



Australian Government

Department of Health and Aged Care

Health Workforce Program Primary Care Nursing and Midwifery Scholarship Program Grant Opportunity Guidelines GOXXXX

Opening date:	XX 2023
Closing date and time:	2:00pm (Canberra time) on XX 2023
Commonwealth policy entity:	Department of Health and Aged Care (department)
Administering entity:	Community Grants Hub
Enquiries:	<p>If you have any questions, contact the department via email: Grant.ATM@health.gov.au</p> <p>Questions should be sent no later than 5:00pm (Canberra time) 5 business days before the close date.</p>
Type of grant opportunity:	Open Competitive

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1. Primary Care Nursing and Midwifery Scholarship Program

The Primary Care Nursing and Midwifery Scholarship Program is designed to achieve Australian Government objectives

This grant opportunity is part of the above grant program which contributes to the department's Outcome PBS Outcome 1 (Health Policy, Access and Support). The department works with stakeholders to plan and design the grant program according to the [Commonwealth Grants Rules and Guidelines](#) (CGRGs).



The grant opportunity opens

We publish the grant opportunity guidelines on [GrantConnect](#).



You complete and submit a grant application

You complete the Application Form and address all of the eligibility and assessment criteria to be considered for a grant.



We assess all grant applications

We assess the applications against eligibility criteria. We assess your eligible application against the assessment criteria including an overall consideration of value with money and compare it to other applications.



We make grant recommendations

We provide advice to the Decision Maker on the merits of each application.



Grant decisions are made

The Decision Maker decides which applications are successful.



We notify you of the outcome

We advise you of the outcome of your application. We may not notify unsuccessful applicants until grant agreements have been executed with successful applicants.



We enter into a grant agreement

We enter into a grant agreement with you if successful. The type of grant agreement is based on the nature or complexity of the grant and will be proportional to the risks involved.



Delivery of grant

You undertake the grant activity as set out in your grant agreement. The Community Grants Hub manage the grant by working with you, monitoring your progress and making payments.



Evaluation of the grant opportunity

We evaluate your specific grant activity and the grant opportunity as a whole. We base this on information you provide to us and that we collect from various sources.

1.1 Introduction

These guidelines contain information for the Primary Care Nursing and Midwifery Scholarship Program grant opportunity.

You must read these guidelines before filling out an application.

This document sets out:

- the purpose of the grant program/grant opportunity
- the eligibility and assessment criteria
- how grant applications are considered and selected
- how grantees are notified and receive grant payments
- how grantees will be monitored and evaluated, and
- responsibilities and expectations in relation to the opportunity.

2. About the grant program

The Health Workforce Program is an Australian Government initiative administered by the Department of Health and Aged Care (department) to deliver health workforce outcomes in order to maintain a flexible, sustainable and well-distributed health workforce. Key priorities include increasing training opportunities, assisting retention, providing support to doctors, nurses, midwives and allied health professionals.

The health workforce is our primary care system's greatest asset. The Government recognises the important role of nurse practitioners and endorsed midwives in the delivery of primary health care services.

The objectives of the program as it relates to this grant opportunity are:

- To increase the supply of primary care health workers, whilst considering the changing demographics and health needs of the Australian population, and to address current shortages.
- To ensure a capable and qualified primary care nursing and midwifery workforce through registration, accreditation, education, training and development.
- To support the First Nations health workforce through activities that promote an increase in the capacity of the First Nations health workforce and the broader health workforce to address the needs of First Nations peoples.
- To strengthen the Australian health system, utilising full scope of practice as well as working within nursing and midwifery values, ethics and regulatory frameworks to provide increased access to health services in communities. While not a replacement for the medical workforces, nurse practitioners and endorsed midwives can effectively provide health services in communities lacking access to other primary care services.

The intended outcomes are:

- To improve the capacity, quality, distribution and mix of the primary care and midwifery health workforce to better meet the needs of the Australian community. Nurse practitioners and endorsed midwives are a key element in managing primary and aged care health workforce demands.
- To significantly increase the number of qualified nurse practitioners to support Nurse-Led Clinics and new models of care.

- To significantly increase the number of endorsed midwives to support the strategic direction for Australian maternity services as outlined in [Woman-centred care: Strategic directions for Australian maternity services](#).
- Provide high quality health care that meets the needs of each consumer.
- To equip more nurses and midwives with the skills to work in primary care and aged care and more midwives to work in primary maternity care.

We administer the program according to the [Commonwealth Grants Rules and Guidelines](#) (CGRGs).

2.1 About the grant opportunity

The 2023-24 Budget Measure - Strengthening Medicare Initiative - Supporting the medical and health workforce, announced \$49.363 million to invest in and establish a program, supporting registered nurses and midwives in post-graduate study to improve their skills. The Primary Care Nursing and Midwifery Scholarship Program (the program) will run over four years from 2023-24 to 2026-27.

The Program has aspects that differ to other scholarship programs. Scholarships are considered a contribution toward the cost of accessing the awarded course and will be paid by the grantee, directly to the eligible tertiary institution via the scholar. The grant itself will be paid to grantee who will pass the funds onto the scholars. Scholars are then required to pay the money directly to the eligible tertiary institution. To ensure compliance, the scholars must provide evidence of payment no later than four weeks after their study period has ended.

Costs of courses vary and as a result, scholars may have remaining funds available from their scholarship. The program will permit the scholar to use these funds for clinical placement or course related expenses. Some of the expenses include, but are not limited to:

- Clinical placements hours.
- Accommodation and travel costs associated with a clinical placement.
- Clinical resources required for a clinical placement that are not provided by the placement's organisation.
- Ad-hoc clinical placement related expenses after consideration by the grantee.

The scholar must provide supporting evidence of clinical placement related expenses directly to the grantee for consideration. The grantee reserves the right to refuse any additional expenses. Clinical placement related expenses will be paid by the grantee directly to the scholar.

Please refer to the Program Guidelines (attachment A) for further information.

The scholarship places are not bonded, hence there is no return of service obligation once a scholar's course has been completed.

The [National Aboriginal and Torres Strait Islander Health Workforce Strategic Framework and Implementation Plan 2021 – 2031](#), includes the population parity target of 3.43% of the health workforce are Aboriginal and/or Torres Strait Islander people. A minimum of 5% of all scholarships awarded will be prioritised for First Nations people.

The purpose of this grant opportunity is to establish the program.

The objectives of the grant opportunity are to:

- To provide scholarships to allow registered nurses and midwives to undertake post-graduate study, including, but not limited to, supporting registered nurses to become nurse practitioners and midwives to become endorsed midwives and child and family health practitioners.
- Provide, within the first year of the scholarship program, 175 graduate certificate/graduate diploma scholarships valued at \$15,000 per scholarship, and an additional 175 masters' scholarships, valued at \$30,000 per scholarship - totalling 350 scholarships in the first year.
- Provide in the second and subsequent years, 250 of each scholarship type annually, totalling 500 every year.
- Develop career pathways and improve the retention of nurses and midwives working in or transitioning to primary health care settings.

The intended outcomes of the grant opportunity are to:

- Continue the development of a highly qualified nursing and midwifery workforce through the provision of education scholarships to encourage registered nurses and midwives to pursue formal graduate qualifications.
- Provide financial incentives to nurses and midwives to complete additional qualifications and increase scholar retention rates.
- Improve the capability of primary care service providers to provide high quality care to recipients of both primary health care and maternity services.
- Assist with the attraction and retention of nurses and midwives to meet industry and workforce requirements in primary care; and to enhance the leadership and clinical skills of nurses and midwives.
- Grow the proportion of First Nations nursing and midwifery health professionals and workers and build the capacity to provide culturally safe services to First Nations people.

