

Sculpture by the Sea

Ad Hoc Grant Guidelines – March 2025

11 March 2025

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| **Opening date:** | 9am on Thursday, 13 March 2025 as advised on the Austrade website and [GrantConnect](https://austrade.sharepoint.com/sites/clientprograms/Shared%20Documents/Sculpture%20by%20the%20Sea/Guidelines/grantconnect.gov.au) |
| **Closing date:** | 3pm AEDT on Thursday, 27 March 2025 |
| **Commonwealth policy entity:** | Australian Trade and Investment Commission (Austrade) |
| **Administering entity** | Austrade |
| **Enquiries:** | If you have any questions, please contact the Sculpture by the Sea program at [sculpture@austrade.gov.au](mailto:sculpture@austrade.gov.au)  Questions should be submitted by no later than 5pm AEDT on Monday, 24 March 2025. |
| **Date guidelines released:** | 11 March 2025 |
| **Type of grant opportunity:** | One-off ad hoc grant selection process |

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1. About the grant

The funding was announced by the Prime Minister on 6 December 2024 as part of the Australian Government's continued commitment to support the Australian tourism industry.

The purpose of the grant is to support the delivery of the 2026 and 2027 Sculpture by the Sea exhibitions (‘project’) at Cottesloe, Western Australia. It contributes to the achievement of Outcome 1 of the Australian Trade and Investment Commission’s 2024-25 Portfolio Budget Statements:

*To contribute to Australia’s economic prosperity by supporting Australian exporters to expand internationally, attracting productive international investment, and growing the visitor economy.*

This grant aligns with the Australian Government’s work on building markets and attracting visitors through priorities under[*The Reimagining the Visitor Economy (THRIVE) 2030*](https://www.austrade.gov.au/en/how-we-can-help-you/programs-and-services/thrive-2030-strategy) strategy[[1]](#footnote-2).

The objective of the grant is to provide one-off support to Sculpture by the Sea Incorporated of up to $1.5 million to support the Sculpture by the Sea Cottesloe exhibition over two years.

The intended outcomes of the grant are:

* increase in interstate and international visitor travel and spend as a result of attending or engaging with the exhibition.
* ensure a positive visitor experience rating with 80% or more of attendees rating the exhibition as ‘good’ or higher
* ensure the exhibition is accessible and environmentally sustainable by demonstrating alignment with the principles outlined in the [National Sustainability Framework for the Visitor Economy](https://www.austrade.gov.au/en/news-and-analysis/publications-and-reports/national-sustainability-framework-for-the-visitor-economy)[[2]](#footnote-3) and [the WELCOME Framework[[3]](#footnote-4).](https://www.austrade.gov.au/en/news-and-analysis/publications-and-reports/welcome-framework)

This grant will be administered by the Australian Trade and Investment Commission (‘Austrade/we’).

The grant is to be undertaken in accordance with the *[Commonwealth Grants Rules and Principles (CGRPs).](https://www.legislation.gov.au/F2024L00854/latest/text)[[[4]](#footnote-5)](https://www.legislation.gov.au/F2024L00854/latest/text)*[Sculpture by the Sea Incorporated as part of this grant must undertake a research and evaluation piece in relation to the outcomes of the grant, as well as an independent financial audit of project expenditure with timelines to be identified in the grant agreement.](https://www.legislation.gov.au/F2024L00854/latest/text)

1. Grant amount and grant period

The grant amount will be a maximum of $1.5 million over two years for the Sculpture by the Sea Cottesloe exhibitions held in March 2026 and March 2027.

The grant may complement other funding but must not duplicate assistance from other Commonwealth or state or territory government programs over the life of the grant.

The project must be completed and all grant funds acquitted by 30 June 2026.

1. The grant selection process

This grant opportunity has been established as a one-off ad hoc grant.

Austrade considers that this is an appropriate type of selection process as the nature of the grant is specifically dependent on the delivery of the 2026 and 2027 Sculpture by the Sea Cottesloe exhibitions.

The Prime Minister identified Sculpture by the Sea Incorporated as the eligible applicant, as the applicant delivers the exhibitions.

There is an urgent need associated with the provision of services for the delivery of the 2026 and 2027 exhibitions.

