

FReeZA 2019-21 Program

Grant Guidelines



Minister's message

I am pleased to announce that applications are now open for the FReeZA 2019–21 program.

The FReeZA program reflects the importance the Andrews Labor Government places on supporting young people to realise their full potential and be recognised as highly valued members of their local community by providing access to programs that focus on improving skills, career development and pathways into further education, training and employment.

The Andrews Labor Government has allocated funding of \$7.2 million over three years for the FReeZA 2019-21 program, with up to \$73,500 available for regional providers and \$72,000 available for metropolitan providers.

Through the FReeZA program, we will fund organisations to stage a range of music, cultural and recreational events - including the ever popular FReeZA Push Start competition, music festivals, skate and BMX competitions, art and cultural events, hip hop showcases and community festivals.

Beyond staging events that reflect local youth culture, the FReeZA program also enables young people to develop a range of practical skills - from sound and lighting production and event management to first aid and risk assessment. In addition, the FReeZA program plays an important role within the music industry by providing performance opportunities for the next generation of young musicians and emerging artists.

We know that supporting young people to be actively engaged in the planning and delivery of a project, activity or event in their local community is key to its success.

This is why we have partnered with The Push to delivery expert advice and activities to FReeZA providers and young people, further enabling them to plan and participate in events in their local communities.

Each year, local FReeZA committees stage over 400 events, with more than 150,000 young people taking part across Victoria. These events not only showcase the skills and talents of young people, but also demonstrates the important role that young people play in contributing to the cultural life of their local community.

I encourage local governments and community organisations across Victoria to apply for funding and look forward to seeing the innovative and creative events staged through the FReeZA 2019-21 program.



Hon Jenny Mikakos MP
Minister for Youth Affairs

What is FReeZA 2019–21?

FReeZA is an innovative youth development program that enables young people to plan, organise and enjoy drug, alcohol and smoke-free events that are fully supervised.

The FReeZA program is based on youth participation where young people join a local FReeZA Committee and lead the planning, development and delivery of music and cultural events in their local community. The FReeZA committee also provides important performance opportunities for local musicians and young artists.

FReeZA 2019-21 will be delivered through a partnership between the Victorian Government and community organisations whereby:

- the Victorian Government provides program funding, guidelines and support to plan and implement FReeZA 2019-21
- community organisations provide support for a group of young people to play an active leadership role in staging music, artistic and cultural events in their local community.

FReeZA 2019-21 will provide grants to organisations to deliver between 6 and 15 events **over three years** in their local community. The level of FReeZA 2019-21 funding offered to organisations will be based on their capacity to meet the following performance targets:

Three Year Performance Targets				
Location	Funding	Events	Attendance	Committee Participation
Regional Providers	\$35,235	6 events	1,350	36
	\$73,500	15 events	6,600	36
Metropolitan Providers	\$34,635	6 events	2,250	36
	\$72,000	15 events	6,600	36

Why is the Victorian Government funding these grants?

Through the FReeZA program, the Victorian Government is committed to providing young people with opportunities to plan and participate in events in their community that are drug, alcohol and smoke-free and be recognised as highly valued members of their local community.

FReeZA 2019-21 will play an important role in meeting the Victoria Government’s priorities for young people by:

- engaging young people in training and youth development activities, including event management, teamwork and leadership development
- strengthening connections between young people and local businesses, schools and other community organisations in the staging of music and cultural events
- involving young people in the decision making process in all aspects of the FReeZA program
- creating music, cultural and recreational events that meet the local needs and interests of young people
- providing opportunities for young emerging artists to perform at local FReeZA events
- recognising and celebrating the volunteering contribution made by young people to their community.

What type of projects might be funded?

Successful FReeZA 2019-21 proposals should be inclusive and accessible to all local young people within the community and provide important performance opportunities for local musicians and young artists.

All previously funded projects have:

- implemented a youth participation approach for engaging and supporting young people
- established a FReeZA committee which is representative of the community, with committee members between the ages of 12-25
- supported young people on the FReeZA committee by identifying and providing skill development and training opportunities
- overseen the delivery of music or cultural events (as determined by the FReeZA committee)
- identified further education, training and employment pathways and other local volunteering opportunities for young people
- implemented strategies to ensure the FReeZA program is inclusive and accessible to all young people.

