

| Application Id | Program N Tracker Id | Funding R | Funding Round Name | Submission Date | Received Date | Application Submis | Legal Entity Id | Legal Entity Name | For Profit | Legal Entit | Legal Entit | Provider N | Evaluation | Financial F Number | Submission Type |
|----------------|----------------------|-----------|---|-----------------|---------------|--------------------|-----------------|-------------------|------------|-------------|-------------|------------|------------|--------------------|------------------------|
| 4-KZTYSTU | Digital Mer P7247 | 4-KNY65XI | Digital Mental Health Program - Continued (2025 to 20 | 3/07/2025 13:28 | 3/07/2025 | B98FP6G | 2-CUYAXW | SANE Australia | N | CARLTON VIC | SANE Aust | DPSE Testi | 2024-2025 | | Online - External HTML |

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THE FREEDOM OF INFORMATION ACT 1982
BY THE DEPARTMENT OF HEALTH, DISABILITY AND AGEING



Australian Government

Commonwealth Standard Grant Agreement

between
the Commonwealth represented by
Department of Health and Aged Care
and
SANE Australia

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BY THE DEPARTMENT OF HEALTH, DISABILITY AND AGEING

Grant Agreement

Once completed, this document, together with each set of Grant Details and the Commonwealth Standard Grant Conditions (Schedule 1), forms an Agreement between the Commonwealth of Australia (the Commonwealth) and the Grantee.

Parties to this Agreement

The Grantee

| | |
|---|---------------------------------------|
| Full legal name of Grantee | SANE Australia |
| Legal entity type (e.g. individual, incorporated association, company, partnership etc) | Company |
| Trading or business name | SANE Australia |
| Any relevant licence, registration or provider number | |
| Australian Company Number (ACN) or other entity identifiers | |
| Australian Business Number (ABN) | 92 006 533 606 |
| Registered for Goods and Services Tax (GST) | Y |
| Date from which GST registration was effective | |
| Registered office (physical/postal) | 700 Swanston Street, CARLTON VIC 3053 |
| Relevant business place (if different) | |
| Telephone | s47G |
| Fax | |
| Email | info@sane.org |

The Commonwealth

The Commonwealth of Australia represented by Department of Health and Aged Care
 23 Furzer Street PHILLIP ACT 2606
 ABN 83 605 426 759

Background

The Commonwealth has agreed to enter into this Agreement under which the Commonwealth will provide the Grantee with one or more Grants for the purpose of assisting the Grantee to undertake the associated Activity.

The Grantee agrees to use each Grant and undertake each Activity in accordance with this Agreement and the relevant Grant Details.

Scope of this Agreement

This Agreement comprises:

- (a) this document;
- (b) the Supplementary Terms from the Clause Bank (if any);
- (c) the Standard Grant Conditions (Schedule 1);
- (d) the Grant Details;
- (e) any other document referenced or incorporated in the Grant Details.

Each set of Grant Details, including Supplementary Terms (if any), only applies to the particular Grant and Activity covered by that set of Grant Details and a reference to the 'Agreement' in the Grant Details or the Supplementary Terms is a reference to the Agreement in relation to that particular Grant and Activity. If there is any ambiguity or inconsistency between the documents comprising this Agreement in relation to a Grant, the document appearing higher in the list will have precedence to the extent of the ambiguity or inconsistency.

This Agreement represents the Parties' entire agreement in relation to each Grant provided under it and the relevant Activity and supersedes all prior representations, communications, agreements, statements and understandings, whether oral or in writing.

Certain information contained in or provided under this Agreement may be used for public reporting purposes.

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Grant Details

| | |
|-----------------------------|-----------|
| Organisation ID: | 2-CUYAXW |
| Agreement ID: | 4-L36KKE0 |
| Program Schedule ID: | 4-L36KKE2 |

A. Purpose of the Grant

The purpose of the Grant is to:

This grant opportunity will enable all people living in Australia to access mental health supports via digital and online channels at a time and place that suits their personal needs and preferences. Activities under the Digital Mental Health Program – Continued will be underpinned by high-level principles to ensure it:

has a positive impact for individuals seeking help, their families, and the broader community;

provides value with money;

is evidence-based or practice-informed, with a strong focus on outcome measurement and monitoring;

is accessible;

is sustainable; and

focusses on areas of greatest need.

