

## Mobile Music Education Program

<b>Opening date:</b>	26 April 2019
<b>Closing date and time:</b>	<b>09.00 AEST on 20 May 2019</b>
<b>Commonwealth policy entity:</b>	<b>Department of Education and Training</b>
<b>Co-sponsoring entity</b>	<b>N/A</b>
<b>Administering entity</b>	<b>Department of Education and Training</b>
<b>Enquiries:</b>	<b>If you have any questions, contact Director of Curriculum Policy Team.</b> <b>Email: <a href="mailto:Schoolhumanities@education.gov.au">Schoolhumanities@education.gov.au</a></b> <b>Questions should be sent no later than insert 15 March 2019</b>
<b>Date guidelines released:</b>	<b>26 April 2019</b>
<b>Type of grant opportunity:</b>	<b>Closed non-competitive</b>

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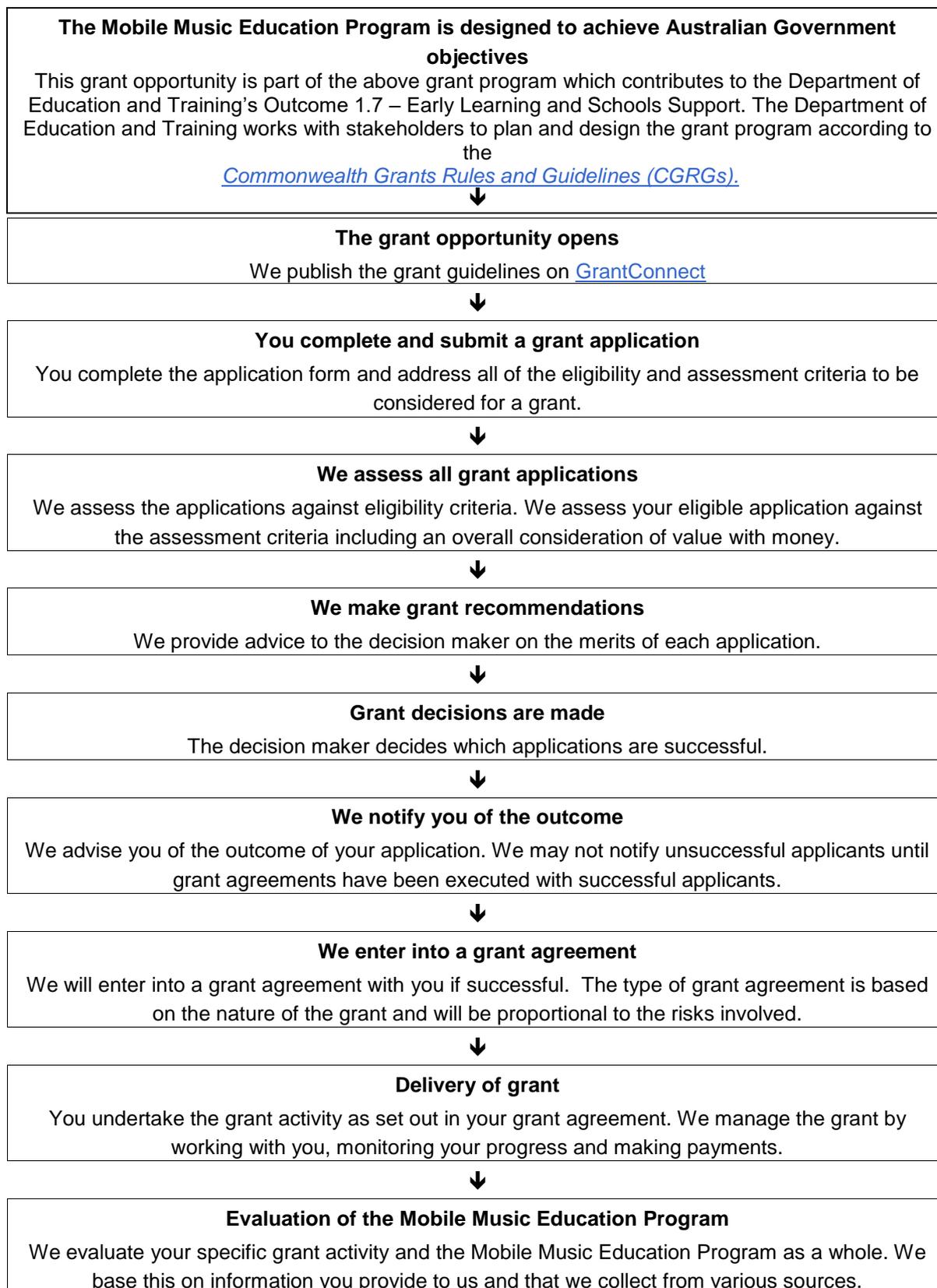
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## 1. Mobile Music Education Program: Grant opportunity processes



