



Australian Government

Department of Health

National Suicide Prevention Leadership and Support Program Grant Opportunity Guidelines | GOXXXX

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Commonwealth policy entity:	Department of Health (department)
Administering entity:	Community Grants Hub
Enquiries:	If you have any questions, contact the department via email: grant.atm@health.gov.au . Questions should be sent no later than 5:00pm (Canberra time) on 21 January 2022.
Type of grant opportunity:	Open Competitive

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1. National Suicide Prevention Leadership and Support Program grant opportunity processes

The National Suicide Prevention Leadership and Support Program is designed to achieve Australian Government objectives. This grant opportunity is part of the above grant program which contributes to the Department of Health's Outcome 1: Health Policy, Access and Support. The Department of Health 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 for 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 will enter into a grant agreement with you if successful. The type of grant agreement is based on the nature 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 National Suicide Prevention Leadership and Support Program (the 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 program was established in 2017 as part of the Australian Government's response to the National Mental Health Commission's 2015 Review of Mental Health Programs and Services. The program provides funding for a range of activities aimed at reducing suicide deaths and suicidal behaviour across the Australian population and particularly among at risk populations and communities. At risk populations and communities include, but are not limited to, Aboriginal and Torres Strait Islander peoples, men, LGBTIQ+ people, culturally and linguistically diverse people, regional and remote communities, veterans, and young people.

In response to the recommendations of the report of the Productivity Commission Inquiry into Mental Health, and the Final Advice of the National Suicide Prevention Adviser, the Australian Government has reinforced its commitment to working towards zero suicides. In the 2021-22 Budget, the Australian Government announced an additional \$61.6 million over four years to expand the program, increasing the total funding available to \$114.0 million over three years from 2022-23 to 2024-25.

The broad objectives and intended outcomes of the program are described here. More specific objectives and intended outcomes for each activity are described in Sections 2.1-2.7.

The objectives of the program are to:

- deliver suicide prevention programs that have a whole-of-population reach and/or a comprehensive reach into at risk populations and communities;
- facilitate leadership, strategic partnerships and collaboration in the suicide prevention sector;
- build the evidence-base to enable continued improvements in suicide prevention;
- reduce the prevalence of Aboriginal and Torres Strait Islander suicide and the impact on individuals, their families and communities;
- support those with lived experience of suicide;
- reduce the stigma around suicide and raise awareness of suicide prevention;
- build the capacity of the Australian population to prevent suicide; and
- provide support and care to populations and communities at heightened risk of suicide.

The intended outcomes of the program are to:

- reduce the rate of suicide and suicidal behaviour through universal strategies that target and involve the whole population, while also having comprehensive reach in support for at risk populations and communities;
- increase the capacity of individuals and communities to prevent and respond to suicide; and
- support Primary Health Networks (PHNs) to lead a regional approach to service planning and integration for suicide prevention activities which meet the needs of individuals at the local level.

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

2.1 Activity 1: National leadership in suicide prevention

The focus of this activity is to fund a single organisation to undertake a national leadership role in suicide prevention and provide relevant support to the suicide prevention sector in Australia.

The objective of the activity is to:

- facilitate partnerships, relationships and sector collaboration to support suicide prevention.

The intended outcome of the activity is to:

- improve capacity, collaboration, information-sharing and services supporting suicide prevention activities nationally.

Activities include, but are not limited to:

- facilitating partnerships to reduce the stigma around mental illness and suicide, and supporting the inclusion of people with lived experience in suicide prevention;
- building ongoing capacity in the suicide prevention sector by improving linkages, networks and cooperation among the mental health and suicide prevention sector, PHNs, community-based organisations, research institutions and the Australian Government;
- working with all organisations funded under the program to encourage collaboration and information-sharing, with a focus on preventing duplication and strengthening services;
- facilitating relationships between organisations funded through this program and PHNs;
- identifying partners and building networks with appropriate representatives of at risk populations and communities, for example peak bodies, to develop, strengthen, and support suicide prevention activity in these populations and communities;
- providing opportunities for sector collaboration and information sharing through conferences or similar events; including hosting an annual national suicide prevention conference;
- providing information and feedback to the Australian Government on behalf of the suicide prevention sector;

- developing, maintaining and administering an accreditation program to support organisations to implement safe, high quality and effective suicide prevention activities in Australia;
- developing evidence-based guidance and resources for the suicide prevention sector and other relevant sectors; and
- working in close collaboration with research institutes and organisations, including those selected under Activity 2 and 3 of the program, to ensure the translation of suicide prevention research to the sector.