To ensure the safety and quality of digital mental health services in Australia, all future government funded organisations will be required to be accredited against the National Safety and Quality Digital Mental Health Standards. Evidence of accreditation for all Grantees will be required by 1 July 2026.

Activities funded under this grant opportunity are intended to fill the gap not met by the Australian Government's national core digital mental health services (Lifeline Crisis Support Service, Lifeline 13YARN, Beyond Blue, and yourtown's Kids Helpline), and must complement, but not duplicate these services.

The objectives of the grant opportunity are to:

provide evidence-based or practice-informed, accessible and easy-to-navigate services that respond to current need, and build consumer confidence in digital mental health supports;

foster innovation and enable services to utilise advances in technology to support innovative approaches to mental health care;

deliver services that have a whole of population reach and/or a comprehensive reach into priority populations and communities;

where possible, allow services to be co-designed, delivered and evaluated with people with lived experience;

incentivise collaboration and coordination across the digital mental health sector, in order to reduce system fragmentation and duplication;

better understand how digital mental health services support help-seekers and are embedded into the broader mental health system; and

deliver and market services in a way that ensures inclusive, culturally appropriate, and safe access for all people

The intended outcomes of the grant opportunity are to:

improve mental health outcomes for users, relevant to their specific needs;

ensure digital mental health services remain accessible and easy to navigate;

ensure services are safe and high quality;

place users at the centre of the service offering;

increase understanding of, and improved attitude towards, mental health and illness, resulting in changed behaviour and improved individual outcomes; and

provide alternative and evidence-based or practice-informed online mental health supports, that may complement face-to-face services and other online forums

This Grant is being provided under, and these Grant Details form part of, the Agreement between the Commonwealth and the Grantee.

The Grant is being provided as part of the National Leadership in Mental Health program

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Activity Title: SANE's Guided Recovery Program

Activity ID: 4-L36KKFO

B. Activity

Top-up funding will support the continued expansion of services provided by SANE's Carers and Lived Experience Forums.

The objectives of this activity are to:

- reduce the prevalence of mental illness and suicide;
- prevent and detect mental illness early; and
- increase understanding of and improved attitudes towards mental health and illness resulting in changed behaviour.

The intended outcome of this activity is:

- to improve the mental health and wellbeing of Australians affected by complex mental illness and their families and carers, through the provision of digital mental health services.

In line with the objectives and outcomes of the Digital Mental Health Program Continued (2025 to 2028) outlined in Section A, the Grantee must undertake the following grant activities:

Demonstrate the continued expansion and enhancement of existing activities delivered by SANE Australia under the Competitive Digital Mental Health Program (2025 to 2028). Existing activities are specified in the Commonwealth Standard Grant Agreement: 4-KTF0C6N.

In addition to undertaking the grant activities above, the Grantee has the following responsibilities in its cooperation with the Commonwealth to:

- Maintain accreditation against the National Safety and Quality Digital Mental Health Standards to ensure the safety and quality of digital mental health services in Australia.
- Support Australian Government initiatives and reform activities identified in the Activity Work Plan.
- Provide bi-annual data reports as specified in the Activity Work Plan.

To enable flexibility over the duration of your grant agreement, updates may be made to your Activity Work Plan (AWP) and Budget in consultation with, and approval from the Commonwealth. This may include revisions such as changes to specific targets and measures against deliverables in the AWP, or re-allocating expenditure against specific line items within the Budget to align grant activities with emerging priorities which are subject to change.

Funding is subject to indexation. We will advise you in writing each year of the indexation that will apply to the funding.