* 1. Eligibility criteria

We can only accept proposals from:

* Sculpture by the Sea Incorporated, ABN [84 103 984 756](https://abr.business.gov.au/ABN/View?abn=84103984756)

The eligible applicant was determined as the appropriate recipient for the reasons outlined in Section 3. If the potential grantee does not satisfy the eligibility criteria, it will not be considered.

To be eligible to receive a grant you must:

* be a legal entity and able to enter into a legally binding agreement
* have an Australian Business Number
* be registered for the purposes of GST
* have an account with an Australian financial institution

You are **not eligible** for this grant 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’ ([www.nationalredress.gov.au](http://www.nationalredress.gov.au))
  1. Eligible grant activities and expenditure

To be eligible your grant activity must relate directly to the planning, management and delivery of the Sculpture by the Sea Cottesloe exhibitions in 2026 and 2027 only.  
  
You can only spend grant funds on eligible expenditure you have incurred on the agreed project as defined in your grant agreement. Expenditure must relate directly to the planning, management and delivery of the Sculpture by the Sea Cottesloe exhibitions in 2026 and 2027.

Eligible expenditure items may include:

* Outsourced delivery costs (such as cleaning, catering, signage, traffic management, security)
* Marketing, publicity and promotional activities, including associated contractor costs
* Artist, talent and licencing fees
* Event infrastructure, including contracted labour for installation and deinstallation of sculptures
* Venue hire
* Wages for staff employed directly by Sculpture by the Sea Incorporated up to a maximum of $200,000 over the life of the grant
* Research and evaluation costs such as capturing and reporting of data analytics and survey questions, up to a maximum of $60,000
* Costs associated with an Independent Audit of project expenditure which will be required by Austrade, up to a maximum of $20,000

Any requests for additional funding for staff employed directly by Sculpture by the Sea Incorporated above the $200,000 identified here must be made by submitting a written business case for consideration to the Austrade Program Delegate as part of the grant application.   
  
The Austrade Program Delegate makes the final decision on what are eligible activities and expenditure and may give additional guidance on eligible activities and expenditure if required.

* 1. Ineligible grant activities and expenditure

You cannot use the grant funds for any project other than the 2026 and 2027 Sculpture by the Sea Cottesloe exhibitions.

Expenditure items that are not eligible include:

* Costs associated with any exhibition/event/program that is not Sculpture by the Sea Cottesloe 2026 and 2027
* Costs that are covered through any other Commonwealth, state or local government grants or programs
* Costs that are covered through sponsorships, donations (cash or in-kind) or other arrangements
* Staff travel costs
* Costs incurred for the preparation of your application
* Costs for non-project related staff
* Capital expenditure for the purchase of assets including but not limited to office furniture and equipment, motor vehicles, computers, printers or photocopiers
* General ongoing administration of an organisation such as communications, accommodation, office computing facilities, printing and stationery, postage, legal and accounting fees and bank charges
* General maintenance costs
* Financing costs, including interest and debt financing
* Insurance costs

1. What you must provide in your application

The grant is subject to an acceptable application from Sculpture by the Sea Incorporated. The application is to be completed in the format supplied by Austrade and must include:

* Contact name and position details
* Project description
* Grant amount requested (excluding GST)
* Details of project alignment with priorities under THRIVE 2030
* Details of how project outcomes will be measured and reported
* Budget breakdown for each financial year by category
* Funding amounts from other federal, state/territory or local government grants, including what the funding will be used for
* Project start and end dates
* Details of key activities, management and delivery of the project
* Details of project governance and risk management
* Details of project partners and collaborators

In addition, you are required to provide:

* audited financial statements for the two most recent financial years, including balance sheets, profit and loss statements, cash flow statements and notes to the accounts
* risk management plan**[[5]](#footnote-6)**
* evidence of capacity to comply with relevant laws
* confirmation of current licences and insurances (public liability and workers compensation and others as appropriate)

Not all expenditure on grant activity may be eligible for funding. The Austrade Program Delegate makes the final decision what is eligible.

1. How to submit your application

You must submit your application to Austrade in line with these Guidelines. To submit your application, you must:

* Send it via email to [sculpture@austrade.gov.au](mailto:sculpture@austrade.gov.au) no later than **3pm AEDT on Thursday, 27 March 2025.**
* Use the application form provided by Austrade
* Provide all the information requested
* Address all eligibility and assessment criteria
* Include all necessary attachments.