The Activity will be measured against the below Performance Indicator/s.

Table 1: Performance Indicator/s

Performance Indicator	Measure
Effective and efficient management and administration of Primary Care Nursing and Midwifery Scholarships (year 1).	Award 175 graduate certificate/graduate diploma scholarships. Of these, a minimum of five percent of all scholarships (i.e., five percent of 175 scholarships), will be prioritised for First Nations people.
	Award 175 masters' scholarships. Of these, a minimum of five percent of all scholarships (i.e., five percent of 175 scholarships), will be prioritised for First Nations people.
Effective and efficient management and administration of Primary Care Nursing and Midwifery Scholarships (year 2 and subsequent years).	Award 250 graduate certificate/graduate diploma scholarships (annually). Of these, a minimum of five percent of all scholarships (i.e., five percent of 250 scholarships), will be prioritised for First Nations people.

	Award 250 masters' scholarships (annually). Of these, a minimum of five percent of all scholarships (i.e., five percent of 250 scholarships), will be prioritised for First Nations people.
Activities are completed according to the scope, timeframes and budget defined in the Activity Work Plan.	The Department and your organisation agree that the requirements outlined in the Activity Work Plan have been completed as specified.
Deliver all requirements in the Grant Agreement, including efficient management of Grant Agreement milestones.	All milestones are delivered on time and to an acceptable standard, i.e., performance reports, activity work plans and budgets.
Effective and efficient independent program evaluations.	An independent program evaluation is delivered within set timeframes (mid cycle 2025-26).

3. Grant amount and grant period

3.1 Grant available

The Australian Government has announced a total of \$49.363 million (GST exclusive) over 4 years for the Primary Care Nursing and Midwifery Scholarship Program.

The grant will be awarded to one grantee and will run from January 2024 to 3 December 2027.

Table 2: Grant Opportunity Funding Available (GST exclusive)

2023-24 FY \$ M	2024-25F Y \$ M	2025-26 FY \$ M	2026-27 \$M	Total \$ M
9.056	13.210	13.434	13.663	49.363

3.2 Grant period

The maximum grant period is four years.

You must complete your grant by 31 December 2027. After this period, you will be expected to provide reporting on remaining scholars until no further scholars remain on the program.

4. Eligibility criteria

We cannot consider your application if you do not satisfy all the eligibility criteria.

We cannot provide a grant if you receive funding from another government source for the same purpose.

4.1 Who is eligible to apply for a grant?

To be eligible you must be one of the following entity types:

- Indigenous Corporation (*registered under the [Corporations \(Aboriginal and /or Torres Strait Islander\) Act 2006](#)*)
- Company
- Incorporated Association
- Partnership.

Applications from consortia are acceptable, providing there is a lead organisation that is solely accountable to the Commonwealth for the delivery of grant activities and is an eligible entity as per the list above. Only the lead organisation can submit the application form and enter into a grant agreement with the Commonwealth.

4.2 Who is not eligible to apply for a grant?

You are not eligible to apply if you are:

- An organisation, or your project partner is an organisation, included on the [National Redress Scheme's website](#) on the list of 'Institutions that have not joined or signified their intent to join the Scheme'
- Educational Institution/University
- International Entity
- Local Government
- Sole Trader
- Person
- Unincorporated Association
- Cooperative
- Corporate Commonwealth Entity
- Non-Corporate Commonwealth Statutory Authority
- Corporate State or Territory Entity
- Statutory Entity
- Non-corporate State or Territory Entity
- Non-corporate State or Territory Statutory Authority.

5. What the grant money can be used for

5.1 Eligible grant activities

To be eligible, your grant activity must directly relate to the grant opportunity and may include:

- Managing the day-to-day administration of the scholarships.
- Project management including governance and administrative activities relating to the grant.
- Administer and oversee the payment of scholarship funds and provide appropriate support to recipients to facilitate this.
- Provision of postgraduate scholarships, as described within the program outcomes in Section 2.
- Develop and maintain guidelines and policies relating to the Program, including eligibility criteria.
- Providing an information service, which include the following tasks:
- Receiving inquiries from interested parties
 - providing advice according to the Primary Care Nursing and Midwifery Scholarship Program Guidelines
 - free call assistance line
 - dedicated website and application portal.

- Preparation, production, and distribution of promotional and publicity material of the scholarships scheme.
- Form a scholarship advisory group which includes representation from the primary care nursing and midwifery industry.
- Assessment of scholarship applications.
- Consultation with and inclusion of peak bodies within program working group, which are relevant to nursing, allied health and indigenous communities.
- Ongoing management of scholarships places to ensure recipients continue to meet eligibility criteria.
- Administrative support.
- Data collection for evaluation.
- Program management, monitoring and reporting.

5.2 Eligible locations

The scholarship program is a national program and must be available across all jurisdictions.

5.3 Eligible expenditure

You can only spend the grant on eligible expenditure you have incurred for eligible grant activities or agreed project activities.

Eligible expenditure items include:

- Management and payments of scholarships.
- Associated administrative costs.
- Salaries directly related to the provision of the scholarship program.
- Accounting and corporate costs.
- Promotional and publicity material for the scholarship program.
- Surveys to eligible participants on commencement and completion of scholarship.
- Evaluation and ongoing reporting of entire program.
- Stakeholder consultation including chairing and/or secretariat support for any required committees relevant to this grant opportunity such as the assessment committees.
- IT assets and software that are essential to delivery of the model (subject to departmental approval).

If your application is successful, we may ask you to verify project costs that you provided in your application. You may need to provide evidence, such as quotes, for major costs.

Not all expenditure on your grant activity may be eligible for grant funding. The Decision Maker will determine what is eligible expenditure and may give additional guidance on eligible expenditure if required.

You must incur the expenditure on your grant activities between the start date and end, or completion date for your grant agreement for it to be eligible.

5.4 What the grant money cannot be used for

You cannot use the grant for:

- Purchase of land.
- Paying ransom for ransomware, cyber-attack or any other type of cybercrime.
- Wages/salaries unrelated to the delivery of the grant.
- Major capital expenditure, major construction/capital works.
- The covering of retrospective costs.
- Costs incurred in the preparation of a grant application or related documentation.

- Subsidy of general ongoing administration of an organisation such as electricity, phone and rent.
- Domestic and Overseas travel.
- Activities for which other Commonwealth, state, territory or local government bodies have primary responsibility.

6. The assessment criteria

You must address all the following assessment criteria in the application. All criteria have equal weighting. We will only award funding to applications that score 'Good' against all assessment criteria, in the first instance.

Word limits apply to some of the criterion and responses will not be read beyond the prescribed word limits. Do not include any additional appendices, unless specified, as they will not be considered.

Assessment Criterion 1 – Alignment with Program Objectives and Outcomes (word limit: 500 words)

In no more than 500 words, describe how the grant activity contributes to the objectives and outcomes of the grant opportunity as described at Section 2.1. You must demonstrate this through identifying:

- How the activities proposed in your organisation's application align with the grant opportunity's objectives and outcomes.
- How your organisation will identify, engage, and collaborate with relevant stakeholders to ensure the effective delivery of the grant objectives and outcomes.
- How your organisation will ensure payments are made directly to institution via the scholar.
- How your organisation will attract and support First Nations students to undertake these health-related studies in a culturally safe environment. What additional supports will be provided to acknowledge the differing challenges First Nations people face in accessing education and training.
- How your organisation will ensure that priority is given to applicants who are living within regional, rural and remote Australia, in particular those living and working in areas classified under the [Modified Monash Model 2019](#) (MMM) classification system as MM 3-7.