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

Table 2.1.1: Activity 1 Performance Indicator/s (PIs)

Action	PI & Measure
Activities are completed which demonstrate a strong national leadership role in suicide prevention	<p>Number of key stakeholder partnerships established and maintained</p> <p>Diversity of key stakeholder partnerships</p> <p>Number of events (including the national suicide prevention conference), uptake of events and reported outcomes</p>
Activities are completed which demonstrate provision of relevant support to the suicide prevention sector	<p>Number of organisations registered to commence the accreditation process and number of organisations that have completed accreditation</p> <p>Number of resources developed and distributed and amount of online uptake of these resources</p>

2.2 Activity 2: National leadership in suicide prevention research translation

The focus of this activity is to support national leadership in suicide prevention research, with a focus on the translation of research findings into practical implementation. Implementation should occur across a variety of service delivery settings, including in Aboriginal and Torres Strait Islander, rural and remote and culturally and linguistically diverse communities, within the suicide prevention sector and related sectors.

It is anticipated that one or more organisations will be successful in receiving funding under this activity, with the distribution of funding determined based on the scale, or scalability, of the activities proposed. The total funding across one or more organisations will not exceed the amount available for this activity (see Table 3).

If more than one organisation is selected, collaboration and sharing of information will be expected between successful applicants to ensure that projects in this activity align well and avoid duplication.

The objective of the activity is to:

- focus on the translation of research findings into practical implementation within the suicide prevention sector and related sectors.

The intended outcome of the activity is to:

- have research findings that are accessed, interpreted, used and disseminated.

Activities include, but are not limited to:

- leading suicide prevention research in Australia to ensure a consistent and complementary approach across different research organisations;
- working in close collaboration with the organisations selected under Activity 1 and 3, to ensure that national and international research on suicide prevention is shared and translated into best practice across the suicide prevention sector and other relevant sectors;
- facilitating information sharing through building sector partnerships and networks, including with PHNs and organisations funded under the program;
- supporting the suicide prevention sector, including PHNs and organisations funded under the program, to share, interpret, translate and apply research and evaluation findings to improve service delivery and commissioning;
- translating suicide prevention evaluation findings and other research into national guidance documents for PHNs, the suicide prevention sector, and other relevant sectors; and
- developing and disseminating evidence-based guidance and resources on how to access, interpret and implement suicide prevention research to PHNs, the suicide prevention sector, and other relevant sectors.

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

Table 2.2.1: Activity 2 Performance Indicator/s (PIs)

Action	PI & Measure
Activities are completed which support national leadership in suicide prevention research and support the translation of research findings into practical implementation	<p>Number and type of research activities completed</p> <p>Examples of translation provided and explanation of:</p> <ul style="list-style-type: none"> • how they facilitated practical implementation of suicide prevention activities, and • were tailored to meet diverse community needs
Activities are completed which help to build the capacity of PHNs in the delivery of suicide prevention activity	Examples of support provided, including guidance documents and resources

2.3 Activity 3: Centre of Best Practice in Aboriginal and Torres Strait Islander Suicide Prevention

The focus of this activity is to fund a single organisation to support a National Centre of Best Practice in Aboriginal and Torres Strait Islander Suicide Prevention.

The objective of the activity is to:

- focus on best practice in suicide prevention for the high risk and priority population of Aboriginal and Torres Strait Islander peoples.

The intended outcome of the activity is to:

- promote sector collaboration, information sharing and translation of research into best practice.

Activities include, but are not limited to:

- working in close collaboration with the organisations selected under Activity 1 and 2, to ensure that research and evaluation findings relating to Aboriginal and Torres Strait Islander suicide prevention is shared and translated into best practice across the suicide prevention sector;
- facilitating information sharing on Aboriginal and Torres Strait Islander suicide prevention through building sector partnerships and networks;
- providing opportunities for sector collaboration and information sharing through conferences or similar events, including hosting a biennial national Aboriginal and Torres Strait Islander suicide prevention conference;
- supporting PHNs, Aboriginal and Torres Strait Islander organisations, other relevant organisations and communities to develop suicide prevention activities that are guided by the National Aboriginal and Torres Strait Islander Suicide Prevention Strategy;
- supporting PHNs, the suicide prevention sector, and other relevant sectors to access, interpret and implement the findings from research relating to Aboriginal and Torres Strait Islander suicide prevention;
- building the capacity of PHNs to incorporate research relating to Aboriginal and Torres Strait Islander suicide prevention in their commissioning processes;
- translating evaluation findings and other research relating to Aboriginal and Torres Strait Islander suicide prevention into national guidance documents for PHNs, the suicide prevention sector, and other relevant sectors; and
- developing and disseminating evidence-based guidance and resources on Aboriginal and Torres Strait Islander suicide prevention to PHNs, the suicide prevention sector, and other relevant sectors.

