

Applicants will be sent a formal confirmation of receipt within one week of the application deadline.

What happens if you get a grant?

Successful applicants who receive a grant will be required to provide updated information to OMI in the lead-up to the activity so that it can be included in the Harmony Week 2025 campaign.

Organisations may be asked to provide marketing materials before the activity and photos during and after the activity.

Once the activity is over, all successful grant recipients are required to provide a final report, including a certified financial statement, which provides evidence of how the grant was expended and confirms the successful delivery of the activity. The report should include copies of photos, marketing materials and media coverage from the activity.