You must keep a copy of your submitted application for your own records.

You are responsible for making sure your application is complete and accurate. Giving false or misleading information is a serious offence under the *Criminal Code Act 1995 (Cth).*  If we consider that you have provided false or misleading information, we may not progress your application. If you find an error in your application after submitting it, you should call us immediately on (03) 9648 3016.

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.

1. How we assess your application

In assessing your application, we will consider whether:

* the project aligns with the objectives listed under section 1 of these guidelines
* the extent to which the application and supporting documentation demonstrates alignment to THRIVE 2030
* the project is appropriately costed and represents value with relevant money
* the proposed activities and expenditure are eligible
* you can deliver the project on time and to budget as identified in supporting documents
* the level of risk associated with the project and its implementation is manageable and acceptable
* required approvals are in place, applied for, or otherwise expected to be received in the necessary timeframe to complete the project
* any other requirements specific to the ad-hoc grant.

We will review your proposal against the eligibility criteria. We will then assess your proposal against all criterion outlined in this section. All criterion has equal weighting.

Your proposal must meet each criterion to be considered suitable for recommendation.

We consider your application on its merits, based on:

* whether it meets the criteria
* whether it provides value with relevant money.

Your application will be assessed by representatives from Austrade and other government agencies. We may ask external experts/advisors to inform the assessment process. Any expert/advisor, who is not a Commonwealth Official, will be required/expected to perform their duties in accordance with the CGRPs.

The assessors will make recommendations to the Program Delegate.

* 1. Assessment criteria

You must address all criterion in the application for it to be considered and provide sufficient information to allow the following assessment criteria to be evaluated.

**Criterion 1: Project alignment with policy intent and objectives**

You should demonstrate this by identifying how the implementation of the project will:

* align to [THRIVE 2030](https://www.austrade.gov.au/en/how-we-can-help-you/programs-and-services/thrive-2030-strategy) policy priority 6, build markets and attract visitors.
* ensure a positive visitor experience
* ensure a sustainable and accessible exhibition

**Criterion 2: Benefits for the visitor economy including expected visitor numbers, visitor origin and spend**  
You should demonstrate this by:

* outlining your delivery and identifying clear and measurable Key Performance Indicators (KPIs) for success against the key outcomes for this program, including:
  + the expected increase in interstate and international visitor travel and spend as a result of attending or engaging with the exhibition
  + the expected positive visitor experience rating for each year of the exhibition (where positive is a score of ‘good’ or higher)
  + alignment with the principles outlined in the National Sustainability Framework for the Visitor Economy and [the WELCOME Framework.](https://www.austrade.gov.au/en/news-and-analysis/publications-and-reports/welcome-framework)
* Identifying any other clear and measurable benefits to the visitor economy as a result of the grant, including when and how they will be reported on.

**Criterion 3: Applicant capability and capacity to undertake the project**

You should demonstrate this by identifying how the project activities will be developed and implemented through evidence of:

* how you will deliver this project and staffing structure
* financial modelling and proposed budget outlining the eligible activities and expenditure by category and financial year
* a risk management plan
* your access to personnel with the right skills and experience to execute the project, including details of relevant organisation staff with previous experience/ability to manage projects of an equivalent size and nature of the proposal
* audited financial statements for the two most recent financial years, including balance sheets, profit and loss statements, cash flow statements and notes to the accounts.

1. Who will approve the grant?

The Austrade Program Delegate will make the final decision to approve a grant.

The Program Delegate’s decision is final in all matters, including:

* the approval of the grant
* the grant amount to be awarded
* the terms and conditions of the grant.
  1. Notification of the grant

We will advise you of the outcome in writing following a decision by the Austrade Program Delegate. We will advise you of any specific conditions attached to the grant.

1. The grant agreement

Sculpture by the Sea Incorporated must enter into a legally binding grant agreement with the Commonwealth. We use the simple grant agreement. Each agreement has general terms and conditions that cannot be changed. 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 expenditure you incur before a grant agreement is executed. If you choose to start your project before you have an executed grant agreement, you do so at your own risk. Austrade cannot cover these costs.

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

The offer may lapse if both parties do not accept 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. We will review any required changes to these details to ensure they do not affect the project as approved by the Program Delegate.