Performance Indicators

The Activity will be measured against the following Performance Indicator/s:

| Performance Indicator Description | Measure |
|---|---|
| Develop and deliver evidence-based or practice-informed, effective digital support services that respond to user demand and are easy to navigate, accessible, user friendly, and responsive to needs. | Demonstrate ability to respond to user demand (e.g. contacts received vs contacts answered). Data demonstrating service effectiveness in line with the relevant evidence-base. Other measures as specified in Activity Work Plan. |

| | |
|--|--|
| Services are co-designed, delivered and evaluated with people with lived experience relevant to the service offering. | Examples and number of co-design activities with stakeholders including people with lived experience. Where relevant, provide data related to peer support services delivered (e.g. number of contacts, user feedback). |
| Services address gaps by collaborating, complementing and integrating with other mental health supports and treatments. | Evidence of collaboration across the mental health sector to reduce system fragmentation and duplication, including with specialised services for priority populations and mainstream sector services. |
| Users are provided with safe, ethical, and high-quality support, and services utilise advances in technology to support innovative approaches to mental health care. | Demonstrated compliance with the National Safety and Quality Digital Mental Health Standards by 1 July 2026. Other measures as specified in Activity Work Plan. |
| Services build user confidence in digital mental health supports and improve community awareness and understanding of mental health. | Where relevant, data on educational resources distributed and user engagement with resources. Data demonstrating increased consumer confidence, awareness and understanding. Where relevant, report prevention and early intervention activities in AWP. |

Location Information

The Activity will be delivered from the following site location/s:

| | Location Type | Name | Address |
|----|---------------|----------------|--------------------------------------|
| 1. | Direct Funded | SANE Australia | 700 Swanston Street CARLTON VIC 3053 |

Service Area Information

The Activity will service the following service area/s:

| | Type | Service Area |
|----|------------------|--------------|
| 1. | Australia (2016) | Australia |

C. Duration of the Grant

The Activity starts on 6 August 2025 and ends on 30 June 2028, which is the **Activity Completion Date**.

The Agreement ends on 30 September 2028 or when the Commonwealth accepts all of the reports provided by the Grantee and the Grantee has repaid any Grant amount as required under this Agreement, which is the **Agreement End Date**.

D. Payment of the Grant

The total amount of the Grant is \$1,941,000.00 excluding GST (if applicable).

A break down by Financial Year is below:

| Financial Year | Amount (excl. GST if applicable) |
|----------------|----------------------------------|
| 2025-2026 | \$647,000.00 |
| 2026-2027 | \$647,000.00 |
| 2027-2028 | \$647,000.00 |

The Grantee must ensure that the Grant is held in an account in the Grantee's name and which the Grantee controls, with an authorised deposit-taking institution authorised under the Banking Act 1959 (Cth) to carry on banking business in Australia.

The Grantee's nominated bank account into which the Grant is to be paid is:

| | | |
|------------------------------|------|--|
| BSB Number | s47G | |
| Financial Institution | | |
| Account Number | | |
| Account Name | | |

The Grant will be paid in instalments by the Commonwealth in accordance with the agreed Milestones, and compliance by the Grantee with its obligations under this Agreement.

| Milestone | Anticipated date | Amount (excl. GST) | GST (if applicable) | Total (incl. GST if applicable) |
|---------------------|-------------------------|---------------------------|----------------------------|--|
| Payment 1 | 6 August 2025 | \$323,500.00 | \$32,350.00 | \$355,850.00 |
| Payment 2 | 1 January 2026 | \$323,500.00 | \$32,350.00 | \$355,850.00 |
| Payment 1 | 1 July 2026 | \$323,500.00 | \$32,350.00 | \$355,850.00 |
| Payment 2 | 1 January 2027 | \$323,500.00 | \$32,350.00 | \$355,850.00 |
| Payment 1 | 1 July 2027 | \$323,500.00 | \$32,350.00 | \$355,850.00 |
| Payment 2 | 1 January 2028 | \$323,500.00 | \$32,350.00 | \$355,850.00 |
| Total Amount | | \$1,941,000.00 | \$194,100.00 | \$2,135,100.00 |

Invoicing

The Grantee agrees to allow the Commonwealth to issue it with a Recipient Created Tax Invoice (RCTI) for any taxable supplies it makes in relation to the Activity.

