



# NSW Aboriginal Languages Week Grants Program 2023

## Program Guidelines

**Applications open 24 July 2023**

**Applications close 23 August 2023**

**Apply at <https://alt.smartygrants.com.au/>**

OFFICIAL

## PROGRAM OVERVIEW

The NSW Aboriginal Languages Week Program provides one-off funding to eligible Aboriginal organisations and groups to host activities and events during NSW Aboriginal Languages Week that celebrate Aboriginal Languages across NSW, consistent with the objectives and functions of the ALT, as set out in the *Aboriginal Languages Act 2017 (NSW)*.

This is an open and competitive grants program.

Applicants can apply for grants from \$1,000 up to \$5,000. The Aboriginal Languages Trust has allocated \$250,000 for the NSW Aboriginal Languages Week Program in 2023.

For events and activities delivered between 22 October and 29 October 2023.

**Applications open** 12pm Monday 24 July 2023.

**Applications close** 11:59pm Wednesday 23 August 2023.

Applications are to be completed online at <https://alt.smartygrants.com.au/>

Frequently Asked Questions (FAQs) to assist applicants are available from the Aboriginal Languages Trust website at <https://www.alt.nsw.gov.au/>

You should read the program documentation available on the website before starting an application and contact the Aboriginal Languages Trust if you need more information by phone on 1300 036 406 or email at [grants@alt.nsw.gov.au](mailto:grants@alt.nsw.gov.au)

## AIMS AND OBJECTIVES

The objective of the NSW Aboriginal Languages Week Program is to support the holding of events and activities that celebrate Aboriginal Languages in NSW to:

- Raise awareness of the history and future of NSW Aboriginal Languages
- Showcase NSW Languages work and celebrate Languages achievements
- Increase support for NSW Languages revitalisation and promote “best practice” Languages use
- Encourage participation in Languages learning, particularly young Aboriginal people
- Connect mob to the Languages learning, education, and employment opportunities
- Aligns with the objectives and functions of the *Aboriginal Languages Act 2017 (NSW)* and aligns with the Aboriginal Languages Trust Strategic Plan [alt-strategic-plan.pdf \(nsw.gov.au\)](#).

## PROGRAM TIMELINE

Date	Task
24 July 2023	Program round opens
23 August 2023	Program round closes
24 August – 31 August 2023	Assessment and approval of applications
31 August – 1 September 2023	Applicants notified of outcome

2 September – 14 September 2023	Successful recipients' confirmation of acceptance
15 September – 25 September 2023	Execution of Funding Agreements
26 September – 15 October 2023	Funds released
22 October 2023 – 29 October 2023	Projects delivered by recipients
5 November 2023 – 30 November 2023	Acquittals due

## WHO CAN APPLY FOR FUNDING?

### Who can apply for funding:

- Aboriginal Corporations registered under the *Corporations (Aboriginal and Torres Strait Islander) Act 2006*.
- Aboriginal Companies incorporated in Australia under the Corporations Act 2001.
- Local Aboriginal Land Councils established under the *Aboriginal Land Rights Act 1983 (NSW)*.
- Aboriginal Incorporated Cooperatives.
- Aboriginal Incorporated trustees on behalf of a trust.
- Unincorporated groups who have entered into an agreement with an eligible organisation to auspice the funding.

Applicants must be located in NSW and/or delivering a service to communities within NSW.

Applicants must have public liability of at least \$10 million per claim.

### Applicants not eligible for funding are:

- Federal and State Government agencies and bodies, including public schools and hospitals.
- Local Councils.
- Schools, Universities, TAFE, Adult and Community Education (ACE).
- For-profit organisations, including Aboriginal businesses.
- Unincorporated organisations or groups without an eligible auspicing organisation.
- Organisations that have not met project requirements, including acquittal and reporting for funding received from the Aboriginal Languages Trust or Aboriginal Affairs NSW in the previous two years.
- Organisations with redress sanctions as described in the National Redress Scheme.

**Important Note:** Applicants who are not eligible for funding cannot apply through an eligible organisation under an auspice arrangement. For example, an Aboriginal for-profit business cannot apply for program funding through an Aboriginal Corporation.

### Unincorporated groups

An unincorporated group can partner with an eligible organisation to receive and administer the funding. The eligible organisation must apply on behalf of the unincorporated group.

## WHAT CAN I APPLY FOR? WHAT WILL NOT BE FUNDED?

Funding can be used for projects that meet any the [aims and objectives](#) of NSW Aboriginal Languages Week Program.

The following are examples of the types of activities that may be funded. Projects do not need to be limited to these examples.

- Community gatherings, festivals and fundays that celebrate and promote Aboriginal Languages within NSW.
- Public exhibitions.
- Language workshops.
- Language classes.
- Language themed sporting and arts activities or competitions.

Funding can be used for:

- To purchase materials and consumables such as art supplies, personal and protective equipment (PPE) and catering (excluding alcohol) – for the purpose of the project, activity or event.
- To pay workshop facilitators, Language practitioners, Elders and Language knowledge holders.
- For rental or hire fees for the purpose of the project, activity or event.

**Funding cannot be used for:**

- Activities and events that have already been held.
- Capital purchases, such as buildings, construction capital works including renovations, or purchase of land.
- Purchasing or leasing large equipment, including any type of vehicle.
- Buying a business or tools of trade.
- Sitting fees, travel allowance, or costs associated with membership of Board/Councils.
- International travel costs; proposals for domestic travel need to demonstrate benefit to the project, organisation, or community.
- Costs that are not directly associated with the delivery of the project, activity or event.