How will applications be assessed?

Applications will be assessed based on the responses to questions in the four evaluation criteria - Program Overview, Delivery, Youth Participation and Partners.

1. Program Overview

- a) Provide an overview of your proposed FReeZA program – including the aims, objectives, examples of events and benefits for young people.
- b) Describe the local needs for the FReeZA program in your community – use statistics, data and consultations conducted with young people.
- c) Outline the evaluation processes you will establish to review events and improve the delivery of the FReeZA program in your community.

2. Program Delivery

- a) What youth development and training activities will you provide for young people participating in the FReeZA committee?
- b) Outline the key event management practices you will implement for staging a FReeZA event – including pre-event planning, marketing and promotion, technical production and other event logistics etc.
- c) What risk management processes will you establish to ensure the safety of young people at FReeZA events?
- d) Outline the strategies you will implement so that your FReeZA program and events are inclusive and accessible to all young people.

3. Program Youth Participation

- a) Describe how you will support young people's participation in the planning and delivery of FReeZA events. List the key roles or activities that young people will undertake.
- b) What strategies will you put in place to recruit and retain young people on your FReeZA committee?
- c) Describe how you will reward and recognise young people for their volunteering contribution to the FReeZA program.
- d) Describe how you will support young people's career development and pathways into further education, training, employment or other volunteering opportunities.

4. Program Partners

- a) Who are the key partners in your community that will support the delivery of the FReeZA program?
- b) Describe the role that each of these partners will play.
- c) What management structures will your organisation establish to ensure the FReeZA program is delivered to a high standard, meeting all key accountabilities and reporting requirements?

Who can apply?

Local government and community organisations based in Victoria may apply, provided that:

- the applicant is a legal entity, such as a not for profit incorporated body, co-operative or association
- the recipient has an Australian Business Number (ABN) or provides written advice from the Australian Tax Office that withholding tax is not required from the grant payment. Grants to organisations not registered for GST may be made on a GST exclusive basis. All project budgets should be submitted exclusive of GST
- The FReeZA 2019-21 program is going to be delivered within the State of Victoria.

What will not be funded?

FReeZA 2019-21 will not fund the following:

- activities that are the primary focus of other Victorian Government programs
- organisations that have failed to complete any previous projects funded by the Office for Youth & Economic Inclusion Unit, without demonstrating sufficient cause
- primarily commercial organisations or bodies established for profit-making purposes
- funding for building or building restoration work
- significant funding for equipment that the project does not require for its ongoing life
- funding primarily for salaries.

What are the funding conditions?

The following conditions will apply to projects that receive a grant:

- the grant recipient must enter into a service agreement with the Department of Health & Human Services that sets out the conditions, reporting requirements and contractual targets (including the number of events staged and participation by young people)
- the project must commence in 2019
- funds must be spent on the project as described in the service agreement and any unspent funds must be returned to the Department of Health & Human Services
- any variation to the approved project must be submitted to the Department of Health & Human Services for approval prior to implementation
- all events are drug, alcohol and smoke-free, fully supervised and no pass-outs issued
- events are attended by:
 - fully qualified first aid officer/s
 - security personnel who are registered in accordance with the Private Agents Act 1966
 - a youth worker with drug and alcohol training to provide advice and support to young people
- Working With Children checks on staff and people aged 18 and over who come into regular, direct and unsupervised contact with young people participating in the FReeZA program
- the grant recipient has at least \$10 million Public Liability Coverage to cover all aspects of the FReeZA program.

What is the application process?

Applications (including any attachments) must be submitted using the FReeZA 2019-21 application form by **Friday 15 June 2018**. Late or incomplete applications will not be considered. Receipt of applications will be acknowledged in writing.

Copies of the FReeZA 2019-21 Grant Guidelines and Application Form can be downloaded from the Youth Central website at www.youthcentral.vic.gov.au/get-involved/youth-programs-and-events/freeza-program

Applications must be submitted via email to freeza@dhhs.vic.gov.au

More information

If you wish to discuss your application for FReeZA 2019-21, or you have difficulties in submitting an application, please contact the Office for Youth & Economic Inclusion Unit via email at freeza@dhhs.vic.gov.au or telephone (03) 9096 1352 on weekdays between 9.00am and 5.00pm.