



Population Growth Division

Immigration, Settlement and Multiculturalism Branch

## Multicultural Grants Program

### Guidelines

**Note: The Population Growth Division (PGD) strongly advises organizations considering submitting a proposal to the Multicultural Grants Program to contact the Immigration, Settlement and Multiculturalism Branch at (506) 453-3981 and discuss your proposed project with a consultant before investing time in writing a proposal. A PGD consultant will be able to advise you on whether your project is suitable for funding under the Multicultural Grants Program, and may be able to help you find additional potential sources of funding for your project.**

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.
- Development of award programs that recognize efforts / initiatives towards increased awareness, understanding and appreciation of multiculturalism and diversity in New Brunswick communities.
- 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.
- Develop initiatives that allow ethno-cultural communities to share their culture and heritage with their fellow New Brunswickers.
- Encourage civic participation of newcomers.
- Facilitate opportunities for intercultural and inter-faith cooperation and understanding.
- 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.
- Must 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. DEADLINES

Applicants are strongly encouraged to meet the following deadline: **31 October**

Applications received after this date cannot be assured of funding during the current fiscal year.

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, travel, telephone, fax and other related expenses. This does not include core operational funding.

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 the letter of notification from the Minister will be reimbursed.

#### 6. 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.
- How your project will be promoted.
- Description of the targeted participants / audience.
- Brief profile of your organization, including the organization's mandate, objectives, target client group and a description of services offered.
- Profile and role of listed partners, if applicable.
- Expected results of the project.

A **balanced provisional budget** is also requested.

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.

## **7. ANNOUNCEMENT OF RESULTS**

Applicants will be notified of the results within four to six weeks after receipt of the application by the Population Growth Division.

## **8. REPORTING**

A final report must be submitted no more than 60 days after the project's declared end date. 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 a program consultant at the contact information below:

Multicultural Grants Program  
Post-secondary Education, Training and Labour  
Population Growth Division  
Immigration, Settlement and Multiculturalism Branch  
P.O. Box 6000, Fredericton NB E3B 5H1  
Telephone: (506) 453-3981  
Fax: (506) 453-3899  
Website: [www.gnb.ca](http://www.gnb.ca)  
E-mail: [immigration@gnb.ca](mailto:immigration@gnb.ca)