## 1.1 Introduction

These guidelines contain information for the Mobile Music Education Program grant.

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
- responsibilities and expectations in relation to the opportunity.

## 2. About the grant program

The Mobile Music Education Program (the program) will run over three years with seed funding provided in 2018-19 financial year.

The program will be delivered by the Educational Music Tour Bus Foundation Australia Ltd (the Foundation) and provide a range of opportunities for schools to deliver music education to their students.

The Foundation will construct and operate a bus, which will be mobile recording studio, and video production facility that will travel to both urban and regional Australia.

The objectives of the program are to:

- Increase participation and engagement in music education in Australian schools by providing school students with the opportunity to use a broad range of audio and visual technology and instruments
- Assist with improving children's performance at school especially their social wellbeing and participation and academic achievement
- Address the prohibitive cost of delivering music education outside urban areas and address the lack of specialist music and arts teachers
- Close the education equity gap and improve educational outcomes for Australia's most disadvantaged young people, including indigenous students.

The intended outcomes of the program are:

- Increased participation and engagement in music education in Australian schools, particularly those in regional, rural and remote areas
- Increased student confidence, social wellbeing and outcomes across learning areas.

The Program will include the following components:

- Design and construction of the Mobile Music Education Program
- Music, video and broadcast productions –the Foundation staff will provide opportunities for school students to create and produce original songs, videos, documentaries, interviews and live broadcasts projects on the Bus. Participants are hands-on, developing projects from concept to delivery
- Lennon bus tents – the Foundation's experienced and knowledgeable staff will provide information, demonstrations and instructions on the Bus to school students who will get hands-on with musical instruments and the latest technology

- Tours of the bus – the Foundation will provide school students with the opportunity to tour the Bus, and learn about the professional studios found on-board. These tours will intend to give school students with an overview of career paths in audio, video, broadcast, and technology fields
- Indigenous internship program – The Foundation will provide Indigenous school students with the opportunity to grow their skills in the field and become an ambassador of the bus.

We administer the program according to the [Commonwealth Grants Rules and Guidelines \(CGRGs\)](#)<sup>1</sup>.

## 2.1 About the Mobile Music Education Program grant opportunity

The objectives of the grant opportunity are:

- Contribute to improvements in students' wellbeing and participation at school;
- Close the education equity gap and improve educational outcomes especially for indigenous students
- Increase participation and engagement in music education in Australian schools, particularly those in regional, rural and remote areas

The intended outcomes of the grant opportunity are:

- Expose students across the country, especially regional and remote locations, to the latest audio and video technology and musical instruments on the Bus
- Develop a strong understanding of the opportunities and pathways students can take in the various fields
- Provide students with an opportunity to experience the benefits of music and its wider application to improving literacy and numeracy and creative thinking skills
- Improved student confidence, social wellbeing, academic outcomes and participation and engagement in music education
- Improve the capacity of schools outside urban areas to teach music education to their students
- Assist in closing the education equity gap and improving educational outcomes for Australia's most disadvantaged young people, including indigenous students.

## 3. Grant amount and grant period

### 3.1 Grants available

The Australian Government has announced a total of \$2.4 million in 2018-19 for the Mobile Music Education Program.

### 3.2 Grant period

A grant of \$2,400,000 (GST exclusive) in the 2018-19 financial year is available for initial funding of the Mobile Music Education Program. The grant period will be from April 2019 to June 2022.