Assessment Criterion 2 – Organisational capability to deliver the grant activities (word limit: 500 words)

In no more than 500 words describe your organisation's capability to deliver the grant activities, and how your proposal addresses the risks involved in undertaking the grant activity.

A strong response will include:

- a detailed description of the proposed activities, the delivery methodology (including existing infrastructure and relationships that will support the project activities), and the key outputs.

In addition, you must complete the activity work plan (template on GrantConnect). The activity work plan does not count towards the word limit for this criterion and must include:

- The key tasks your organisation will undertake to meet the objectives of the grant opportunity within the timeframe.
- The proposed outputs for the activity.
- The performance measures for the activity.

- Timelines for the milestones of the activity.

Assessment Criterion 3 - Efficient, effective, economical and ethical use of grant funds (word limit: 500 words)

In no more than 500 words, describe how you will ensure the efficient and economical use of grant funds when delivering your activities. Furthermore, all activities are consistent with the requirement in the *Public Governance, Performance and Accountability Act 2013 (PGPA Act)* to ensure that public resources are used in an efficient, effective, economical and ethical manner.

In addition, you must also complete the indicative budget template (template on GrantConnect). The indicative budget will not count towards the word limit and must include:

- How the funds will be administered and managed throughout the grant period.
- A breakdown of key expenditure required to deliver the grant opportunity, including an itemised activity budget that aligns with the requirements set out in Section 7.1.
- Demonstrate how the use of effective risk management approaches will minimise potential waste of relevant money.

Assessment Criterion 4 – Demonstrate effective risk management strategies (word limit: 500 words)

In no more than 500 words, demonstrate your organisation's approach to risk management, including information about your organisation's governance, risk management plan and how risks are reported.

In addition, complete the risk management plan template (template on GrantConnect) in relation to the grant activity. The risk management plan will not count towards the word limit and must include:

- All identified risks.
- The likelihood of the identified risk occurring.
- The impact on the activity should the identified risk occur.
- The mitigation strategies to respond to all risks.

7. How to apply

Before applying, you must read and understand all documents and information relating to this grant opportunity found on [GrantConnect](#). Any alterations and addenda¹ will be published on GrantConnect and by registering on this website, you will be automatically notified of any changes. GrantConnect is the authoritative source for grants information, however the department takes no responsibility if a registered user fails to become aware of any addendum notices or of other published material. Registered users are encouraged to regularly check GrantConnect for updates.

You can only submit one application for this grant opportunity. If more than one application is submitted, the application submitted latest, and within closing time and date, will progress to the next stage.

To apply you must:

- read all available documentation about the grant opportunity provided on GrantConnect

¹ Alterations and addenda include but are not limited to corrections to currently published documents, changes to close times for applications, Questions and Answers (Q&A) documents and Frequently Asked Questions (FAQ) documents.

- complete the application form on GrantConnect
- provide all the information requested
- address all eligibility criteria and assessment criteria
- include all necessary attachments, and
- submit your application by the closing date and time using the **Submit Application Form** document on GrantConnect.

We will not provide application forms or accept application submissions for this grant opportunity by email.

If you need assistance with the application process or find an error in your application after submission but before the closing date and time, you should contact us via email Grant.ATM@health.gov.au. For technical assistance when submitting your application through GrantConnect please contact the GrantConnect Helpdesk:

- Phone: 1300 484 145
- Email: GrantConnect@finance.gov.au

You are responsible for ensuring that your application is complete and accurate. Giving false or misleading information is a serious offence under the [Criminal Code 1995](#) and we will investigate any false or misleading information and may exclude your application from further consideration.

The department does not have to accept any additional information, or requests from you to correct your application after the closing time. If you find an error in your application after submitting it, you should contact us immediately at Grant.ATM@health.gov.au.

If we find an error or information that is missing, we may ask for clarification or additional information from you that will not change the nature of your application. However, we can refuse to accept any additional information from you that would change your submission after the application closing time.

You should keep a copy of your application and any supporting documents. You will receive an automated email notification acknowledging the receipt of your application. If you do not receive a confirmation email within 48 hours, contact the department at Grant.ATM@health.gov.au.

7.1 Attachments to the application

All of the following documents must be attached to your application for it to be considered compliant and for it to proceed to assessment. Templates are provided on GrantConnect with the grant opportunity documents where applicable.

We require the following documents with your application:

- Proof of entity type.
- Activity work plan (available as part of the attachment pack on GrantConnect).
- Indicative budget (available as part of the attachment pack on GrantConnect).
- Risk management plan (available as part of the attachment pack on GrantConnect).
- Any supporting documentation describing how you propose to monitor, manage and report identified risks including risks that may arise during your project (this should be scanned into 1 document).

If you do not attach the requested documents, your application may not progress further in the process.

You must attach supporting documentation to your application in line with the instructions provided within the application form. You should only attach requested documents. We will not consider information in attachments that we do not request.

7.2 Joint (consortium) applications

We recognise that some organisations may want to join as a group to deliver a grant activity. In these circumstances, you must appoint a lead organisation.

Only the lead organisation can submit the application and enter into a grant agreement with the department. The application must identify all other members of the proposed group. The lead organisation must have the authority to submit an application on behalf of the group. The grant agreement will outline the lead organisation's obligations with regard to the group members.

The lead organisation must fulfil the eligibility requirements, but it is not a requirement of other members of the group. This is with the exception of those organisations deemed ineligible because they are included on the [National Redress Scheme's website](#) on the list of 'Institutions that have not joined or signified their intent to join the Scheme'.

If your application is successful, you must have a formal arrangement in place with all parties prior to execution of the agreement in the form of a letter of support.

The department will request copies of each letter of support prior to execution of the grant agreement.

Each letter of support should include:

- Details of the partner organisation.
- An overview of how the partner organisation will work with the lead organisation.
- An outline of the relevant experience and/or expertise the partner organisation will bring to the group.
- The roles/responsibilities of the partner organisation and the resources they will contribute (if any).
- Outline how partners will demonstrate to the lead organisation that they comply with all Australian law relating to employing or engaging people who work or volunteer with children, in line with the Commonwealth Child Safe Framework.
- Details of a nominated management level contact officer.

7.3 Timing of grant opportunity processes

You must submit an application between the published opening and closing dates.

If you are successful, we expect you will be able to commence your grant activity around January 2024.

Table 3: Expected timing for this grant opportunity

Activity	Expected Timeframe
Open on GrantConnect	4 weeks
Assessment of applications	2 weeks
Approval of outcomes of selection process	2 weeks
Negotiations and award of grant agreements	2-4 weeks
Notification to unsuccessful applicants	2 weeks
Earliest start date of grant activity	January 2024

End date of grant activity or agreement	31 December 2027
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Note: the above timeframes are indicative only and will depend on the number and quality of applications throughout the submission period. Missing/incorrect information within applications may cause delays during the assessment process.

7.4 Late applications

We will not accept late applications unless an applicant has experienced exceptional circumstances that prevent the submission of the application. Broadly, exceptional circumstances are events characterised by one or more of the following:

- reasonably unforeseeable
- beyond the applicant's control, and/or
- unable to be managed or resolved within the application period.

Exceptional circumstances will be considered on their merits and in accordance with probity principles.

