

## **Multicultural Grants Program**

### **Guidelines**

The Multicultural Grants Program undertakes to assist community partners working to meet the objectives of the New Brunswick Policy on Multiculturalism. The Policy indicates the need for actions designed to meet the following objectives:

#### **1. OBJECTIVES**

- To ensure respect for and adherence to the principles embodied in the New Brunswick Human Rights Act.
- To eliminate ethnic and racial discrimination by identifying and removing societal barriers to full and equal participation.
- To assist newcomers in identifying and overcoming cultural barriers which impede full and equal participation.
- To increase public awareness and understanding of the multicultural composition of New Brunswick society through educational initiatives.
- To ensure freedom of choice in matters of cultural commitment and expression in a spirit of acceptance.
- To encourage retention, enhancement and sharing of cultural heritages among all cultural communities.
- To encourage civic participation in all aspects of New Brunswick life.

#### **2. TARGET OUTCOMES**

Projects funded through this program should achieve one or more of the following target outcomes:

- Develop programs/promotional material; organize activities or events that help to increase awareness, understanding and appreciation of multiculturalism and diversity in New Brunswick communities.
- Develop initiatives that allow ethno-cultural communities to share their culture and heritage with other residents of the province.
- Encourage civic participation of newcomers.
- Facilitate opportunities for intercultural and inter-faith cooperation, communication and understanding.
- Encourage multicultural and ethno-cultural organizations to partner with each other,

or with the private and / or public sector, in organizing multicultural activities in the community.

- Development of award programs that recognize efforts / initiatives towards increased awareness, understanding and appreciation of multiculturalism and diversity in New Brunswick communities.
- Diversify the range of multicultural activities offered in your community. Identify various target audiences.

### 3. ELIGIBILITY CRITERIA

To be eligible for funding under this program, the applicant **must**:

- Ensure that the project idea is driven by newcomers. The applicant must demonstrate that the newcomer community has identified an expressed need.
- Be incorporated as a non-profit organization, with a democratic structure and a record of responsible governance. Applicants submitting a proposal as an individual, a for-profit corporation or as a consultant are NOT eligible.
- Demonstrate community support by showing wide representation of stakeholders on the Committee or Board and by other means such as letters of support from key stakeholders etc.
- Demonstrate to the Population Growth Division that they have the organizational capacity to receive, handle and account for public funding in a fair and transparent manner.
- Have developed, or adopted, standard “conflict of interest” guidelines. You may contact a Program Consultant for sample guidelines.
- Must comply with both provincial and federal legislation including those on labour, human rights legislation, and privacy.
- Ensure organization is in accordance with the Population Growth Division’s Population Growth Strategy and mandate.

### 4. FUNDING AVAILABILITY

Funding becomes available on April 1 for the coming fiscal year (April 1 – March 31). Applicants are encouraged to apply as soon as possible for Multicultural Grants funding, as the program is heavily subscribed and funding may be all allocated at any point during the year.

Funding up to a maximum of \$5,000 per project may be awarded. Organizations may be approved for one project per year except in exceptional situations as determined by the Population Growth Division.

Applications must be received a minimum of eight weeks before the activity is to be undertaken.

All applications must be received before the start of the activity and the project must be completed by the agreed upon date with the Population Growth Division.

Grant proposals will be reviewed by the Program Consultant within three weeks of the application submission.

## 5. ELIGIBLE COSTS

Project coordination costs, stationery, postage, in-province travel, telephone, internet connection and other related expenses. This does not include core operational funding. If a person not already on staff with the organization is hired to coordinate the project, the hiring process must be fair and transparent and the position must be promoted or advertised.

Costs related to project (speaker or performer fees, travel, accommodation, equipment rental, venue and other project-related expenses).

Costs related to promotion and marketing of the activity, including advertising, brochures, posters, etc.

No expenses incurred prior to the receipt of a letter of notification from the Minister confirming granting of funds will be reimbursed.

## 6. INELIGIBLE COSTS

Travel outside of the province of New Brunswick, except in very special circumstances with prior approval by the Population Growth Division.

Capital costs (purchase of buildings, land, or vehicles). Equipment purchases may be considered in some circumstances with prior approval by the Population Growth Division.

Programming that primarily consists of sports teams, sports tournaments, or participation in local or provincial sports leagues.

## 7. EVALUATION CRITERIA

Your project will be evaluated on the basis of the following criteria:

- Description of your project including its objectives and demonstration of how the project meets the Multicultural Grants Program objectives.
- Brief profile of your organization, including the organization's mandate, objectives, target client group and a description of services offered.
- Expected results of the project.
- Profile and role of listed partners, if applicable.
- Description of the targeted participants / audience.
- How your project will be promoted.

A **balanced provisional budget** is also requested. Please include all proposed sources of funding. If support is being requested from other funding programs, please indicate whether the funding has been approved or approval is pending. Provide a contact name and information for other funding sources.

Note: The maximum financial support available to an eligible recipient will vary, depending on the complexity and scope of the project and the applicants' demonstrated capacity to undertake eligible activities

Project activities must be completed within 12 months of receipt of funds. The Multicultural Grants Program is subject to approval each year, therefore requests for multi-year funding will not be considered.

## 8. REPORTING

A final report must be submitted via the online application platform <https://pgd-dcd.smapply.ca/>.no more than 60 days after the project's declared end date. The report must indicate number of attendees and number of volunteers working at event(s) if applicable. No new applications from an organization will be processed until the final report relating to a previously funded activity is received. Future funding under this program will be dependent on successful completion of previous projects' objectives and submissions of complete reports.

## 9. NOTE

In the case of disagreement concerning the interpretation of provincial policies and programs, the Division reserves the right to final interpretation of the intent and implementation of a program. The Division reserves the right to revise programs at any time without notice.

## 10. FOR FURTHER INFORMATION

If you have additional questions, please contact:

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