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<sup>1</sup> <https://www.finance.gov.au/sites/default/files/commonwealth-grants-rules-and-guidelines.pdf>

## 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?

The Educational Music Tour Bus Foundation is the sole organisation eligible to apply for funding. The list of eligible applicants is restricted to the Mobile Music Education Program, as the program is based off their programs that are delivered in United States and Europe.

The Educational Music Tour Bus Foundation may work with other relevant organisation to deliver the grant activities. However only the Educational Music Tour Bus Foundation will be eligible to apply for the grant opportunity.

To be eligible you must be:

- a not-for-profit organisation

### 4.2 What qualifications, skills or checks are required?

If you are successful, relevant personnel working on the grant activity must maintain the following registrations and checks:

- Working with Vulnerable People registration
- Working with Children check

Educational Music Tour Bus Foundation staff that deliver the Indigenous Internship Program will be required to have undertaken appropriate cultural competency training.

## 5. What the grant money can be used for

### 5.1 Eligible grant activities

The Educational Music Tour Bus Foundation must use the grant on the following components:

- Design and construction of the bus.
- Providing opportunities for school students to create and produce music, original songs, videos, interviews, documentaries and live broadcasts projects on the bus.
- Providing information, demonstrations and instructions on the bus to school students of musical instruments and the latest visual and audio technology.
- Providing school students with the opportunity to tour the bus and learn about the professional studios found on-board and the career pathways students can take in this field.
- Establishing an Indigenous Internship Program that provides Indigenous school students with the opportunity to grow their skills in the field and become an ambassador of the bus.

The Educational Music Tour Bus Foundation may use the grant to pay for:

- design and construction of the bus;
- staffing costs associated with the above listed activities, including subcontracting to relevant organisations to assist with the above listed activities and other consultancies where required;
- administration and office expenses associated with the above activities ;

The Educational Music Tour Bus Foundation may only spend grant funds on eligible grant activities as defined in the grant details in the grant agreement.

## 5.2 Eligible locations

The Bus must visit schools within Australia with a particular focus on regional, rural and remote schools and schools with a high representation of Aboriginal and Torres Strait Islander students.

## 5.3 Eligible expenditure

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

Eligible expenditure items are:

- staffing costs associated with the above listed activities, including subcontracting to relevant organisations to assist with the above listed activities and other consultancy where required;
- administration and office expenses associated with the above listed activities;
- costs associated with design and construction of the Mobile Music Education Program

## 5.4 What the grant money cannot be used for

You cannot use the grant for the following activities:

- purchase of land,
- major capital expenditure
- the covering of retrospective costs
- costs incurred in the preparation of a grant application or related documentation
- subsidy of general ongoing administration of an organisation such as electricity, phone and rent
- major construction/capital works
- overseas travel, and
- activities for which other Commonwealth, state, territory or local government bodies have primary responsibility.
- Any other activities being conducted by the Mobile Music Education Program not identified under 5.1, including activities not provided for school students.

# 6. The assessment criteria

You must address all of the following assessment criteria in the application. We will assess your application based on the weighting given to each criterion.

The amount of detail and supporting evidence you provide in your application should be relative to the size, complexity and grant amount requested.

### Criterion 1

How the grant activity will contribute to the objectives of the Program (40%).

You must demonstrate this through identifying:

- how the grant activity achieves the objectives and outcomes of the program [indicator 1a]

### Criterion 2

The budget for the conduct of the Program is clear and defensible and provides value for money (30%).

You must demonstrate this through identifying:

- expenditure items and providing an estimate of cost [indicator 2a]

### Criterion 3

There is a clear strategy for securing the additional necessary funding of \$8.1 million from external sources. The Educational Music Tour Bus Foundation cannot charge schools for bus visits or tours of the bus (30%).

You must demonstrate this through identifying:

- strategic plan including which companies will be approached and which have expressed interest in contributing funding for the Bus [indicator 3a]
- information on the companies that may provide funding for the Bus [indicator 3b]
- Evidence of the \$2.4 million in matched funds that the Foundation has raised [indicator 3c]

## 7. How to apply

Before applying, you must read and understand these guidelines.

These documents may be found at [GrantConnect](#). Any alterations and addenda<sup>2</sup> 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
- provide all the information requested
- address all eligibility criteria and assessment criteria
- include all necessary attachments
- submit your application/s to [schoolhumanities@education.gov.au](mailto:schoolhumanities@education.gov.au) by the agreed date.