E. Reporting

The Grantee agrees to create the following reports in the form specified and to provide the reports to the Commonwealth representative in accordance with the following.

| Milestone | Information to be included | Due Date |
|-------------------------------|---|-------------------|
| Activity Work Plan | Activity Work Plan and Budget as per the requirements at Item E.2. | 30 September 2025 |
| Compliance - Child Safe - G8A | Child safe Statement of Compliance as per Item E.4 and specified in supplementary clause G8A | 31 March 2026 |
| Performance Report | Performance Report including an Income and Expenditure Statement for the period 06/08/2025 to 30/06/2026 as per the requirements at Item E.1. | 30 July 2026 |

| | | |
|-------------------------------|---|----------------|
| Activity Work Plan | Activity Work Plan and Budget as per the requirements at Item E.2. | 1 October 2026 |
| Compliance - Child Safe - G8A | Child safe Statement of Compliance as per Item E.4 and specified in supplementary clause G8A | 31 March 2027 |
| Performance Report | Performance Report including an Income and Expenditure Statement for the period 01/07/2026 to 30/06/2027 as per the requirements at Item E.1. | 30 July 2027 |
| Activity Work Plan | Activity Work Plan and Budget as per the requirements at Item E.2. | 1 October 2027 |
| Compliance - Child Safe - G8A | Child safe Statement of Compliance as per Item E.4 and specified in supplementary clause G8A | 31 March 2028 |
| Performance Report | Performance Report including an Income and Expenditure Statement for the period 01/07/2027 to 30/06/2028 as per the requirements at Item E.1. | 30 July 2028 |
| Final Report | Final Report for the period of the Activity as per the requirements at Item E.4. | 30 July 2028 |
| Financial Acquittal Report | Financial Declaration and Non-audited Income and Expenditure Statement for the period of the Activity as per the requirements at Item E.3. | 30 July 2028 |

E.1 Performance Reports

Performance Report including Income and Expenditure Statement

The Grantee is required to submit to the Commonwealth, a Performance Report including an Income and Expenditure Statement on a template provided, every 12 months during the term of the Activity in accordance with the due dates specified in Item E.

Each Performance Report for the Activity is to contain information on the performance of the Activity during the reporting period, including:

- the extent to which the objectives of the Activity described in Item B of the Schedule have been met to date;
- a description of the specific Activity Milestones or other outcomes completed during the reporting period; and
- an explanation as to how the Grantee is addressing any issues, problems or delays previously identified with the Activity and an explanation of any further issues, problems or delays encountered in relation to the Activity to date and how the Grantee intends to address them and;
- an income and expenditure statement against the Activity Budget.

E.2 Activity Work Plan

The Grantee is required to submit to the Commonwealth, an Activity Work Plan and Budget on a template provided, every 12 months during the term of the Activity in accordance with the due dates specified at Item E.

The Activity Work Plan must set out the key work activities and deliverables of the Grant, and demonstrate how the Grantee will achieve the Activity objectives specified at Item B. It must include an annual budget and may include other administrative controls intended to help manage Activity risks.

Once approved by the Commonwealth, the Activity Work Plan will form part of the Agreement.

If the Grantee or the Commonwealth identifies a need to revise the approved Activity Work Plan, any proposed changes must be accepted and approved by the Commonwealth.

E.3 Financial Acquittal Reports

Financial Declaration and Non-audited Income and Expenditure Statement

The Grantee is required to submit to the Commonwealth, a Financial Declaration, on a template provided, and a Non-audited Income and Expenditure statement within one month after the Activity Completion Date in accordance with the due dates specified at the Item E.

The Financial Declaration and Non-audited Income and Expenditure Statement must be signed by the Grantee and certify that the Grantee has spent grant funding to perform the Activity as set out in the Agreement. Where applicable, the Grantee must include details of any unspent funds.