The activity will be measured against the below Performance Indicator/s (PIs).

Table 2.3.1: Activity 3 Performance Indicator/s (PIs)

Action	PI & Measure
Activities are completed which share research and translation into best practice on Aboriginal and Torres Strait Islander suicide prevention	<p>Number and type of research and translation activities completed</p> <p>Examples of inclusion of research relating to Aboriginal and Torres Strait Islander suicide prevention being included in policy, practice and in broader national research</p>
Activities are completed which support PHNs and other relevant organisations to develop evidence-based Aboriginal and Torres Strait Islander-focused suicide prevention activity, including through the use and translation of research	<p>Examples of support provided and explanation of how they support PHNs/other relevant organisations including guidance documents and resources</p>

2.4 Activity 4: National support for lived experience of suicide

The focus of this activity is to support those with a lived experience of suicide to share their experiences and engage in the development of suicide prevention research, services and programs.

It is anticipated multiple organisations will be successful in receiving funding under this activity, with the distribution of funding determined based on the scale, or scalability, of the activities proposed. The total funding across one or more organisations will not exceed the amount available for this activity (see Table 3).

Collaboration and sharing of information will be expected between successful applicants to ensure projects in this activity align well and avoid duplication.

The objective of the activity is to:

- support the integration of lived experience into suicide prevention governance, leadership and sector activities.

The intended outcome of the activity is to:

- have lived experience integrated into suicide prevention activities and leadership, and the lived experience (including peer) workforce is grown.

Activities include, but are not limited to:

- supporting the integration of lived experience knowledge into national priority setting, planning, design, delivery and evaluation of suicide prevention services and programs;
- supporting the integration of lived experience expertise into leadership and governance structures for suicide prevention;
- supporting government agencies, PHNs and other organisations to engage people from diverse backgrounds who have lived experience of suicide in the co-design of funded research, services and programs;
- facilitating the involvement of people with a lived experience of suicide in co-design activities, including through managing travel and other expenses; and

- building the lived experience workforce, including the suicide lived experience and peer workforce.

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

Table 2.4.1: Activity 4 Performance Indicator/s (PIs)

Action	PI & Measure
Activities are completed which facilitate the involvement of diverse peoples with lived experience of suicide	Number and diversity of people with lived experience involved in co-design activities either directly or via PHNs or other relevant organisations

2.5 Activity 5: National media and communications strategies

The focus of this activity is to reduce the stigma around suicide and raise awareness of suicide prevention through population-based campaigns and web-based resources, as well as reduce inappropriate media coverage of suicide.

It is anticipated that multiple organisations will be successful in receiving funding under this activity, with the distribution of funding determined based on the scale, or scalability, of the activities proposed. The total funding across one or more organisations will not exceed the amount available for this activity (see Table 3).

Collaboration and sharing of information will be expected between successful applicants to ensure projects in this activity align well and avoid duplication.

The objective of the activity is to:

- develop and deliver population-based campaigns and web-based resources which raise awareness, and reduce inappropriate media coverage of suicide.

The intended outcome of the activity is to:

- foster the dissemination of resources, and the delivery of training, that reduces the stigma of suicide, raises awareness and supports appropriate media reporting.

Activities include, but are not limited to:

- developing evidence-based resources and the delivery of training to support the responsible, accurate and sensitive representation of suicide in the Australian media;
- advocating on behalf of the community regarding media depictions that stigmatise suicide or promote self-harm;
- developing and implementing national suicide prevention anti-stigma and awareness campaigns;
- ensuring anti-stigma and awareness campaigns are aligned with Australian Government initiatives, including Head to Health;
- disseminating national suicide prevention, mental health and wellbeing messages through the Australian media, including using media which has reach into specific demographics and communities; and
- developing, adapting and disseminating web-based information, resources, best practice case studies and interactive content to raise awareness of suicide

prevention, encourage help-seeking and inform evidence-based practice across a diversity of communities.