Applicants seeking to submit a late application will be required to submit a late application request via email to Grant.ATM@health.gov.au with "Late Application Request - GOXXXX" in the subject line.

The request should include a detailed explanation of the circumstances that prevented the application being submitted prior to the closing time. Where appropriate, supporting evidence can be provided to verify the claim of exceptional circumstances.

The assessment committee Chair or their appointed representative will determine whether a late application will be accepted. Once the outcome is determined, the department will advise the applicant if their request is accepted or declined.

7.5 Questions during the application process

If you have questions relating to the grant, technical issues or process during the application period, please contact Grant.ATM@health.gov.au. The department will respond to emailed questions within three working days.

Questions close at 5.00pm (Canberra time) five business days before the application period closes. This allows a reasonable period for the department to respond with information that applicants can consider for their application. The department will continue to assist with technical related enquiries regarding the submission of applications beyond the question close deadline.

Requests for clarification may form the basis of a response that will be posted on the [GrantConnect](#) website in the Frequently Asked Questions document relating to this grant opportunity. All questions will be de-identified. Registered applicants will be notified of updates to the documents via email from the GrantConnect website.

The department cannot assist you to address assessment criteria, determine eligibility or complete your application.

8. The grant selection process

8.1 Assessment of grant applications

We first review your application against the eligibility criteria in section 4.

Only eligible applications will move to the next stage. We consider eligible applications through an open competitive grant process.

We will then assess your application against the assessment criteria (see section 6). We consider your application on its merits and against other applications, based on:

- how well it meets the criteria
- how it compares to other applications, and
- whether it provides value with relevant money.²

We will rate your application using the Assessment Criteria Scoring Matrix.

Table 4: Assessment Criteria Scoring Matrix

Rating (for individual criterion)	Score
Excellent – response to this criterion, including all sub-criteria, exceeds expectations.	5
Good – response to this criterion addresses all or most sub-criteria to a higher-than-average standard.	4
Average – response against this criterion meets most sub-criteria to an average but acceptable level.	3
Poor – poor claims against this criterion but may meet some sub-criteria.	2
Does not meet criterion at all – response to this criterion does not meet expectations or insufficient or no information to assess this criterion.	1

A score out of 5 will be applied to each of the 4 assessment criteria. A total of 20 is the highest score any application can receive.

Only applications that score **Good** or above against each of the four assessment criteria (based on the above rating scale) will be considered for funding, in the first instance.

When assessing the extent to which the application represents value with money³, we will have regard to:

- the overall objective/s to be achieved in providing the grant
- the extent to which the evidence in the application demonstrates that it will contribute to meeting the outcomes/objectives
- the relative value of the grant sought
- the extent to which the geographic location of the application matches identified priorities, and
- how the grant activities will target groups or individuals.

8.2 Who will assess applications?

The department will establish an assessment team to assess eligible and compliant applications. The assessment team may comprise of staff from across the department and could include contractors/consultants who will undertake training to ensure consistency in assessment.

After applications are assessed, they will be quality assured and referred to an assessment committee for further consideration, including value with money. The assessment committee will be made up of staff within the Workforce Incentives and Innovation Branch of the department and may include representatives from other areas of the department and from

² See Glossary for the definition of 'relevant money'.

³ See Glossary for the definition of 'value with money'.

outside of the department, as appropriate. The assessment committee chair will be the Assistant Secretary, Workforce Incentives and Innovation Branch.

The assessment committee may seek additional information about you or your application. They may do this from within the Commonwealth, even if the sources are not nominated by you as referees. The assessment committee may also consider information about you that is available through the normal course of business.

The assessment committee recommends to the Decision Maker which applications to approve for a grant.

8.3 Who will approve grants?

The Assistant Secretary, Workforce Incentives and Innovation Branch (the Decision Maker) decides which grant(s) to approve, taking into account the recommendations of the assessment committee and the availability of grant funds for the purposes of the grant opportunity.

The Decision Maker's decision is final in all matters, including:

- The approval of the grant.
- The grant funding amount to be awarded.
- The terms and conditions of the grant.

There is no appeal mechanism for decisions to approve or not approve a grant.

9. Notification of application outcomes

We will advise you of the outcome of your application in writing. If you are successful, we will advise you of any specific conditions attached to the grant.

If you are unsuccessful, we will give you an opportunity to receive feedback. A request for individual feedback should be made to the department within 20 days of being notified of the outcome by responding to the outcome email. We will respond to your request for feedback in writing within 20 days.

10. Successful grant applications

10.1 The grant agreement

You must enter into a legally binding grant agreement with the Commonwealth. We use the whole-of-government grant agreement templates in this program and will select the most appropriate depending on the size and complexity of your grant activities.

Each agreement has general terms and conditions that cannot be changed. Sample grant agreements are available on the [Department of Finance's website](#). We will use a schedule to outline the specific grant requirements.

We must execute a grant agreement with you before we can make any payments. We are not responsible for any of your expenditure until a grant agreement is executed. If you choose to start your grant activities before you have an executed grant agreement, you do so at your own risk. You must not start any Primary Care Nursing and Midwifery Scholarship Program activities until a grant agreement is executed.

Your grant agreement may have specific conditions determined by the assessment process or other considerations made by the Decision Maker. We will identify these in the agreement.

The Commonwealth may recover grant funds if there is a breach of the grant agreement.

You will have 20 days from the date of a written offer to execute this grant agreement with the Commonwealth ('execute' means both you and the Commonwealth have signed the agreement). During this time, we will work with you to finalise details.

The offer may lapse if both parties do not sign the grant agreement within this time. Under certain circumstances, we may extend this period. We base the approval of your grant on the information you provide in your application.

You may request changes to the grant agreement. However, we will review any required changes to these details to ensure they do not impact the grant as approved by the Decision Maker.

10.2 Specific legislation, policies and industry standards

10.2.1 The Multicultural Access and Equity Policy

The Australian Government's [Multicultural Access and Equity Policy](#) obliges Australian Government agencies to ensure their policies, programs and services - including those provided by contractors and service delivery partners – are accessible to, and deliver equitable outcomes for, people from culturally and linguistically diverse (CALD) backgrounds. Grant applicants should consider how they will ensure their services will be accessible to people from CALD backgrounds. For example, service delivery partners may require cultural competency skills. In addition, services, projects, activities or events may require the use of professional translating or interpreting services in order to communicate with clients who have limited English proficiency.

10.2.2 Commonwealth Child Safe Framework

The Royal Commission into Institutional Responses to Child Sexual Abuse highlighted the need for organisations to adopt child safe practices including appropriate screening of staff, mandatory reporting and adoption of the National Principles for Child Safe Organisations. The Australian Government committed to a new Commonwealth-wide framework to protect children and young people it is responsible for – the [Commonwealth Child Safe Framework \(CCSF\)](#).

The Australian Government is considering appropriate ways to apply the requirements of the CCSF to grant recipients. A child safety clause will be included in a grant agreement where the Commonwealth considers the grant is for:

- services directly to children, and/or
- activities that involve contact with children that is a usual part of, and more than incidental to, the grant activity.

A child safety clause may also be included in the grant agreement if the Commonwealth considers the grant activity involves children more broadly.

The successful applicant will be required to comply with all child safety obligations included in the grant agreement or notified to the successful applicant prior to execution of the grant agreement.

Irrespective of the child safety obligations in the grant agreement, you must always comply with your state and territory legislative requirements for working with children and mandatory reporting.