The Non-audited Income and Expenditure Statement must:

- be prepared in accordance with the applicable Australian Accounting Standards;
- be based on proper accounts and records for the Grantee;
- verify that grant funding was spent to perform the activity as set out in the Agreement; and
- Include any other matters as specified in the Agreement.

The Financial Declaration and Non-audited Income and Expenditure Statement must be certified by the Board, the Chief Executive Officer or an Authorised Officer of the Grantee.

E.4 Other Reports

Final Report

The Grantee is required to submit to the Commonwealth, a Final Report on a template provided by the date specified in Item E.

The Final Report for the Activity is to contain information on the performance of the Activity for the entirety of the Activity period, including:

- the extent to which the objectives of the Activity described in Item B of the Schedule have been met;
- a description of the specific Activity Milestones or other outcomes completed during the Activity period; and
- an explanation as to how the Grantee addressed any issues, problems or delays identified with the Activity.

Child Safe Statement of Compliance (Clause G8A)

The Child Safe Statement of Compliance is an annual Statement made by the Grantee’s organisation. The Grantee’s statement confirms that the Grantee has delivered the Activity consistent with the Child Safe Supplementary Term at clause G8A of the Grantee’s Agreement. The period of compliance is for 1 January to 31 December each year.

F. Party representatives and address for notices

Grantee's representative and address

| | | |
|--------------------------------------|------|--|
| Grantee’s representative name | s47F | |
| Position | | |
| Business hours telephone | | |
| E-mail | | |

Commonwealth representative and email address

| | | |
|---------------------------------|----------------|-------------|
| Business hours telephone | Not applicable | |
| E-mail | s47E(d) | @dss.gov.au |

The Parties' representatives will be responsible for liaison and the day-to-day management of the Grant, as well as accepting and issuing any written notices in relation to the Grant.

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Disclaimer and explanatory notes

Disclaimer

By executing this agreement you agree that you have read and accept this disclaimer, including the explanatory notes on how to duly execute this agreement. You warrant that your identity has been verified, you have legal capacity and authority to enter into this agreement, and you are signing in accordance with all legal instruments that apply to you and/or the legal entity which you represent.

Explanatory notes

- If you are an **individual**, you must download, print and sign the agreement in wet-ink in the presence of a witness (the witness date must be the same as the signatory date).
- If you are a **partnership**, the signatory must be all partners, or one partner with the authority to sign on behalf of all partners receiving the grant. You should be prepared to provide evidence of this authorisation upon request.
- If you are a **proprietary company incorporated under the Corporations Act 2001 (Cth)**, the signatory must be the sole director and company secretary, as required under section 127 of the *Corporations Act 2001 (Cth)*. If required by your Constitution, please affix your **company seal** in the presence of the sole director and company secretary acting as a witness (the witness date must be the same as the date the company seal is affixed). For execution by company seal, you must download, print and sign the agreement in wet-ink.
- If you are a **company incorporated under the Corporations Act 2001 (Cth)**, the signatories must be two directors, or one director and one company secretary, as required under section 127 of the *Corporations Act 2001 (Cth)*. If required by your Constitution, please affix your **company seal** in the presence of two directors, or one director and one company secretary acting as a witness, or if your company has only one director – that director and a suitable witness, (the witness date must be the same as the date the company seal is affixed). For execution by company seal, you must download, print and sign the agreement in wet-ink.
- If you are a **company incorporated under the Corporations (Aboriginal and Torres Strait Islander) Act 2006 (Cth) (CATSI Act)**, the signatories must be two directors, one director and one company secretary, or if your company has only one director – that director, as required under section 99-5 of the CATSI Act. If required by your Constitution, please affix your **company seal** in the presence of two directors, or one director and one company secretary, or if your company has only one director – that director. For execution by company seal, you must download, print and sign the agreement in wet-ink.
- If you are an **individual trustee of a trust**, you must download, print and sign the agreement in wet-ink in the presence of a witness (the witness date must be the same as the signatory date). You must sign in your capacity as a trustee and not the trust. The trustee is the legal entity entering into the agreement. The words 'as trustee for [name of trust]' should be included in the signature block.
- If you are a **corporate trustee of a trust**, the signatory must be the sole director and company secretary in the proprietary company, or two directors in the company, or one director and one company secretary in the company, as required under section 127 of the *Corporations Act 2001 (Cth)*. If required by your Constitution, please affix your **company seal** in the presence of the sole director and company secretary in the proprietary company, or two directors in the company, or one director and one company secretary in the company, acting as witness (the witness date must be the same as the date the company seal is affixed). For execution by company seal, you must download, print and sign the agreement in wet-ink. The company must sign in its capacity as a trustee and not the trust. The trustee is the legal entity entering into the agreement. The words 'as trustee for [name of trust]' should be included in the signature block.