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

Table 2.5.1: Activity 5 Performance Indicator/s (PIs)

Action	PI & Measure
Activities are completed which aim to reduce the stigma around suicide and raise awareness of suicide prevention	Number and type of information campaigns, web-based resources and case studies that are developed and disseminated
Activities are completed which reduce inappropriate media coverage of suicide	Number and type of evidence-based resources produced, and training provided, to support media reporting

2.6 Activity 6: National suicide prevention training

The focus of this activity is to reduce suicide and suicidal behaviour across the Australian population, and particularly among at risk populations and communities, through the delivery of evidence-based and nationally applicable mental health and suicide prevention training. At risk populations and communities include, but are not limited to, Aboriginal and Torres Strait Islander peoples, men, LGBTIQ+ people, culturally and linguistically diverse people, regional and remote communities, veterans, and young people.

It is anticipated that multiple organisations will be successful in receiving funding under this activity, with the distribution of funding determined based on the scale, or scalability, of the activities proposed. The total funding across one or more organisations will not exceed the amount available for this activity (see Table 3).

Collaboration and sharing of information will be expected between successful applicants to ensure projects in this activity align well and avoid duplication.

The objective of the activity is to:

- develop and deliver training that is evidence-based and applicable on a national scale.

The intended outcome of the activity is to:

- have training developed and delivered that supports suicide prevention for the whole population, and in high risk cohorts or relevant settings.

Activities include, but are not limited to:

- mental health and/or suicide prevention training aimed at the whole Australian population and/or populations and communities at increased risk of suicide or self-harm;
- mental health and/or suicide prevention training that is sensitive to the needs of diverse communities;
- mental health and/or suicide prevention training for individuals or groups who may have contact with populations and communities at risk of suicide, such as emergency services, fire, police or community workers, and those working in health, education, financial or legal sectors;

- mental health and/or suicide prevention training delivered within workplace settings, including small businesses;
- developing, adapting, promoting, distributing and maintaining mental health and/or suicide prevention training courses; and
- supporting mental health and/or suicide prevention educators.

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

Table 2.6.1: Activity 6 Performance Indicator/s (PIs)

Action	PI & Measure
Activities are completed which provide mental health and/or suicide prevention training	Number of workshops/training sessions delivered and the number and diversity of organisations/population groups training is delivered to

2.7 Activity 7: National suicide prevention support for at risk populations and communities

The focus of this activity is to reduce suicide and suicidal behaviour, focusing on at risk populations and communities, and the highest risk factors that lead to suicide and suicide attempts as shown in the [AIHW's Suicide and Self-Harm Monitoring data](#). This reduction will be pursued through the provision of evidence-based suicide prevention support services that comprehensively reach at risk populations and communities. At risk populations and communities include, but are not limited to, Aboriginal and Torres Strait Islander peoples, men, LGBTIQ+ people, culturally and linguistically diverse people, regional and remote communities, veterans, and young people. Suicide prevention services will be expected to foster strong community linkages and maintain collaborative working partnerships with PHNs, state and territory funded services, and other relevant organisations.

It is anticipated that multiple organisations will be successful in receiving funding under this activity, with the distribution of funding determined based on the scale, or scalability, of the activities proposed. The total funding across one or more organisations will not exceed the amount available for this activity (see Table 3).

Collaboration and sharing of information will be expected between successful applicants to ensure projects in this activity align well and avoid duplication.

The objective of the activity is to:

- develop and deliver evidence-based suicide prevention support services that comprehensively reach at risk populations and communities.

The intended outcome of the activity is to:

- reduce suicide and the suicidal behaviour of populations and communities at a heightened risk of suicide.

Activities include, but are not limited to:

- large scale, or scalable, suicide prevention support services aimed at populations and communities at increased risk of suicide or self-harm;

- suicide prevention support services aimed at industries that may be at increased risk of suicide or self-harm, for example male-dominated industries;
- prevention and early intervention activities that address risk factors for suicide or strengthen protective factors; and
- building the capacity of communities and service providers to respond to and recover from adverse events that may increase the risk of suicide, such as bushfires, floods and pandemics.

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

Table 2.7.1: Activity 7 Performance Indicator/s (PIs)

Action	PI & Measure
Activities designed to reduce suicide and suicidal behaviour, for at risk populations and communities	Number and type of services provided to at risk populations, communities, industries or business types
Activities are completed which build community and service provider capacity to prevent suicide	Number and type of sessions, meetings and community events delivered or attended by stakeholders

3. Grant amount and grant period

3.1 Grants available

For this grant opportunity up to \$114.0 million is available over three years.

Funding has been provisionally allocated to seven eligible activities as detailed in Table 3 below. Further information on eligible activities is at Section 2.

The grant opportunity will run from 1 July 2022 to 30 June 2025.

