

[Meerilinga Children and Community Services Inc. \(Meerilinga\)](#), through [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 up 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 13 September 2024** Applications must be submitted via the Children's Week WA website.

Closing Date: 13 September 2024
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 Children's Week National Theme for 2024 is based on UNCRC Article 24:
"Children have the right to a clean and safe environment."

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Key objectives of the 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 2024 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 provided they meet the eligibility criteria.

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 provided they meet the eligibility criteria. Contact your local government representative or NFP to get something planned!*

Eligible activities/events:

- acknowledge and celebrate Children's Week and The Children's Week National Theme for 2024 is based on UNCRC Article 24: "Children have the right to a clean and safe environment"
- be held during Children's Week, 18 October 2024 – 27 October 2024.
- 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.
- abide by current health guidelines, with event organisers assuming responsibility for the wellbeing of their attendees.
- 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.



Gascoyne

Exmouth Playgroup Inc.
 Gascoyne Early Years Network
 Shark Bay Community Resource Centre
 Shire of Upper Gascoyne

Goldfields/Esperance

Empowering People in Communities – Kalgoorlie
 Goldfields Regional Toy Library
 Sandalwood Family Centre Inc.

Great Southern

Katanning's Piesse Park Community Inc.
 Pingrup Community Resource Centre Inc.

Kimberley

Broome Public Library
 Crazy Cross Playgroup Inc.
 Jack & Jill Playgroup
 One Tree Community Services
 Kununurra Neighbourhood House Inc.

Midwest

Geraldton Community Toy Library
 Kalbarri Littles Playgroup
 North Midlands Project Inc.
 Carnamah
 North Midlands Project Inc.
 Geraldton Shire of Coorow
 Shire of Cue
 Wandina Playgroup

Peel

Boddington Playgroup
 Serpentine Jarrahdale CRC
 Shire of Boddington
 Shire of Waroona
 Waroona Playgroup Inc.

Pilbara

Empowering People in the Community – Karratha
 Karingal Neighbourhood Center
 Newman Mainstreet Project
 The Ninliri Centre Incorporated
 Wickham Playgroup INC

Southwest

Boypup Brook Community Resource Centre Incorporated
 Bridgetown Family & Community Centre Incorporated
 Brunswick Junction Community Resource Centre Incorporated
 Bunbury Regional Toy Library
 Burekup Playgroup
 Busseton Pride Alliance Inc.
 Busseton Toy Library Inc.
 Dalyellup Collective Inc.
 Eaton Combined Playgroup
 Goodstart Early Learning Australind
 Goodstart Early Learning
 Dunsborough GROW Greenbushes
 Incorporated Investing In Our Youth Inc
 Harvey Rotary
 Hudson Rd Family Centre.
 Kojonup Playgroup Association Inc.
 Nannup Family Collective Inc.
 Shire of Victoria Plains
 Shire of Harvey
 The People Place Busseton Incorporated
 Northcliffe Family Centre Inc.
 Tuart Forest Toy Library Inc.
 Walpole Community Resource Centre
 Wanslea LTD
 Waralah Support Centre Inc.

Wheatbelt

Amity Health
 Belgravia Foundation PTY LTD.
 Brokton Community Inc.
 Bruce Rock CRC
 Cunderdin Community
 Resource Centre Inc.
 Dumbleyung CRC
 Hyden Community Resource Centre Inc
 Gingin Playgroup Inc.
 Kalannie CRC
 Kellerberrin Community
 Resource Centre Pty Ltd
 Kondinin Community Resource Centre Inc
 Mukinbudin Community Resource
 Centre Narembeen Community
 Resource Centre Shire of Boddington
 Shire of Kondinin
 Shire of Quairading
 St Joseph's P&F
 Wagin CRC
 Wandering CRC
 West Arthur CRC Wickepin CRC
 Williams CRC
 York CRC

What is covered by the grant?

Funding of up to \$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
- 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,
- retrospective costs.

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

Assessment and notification

Assessment criteria:

The assessment is conducted by the Marketing and Communications team, however should there be any discrepancies or conflict of interest the CEO will be consulted.

Grants will be assessed against the following criteria below:

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 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 first week in September.

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 Children's Week Community Grant must:

- Provide activities or events that encourage families to have fun, increase their connection with their community, treat people with respect and create access for those with particular needs.
- Effectively manage waste, including recyclable and organic materials.
- Provide adequate shade and free sunscreen at all activities and events held outdoors during the day, Encouraging staff, volunteers and/or participants to wear sun-protective clothes (e.g., long sleeve collared shirts, wide brimmed hats, and sunglasses) brimmed hats, and sunglasses).
- Promoted healthy eating and lifestyles before and during the event and provide free drinking water.
- **For more information on Lotterywest's Good Practice Requirements please download the Good Practice Requirements Guide.**
- Promote your activity through a range of media channels to encourage attendance and generate community awareness of Children's Week.
- Acknowledge the funding assistance provided by Lotterywest along with the Department of Communities through Meerilinga in all advertising and on any material relating to the project by using the words '*Supported by Lotterywest and the Department of Communities, and Meerilinga*'.
- Register your event as part of the Children's Week website (see [here](#));
- Each successful applicant must share two posts about their Children's Week event via social media/newsletter or 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.

CHILDREN'S WEEK

REGIONAL AND REMOTE GRANT PROGRAM GUIDELINES

Grant Acquittal

Successful applicants in receipt of Children's Week Community Grant are required to submit a short post-event report including photos of their event/activity on or prior to 22 November 2024.

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 2024.

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

This year's Children's Week Community Grants are convened by Meerilinga Children and Community Services Inc and proudly supported by [Lotterywest](#), and the [Department of Communities](#).