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

The grant agreement will state the:

* maximum grant amount to be paid
* proportion of eligible expenditure covered by the grant
* any financial contributions you must make
* any in-kind contributions you will make
* any financial contribution provided by a third party
  1. Variations to the grant agreement

We recognise that unexpected events may affect project progress. In these circumstances, you can request a variation to your grant agreement, including:

* Changing project milestones
* Changing project activities

The program does not allow for an increase of grant funds.

If you want to propose changes to the grant agreement, you must put them in writing for approval by the Austrade Program Delegate.   
  
You should not assume that a variation request will be successful. We will consider your request based on provisions in the grant agreement and:

* how it affects the project outcome
* consistency with the program policy objective, grant opportunity guidelines and any relevant policies of Austrade; and
* changes to the timing of grant payments.
  1. Specific legislation, policies and industry standards

You must comply with all relevant laws and regulations in undertaking your project. You must also comply with the specific legislation/policies/industry standards that follow. It is a condition of the grant funding that you meet these requirements. We will include these requirements in your grant agreement.

In particular, you are required to comply with:

* State or territory legislation in relation to working with children
* Legislation relating to safety standards.

1. Payment of the grant

We will make an initial payment on execution of the grant agreement. We will make milestone payments on receipt of any associated deliverables. A final payment will be made on acceptance by Austrade of a final project report and audited financial statements.

The payment breakdown and reporting requirements will be outlined in your grant agreement.

* 1. Tax obligations

We will not add GST to your grant payments.

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](https://www.ato.gov.au/). We do not provide advice on tax.

1. Grant acquittal and reporting
   1. Keeping us informed

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

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 project and provide an opportunity for the Minister or their representative to attend. Notice must be provided in writing at least 14 days prior to any events to sculpture@austrade.gov.au.

* 1. **Grant acknowledgement**

If you make a public statement about a project funded under the program, including in media releases, on social media and in a brochure of publication produced after the grant agreement is entered into, you must acknowledge the grant by using the following:

‘This project received grant funding from the Australian government delivered by Austrade’.

If you erect signage in relation to the project, the signage must contain an acknowledgement of the grant using the wording described above. In some, but limited, circumstances, it may be appropriate to use the Australian Government logo and/or Australia’s Nation Brand to acknowledge funding. Use of the Australian Government funding must be approved by Austrade in advance.

* 1. Reporting

The grantee must submit reports in line with the timeframes in the [grant agreement](file://prod.protected.ind/User/user03/LLau2/insert%20link%20here) using a specific template that we will provide. We will provide the requirements for these reports as appendices in the grant agreement. We will remind you of reporting obligations before a report is due.   
  
We will expect you to report on:

* progress against agreed project milestones, outcomes and KPIs
* contributions of participants directly related to the grant activity
* project expenditure including eligible expenditure of grant monies.

The amount of detail provided in progress reports should be relative to the size, complexity and grant amount.

You will alsobe responsible for:

* meeting the terms and conditions of the grant agreement and managing the grant activity efficiently and effectively
* complying with record keeping, reporting and acquittal requirements as set out in the grant agreement
* participating in a grant program evaluation as specified in the grant agreement.

**10.3.1 Progress reports**

Progress reports must:

* include details of progress towards completion of agreed project activities
* show the total eligible expenditure incurred to date
* include evidence of expenditure
* be submitted by the report due date as outlined in the Grant Agreement (these reports may be submitted ahead of time)

We will only make grant payments upon acceptance of satisfactory progress reports

**10.3.2 End of project report**

You must also submit a final report at the conclusion of the project. The methodology and format of this report must be designed in conjunction with Tourism Research Australia in advance.

The end of project report must:

* identify if and how outcomes have been achieved, including KPIs
* included the agreed evidence as specified in the grant agreement
* identify the total eligible expenditure incurred for the project
* include a declaration that grant moneys was spent in accordance with the grant agreement
* provide an independent audit of project expenditure
* be submitted by the report due date.

**10.3.3 Ad-hoc reports**

We may ask you for ad hoc reports on your project. This may be to provide an update on progress, or any significant delays or difficulties in completing the project. These requests should be responded to within ten working days.

* 1. Independent audits

You must provide an independent audit report. An audit report will verify that you spent the grant in accordance with the grant agreement. The audit report requires you to prepare a statement of grant income and expenditure. The cost of this report can be covered using grant funding up to a total cost of $20,000.