There is no maximum grant amount, but grants cannot exceed the amount of available funds as outlined in Table 3.

Where multiple organisations are selected for funding for one activity, distribution of funding will be determined based on the scale, or scalability, of the activities, with the total funding across one or more organisations not exceeding the amount available for that activity.

Organisations are able to apply for more than one activity. If you do so, you must submit a separate Application Form for each activity as per Section 7.

Table 3: Grant Opportunity Funding Available

Activity	2022-23 FY \$ M (GST exclusive)	2023-24 FY \$ M (GST exclusive)	2024-25 FY \$ M (GST exclusive)	Total \$ M (GST exclusive)
Activity 1: National leadership in suicide prevention	1.5	1.5	1.5	4.5

Activity	2022-23 FY \$ M (GST exclusive)	2023-24 FY \$ M (GST exclusive)	2024-25 FY \$ M (GST exclusive)	Total \$ M (GST exclusive)
Activity 2: National leadership in suicide prevention research translation	1.0	1.0	1.0	3.0
Activity 3: Centre of Best Practice in Aboriginal and Torres Strait Islander Suicide Prevention	1.0	1.0	1.0	3.0
Activity 4: National support for lived experience of suicide	2.0	2.0	2.0	6.0
Activity 5: National media and communications strategies	5.0	5.0	5.0	15.0
Activity 6: National suicide prevention training	6.0	6.0	6.0	18.0
Activity 7: National suicide prevention support for at risk populations and communities	21.5	21.5	21.5	64.5
Total	38.0	38.0	38.0	114.0

3.2 Grant/Project period

The maximum grant period is three years.

You must complete your grant activity by 30 June 2025.

4. Eligibility criteria

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

4.1 Who is eligible to apply for a grant?

To be eligible you must:

- have an Australian Business Number (ABN);
- be registered for the purposes of GST;
- be a permanent resident of Australia;

- have an account with an Australian financial institution; and
- be located in Australia.

And you must be one of the following entity types:

- a company incorporated in Australia;
- a company incorporated by guarantee;
- an incorporated association;
- a partnership;
- an Australian local government body;
- an Australian state or territory government body; or
- an Indigenous Corporation registered under the [Corporations \(Aboriginal and /or Torres Strait Islander\) Act 2006](#).

You can be one of the following:

- a joint (consortium) application with a lead organisation;
- a registered charity or not-for-profit organisation;
- a publicly funded research organisation as defined in the Glossary; or
- an incorporated trustee on behalf of a trust (where you apply as a trustee on behalf of a trust, please apply using the trustee name, not the name of the trust).

4.2 Who is not eligible to apply for a grant?

You are not eligible to apply if you are:

- an individual;
- an unincorporated association;
- an overseas resident/organisation;
- a sole trader; or
- any organisation not included in section 4.1.

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](#)¹ on the list of 'Institutions that have not joined or signified their intent to join the Scheme'.

4.3 What qualifications, skills or checks are required?

If you are successful, relevant personnel may be required to maintain the following registrations and checks, if applicable to your grant activity:

- Working with Vulnerable People registration (or equivalent depending on the relevant state or territory); and/or
- Working with Children check.

The department recognises the Government's response to the Royal Commission into Institutional Responses to Child Sexual Abuse, and the [Commonwealth Child Safe Framework](#).

¹ National Redress Scheme Website: <http://www.nationalredress.gov.au>

As such, the department expects that all grant recipients comply with all Australian laws relating to employing or engaging people who work or volunteer with children. This includes working with children checks and mandatory reporting; the department may request an annual statement of compliance with this requirement. If successful, these details will be outlined in the successful organisations' grant agreements.

5. What the grant money can be used for

5.1 Eligible grant activities

There are seven eligible grant activities:

- Activity 1: National leadership in suicide prevention (as per section 2.1)
- Activity 2: National leadership in suicide prevention research translation (as per section 2.2)
- Activity 3: Centre of Best Practice in Aboriginal and Torres Strait Islander Suicide Prevention (as per section 2.3)
- Activity 4: National support for lived experience of suicide (as per section 2.4)
- Activity 5: National media and communications strategies (as per section 2.5)
- Activity 6: National mental health and/or suicide prevention training (as per section 2.6)
- Activity 7: National suicide prevention support for at risk populations and communities (as per section 2.7)

5.2 Eligible locations

The program intends to support national suicide prevention activities that have a broad reach across Australia. Grant activity across different locations is encouraged in order to comprehensively reach the whole population and/or at-risk populations and communities. All locations must be in Australia.