10.2.3 National Redress Scheme

The [National Redress Scheme](#) for Institutional Child Sexual Abuse Grant Connected Policy makes non-government institutions named in applications to the Scheme, or in the Royal Commission into Institutional Responses to Child Sexual Abuse that do not join the Scheme, ineligible for future Australian Government grant funding. The National Redress Scheme Grant Connected Policy came into effect on 1 January 2021.

10.3 How we pay the grant

The grant agreement will state the;

- maximum grant amount to be paid
- proportion of eligible expenditure covered by the grant (grant percentage)
- any financial contributions you must make
- any in-kind contributions you will make
- any financial contribution provided by a third party, and
- we will not exceed the maximum grant amount under any circumstances. If you incur extra costs, you must meet them yourself.

We will make payments according to an agreed schedule set out in the grant agreement.

10.4 Grants Payments and GST

Payments will be GST Exclusive. If you are registered for the [Goods and Services Tax \(GST\)](#), where applicable, we will add GST to your grant payment and issue you with a [Recipient Created Tax Invoice](#).

Grants are assessable income for taxation purposes, unless exempted by a taxation law. We recommend you seek independent professional advice on your taxation obligations or seek assistance from the [Australian Taxation Office](#). We do not provide advice on your taxation circumstances.

11. Announcement of grants

If successful, your grant will be listed on the GrantConnect website 21 calendar days after the date of effect as required by section 5.3 of the [CGRGs](#).

12. How we monitor your grant activity

12.1 Keeping us informed

You should let us know if anything is likely to affect your grant activity or organisation.

We need to know of any key changes to your organisation or its business activities, particularly if they affect your ability to complete your grant, carry on business and pay debts due.

You must also inform us of any changes to your:

- Name
- Addresses
- Nominated contact details
- Bank account details.

If you become aware of a breach of terms and conditions under the grant agreement, you must contact us immediately.

You must notify us of events relating to your grant and provide an opportunity for the Minister or their representative to attend.

12.2 Reporting

You must submit reports in line with the grant agreement. We may provide sample templates for these reports as appendices in the grant agreement.

The amount of detail you provide in your reports should be relative to the size, complexity and grant amount.

We will monitor progress by assessing reports you submit and may conduct site visits or request records to confirm details of your reports if necessary. Occasionally we may need to re-examine claims, seek further information or request an independent audit of claims and payments.

Progress reports

Progress reports must:

- Include evidence of your progress towards completion of agreed activities and outcomes.
- Show the total eligible expenditure incurred to date, including an updated budget
- Include evidence of expenditure.
- Be submitted by the report due date (you can submit reports ahead of time if you have completed relevant activities).
- Any additional reporting required as outlined and agreed in the grant agreement.

We will only make grant payments when we receive satisfactory progress reports.

You must discuss any reporting delays with us as soon as you become aware of them.

Ad-hoc reports

We may ask you for ad-hoc reports on your grant. This may be to provide an update on progress, or any significant delays or difficulties in completing the grant activity. These reports must be provided in a timely manner agreed with the Department.

Final report

When you complete the grant activity, you must submit a final report.

Final reports must:

- Identify if and how outcomes have been achieved.
- Include the agreed evidence as specified in the grant agreement.
- Identify the total eligible expenditure incurred.
- Be submitted within 90 days of completion in the format provided in the grant agreement.

12.3 Financial reporting

You must submit financial reports in line with the grant agreement.

We will ask you to report on the expenditure of the grant using a financial declaration and/or an income and expenditure statement and/or an audited income and expenditure statement.

We may ask you to provide a declaration that the grant money was spent in accordance with the grant agreement and to report on any underspends of the grant money.

12.4 Grant agreement variations

We recognise that unexpected events may affect your progress. In these circumstances, you can request a variation to your grant agreement. You can request a variation by writing to the Assistant Secretary, Workforce Incentives and Innovation Branch, Health Workforce Division, Department of Health and Aged Care.

You should not assume that a variation request will be successful. We will consider your request based on provisions in the grant agreement and the likely impact on achieving outcomes.

12.5 Record keeping

We may also inspect the records you are required to keep under the grant agreement.

12.6 Evaluation

We will evaluate the grant opportunity to measure how well the outcomes and objectives have been achieved. We may use information from your application and reports for this purpose. We may also interview you or ask you for more information to help us understand how the grant impacted you and to evaluate how effective the program was in achieving its outcomes.

We may contact you up to one year after you finish your grant for more information to assist with this evaluation.

12.7 Acknowledgement

The program logo should be used on all materials related to grants under the program. Whenever the logo is used, the publication must also acknowledge the Commonwealth as follows:

'Primary Care Nursing and Midwifery Scholarship Program – an Australian Government initiative'.

If you make a public statement about a grant activity funded under the program, we require you to acknowledge the grant by using the following:

'This Primary Care Nursing and Midwifery Scholarship Program received grant funding from the Australian Government.'

13. Probity

The Australian Government will make sure that the grant opportunity process is fair, according to the published guidelines, incorporates appropriate safeguards against fraud, unlawful activities and other inappropriate conduct, and is consistent with the CGRGs.

These guidelines may be amended periodically by the department. When this happens, the revised guidelines will be published on GrantConnect.

13.1 Enquiries and feedback

The department's [Complaint Handling Process](#) applies to complaints about this grant opportunity. All complaints about a grant process must be provided in writing.

Any questions you have about grant decisions for this grant opportunity should be sent to Grant.ATM@health.gov.au.

If you do not agree with the way the department has handled your complaint, you may complain to the [Commonwealth Ombudsman](#). The Ombudsman will not usually look into a complaint unless the matter has first been raised directly with the relevant Commonwealth entity.

The Commonwealth Ombudsman can be contacted on:

Phone (Toll free): 1300 362 072

Email: ombudsman@ombudsman.gov.au

Website: [Home - Commonwealth Ombudsman](#)

13.2 Conflicts of interest

Any conflicts of interest could affect the performance of the grant opportunity or program.

There may be a conflict of interest, or perceived conflict of interest, if the department's staff, any member of a committee, an advisor, and/or you or any of your personnel:

- has a professional, commercial or personal relationship with a party who is able to influence the application selection process, such as an Australian Government officer

- has a relationship with, or interest in, an organisation which is likely to interfere with or restrict the applicants from carrying out the proposed activities fairly and independently, and
- has a relationship with, or interest in, an organisation from which they will receive personal gain because the organisation receives a grant under the grant program/ grant opportunity.

You will be asked to declare, as part of your application, any perceived or existing conflicts of interests or that, to the best of your knowledge, there is no conflict of interest.

If you later identify an actual, apparent, or perceived conflict of interest, you must inform the department in writing immediately.

Conflicts of interest for Australian Government staff will be handled as set out in the [Australian Public Service Code of Conduct \(Section 13\(7\)\)](#) of the [Public Service Act 1999](#). Committee members and other officials including the decision maker must also declare any conflicts of interest.

We publish our conflict of interest policy on the [Australian Public Service Commission's website](#).

13.3 Privacy

We treat your personal information according to the [Privacy Act 1988](#) and the [Australian Privacy Principles](#). This includes letting you know:

- what personal information we collect
- why we collect your personal information, and
- who we give your personal information to.

Your personal information can only be disclosed to someone else for the primary purpose for which it was collected unless an exemption applies.

The Australian Government may also use and disclose information about grant applicants and grant recipients under this grant opportunity in any other Australian Government business or function. This includes disclosing grant information on GrantConnect as required for reporting purposes and giving information to the Australian Taxation Office for compliance purposes.