* 1. Compliance visits

We may visit you during the project period, or at the completion of your project to review your compliance with the grant agreement. We may also inspect the records you are required to keep under the grant agreement. We will provide you with reasonable notice of any compliance visit.

1. Announcement of the grant

Your grant will be listed on the [GrantConnect](https://www.grants.gov.au/) website no later than 21 days after the date of effect as required by Section 5.3 of the CGRPs. This information may include:

* Name of your organisation
* Title of the project
* Description of the project and its intended outcomes
* Amount of grant funding awarded
* Australian Business Number
* Business location
* Your organisation’s industry sector

1. Grant evaluation

Austrade may evaluate this grant to measure how well the outcomes and objectives have been achieved. Your grant agreement requires you to provide information to help with this evaluation.

1. Probity

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

You should be aware of your obligations under the *National Anti-Corruption Act 2022*, noting that under the Act grantees will generally be considered ‘contracted services providers’ [see <https://www.nacc.gov.au/resource-centre/nacc-fact-sheets>]

* 1. Conflicts of interest

Any conflicts of interest could affect the performance of the grant opportunity or program. There may be a [conflict of interest](http://www.apsc.gov.au/publications-and-media/current-publications/aps-values-and-code-of-conduct-in-practice/conflict-of-interest), or perceived conflict of interest, if our staff, or our Commonwealth Policy entity 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 [or member of an external panel]
* 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.

As part of your application, we will ask you to declare any perceived or existing conflicts of interests or confirm 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 us in writing immediately.

Conflicts of interest for Australian Government staff are handled as set out in the Australian [Public Service Code of Conduct (Section 13(7))](https://www.legislation.gov.au/Details/C2019C00057)[[6]](#footnote-7) of the [*Public Service Act 1999* (Cth).](https://www.legislation.gov.au/Details/C2019C00057) Committee members and other officials including the Program Delegate must also declare any conflicts of interest.

* 1. How we use your information

Unless the information you provide to us is:

* Confidential information as per 13.2.1, or
* Personal information as per 13.2.3

We may share the information with other government agencies for a relevant Commonwealth purpose such as:

* to improve the effective administration, monitoring and evaluation of Australian Government programs
* for research
* to announce the awarding of grants.

**13.2.1 How we handle your confidential information**

We will treat the information you give us as sensitive and therefore confidential if it meets all of the following conditions:

* you clearly identify the information as confidential and explain why we should treat it as confidential
* the information is commercially sensitive
* disclosing the information would cause unreasonable harm to you or someone else
* you provide the information with an understanding that it will stay confidential.

**13.2.2 When we may disclose confidential information**

We may disclose confidential information:

* to our Commonwealth employees and contractors, to help us manage the program effectively
* to the Auditor-General, Ombudsman or Privacy Commissioner
* to the responsible Minister or Assistant Minister
* to a House or a Committee of the Australian Parliament.

We may also disclose confidential information if

* we are required or authorised by law to disclose it
* you agree to the information being disclosed, or
* someone other than us has made the confidential information public.

**13.2.3 How we use your personal information**

We must treat your personal information according to the Australian Privacy Principles (APPs) and the *Privacy Act 1988 (Cth*). This includes letting you know:

* what personal information we collect
* why we collect your personal information
* to whom we give your personal information.

We may give the personal information we collect from you to our employees and contractors, the committee, where applicable and other Commonwealth employees and contractors, so we can:

* manage the program
* research, assess, monitor and analyse our programs and activities.

We, or the Minister, may:

* announce the names of successful applicant to the public
* publish personal information on Austrade website and GrantConnect.

You may read our Privacy Policy on Austrade’s website for more information on:

* what is personal information
* how we collect, use, disclose and store your personal information
* how you can access and correct your personal information.

**13.2.4 Freedom of information**

All documents in the possession of the Australian Government, including those about the program, are subject to the *Freedom of Information Act 1982 (Cth)* (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.

If someone requests a document under the FOI Act, we will release it (though we may need to consult with you and/or other parties first) unless it meets one of the exemptions set out in the FOI Act.