## HOW MUCH CAN I APPLY FOR?

Applicants can apply for grants from \$1,000 up to \$5,000.

## ASSESSMENT CRITERIA AND PROCESS

All applications will be screened for project eligibility. Ineligible applicants will be notified in writing.

Eligible applications will be assessed against the criteria and ranked competitively. Applications with the highest scores are more likely to be funded.

Eligible applications will be assessed by a panel including an independent member by 31 August 2023.

An organisation can only receive one grant under the Program. However, an auspice organisation may auspice an application for more than one unincorporated group, as well as submit their own application.

Assessment will be based on the following criteria:

- Meets the aims and objectives of the Aboriginal Language Week Program.
- Are Aboriginal controlled-owned, driven and supported, including evidence of local cultural authority for the activities.
- Demonstrated capacity to undertake and complete the Project; will include consideration of any previous funding provided to the applicant by the Aboriginal Languages Trust or Aboriginal Affairs NSW.
- Value for Money.

Criteria	What are we looking for?	Weighting
<b>Project Quality</b>	Evidence that the event or activity meets the program aims and objectives	20%
<b>Project Detail</b>	Explanation of what the funding will do and how it will be spent	20%
<b>Project Impact</b>	Evidence of who the event or activity will benefit and how this will be achieved	20%
<b>Capacity</b>	Experience managing previous events or activities, or relevant training and experience of key staff involved	20%
<b>Value for money</b>	It is clear how budget items contribute to the Event or activity. The budget is reasonable, realistic and demonstrates value for money	20%

Once the funding round closes, applications will be screened for eligibility. Eligible applications will then be assessed by an Independent Assessment Panel based on the assessment criteria.

The Departmental Delegate, Executive Director, Aboriginal Languages Trust is the final decision maker based on the recommendations of the assessment panel.

## FUNDING AGREEMENT AND REPORTING

Successful applicants will be required to:

- Enter into a Funding Agreement with the Aboriginal Languages Trust within two weeks of the offer being made.
- Start and complete funded activities and events by the dates specified in the Funding Agreement.
- Notify the Aboriginal Languages Trust of any proposed changes to your funded activity.
- Acknowledge the support of the Aboriginal Languages Trust in accordance with the Funding Acknowledgement Guidelines <https://www.alt.nsw.gov.au/>
- Report on outcomes from the activity and acquit the grant by the 30 November. Evidence to support this can be uploaded in SmartyGrants and must include proof of expenditure (copies of invoices and receipts) as well as photos, media coverage, links to video clips, etc, where relevant.

If the acquittal is not completed within the required timeframe you will not be eligible to apply for the Aboriginal Languages Trust Grants for the next two years.

Successful applications will be included in:

- Public media releases;
- An announcement on the Aboriginal Languages Trust website; and
- The Aboriginal Languages Trust social media.

Applicants should be aware that information provided to the Aboriginal Languages Trust may be made publicly available under the *Government Information (Public Access) Act 2009* (NSW). Information may also be made publicly available because of an order for papers made by the NSW Legislative Council under Standing Order 52.

Before information is released in response to an application under the GIPA Act, there will be an assessment of the public interest considerations in favour of and against disclosure of that information and there may be consultation requirements that apply.

## OTHER IMPORTANT INFORMATION

### **Aboriginal Cultural and Intellectual Property (ACIP)**

A NSW Aboriginal Cultural and Intellectual Property (ACIP) Protocol aims to build awareness and respect for Aboriginal culture. The Protocol sets a standard for how the Aboriginal Language Trust engages with Aboriginal people and Communities regarding their cultural and intellectual property and what it expects from the organisations it funds.

Any Aboriginal Cultural or Intellectual Property submitted in a grant application to Aboriginal Languages Trust remains the property of the relevant Community organisation or Aboriginal person. The Aboriginal Languages Trust will not distribute or communicate any ACIP contained in SmartyGrants and agree to respect the cultural protocols of Aboriginal people to whom it may apply. More information on ACIP, including the Protocol is available [here](#).

### **Conflicts of Interest**

Given the roles of Trust staff and the Trust Board within the Community, actual or perceived conflicts of interest with applicants is expected and will be managed in accordance with the Aboriginal Languages Trust Policy and procedure.

### **Confidentiality**

Confidentiality declarations are to be signed by all persons involved in performing functions related to the funding application and the assessment process.

Documents and records will be kept confidential and secure in SmartyGrants or in the Departments official EDRMS system.

### **COVID-19 impacts**

Due to the changing impacts of COVID-19 across NSW, projects must be in line with NSW Government public health orders and advice, for example social distancing and public gatherings. Up to date information is available [here](#).

If COVID-19 rules in NSW change during the grants period, the Aboriginal Languages Trust may request further information from you on how you propose to manage COVID-19 risks for your project.

## **SUPPORT AND CONTACTS**

For any questions regarding the Aboriginal Languages Week Program, please contact the staff of Aboriginal Languages Trust:

- Phone: 1300 036 406
- Email: [grants@alt.nsw.gov.au](mailto:grants@alt.nsw.gov.au)

### **Complaints and feedback**

If an applicant wishes to provide feedback or make a complaint, they should contact the Community Investment team at [grants@alt.nsw.gov.au](mailto:grants@alt.nsw.gov.au)