



NSW  
SENIORS  
FESTIVAL

**2022 Grants Guidelines**



25 March 2022 – 3 April 2022

[seniorsfestival.nsw.gov.au](http://seniorsfestival.nsw.gov.au)



## OVERVIEW

The **NSW Seniors Festival Grants** program provides \$200,000 in funding for community programs and activities that enable older Australians to remain, active, healthy and engaged during the NSW Seniors Festival. Every year the Festival provides hundreds of free and discounted programs and activities to seniors across the state.





## KEY DATES



**2 August 2021**  
Grant program  
opens



**30 August 2021**  
Grant program  
closes



**October 2021**  
Applicants notified of outcome



**November 2021**  
Grant payments distributed



**25 March 2022 - 3 April 2022**  
2021 NSW Seniors Festival



**21st March - 8th of April 2022**  
Grant funded programs and activities



## OBJECTIVES & FUNDING

### Program Objectives

The **NSW Seniors Festival Grants** program encourages seniors in NSW to enjoy new experiences, continue learning, stay active and connect to their communities. It does this by:

- Supporting a broad range of local community organisations
- Supporting programs and activities in regional NSW
- Fostering partnerships with community groups and services
- Providing programs and activities for diverse communities in NSW
- Supporting projects that empower older people to stay connected
- Assisting organisations to increase capacity of current programs and activities

The NSW Seniors Festival Grants program aims for the best use and a broad distribution of funds to maximise the benefit for seniors in NSW.

### Funding Categories

Three funding categories are available to distribute \$200,000 across the state:

- **Category 1:** Up to \$1,000 for small-scale local community programs and activities.
- **Category 2:** \$1,001 – \$5,000 for larger local community programs and activities.
- **Category 3:** \$5,001 - \$10,000 to local government organisations only to hold large scale community and regional programs and activities.



## ELIGIBILITY

The **NSW Seniors Festival Grants program** accepts applications from not-for-profit, charitable, and limited by guarantee organisations and local government.

Grant applications must propose free or heavily discounted programs or activities for seniors based in NSW.

### COVID Safe Programs and Activities

All grant recipients will be required to complete a [COVID-19 Safety Plan](#) for their planned activities. Recipients may need to register as a COVID Safe Business.

All grant recipients running face-to-face activities must require participants to wear masks, provide hand sanitiser, and enforce social-distancing regulations, as well as any additional requirements as deemed necessary by the NSW Department of Health.

### Please note:

- Only one application for funding will be accepted per organisation per project.
- All projects must be located within NSW and must be conducted between 21st March – 8th of April 2022.
- Your organisation must be covered by Public Liability Insurance to a minimum of \$20 million. If your organisation is not covered, you can approach another organisation to sponsor your application (such as your local council). Please read [Guide - Applications via a Sponsoring Body](#) for more information.
- Organisations must not use the money provided for the project, nor any interest earned on the money, for any other purpose beyond what is specified in the approved project description.
- Up to 50% of catering costs funded for Category 1 projects
- Catering costs are **not** funded for Category 2 and Category 3 projects.

## **Please be aware:**

Demand for NSW Seniors Festival Grants program funding is high. **Do not:**

- Assume that an application will be successful even if it has been in previous years
- Enter into commitments until notified of the funding outcome

## **The NSW Seniors Festival Grants Program does not support:**

- Any activity of a commercial nature that is for profit
- Capital works including building work
- Permanent salaries/wages (costs for temporary tutors/instructors for your program or activity can be included)
- Permanent equipment purchases for example tables and computers
- Business as usual costs or general operating expenses
- Programs or activities that encourage gambling such as bingo, or the consumption of alcohol
- The cost of travel to the Premier's Gala Concerts
- Programs and activities coordinated by NSW Government Departments and Statutory Authorities
- The same project twice. For example two different organisations cannot apply for funds for the same program or activity

## **NSW Seniors Festival Grants support a range of programs and activities, for example:**

- Programs offering access to expert advice, information, tools and resources
- Free samples of activities during NSW Seniors Festival
- Opportunities to connect seniors with local organisations and services
- Outdoor and physically active workshops

Applications can be for small scale, multiple and larger activities throughout the NSW Seniors Festival.

ASSESSMENT CRITERIA		CATEGORY 1 Up to \$1,000	CATEGORY 2 \$1,001-\$5,000	CATEGORY 3 \$5,001 - \$10,000
<b>Accessibility</b>	Activities must be as accessible as possible. See <a href="#">Accessibility Checklist</a> .	Given preference	Given preference	Given preference
<b>Budget</b>	a) Detailed and accurate budgeting	Required	Required	Required
	b) Value for money	Required	Required	Required
	c) Organisation to match 50% of requested funding.  E.g. Requested funding = \$500 Organisations resources: \$250	Not required	Required	Required
<b>Relevancy</b>	a) Demonstrated relevance to the NSW Seniors Festival Grants Program objectives.	Two required	Three required	Four required
	b) Demonstrated relevance to the following themes: <ul style="list-style-type: none"> <li>• healthy and active living</li> <li>• regional and rural focused activities</li> <li>• culturally diverse activities</li> <li>• intergenerational activities</li> <li>• recreational activities.</li> </ul>	Two required	Three required	Four required
	c) Program or activity is creative and/or engaging	Required	Required	Required
<b>Audience Reach</b>	a) Estimated attendance	Required	Required	Required: 500 minimum
	b) Method of recording attendance	Required	Required	Required
	c) Clear outline of how participants will benefit from the project	Required	Required	Required
	d) Engagement of a diverse range of people	Not required	Required	Required
	e) Active involvement of older people	Not required	Required	Required
	f) Engagement and participation across the whole local government area	Not required	Not required	Required
<b>Promotion</b>	a) Clear promotional strategy to ensure your target audience attends	Required	Required	Required
<b>Planning</b>	a) Demonstrated consultation with local seniors, community organisations, CALD community groups and businesses	Not required	Required	Required
	b) Effective collaboration and partnerships with local community organisations, groups and businesses	Not required	Not required	Required



## HOW TO APPLY

### How to Apply

All applications must be submitted online via [Smarty Grants](#). To prepare your application, you should:

1. Register for access to Smarty Grants.
2. Read program and information guidelines thoroughly.
3. Contact program staff with any questions.
4. Begin application in SmartyGrants.
5. Upload your public liability certificate to your application.
6. Submit your completed application by midnight on the closing date.

### Responsibilities

If your application is successful, please be aware that as a recipient of a NSW Seniors Festival Grant, you will be required to:

- Notify the project manager of any proposed changes to your funded project. This may include changes to the proposed project, dates, venues and expenditure of approved funding.
- Register your program or activities on the NSW Seniors Festival Web site.
- Publicly acknowledge the support of the NSW Government using specific logos and text; and
- Acquit your grant by submitting a written report on the outcomes of your funded project within 30 days of project completion.

Please note that conditions of funding will be detailed in a common funding agreement. Failure to comply with these conditions may preclude your organisation from receiving a Festival grant in the future.

### Contact

To find out more or to discuss your application, please email:  
[NSWSeniorsFestival@facns.gov.au](mailto:NSWSeniorsFestival@facns.gov.au).