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

If you find an error in your application after submitting it, you should contact us immediately on [schoolhumanities@education.gov.au](mailto:schoolhumanities@education.gov.au).

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

You should keep a copy of your application and any supporting documents.

We will acknowledge that we have received your application within five working days.

### 7.1 Attachments to the application

We require the following documents with your application:

- a business case
- an indicative budget
- a project management plan
- evidence of funding strategy, e.g. financial statements, loan agreements, cash flow documents

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<sup>2</sup> 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

- evidence of support from your organisation

## 7.2 Timing of grant opportunity processes

You must submit an application between the published opening and closing dates. We cannot accept late applications.

If you are successful, we expect you will be able to commence your grant activity around May 2019.

Table 1: Expected timing for this grant opportunity

Activity	Timeframe
Assessment of applications	1 week
Approval of outcomes of selection process	1 weeks
Negotiations and award of grant agreements	1-2 weeks
Notification to unsuccessful applicants	2 weeks
Earliest start date of grant activity	05/2019
End date of grant activity or agreement	12/07/2022

## 7.3 Questions during the application process

The Department of Education and Training will respond to emailed questions within three working days.

# 8. The grant selection process

## 8.1 Assessment of grant applications

We consider eligible applications through a closed non-competitive grant process.

We will then assess your application against the assessment criteria. We consider your application on its merits, based on:

- how well it meets the criteria
- whether it provides value for money
- whether there is a clear strategy to secure the additional external funding for the operation of the Bus.

We will assess the proposal, and negotiate with and seek amendments from the applicant as required.

A recommendation will be made to the Branch Manager, Curriculum and Student Learning Branch. The Branch Manager will make the final decision to approve the grant.

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

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

- the overall objective/s to be achieved in providing the grant
- the relative value of the grant sought

- the extent to which the evidence in the application demonstrates that it will contribute to meeting the outcomes/objectives.

## 8.2 Who will assess applications?

An assessment committee will assess each application on its merit and against the assessment criteria (see Section 6). The assessment committee will be made up of the Director of Curriculum Policy, and two team members.

The assessment committee recommends to the Branch Manager of Curriculum which applications to approve for a grant

## 8.3 Who will approve grants?

The Branch Manager of the Curriculum and Student Learning Branch, Department of Education and Training decides which grants to approve taking into account the recommendations of the assessment committee and the availability of grant funds for the purposes of the grant program.

The Branch Manager's decision is final in all matters, including:

- the approval of the grant
- the grant funding amount to be awarded

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.

## 9.1 Feedback on your application

If you are unsuccessful, you may ask for feedback within 10 working days of being advised of the outcome. We will give written feedback within one month of your request.

# 10. Successful grant applications

## 10.1 The grant agreement

You must enter into a legally binding grant agreement with the Commonwealth. The Department of Education and Training will use the [Commonwealth Standard Grant Agreement](#). Standard terms and conditions for the grant agreement will apply and cannot be changed. A schedule may be used to outline the specific grant requirements. Any additional conditions attached to the grant will be identified in the grant offer or during the grant agreement negotiations.

We must execute a grant agreement with you before we can make any payments. We are not responsible for any of your expenditure until a grant agreement is executed. If you choose to start your grant activities before you have an executed grant agreement, you do so at your own risk. You must not start any Educational Tour Bus activities until a grant agreement is executed.

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

## 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 principles:

- National Principles for Child Safe Organisations.

To be eligible for a grant, you must declare in your application that you comply with these requirements. You will also need to declare you meet these requirements in your grant agreement with the Commonwealth.

### 10.3 How we pay the grant

The grant agreement will state the:

- maximum grant amount to be paid
- proportion of eligible expenditure covered by the grant (grant percentage)
- timeline of payments

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. Payments will be made to specified account stated in grant agreement.

### 10.4 Grants Payments and GST

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

Grants are assessable income for taxation purposes, unless exempted by a taxation law. We recommend you seek independent professional advice on your taxation obligations or seek assistance from the [Australian Taxation Office](#).<sup>3</sup> 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
- 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.

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<sup>3</sup> <https://www.ato.gov.au/>

## 12.2 Reporting

You must submit reports in line with 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 and outcomes
- expenditure of the grant.