5.3 Eligible expenditure

You can only spend the grant on eligible expenditure that you have incurred for eligible grant activities.

Eligible expenditure items include:

- wages/salaries;
- rent;
- utilities;
- office equipment and supplies;
- office administration;
- domestic travel;
- web development and support;
- conferences;
- community and other stakeholder engagement;
- campaign development;
- marketing and promotion; and

- other expenditure relevant to the eligible grant activities in Section 5.1 and approved by the department.

If your application is successful, we may ask you to verify project costs that you provided in your application.

Not all expenditure on your grant activity may be eligible for grant funding. The Decision Maker (see Sections 8.2 and 8.3) makes the final decision on 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 activity/grant agreement for it to be eligible.

5.4 What the grant money cannot be used for

You cannot use the grant for any activities not mentioned in Section 5.1.

You cannot use the grant for the following costs:

- purchase of land;
- major capital expenditure;
- the covering of retrospective costs;
- costs incurred in the preparation of a grant application or related documentation;
- major construction/capital works;
- overseas travel;
- provision of crisis help line services or telephone or web-based crisis counselling services;
- lobbying and activities undertaken by political organisations;
- activities funded through other government programs, including PHNs ; and
- activities for which other Commonwealth, state, territory or local government bodies have primary responsibility.

6. The assessment criteria

You must address criteria 1 to 3 in the application. All three criteria apply to each of the seven activities. The amount of detail and supporting evidence you provide in your application should be relative to the size and complexity of your proposal and grant amount requested. All criteria have equal weighting.

The Application Form includes character limits.

Character limits apply to each criterion and only responses within these character limits will be considered. Attachments are not included in these character limits.

Criterion 1

Alignment with Objectives and Outcomes

(Response is limited to 3000 characters)

Describe how the grant activity contributes to the objectives and outcomes of the grant opportunity as described at Section 2. You should consider how the grant activity contributes to the objectives and outcomes of the specific Activity (1-7) you are applying for, as well as how it may support the overall program objectives and outcomes.

You must demonstrate this through identifying:

- how the activity(ies) proposed in your organisation's application aligns with the grant opportunity's objectives and outcomes;
- how the activity(ies) proposed will have a whole-of-population reach and/or a comprehensive reach into at risk populations and communities;
- how your organisation will identify, engage and collaborate with relevant stakeholders to ensure the effective delivery of the grant objectives and outcomes;
- your understanding of, and sensitivity to, the issues associated with suicide, and, where relevant, particular issues associated with the at risk population and communities your proposal targets; and
- how the activity(ies) complements existing suicide prevention activities and will avoid duplication of activities already funded by state and territory governments or under other Australian Government programs.

In addition to responding to this criterion, you must provide for each proposed grant activity:

- an Activity Work Plan;
- a Risk Management Plan; and
- a Stakeholder Engagement Plan.

Criterion 2

Experience and expertise

(Response is limited to 3000 characters)

Describe relevant experience and expertise that demonstrates your organisation's capacity and capability to successfully deliver activity(ies) for this grant opportunity.

You must demonstrate this through identifying:

- relevant examples of experience in delivering similar activity(ies) successfully; and
- your organisation's capability and expertise in delivery of the type of activity(ies) you are proposing to undertake.

Criterion 3

Efficient, effective, economical and ethical use of relevant money

(Response is limited to 2000 characters)

Describe how you will ensure the efficient and economical use of grant funds when delivering your activity(ies).

You must demonstrate this through identifying:

- how the activity(ies) will achieve high quality outcomes in a cost-effective way; and
- how your organisation will ensure grant money is expended in an efficient and ethical way, that addresses diversity and equity.

In addition to responding to this criterion, you must provide an indicative Activity Budget for each proposed grant activity.

7. How to apply

Before applying, you must read and understand these guidelines and the Application Form.

These documents are found at [GrantConnect](#). Any alterations and addenda² will be published on GrantConnect and by registering on this website, you will be automatically notified on any changes. GrantConnect is the authoritative source for grants information.

To apply you must:

- complete the Application Form (one per activity) on GrantConnect;
- provide all the information requested;
- address all eligibility criteria and assessment criteria;
- include all necessary attachments; and
- submit your application using the Online Application Form Link by the closing date and time, as specified on GrantConnect.

If you are applying for more than one activity, you are required to complete a separate Application Form and relevant attachments for each activity.

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](#). We will investigate any false or misleading information and may exclude your application from further consideration.

