

SUPPORT INFORMATION - PARTNERSHIP EVENTS FOR ADULT AUDIENCES

This Expression of Interest (EOI) process is aimed at community groups and organisations wishing to hold events designed for an adult audience. The EOI period is open for a set period at the end of each calendar year, for events to be held in the following calendar year.

OUR AIMS

What is our vision for GRLC Events?

GRLC will be known for providing outstanding local and regional events that are thought-provoking, engaging, welcoming and entertaining, as well as accessible to all and bringing local people into our libraries.

Our [Library Plan 2025-2029](#) outlines four priorities and 14 aspirations. Our major events program for adult audiences will align to the following aspirations:

- *Aspiration 1. Facilitating life-long learning – literacy, creativity, heritage*
- *Aspiration 7. Fostering connection & belonging*
- *Aspiration 8. Celebrating difference & diversity*

SELECTION CRITERIA

GRLC considers events which:

1. Engage the community in public conversation on contemporary issues of importance to them
2. Promote the library as a place of innovative thinking and robust discussion
3. Enhance access and connect audiences with Geelong Regional Libraries Collections and the region's history
4. Contribute to our emphasis on lifelong learning and community wellbeing
5. Involve prudent use of public resources and work within our events program schedules
6. Attract people to the library, in particular new audiences who do not regularly engage with the library.
7. Align to one or more of our [Library Plan](#) aspirations.

Of particular consideration should be:

- Potential to engage with the community and support the development of a vibrant, culturally connected community within the broader Geelong region.
- Events that consider the needs of people from diverse backgrounds including First Nations communities, people with disability and people from culturally diverse backgrounds.
- Perceived community enthusiasm for the event topic/content

ELIGIBILITY

- This Expression of Interest (“EOI”) process is aimed at **community groups and organisations** wishing to hold events designed for an adult audience. The EOI period is open for a set period at the end of each calendar year, for events to be held in the following calendar year.
- If you are an **individual** wishing to hold an event with us, please see our [Adult Event Expression of Interest form](#), available on our website and submittable on an on-going basis throughout the year.
- If your event is aimed at a children’s or youth audience, we have a separate EOI process that runs twice a year.
- Due to the high demand, Partnership Events are usually limited to one event per organisation per year.
- Preference is given to groups and organisations operating within the region serviced by GRLC (on behalf of our five member councils: Borough of Queenscliffe, City of Greater Geelong, Colac Otway Shire, Golden Plains Shire and Surf Coast Shire).
- In line with our emphasis on inclusivity and accessibility, Partnership Events offered by GRLC are traditionally offered free of charge (or at very low cost) to attendees.
- We encourage all attendees to our Partnership Events to be GRLC Members. Library Membership is free and it’s quick and easy to sign up online.

FEES & EXPENSES

If your event is selected to be presented as part of our Partnership Events Program there is usually no fee to hire event space. Depending on the details of your event request, a contribution towards staffing costs may be required.

Event partners are responsible for all external costs associated with their event, such as catering/refreshments or additional AV requirements above what our venue provides as standard.

We will not administer sales or facilitate payment for any goods on behalf of the presenter.

EVENT FORMATS

- Partnership events for adult audiences are generally held in Wurdi Youang, Level 5 at Geelong Library & Heritage Centre, which has a maximum capacity of approx. 220 people seated theatre-style.
- Preferred dates and times are on Wednesday or Thursday afternoons or early evenings from March to November. Special/commemorative dates outside these parameters may be accommodated.
- Catering is not provided by GRLC, however this can be arranged at the event partner’s expense.
- Events may take the form of panel discussions (our stage holds a maximum of six speakers), author in-conversations, keynote speakers, information sessions for the public, film screenings, poetry or literary readings, etc

You can see the full range of events for adult audiences offered by GRLC on our [YouTube Channel](#), including some partnership events from previous years.

For any further enquiries, please contact the Events team: events@grlc.vic.gov.au

*** To complete your Expression of Interest, [click here](#) for our online application form. ***