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

### Progress Plan

Progress Plan must:

- include evidence of your progress towards completion of agreed activities and outcomes
- show the breakdown of the total eligible expenditure for educational purposes
- be submitted by the report due date

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
- be submitted within 30 days of completion in the format provided in the grant agreement.

## 12.3 Audited financial acquittal report

We may ask you to provide an independently audited financial acquittal report. 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.

## 12.4 Grant agreement variations

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

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

## 12.5 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.

## 12.6 Record keeping

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

## 12.7 Evaluation

We will evaluate the grant program 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.

## 12.8 Acknowledgement

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

'The Mobile Music Education Program received grant funding from the Australian Government.'

## 13. Probity

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

These guidelines may be changed from time-to-time by the Department of Education and Training. When this happens, the revised guidelines will be published on GrantConnect.

### 13.1 Enquiries and feedback

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 [SchoolHumanities@education.gov.au](mailto:SchoolHumanities@education.gov.au).

If you do not agree with the way the [relevant Commonwealth entity] 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 Department of Education and Training.

The Commonwealth Ombudsman can be contacted on:

Phone (Toll free): 1300 362 072  
Email: [ombudsman@ombudsman.gov.au](mailto:ombudsman@ombudsman.gov.au)  
Website: [www.ombudsman.gov.au](http://www.ombudsman.gov.au)

### 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 of Education and Training'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 of Education and Training 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 department'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
- 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 of Education and Training 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 nondisclosure 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

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  
Department of Education and Training  
  
GPO Box 9880  
  
CANBERRA ACT 2601

By email: [foi@education.gov.au](mailto:foi@education.gov.au)

## 14. Glossary

Term	Definition
accountable authority	see subsection 12(2) of the <a href="#">Public Governance, Performance and Accountability Act 2013</a>
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
completion date	the expected date that the grant activity must be completed and the grant spent by
co-sponsoring entity	when two or more entities are responsible for the policy and the appropriation for outcomes associated with it
date of effect	can be the date on which a grant agreement is signed or a specified starting date. Where there is no grant agreement, entities must publish information on individual grants as soon as practicable.
decision maker	the person who makes a decision to award a grant
eligibility criteria	refer to the mandatory criteria which must be met to qualify for a grant. Assessment criteria may apply in addition to eligibility criteria.
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
<a href="#">Commonwealth Grants Rules and Guidelines (CGRGs)</a>	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.

Term	Definition
grant	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: <ul style="list-style-type: none"> <li>a. under which relevant money<sup>4</sup> or other <a href="#">Consolidated Revenue Fund</a> (CRF) money<sup>5</sup> is to be paid to a grantee other than the Commonwealth; and</li> <li>b. which is intended to help address one or more of the Australian Government's policy outcomes while assisting the grantee achieve its objectives.</li> </ul>
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
<a href="#">GrantConnect</a>	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 [entity] Portfolio Budget Statement Program.
grantee	the individual/organisation which has been selected to receive a grant
PBS Program	described within the entity's <a href="#">Portfolio Budget Statement</a> , 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.
selection criteria	comprise eligibility criteria and assessment criteria.

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<sup>4</sup> Relevant money is defined in the PGPA Act. See section 8, Dictionary.

<sup>5</sup> Other CRF money is defined in the PGPA Act. See section 105, Rules in relation to other CRF money.

Term	Definition
selection process	the method used to select potential grantees. This process may involve comparative assessment of applications or the assessment of applications against the eligibility criteria and/or the assessment criteria.
value with money	<p>value with money in this document refers to ‘value with relevant money’ which is a judgement based on the grant proposal representing an efficient, effective, economical and ethical use of public resources and determined from a variety of considerations.</p> <p>When administering a grant opportunity, an official should consider the relevant financial and non-financial costs and benefits of each proposal including, but not limited to:</p> <ul style="list-style-type: none"> <li>• the quality of the project proposal and activities;</li> <li>• fitness for purpose of the proposal in contributing to government objectives;</li> <li>• that the absence of a grant is likely to prevent the grantee and government’s outcomes being achieved; and</li> <li>• the potential grantee’s relevant experience and performance history.</li> </ul>