If you find an error in your application after submitting it, you should contact us immediately on grant.atm@health.gov.au or call (02) 6289 5600. We do not have to accept any additional information, nor requests from you to correct your application after the closing time.

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 automatic acknowledgement via email of your online application form submission. If you need further guidance around the application process or if you are unable to submit your application via the online link, please contact us at grant.atm@health.gov.au or by calling (02) 6289 5600.

7.1 Attachments to the application

We require the following documents with your application as described in Section 6:

- an Activity Work Plan (refer criterion 1);
- a Risk Management Plan (refer criterion 1);
- a Stakeholder Engagement Plan (refer criterion 1);

² 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

- an indicative Activity Budget (see criterion 3); and
- your organisation's Governance Structure.

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

You must attach supporting documentation to the Application Form in line with the instructions provided within the form. You should only attach requested documents (this includes a letter of support if submitting as a Consortium – see Section 7.2). 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 (Consortium) to deliver a grant activity. In these circumstances, you must appoint a 'lead organisation'.

Only the lead organisation will enter into a grant agreement with the department and will be responsible for submitting an application on behalf of the Consortium. The lead organisation must have the authority to do so on behalf of the Consortium members.

The application must identify all other members of the proposed Consortium. A formal agreement must be in place between all Consortium members and provided to the department in the form of a letter of support as part of your application. Each Consortium member must provide a separate letter of support.

Each letter of support should include:

- details of the partner organisation;
- an overview of how the partner organisation will work with the lead organisation and any other partner organisations in the Consortium to successfully complete the grant activity;
- an outline of the relevant experience and/or expertise the partner organisation will bring to the Consortium;
- the roles/responsibilities of the partner organisation and the resources they will contribute (if any);
- [if applicable] outline how partners will ensure compliance with the Commonwealth Child Safe Framework; and
- details of a nominated management level contact officer.

It is the responsibility of the lead organisation to ensure that all parties and subcontractors comply with the relevant aspects of the written agreement.

Lead organisations must also identify any, and all members of the Consortium that 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'.

7.3 Timing of grant opportunity processes

You must apply between the published opening and closing dates.

If you are successful, we expect you will be able to commence your grant activity in approximately July 2022.

Table 4: Expected timing for this grant opportunity

Activity	Expected Timeframe
Open on GrantConnect	6 weeks
Assessment of applications	8 weeks
Approval of outcomes of selection process	4 weeks
Negotiations and award of grant agreements	1-3 weeks
Notification to unsuccessful applicants	2 weeks
Earliest start date of grant activity	1/07/2022
End date of grant activity or agreement	30/06/2025

7.4 Questions during the application process

If you have questions relating to clarification of information of the available 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.

You can ask questions up until five full days before the end of the application period. This allows the department to disseminate information to applicants with sufficient time for the applicant to consider the impact of the response on their application.

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. Any questions will be de-identified. Registered applicants will be notified of updates to the document 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 then be assessed against the Assessment Criteria (see Section 6).

As explained in Section 8.2, an Assessment Team(s) will undertake initial assessment of the applications and make recommendations to the Assessment Committee. The following will be considered by the Assessment Team(s) in their assessment:

- how well an application meets the assessment criteria;
- the overall objective/s to be achieved in providing the grant;
- the extent to which the evidence in the application, including attachments, demonstrates that it will contribute to meeting the outcomes/objectives of the program; and
- the relative value of the grant sought.

Your application will be rated using the Assessment Criteria Scoring Matrix. A score out of 5 will be applied to each of the three assessment criteria.

Table 5: 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

The Assessment Committee will then be responsible for determining which applications are recommended to the Decision Maker. This will be done by assessing the extent to which an application represents value for money³, which will include considering:

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

8.2 Who will assess applications?

The department will establish an Assessment Team(s) 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.

The Assessment Committee will be made up of staff within the Suicide Prevention and Digital Branch of the department, and may include representatives from other areas of the department and from outside of the department, as appropriate. The Chairperson of the Assessment Committee will be the Assistant Secretary, Suicide Prevention and Digital 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

³ See glossary for the definition of “value for money”

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 First Assistant Secretary, Mental Health Division (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; and
- 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 30 days of being notified of the outcome by emailing SuicidePrevention@health.gov.au. We will respond to your request for feedback in writing within 45 days of receiving the request.

10. Successful grant applications

10.1 The grant agreement

You must enter into a legally binding grant agreement with the Commonwealth. We may use either the simple or standard grant agreements in this program. Our selection will depend on the value and complexity of your grant activities, required registrations or checks, relevant terms and conditions, and your organisation's experience.

