

Children's Week Regional and Remote Grant Program guidelines

[Meerilinga Children and Community Foundation Inc. \(Meerilinga\)](#), through [Healthway](#), [Lotterywest](#) and the [Department of Communities](#) is providing small grants to Western Australian not-for-profit community organisations and local governments in regional and remote locations to host their own activity or event for Children's Week!

Grants of \$500 to \$1000 (excl GST) will be available for local activities or events organised by one or more organisations. While we aim to support as many organisations as possible, this is a competitive grants process and there is no guarantee every organisation that meets the eligibility criteria will be funded.

To be considered, your application **must be received by 31 August 2022**. Applications must be submitted via the Children's Week WA Website.

Closing Date: 31 August 2022

Children's Week WA

[Children's Week](#) is an annual national event held during the fourth week of October across Australia. In WA, this week is dedicated to celebrating children across our state and highlighting their right to happiness. It is an opportunity for the community to engage in a variety of activities that facilitate, support, and encourage children and their families to celebrate, play, and discover together.

The 2022 National Children's Week theme has been nominated by the United Nations as UNCRC Article 27: "All Children have the right to a standard of living that supports their wellbeing and healthy development."

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Government of Western Australia
Department of Communities



as convened in WA by



Key objectives of the Go for 2 & 5 Children’s Week Community Grant Program include:

- Celebrating children and the importance of a positive childhood,
- Promoting the importance of learning through play in early childhood,
- Celebrating diversity,
- Providing free activities and events for families to have fun together and increase their connection and sense of belonging within their community,
- Addressing specific identified needs within local communities through place-based events,
- Strengthening families by providing access to information and relevant community services to support overall health and wellbeing,
- Raising awareness of the UN Convention on the Rights of Children, and the 2022 National Children’s Week theme,
- Supporting families with children in remote and regional Western Australia.

Eligibility Criteria

Eligible groups and organisations:

- an incorporated not-for-profit organisation,
- a local government authority,
- may be auspiced (sponsored) by an eligible group or organisation.

The following groups are NOT eligible:

- schools and for-profit organisations that operate
 - kindergartens,
 - long day care,
 - outside school hours care service,
 - family day care,
 - or playgroup.

Not-for-profit organisations who offer these services are still able to apply.

*Please note: Not-for-profit organisations and local government councils can work in collaboration with any of these organisations to provide a Children’s Week activity. Contact your local government representative or NFP to get something planned!

Eligible activities/events:

- acknowledge and celebrate Children’s Week and the 2022 theme “All Children have the right to a standard of living that supports their wellbeing and healthy development”;
- include “Go for 2 & 5 Children’s Week” in the title;
- be held during Children’s Week, 22 October 2022 – 30 October 2022;
- be held in regional or remote areas of Western Australia;
- provide an opportunity for families to have fun together and increase their connection and sense of belonging within their community;



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- abide by current health guidelines, with event organisers assuming responsibility for the wellbeing of their attendees;
- demonstrate an arts focus, promoting arts-based activities to children and families (dance, song, craft, theatre, etc.);
- promote healthy eating where applicable and healthy lifestyle choices;
- be offered free-of-charge to West Australian families with children and be open to children from multiple services, organisations, or schools.

What is covered by the grant?

Funding of \$500 - \$1000 (excl GST) is available for organisations to deliver a range of activities or events during Children's Week including (but not limited to):

- award ceremonies (no prizes),
- activities for children,
- workshops, seminars and talks,
- events promoting local services,
- morning/afternoon tea/ barbeques/dinners
- excursions/day trips,

Funding may be used for a range of items associated with staging activities or events such as:

- publicity,
- equipment/venue hire,
- entertainment,
- healthy food (fruit and vegetables promoting the [Go for 2 & 5 message of Healthway](#)),
- non-alcoholic beverages,
- additional administrative costs incurred as an outcome of the specific activity such as mileage, phone, volunteer expenses.