We may share the information you give us with other Commonwealth entities for purposes including government administration, research or service delivery, according to Australian laws.

As part of your application, you declare your ability to comply with the *Privacy Act 1988* (the Act) and the Australian Privacy Principles and impose the same privacy obligations on officers, employees, agents and subcontractors that you engage to assist with the activity, in respect of personal information you collect, use, store, or disclose in connection with the activity. Accordingly, you must not do anything, which if done by the department would breach an Australian Privacy Principle as defined in the Act.

13.4 Confidential Information

Other than information available in the public domain, you agree not to disclose to any person, other than us, any confidential information relating to the grant application and/or agreement, without our prior written approval. The obligation will not be breached where you are required by law, Parliament or a stock exchange to disclose the relevant information or where the relevant information is publicly available (other than through breach of a confidentiality or non-disclosure obligation).

We may at any time require you to arrange for you, your employees, agents or subcontractors to give a written undertaking relating to non-disclosure of our confidential information in a form we consider acceptable.

We will keep any information in connection with the grant agreement confidential to the extent that it meets all of the three conditions below:

1. you clearly identify the information as confidential and explain why we should treat it as confidential
2. the information is commercially sensitive, and
3. revealing the information would cause unreasonable harm to you or someone else.

We will not be in breach of any confidentiality agreement if the information is disclosed to:

- the committee and other Commonwealth employees and contractors to help us manage the program effectively
- employees and contractors of our department so we can research, assess, monitor and analyse our programs and activities
- employees and contractors of other Commonwealth agencies for any purposes, including government administration, research or service delivery
- other Commonwealth, State, Territory or local government agencies in program reports and consultations
- the Auditor-General, Ombudsman or Privacy Commissioner
- the responsible Minister or Parliamentary Secretary, and/or
- a House or a Committee of the Australian Parliament.

The grant agreement may also include any specific requirements about special categories of information collected, created or held under the grant agreement.

13.5 Freedom of information

All documents in the possession of the Australian Government, including those about this grant opportunity, are subject to the [Freedom of Information Act 1982](#) (FOI Act).

The purpose of the FOI Act is to give members of the public rights of access to documents held by Australian Government entities. Under the FOI Act, members of the public can seek access to documents held by the Australian Government. Access may be refused if a document contains “exempt” material, such as commercially valuable information or the personal or business information of a third party.

All Freedom of Information requests must be referred to the Freedom of Information Coordinator in writing.

By mail: Freedom of Information Coordinator
 FOI Unit

 Department of Health and Aged Care
 GPO Box 9848
 CANBERRA ACT 2601

By email: foi@health.gov.au

14. Glossary

Term	Definition
accountable authority	see subsection 12(2) of the Public Governance, Performance and Accountability Act 2013
administering entity	when an entity that is not responsible for the policy, is responsible for the administration of part or all of the grant administration processes
assessment criteria	are the specified principles or standards, against which applications will be judged. These criteria are also used to assess the merits of proposals and, in the case of a competitive grant opportunity, to determine application rankings
bonded scholarship	provides a Commonwealth Supported Place in an eligible course in exchange for participants working in those areas after they graduate.
commencement date	the expected start date for the grant activity
Commonwealth Child Safe Framework	in response to the Royal Commission into Institutional Responses to Child Sex Abuse, the Australian Government has introduced the Commonwealth Child Safe Framework , a whole-of-government policy that sets minimum standards for creating and embedding a child safe culture and practice in Commonwealth entities
Commonwealth entity	a Department of State, or a Parliamentary Department, or a listed entity or a body corporate established by a law of the Commonwealth. See subsections 10(1) and (2) of the PGPA Act
<i>Commonwealth Grants Rules and Guidelines 2017 (CGRGs)</i>	establish the Commonwealth grants policy framework and articulate the expectations for all non-corporate Commonwealth entities in relation to grants administration. The CGRGs contain the key legislative and policy requirements and explain the better practice principles of grants administration
completion date	the expected date that the grant activity must be completed, and the grant spent by
co-sponsoring entity	when two or more entities are responsible for the policy and the appropriation for outcomes associated with it
date of effect	can be the date on which a grant agreement is signed or a specified starting date. Where there is no grant agreement, entities must publish information on individual grants as soon as practicable
decision maker	the person who makes a decision to award a grant
eligibility criteria	refer to the mandatory criteria which must be met to qualify for a grant. Assessment criteria may apply in addition to eligibility criteria

Term	Definition
grant	<p>for the purposes of the CGRGs, a 'grant' is an arrangement for the provision of financial assistance by the Commonwealth or on behalf of the Commonwealth:</p> <ol style="list-style-type: none"> under which relevant money⁴ or other Consolidated Revenue Fund (CRF) money⁵ is to be paid to a grantee other than the Commonwealth; and which is intended to help address one or more of the Australian Government's policy outcomes while assisting the grantee achieve its objectives
grant activity/activities	refers to the project/tasks/services that the grantee is required to undertake
grant agreement	sets out the relationship between the parties to the agreement, and specifies the details of the grant
GrantConnect	is the Australian Government's whole-of-government grants information system, which centralises the publication and reporting of Commonwealth grants in accordance with the CGRGs
grant opportunity	refers to the specific grant round or process where a Commonwealth grant is made available to potential grantees. Grant opportunities may be open or targeted, and will reflect the relevant grant selection process
grant program	a 'program' carries its natural meaning and is intended to cover a potentially wide range of related activities aimed at achieving government policy outcomes. A grant program is a group of one or more grant opportunities under a single Portfolio Budget Statement Program
grantee / grant recipient	the individual/organisation which has been selected to receive a grant
National Redress Scheme	the National Redress Scheme for Institutional Child Sexual Abuse Grant Connected Policy makes non-government institutions named in applications to the Scheme, or in the Royal Commission into Institutional Responses to Child Sexual Abuse, that do not join the Scheme ineligible for future Australian Government grant funding. The National Redress Scheme Grant Connected Policy came into effect on 1 January 2021.

⁴ Relevant money is defined in the *Public Governance, Performance and Accountability Act 2013* (PGPA Act), chapter 1, section 8 Dictionary.

⁵ Other CRF money is defined in the PGPA Act. See section 105 Rules in relation to other CRF money.

Term	Definition
PBS Program	described within the entity's Portfolio Budget Statement , PBS programs each link to a single outcome and provide transparency for funding decisions. These high-level PBS programs often comprise a number of lower level, more publicly recognised programs, some of which will be Grant Programs. A PBS Program may have more than one Grant Program associated with it, and each of these may have one or more grant opportunities.
<i>Public Governance, Performance and Accountability Act 2013</i> (PGPA Act)	the PGPA Act establishes a system of governance and accountability for public resources with an emphasis on planning, performance and reporting. It applies to all Commonwealth entities and Commonwealth companies.
relevant money	<p>a. money standing to the credit of any bank account of the Commonwealth or a corporate Commonwealth entity; or</p> <p>b. money that is held by the Commonwealth of a corporate Commonwealth entity.</p>
scholar	a university student holding a scholarship.
selection criteria	comprise eligibility criteria and assessment criteria.
selection process	the method used to select potential grantees. This process may involve comparative assessment of applications or the assessment of applications against the eligibility criteria and/or the assessment criteria.
value with money	<p>value with money in this document refers to 'value with relevant money' which is a judgement based on the grant proposal representing an efficient, effective, economical and ethical use of public resources, and determined from a variety of considerations.</p> <p>When administering a grant opportunity, an official should consider the relevant financial and non-financial costs and benefits of each proposal including, but not limited to:</p> <ul style="list-style-type: none"> • the quality of the project proposal and activities • fitness for purpose of the proposal in contributing to government objectives • that the absence of a grant is likely to prevent the grantee and government's outcomes being achieved; and • the potential grantee's relevant experience and performance history.