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. These requirements may include:

- collecting and supplying data;
- submitting reports and/or acquittals;
- participating in an evaluation;
- undertaking risk management; and
- facilitating site visits by the Commonwealth.

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.

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 a 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

Whilst you are required to be compliant with all relevant laws and regulations, you may be requested to demonstrate compliance with the following legislation/policies/industry standards, depending on the focus of your grant.

If relevant, you will need to declare you can meet these requirements in your grant agreement with the Commonwealth.

10.2.1 The Multicultural Access and Equity Policy

The Multicultural Access and Equity Policy obliges Australian Government agencies to ensure that cultural and linguistic diversity is not a barrier for people engaging with government and accessing services to which they are entitled. For example, providing access to language services where appropriate. To find out more about the Multicultural Access and Equity Policy, visit the [Department of Home Affairs website](https://www.homeaffairs.gov.au/about-us/our-portfolios/multicultural-affairs/about-multicultural-affairs/access-and-equity)⁴.

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 \(CCSF\)](https://www.homeaffairs.gov.au/about-us/our-portfolios/multicultural-affairs/about-multicultural-affairs/access-and-equity).

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

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

⁴ Multicultural Access and Equity Policy - <https://www.homeaffairs.gov.au/about-us/our-portfolios/multicultural-affairs/about-multicultural-affairs/access-and-equity>

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 published with this grant opportunity 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.

The Australian Government has commissioned the Australian Human Rights Commission to develop a series of tools and resources to assist organisations to implement the [National Principles](#).

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.

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. Payments are subject to satisfactory progress on the grant activity.

10.4 Grants Payments and GST

If you are registered for the [Goods and Services Tax \(GST\)](#), where applicable/eligible, 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 particular 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; and
- 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 COVID-19

As a result of COVID-19, service providers may need to identify alternative methods of service delivery. The department will support flexibility in the delivery of planned services to enable contracted service providers to adapt to the changing environment. The department will be considered in its approach to reporting over this time and be flexible in reporting requirements under the terms of the Schedule.

12.3 Reporting

You must submit reports in line with the grant agreement. We will provide sample templates for these reports as appendices in the grant agreement. We will remind you of your reporting obligations before a report is due. We will expect you to report on:

- progress against agreed grant activity milestones and outcomes; and
- expenditure of the grant.

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;
- explain how any issues, problems or delays are being addressed;
- the total eligible expenditure incurred to date;
- include evidence of expenditure, if requested; and
- be submitted by the report due date (you can submit reports ahead of time if you have completed relevant activities).

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.

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; and
- be submitted by the report due date in the agreed format.

12.4 Financial declaration

We will 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.

We may ask you to provide an independently audited financial acquittal report if required, and when the grant activity is completed. A financial acquittal report will verify that you spent the grant in accordance with the grant agreement. The financial acquittal report template is attached to the sample grant agreement.

12.5 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 contacting your Funding Agreement Manager.

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.

12.6 Compliance visits

We may visit you during or at the completion of your grant activity to review your compliance with the grant agreement. We will provide you with reasonable notice of any compliance visit.

12.7 Record keeping

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

12.8 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.

12.9 Acknowledgement

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

‘This [name of grant activity or project/services] 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 changed from time-to-time 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](#) apply 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: [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 or 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; or
- 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* 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; or 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
- 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 information held by the Australian Government and its entities. Under the FOI Act, members of the public can seek access to documents held by the Australian Government. This right of access is limited only by the exceptions and exemptions necessary to protect essential public interests and private and business affairs of persons in respect of whom the information relates.

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
 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.
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
Commonwealth Grants Rules and Guidelines 2017 (CGRGs)	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

Term	Definition
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.
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 money⁵ or other Consolidated Revenue Fund (CRF) money⁶ 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	the individual/organisation which has been selected to receive a grant

⁵ Relevant money is defined in the PGPA Act. See section 8, Dictionary.

⁶ Other CRF money is defined in the PGPA Act. See section 105, Rules in relation to other CRF money.

Term	Definition
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 will come into effect on 1 January 2021.
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.
publicly funded research organisation	An Australian higher education provider listed in the Higher Education Support Act 2003 , or federal, state and territory government departments or agencies which undertake publicly funded research.
<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	<ul style="list-style-type: none"> a. money standing to the credit of any bank account of the Commonwealth or a corporate Commonwealth entity; or b. money that is held by the Commonwealth of a corporate Commonwealth entity.
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.

Term	Definition
value for money	<p>value for 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.

[