



**Be Connected**

Every Australian online.



## Get Online Week Event Grants

Be Connected is an Australian government initiative committed to increasing the confidence, skills and online safety of older Australians. Be Connected aims to empower everyone to use the internet and everyday technology to thrive in our digital world. Good Things Foundation manages the \$20 million Be Connected grants program and coordinates the Be Connected Network.

### About Get Online Week

Get Online Week is an international campaign organised by Good Things Foundation, held in Australia for the first time in 2018. Get Online Week is an annual celebration designed to bring digital inclusion to national attention.

With 2.5 million people identified as being digitally excluded in Australia, there is much to do to ensure that no one is left behind in an increasingly digital world. Get Online Week sees hundreds of community organisations across the country hold events helping people to make the most of the internet - and you can get involved!

This year, Get Online Week will be held on **14-20 October 2019**.

We're working together with commercial partners, stakeholders in government and hundreds of community organisations to reach out and encourage people to join their local event. We are supporting Be Connected Network Partners with a special Get Online Week Event grant of \$1,500 to run their event.

## About Get Online Week Event Grants

Get Online Week Event grants are \$1,500 grants available to all Be Connected Network Partners to host an event during Get Online Week.

Last year, over 750 events were held across the country giving thousands of Australians the opportunity to try one new thing online as a next step to improving their digital skills. This year's campaign will take place from 14 - 20 October 2019, and all Get Online Week Event grant holders will engage their communities and spread the message that gaining digital skills can improve people's lives.

Through BBQ's, digital scavenger hunts, morning & afternoon teas, open days, and stalls at your local markets, this year we're encouraging everyone to make the most of the internet. Connect with people you love no matter where they are. Find support and advice for your health and wellbeing. Stay on top of your finances or find the perfect job. Get Online Week is here to help your community get more out of life online.

## Grant Requirements

1. Hold at least one event during Get Online Week to engage with your community and get older Australians to get more out of life online.
2. Supply at least one photo of your Get Online Week event.
3. Provide a detailed report of how your Get Online Week activity went, including funding expenditure, by 29 November 2019. In the report we would like to know:
  - i. When, where and for how long your event took place
  - ii. The number of people that attended
  - iii. How many of these people signed up to the Be Connected Learning Portal
  - iv. Images, quotes and stories
  - v. Expenditure (what did you spend the funds on?)
4. Introduce new learners to the Be Connected Learning Portal and encourage them to sign up to learn new skills.

## What we'd like you to do:

1. Promote your event to your community through social media, notice board advertising, or even in the local media.

2. Send a local press release and invite VIPs such as MPs, mayors, and your leadership team.
3. Participate in monthly surveys.

## Support you'll receive from us:

We're here to provide you with support to ensure you are fully prepared to run a successful event, such as:

- Marketing materials
- Press release and invitation templates
- Ideas/themes for sessions
- Social media guidelines and tips for advertising
- A webinar on running successful events

## Eligibility

All organisations who are Be Connected Network Partners can apply for Get Online Week 2019 grants. If you are not yet a Network Partner, you can join through the ['Join the Network'](#) page on the Network Partner website. You can apply for a grant as soon as you have successfully joined the Be Connected Network.

## What can the grant be used for?

The funding should be spent on activities that help you host the event and inspire older Australians to get more out of life online, such as:

- Event room hire
- New equipment or prizes
- Presenter/volunteer expenses
- Staff costs
- Catering
- Printing of learning material

- Marketing/promoting your event

Funding **cannot** be used on building materials and capital works.

## How do I apply?

Round one application period is open 3 June - 5 July 2019.

Round two application period is open 8 July - 2 August 2019.

Please log on to the [Network Partner](#) site and submit your application online. You can see an example of the form below. Question 1 will be pre-filled but you should double check that the information is correct. Question 2 will check that you qualify for the grant. Question 3 is where you tell us about your planned event.

**Round one applicants:** If your application is successful, the full amount of the grant, \$1,500 (+ GST if applicable), will be transferred to you from 29 July 2019, once a contract has been accepted and an invoice has been received by Good Things Foundation.

**Round two applicants:** If your application is successful, the full amount of the grant, \$1,500 (+ GST if applicable), will be transferred to you from 9 September 2019, once a contract has been accepted and an invoice has been received by Good Things Foundation.

## Application questions

### 1. Your organisation and applicant details

The following fields will be pre-filled. Please check to ensure that your details are correct.

- 1.1 Organisation name
- 1.2 Network Partner number
- 1.3 Centre address
- 1.4 Primary contact

1.5 Telephone number

1.6 Email address

## 2. Condition of the grant

Please ensure that you can select yes to all of the qualifying criteria outlined below:

- If engaging digital mentors, we agree to undertake police checks for all digital mentors. Please note: if you are successful, you won't be able to accept the Terms and Conditions of the grant until you have current police checks in place
- We agree to ensure that our organisation has public liability insurance
- We have fully accessible premises
- We agree to host the event between 14-20 October 2019
- We agree to incorporate the 'Make the most of internet' theme of Get Online Week in our event
- We agree to use the Be Connected learner website, Network Partner resources and Be Connected marketing material in our event
- We agree to participate in monthly surveys
- We agree to submit a detailed report of our Get Online Week activities, including at least one photo of our event, to Good Things Foundation

## 3. The Event

3.1 Which target audience(s) are you aiming to reach with your event:

- Aboriginal and Torres Strait Islanders
- Culturally and linguistically diverse individuals
- Individuals based in outer regional, rural and remote areas
- Older People
- People with chronic/life-limiting health conditions
- People with learning disabilities
- People with chronic/life-limiting health conditions
- People with learning disabilities

- People with mental health conditions - mild
- People with mental health conditions - moderate
- People with mental health conditions - severe
- People with sensory impairments
- People with a physical disability

3.2 Please provide us with an overview of your event (tell us the name of your event/s, where and when it is going to be held, and how many people you expect will participate) (100 words)

3.3 What is the aim of your Get Online Week event/s and what activities will you undertake to ensure your objectives are met? (250 words)

3.4 Please provide an itemised and costed budget to show how you will use the grant funds to help deliver your event/s. (100 words)

3.5 How will you help people make the most of the internet during your Get Online Week 2019 event/s?

3.6 Describe how you will use the Be Connected Learning Portal, Network Partner resources, and Get Online Week marketing materials in your event/s (100 words)

3.7 What are your marketing strategies to promote the event/s? Tell us how you will encourage people to attend. (200 words)

## Support

Remember, you can contact our Network Team at any time if you have any questions about the application process. They can be contacted on (02) 9051 9292 or [connect@goodthingsfoundation.org](mailto:connect@goodthingsfoundation.org) and are very happy to help.