1. Enquiries and feedback

For further information, clarification or complaints you can contact us via email at: [sculpture@austrade.gov.au](mailto:sculpture@austrade.gov.au)

If you are not satisfied with the way we handle your complaint, you can contact:

Dannielle Green  
Head of Client Programs, Austrade  
Level 1-2, Nishi Building  
2 Philip Law Street

CANBERRA ACT 2601

[Dannielle.green@austrade.gov.au](mailto:Dannielle.green@austrade.gov.au)

You can also contact the [Commonwealth Ombudsman](http://ombudsman.gov.au) with your complaint (call 1300 362 072). There is no fee for making a complaint, and the Ombudsman may conduct an independent investigation.

## Glossary

| **Term** | **Definition** |
| --- | --- |
| accountable authority | see subsection 12(2) of the [*Public Governance, Performance and Accountability Act 2013* (PGPA Act)](https://www.legislation.gov.au/C2013A00123/latest/text). |
| 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. |
| approver (or decision maker) | refers to the person or group of people who decide to approve a grant and could be a minister, ministerial panel, accountable authority, official or third party. |
| 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. |
| completion date | the expected date by which the grant activity must be completed and the grant spent. |
| 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. |
| 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. |
| exhibition/s | The indoor and outdoor exhibition of sculptures that are open to the public free of charge and delivered under the name Sculpture by the Sea held in Cottesloe, Western Australia. |
| 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 Principles 2024 (CGRPs)*](https://www.legislation.gov.au/F2024L00854/latest/text) | establish the overarching Commonwealth grants policy framework and articulate the expectations for all non-corporate Commonwealth entities in relation to grants administration. Under this overarching framework, non-corporate Commonwealth entities undertake grants administration based on the mandatory requirements and key principles of grants administration. |
| grant | for the purposes of the CGRPs, a ‘grant’ is an arrangement for the provision of financial assistance by the Commonwealth or on behalf of the Commonwealth:   * 1. under which relevant money[[7]](#footnote-8) or other [Consolidated Revenue Fund](https://www.finance.gov.au/about-us/glossary/pgpa/term-consolidated-revenue-fund-crf) (CRF) money[[8]](#footnote-9) is to be paid to a grantee other than the Commonwealth; and   2. 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](http://www.grants.gov.au/) | is the Australian Government’s whole-of-government grants information system, which centralises the publication and reporting of Commonwealth grants in accordance with the CGRPs. |
| 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 [entity] Portfolio Budget Statement Program. |
| grantee | the individual/organisation which has been selected to receive a grant |
| National Anti-Corruption Commission (NACC) | The National Anti-Corruption Commission (NACC) is an independent Commonwealth agency. It detects, investigates and reports on serious or systemic corruption in the Commonwealth public sector. The Commission operates under the [*National Anti-Corruption Commission Act 2022*](https://www.legislation.gov.au/C2022A00088/latest/text). |
| PBS Program | described within the entity’s [Portfolio Budget Statement](https://budget.gov.au/content/pbs/index.htm), 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. |
| Program Delegate (or approver) | see above. |
| 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 | 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.  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:   * 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. |

1. [THRIVE 2030 strategy](https://www.austrade.gov.au/en/how-we-can-help-you/programs-and-services/thrive-2030-strategy) [↑](#footnote-ref-2)
2. [National Sustainability Framework for the Visitor Economy | Austrade](https://www.austrade.gov.au/en/news-and-analysis/publications-and-reports/national-sustainability-framework-for-the-visitor-economy) [↑](#footnote-ref-3)
3. [The WELCOME Framework | Austrade](https://www.austrade.gov.au/en/news-and-analysis/publications-and-reports/welcome-framework) [↑](#footnote-ref-4)
4. 3 [Federal Register of Legislation - Commonwealth Grants Rules and Principles 2024](https://www.legislation.gov.au/F2024L00854/latest/text) [↑](#footnote-ref-5)
5. [Assess and manage risk | business.gov.au](https://business.gov.au/risk-management/risk-assessment-and-planning/assess-and-manage-risk) [↑](#footnote-ref-6)
6. [Federal Register of Legislation - Public Service Act 1999](https://www.legislation.gov.au/C2004A00538/2018-12-29/text) [↑](#footnote-ref-7)
7. Relevant money is defined in the PGPA Act. See section 8, Dictionary. [↑](#footnote-ref-8)
8. Other CRF money is defined in the PGPA Act. See section 105, Rules in relation to other CRF money. [↑](#footnote-ref-9)