15. Attachment A - Primary Care Nursing and Midwifery Scholarship Program Guidelines

15.1 Introduction

The Primary Care Nursing and Midwifery Scholarship Program (the Program) is funded by the Australian Government and administered by the Grantee. The Program Guidelines (this document) are reviewed and re-issued each year of the funding period.

The objectives of the program are:

- To provide scholarships to allow registered nurses and midwives to undertake post-graduate study, including, but not limited to, supporting registered nurses to become nurse practitioners and midwives to become endorsed midwives.
- To increase the supply of health workers, whilst considering the changing demographics and health needs of the Australian population, and to address current shortages.
- To ensure a capable and qualified primary care nursing and midwifery workforce through registration, accreditation, education, training and development.
- To support the First Nations health workforce through activities that promote an increase in capacity.
- To strengthen the Australian health system, utilising full scope of practice as well as working within nursing and midwifery values, ethics and regulatory frameworks to provide increased access to health services in communities. While not a replacement for the medical workforces, nurse practitioners and endorsed midwives can effectively provide health services in communities lacking access to other primary care services.

The intended outcomes of the program are:

- To improve the capacity, quality, distribution and mix of the health workforce to better meet the needs of the Australian community. Nurse practitioners and endorsed midwives are a key element in managing health workforce demands.
- To significantly increase the number of qualified nurse practitioners to support Nurse-Led Clinics and new models of care.
- To significantly increase the number of endorsed midwives to support the strategic direction for Australian maternity services as outlined in Woman-centre care: Strategic directions for Australian maternity services.
- To equip more nurses and midwives with the skills to work in primary care and aged care and more midwives to work in primary maternity care.

16. About Primary Care

Primary care is generally the first service people go to for health care outside of a hospital or specialist. Primary care includes diagnosis and treatment of health conditions, long-term care, health promotion and prevention services. Primary care is crucial. It allows patients to access the right care at the right time. Effective primary care benefit patients, carers, families and broader health system.

Common types of primary care are:

- general practice
- independent private practice
- Aboriginal Community Controlled Health Services/Aboriginal Medical Services
- community health centres and walk-in clinics

- community pharmacies
- community nursing services
- oral health and dental services
- mental health services
- drug and alcohol treatment services
- sexual and reproductive health services
- maternal and child health services.

17. Nurse Practitioner Workforce Plan

The Nurse Practitioner Workforce Plan supports nurse practitioners to deliver health and aged care. The plan addresses barriers that have prevented them from working to their full potential.

Nurse practitioners have a significant role in the delivery of health and aged care to people in Australia.

The Nurse Practitioner Workforce Plan supports the growth of a capable and resilient NP workforce that delivers person-centred, evidence-based, safe and compassionate care.

17.1 Nurse Practitioner

A nurse practitioner is an experienced registered nurse who has completed additional university study at a Master's degree level and has been endorsed as a nurse practitioner by the Nursing and Midwifery Board of Australia (NMBA). A nurse practitioner practices within their scope under the legislatively protected title 'nurse practitioner' under the Health Practitioner Regulation National Law Act 2009. Nurse practitioners practise independently in an advanced and extended clinical role and can prescribe some medicines.

Examples of the scope of nurse practitioner practice expands upon existing registered nurse activities and includes, but is not limited to:

- advanced health assessment
- diagnosis and management
- prescribing of medicines
- requesting and interpreting diagnostic investigations
- formulation and assessment of responses to treatment plans
- referrals to other health professionals.

To be eligible for nurse practitioner endorsement, a nurse must:

- Be a current registered nurse with the NMBA, with no conditions or undertakings relating to unsatisfactory professional performance or unprofessional conduct.
- Have the equivalent of three years' full-time experience (5,000 hours) at the advanced clinical nursing practice level in the past 6 years.
- Have completed an approved [program of study](#) at a master's degree level leading to endorsement as an nurse practitioner.
- Comply with the NMBA's [nurse practitioner standards for practice](#).

Privately practicing nurse practitioners can provide care under Medicare, the national scheme which provides free or subsidised access to clinically relevant medical, diagnostic, and allied health services as specified in the Medicare Benefits Schedule.

Authorised nurse practitioners can prescribe a range of medications listed on the Schedule of Pharmaceutical Benefits, which provides subsidised pharmaceutical items on prescription. NPs work across settings where the Commonwealth provides subsidies for Aged Care

services, veterans' health care and Aboriginal Community Controlled Health Services. Education for health professionals is also supported through Commonwealth funded university places.

17.2 Endorsed midwife

An [endorsed midwife](#) has completed additional education and can prescribe certain medications.

An Endorsed Midwife is a midwife who has completed a NMBA-approved postgraduate program of study leading to endorsement for scheduled medicines. Endorsed midwives meet a registration standard in addition to that which is met by a midwife enabling an endorsed midwife to provide Medicare- funded care, order diagnostic tests and ultrasounds and prescribe certain medication on the PBS relating to pregnancy, birth and the newborn period.

Endorsed midwives may refer women and babies to other health professionals and have access to hospitals to admit women for birth, in the same way that women can be admitted under the care of a private obstetrician.

Once a midwife gains endorsement they will be eligible to apply to Services Australia for a Medicare provider number and/or a PBS provider number. Once they meet the Services Australia requirements, they will be able to provide Medicare Rebate services and become an authorised PBS prescriber.

To become an endorsed midwife, a registered midwife must:

- Meet the [registration standards](#).
- Successfully complete a [NMBA-approved program of study](#) that leads to an endorsement for scheduled medicines, or a substantially equivalent program as determined by the NMBA.
- Current registration as a midwife in Australia without conditions or unsatisfactory performance or conduct.
- Complete the equivalent of 3 years full-time clinical practice (5,000 hours) in the past 6 years. Completed hours can be across the full continuity of midwifery care or in a specified context of practice. Recognised contexts of practice include antenatal, postnatal, and antenatal and postnatal combined.

You can check a nurse's or midwife's registration by searching the Nursing and Midwifery Board of Australia's [national register](#).

18. Scholarships available

In the first year of the Program, the grantee must award a minimum of 175 Graduate Certificate/Graduate Diploma scholarships, including an additional 175 Masters' scholarships. In the second and subsequent years, the grantee must award a minimum of 250 of each scholarship type annually. If the total number of available scholarships is not awarded in the allocated year, the number remaining will be rolled into subsequent years.

The scholarship program is a national program and must be made available across all jurisdictions.

19. Funding

Scholarship funding is awarded based on the information provided by the scholar in their original scholarship application, including the course type, study load, duration of course and expected completion date. Should this information differ from the information recorded on the scholar's acceptance and enrolment form, the grantee reserves the right to alter the original awarded amount.

Course	Duration	Total Scholarship Amount
Graduate Certificate	Up to one year part time study	\$15,000
Graduate Diploma	Up to two years part time study	\$15,000
Masters	Up to two years of full-time study or four years part-time study	\$30,000

20. Eligibility Criteria

Funding for the Program is available for applicants who meet the following eligibility criteria:

- Scholars must be Australian citizens or permanent residents.
- Scholars who work, or intend to work in a primary health care setting such as, but not limited to:
 - a general practice
 - aged care facilities
 - Aboriginal community-controlled health services/Aboriginal medical services
 - independent private practice including mental health practices
 - community health centres
 - group practices
 - birth centres with midwife-led programs.
 - Scholars intending to enrol in a Graduate Certificate/Graduate Diploma or a master's entry accredited course at an Australian university. Courses must lead to the scholar becoming either a nurse practitioner⁶, or an endorsed midwife.
 - Scholars are a registered nurse or midwife with current Nursing and Midwifery Board of Australia (NMBA) registration.