Funding may not be used for:

- the purchase of capital equipment,
- interstate and overseas travel,
- individual prizes,
- staff salaries.

How to apply

Organisations may only apply for one grant. If you are a large organisation, please consider if any other parts of your organisation are also applying for a grant i.e. a local government council that operates multiple libraries.

[Applications must be lodged through the Children's Week WA website](#)

For any questions regarding the grant applications process, contact marketing@meerilinga.org.au



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Assessment and notification

Assessment criteria:

Grants will be assessed against the following criteria:

- Evidence of how the activities or events will support children's learning and development against the following outcomes: health, mental/emotional/physical wellbeing, safety, identity, community, learning, and communication.
- Strength of the organisations' communication strategy to promote attendance at the activity.
- Reach of the activity (e.g. number of families, children, early childhood services and schools that can attend, number of sessions offered, age groups targeted, families from a variety of socioeconomic backgrounds, inclusion of CALD & ATSI communities).

In determining the allocation of Go for 2 & 5 Children's Week Community Grants, Meerilinga will endeavour to ensure that the total of funded activities represents a balance across geographical locations, participant age groups, numbers, and organisation types. Priority will be given to activities in local government areas that are experiencing vulnerability and disadvantage.

Notification of Results:

All applications will be reviewed against the selection criteria outlined on this page. All organisations that apply for funding will be notified via email of the outcome of their submission by late September TBC.

Grant monies will be transferred to successful applicants via EFT into the organisation's nominated bank account.

Please note that all successful organisations will also be announced publicly through the Children's Week WA website once all applicants have been notified.

Successful Event/Activity Conditions

Recipients of a Go for 2 & 5 Children's Week Community Grant must:

- Promote their activity through a range of media channels to encourage attendance and generate community awareness of Children's Week;
- Acknowledge the funding assistance provided by Healthway, Lotterywest and the Department of Communities through Meerilinga in all advertising and on any material relating to the project by using the words '*Supported by Healthway, Lotterywest and the Department of Communities, and Meerilinga*';
- Provide activities or events that encourage families to have fun, increase their connection with their community, and have access to informative and relevant community information;
- Register their event as part of the Children's Week website (see [here](#));
- Promote healthy eating objectives suggesting to [Go for 2 fruit & 5 vegetables](#) daily, as per the [Healthway message](#). Each successful applicant must share two posts about their Children's Week event, featuring the Healthway Go for 2 & 5 message, via social media/newsletter or



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other communication method. Screenshots/evidence of the shared posts/information will need to be provided in the evaluation report

Each successful applicant must go through the below Acquittal Process (see below), submitting a post-event evaluation to Meerilinga.

Each successful applicant will have the opportunity to display signage relating to event supporters.

Grant Acquittal

Successful applicants in receipt of a Go for 2 & 5 Children's Week Community Grant are required to submit a short post-event report including photos of their event/activity on or prior to November 25, 2022.

This final report must be completed using the [Grant Evaluation Report template](#) and will give a summary of the participants and outcomes of the activity or event. You are most welcome to promote your event using the [Event Poster Template](#). If you choose to create your own promotional materials, you will need to incorporate all the grant supporters' logos.

Final acquittal of your grant also requires a statement of income and expenditure for the event/activity, which must be certified by the authorised signatory of the organisation. Grant applications must clearly detail a breakdown of anticipated expenditure. Applicants must use the grant solely for the provision of the Children's Week activity as detailed in their application.

Organisations are encouraged to use the full value of their grant on their activity, as any unused funds must be returned to Meerilinga by 31 December 2021. For amounts unspent under \$100, contact Meerilinga for permission to spend the remaining funds post-event, in line with the overall purpose of your approved event.

The report and/or supplied photos may be used for promotional purposes by [Meerilinga](#). It will be assumed that consent has been received for any photos supplied.

This year's Go for 2 & 5 Children's Week Community Grants are convened by [Meerilinga Young Children's Foundation](#) and proudly supported by [Healthway](#), [Lotterywest](#), and the [Department of Communities](#).



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