Preference should be given to First Nations applicants and those working in or intending to work in the Aboriginal community-controlled health sector.

In addition, preference should also be given to those applicants living and working in regional, rural, and remote Australia, in particular, those living and/or working in areas classified under the Modified Monash Model 2019 (MMM)⁷ classification system as MM3-7.

Not all criteria will apply to each course of study and further criteria may be applied where applicable.

20.1 Eligible courses

The grantee will use all resources available to determine the eligibility of a scholar's nominated course outlined in their application. Upon receipt of a scholar's enrolment, it may become apparent that a chosen course may not meet the eligibility criteria of this Program. In this instance, the grantee will contact the applicant to discuss.

Eligible courses include, but are not limited to:

- Master of Nursing (Nurse Practitioner)
- Master of Nurse Practitioner
- Master of Advanced Nursing Practice (Nurse Practitioner)
- Master of Nurse Practitioner (Mental Health)
- Master of Midwifery
- Graduate Certificate in Midwifery Diagnostics and Prescribing
- Prescribing for Midwives.

20.2 Ineligible areas of study

Ineligible areas of study include, but are not limited to:

- emergency
- surgical
- critical care
- perioperative
- organ and Tissue
- orthopaedic
- acute care
- cosmetic
- neonatal
- Paediatric.

Further questions on areas of study can be directed to the grantee. This will include clarification of the eligibility/ineligibility of a chosen area of study where the field and/or course of study is new.

20.3 Ongoing awarding of scholarship

For a scholar to remain eligible for the scholarship, they must:

- Continue to be an Australian citizen or an Australian permanent resident.
- Be continuously enrolled in an eligible tertiary institution course.
- Provide a transcript of results and evidence of re-enrolment at the completion of each semester.
- Provide evidence to the grantee of unit payment(s) each semester.

21. Payment Arrangements

21.1 Scholarship Payments

Scholarships are considered a contribution toward the cost of accessing the awarded course and will be paid directly to the eligible tertiary institution via the scholar. The scholar is responsible for paying the institution the full amount owing as per their itemised invoice. Scholarship payments will not be retrospectively paid for units completed prior to the scholarship being granted.

The scholarship places are not bonded, hence there is no return of service obligation once the scholarship is completed.

When a scholar has successfully completed one or more units of study, they must submit to the grantee, their claim for scholarship funding as soon as possible, and no later than four weeks after their study period has ended.

The scholar must include supporting evidence including:

- A copy of their transcript and results, ensuring the course(s) match their application.
- An itemised invoice clearly stating their name and tertiary institution ID number, the subject and unit name, the study period and year, and how much each subject/unit costs.
- A copy of their HELP statement, if applicable. The statement must reflect the amounts on their invoice.
- The scholar must provide evidence to the grantee of payment within 2 weeks of settlement. Failure to provide these documents will result in the scholarship being withdrawn. The scholar must keep the original documents for their records.

21.2 Clinical placement payments

Costs of courses will vary and as a result, at the discretion of the grantee, where a scholar has successfully completed all requirements of their awarded course, and there are remaining scholarship funds, the scholar may use these funds for clinical placement expenses. Some of the expenses include, but are not limited to:

- Clinical placements hours.
- Accommodation and travel costs associated with a clinical placement.
- Clinical resources required for a clinical placement that are not provided by the placement's organisation.
- Ad-hoc clinical placement related expenses after consideration by the grantee.

The scholar must provide supporting evidence of clinical placement related expenses directly to the grantee for consideration. The grantee reserves the right to refuse any additional expenses. Clinical placement related expenses will be paid by the grantee directly to the scholar.

22. Academic Status

22.1 Changes in mode of study

A scholar may change from full-time to part-time study (or vice versa) during their course. However, the final awarded scholarship funding amount for the course will not change. The grantee determines the amount of the scholarship funding based on a scholar's study load.

22.2 Recognised Prior Learning (RPL)

Subjects for which a scholar has been given RPL will not count towards their study load and will not be considered under the scholarship.

22.3 Withdrawing from a unit

If a scholar withdraws from a unit, they must provide the grantee with evidence from their course provider confirming the withdrawal. This must be provided to the grantee within 14 days of withdrawing. A scholar may still be liable to pay for the unit if withdrawing after the census date. In this instance, the scholar will not be reimbursed for the unit and will need to refer directly to the course provider for advice.

22.4 Withdrawing from a course

If a scholar withdraws from a course, they must relinquish their scholarship. They must provide the grantee with supporting evidence from their course provider confirming the withdrawal. This must be provided to the grantee within 14 days of withdrawal. A scholar may still be liable to pay for the course, if withdrawing after the census date. In this instance, the

scholar will not be reimbursed for the course and will need to refer directly to the course provider for advice.

22.5 Deferment of studies

If the course provider grants the scholar a deferral of their studies, they may apply to defer their scholarship. To be eligible to request deferral of the scholarship, the scholar must have commenced their course and have received scholarship payments.

The maximum deferral period is two semesters that do not need to be taken consecutively. The minimum deferral period is one semester as deferral is not available for part semesters, weeks, or months. The scholar must contact the grantee before commencement of the deferral period. The scholar is not required to justify the need to defer or give detailed reasons.

22.6 Failing a unit

If a scholar fails a subject, they will not be reimbursed for the unit. They may resubmit a claim for reimbursement on successful completion of the unit. A scholar may still be liable to pay for the unit and will need to refer to the course provider for information.

22.7 Change of circumstances

If the scholar fails to comply with the terms of the scholarship, including informing the grantee within 14 days of any changes to their eligibility, the scholarship shall be withdrawn. Any remaining funding will be forfeited and returned to the Program.

Failure to fulfil the terms of the scholarship, either by the grantee and/or scholar, or action by the scholar to withdraw from the scholarship may include:

- Withdrawal from the scholar's funded course.
- Change of course, regardless of if the course material is appropriate to the scholar's qualification.
- The cessation of Australian citizenship or permanent residency, including the revocation of residency status and/or visa.
- Acceptance of another scholarship.
- Failure to provide satisfactory evidence of study undertaken.
- Failure to complete and pass unit/course.

22.8 Completing the course

Once a scholar has completed their course, they are required to provide evidence to the grantee of completion of the funded course (either results or a completion certificate).

23. Commonwealth supported places

Scholarship payments will not be affected if a scholar receives a Commonwealth Supported Place.

24. Taxation

The grantee will not offer tax or financial advice. For assistance with determining the taxation status of scholarships in your personal circumstances, you are strongly encouraged to seek advice from the Australian Tax Office (www.ato.gov.au) or a registered Tax Agent.

For further information, please see the 'Is your scholarship taxable?' tool on the Australian Tax Office website: <https://www.ato.gov.au/calculators-and-tools/is-my-scholarship-taxable/>

25. Privacy

Scholar information will be collected by the grantee for the purpose of determining eligibility and administering the scholarship program. Statistical information may be shared with Department of Health and Aged Care. This information may also be used for monitoring and the evaluation of the scholarship program. All personal information is protected by law under the Privacy Act 1988.

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