- If you are an **incorporated association**, you must refer to the legislation incorporating the association as it will specify how documents must be executed. This process may differ between each State and Territory. If an authorised person is executing a document on behalf of the incorporated association, you should be prepared to provide evidence of this authorisation upon request.
- If you are a **university**, the signatory can be an officer authorised by the legislation creating the university to enter into legally binding documents. A witness to the signature is required (the witness date must be the same as the signatory date).

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| | |
|-----------------------------|-----------|
| Organisation ID: | 2-CUYAXW |
| Agreement ID: | 4-L36KKE0 |
| Program Schedule ID: | 4-L36KKE2 |

Signatures

Executed as an Agreement

Signed for and on behalf of the Commonwealth of Australia represented by and acting through Department of Health and Aged Care, ABN 83 605 426 759 by an authorised representative in the presence of:

s47F

 (Name of authorised representative - print)

s47F

 (Signature of authorised representative)

A/g Assistant Director - Community Grants Hub
 (Position of authorised representative)

s47F

 (Name of witness in full - print)

s47F

 (Signature of witness)

Date 14/08/2025

Signed for and on behalf of SANE Australia, ABN 92 006 533 606 in accordance with its rules, by its representative(s) who warrant(s) that they are authorised to sign this Agreement:

s47F

 (Name of the representative - print)

s47F

 (Signature of representative)

s47F

 (Position held by the representative - print)

Date/..../.....

s47F

 (Name of the second representative/witness - print)

s47F

 (Signature of second representative/witness)

s47F

 (Position held by second representative/witness - print)

Date .05/08/.2025

Schedule 1: Commonwealth Standard Grant Conditions

| | |
|-------------------------|-----------|
| Organisation ID: | 2-CUYAXW |
| Agreement ID: | 4-L36KKE0 |
| Schedule ID: | 4-L36KKE2 |

1. Undertaking the Activity

1.1 The Grantee agrees to undertake the Activity for the purpose of the Grant in accordance with this Agreement.

1.2 The Grantee is fully responsible for the Activity and for ensuring the performance of all its obligations under this Agreement in accordance with all relevant laws. The Grantee will not be relieved of that responsibility because of:

(a) the grant or withholding of any approval or the exercise or non-exercise of any right by the Commonwealth; or

(b) any payment to, or withholding of any payment from, the Grantee under this Agreement.

1.3 The Grantee agrees that for the term of this Agreement, the Grantee will continue to meet the eligibility obligations relating to the National Redress Scheme (www.nationalredress.gov.au) set out under the relevant grant opportunity guidelines to receive the Grant.

2. Payment of the Grant

2.1 The Commonwealth agrees to pay the Grant to the Grantee in accordance with the Grant Details.

2.2 Notwithstanding any other provision of this Agreement, the Commonwealth may by notice withhold payment of any amount of the Grant and/or take any other action specified in the Supplementary Terms if it reasonably believes that:

(a) the Grantee has not complied with this Agreement;

(b) the Grantee is unlikely to be able to perform the Activity or manage the Grant in accordance with this Agreement; or

(c) there is a serious concern relating to the Grantee or this Agreement that requires investigation.

2.3 A notice under clause 2.2 will contain the reasons for any action taken under clause 2.2 and, where relevant, the steps the Grantee can take to address those reasons.

2.4 The Commonwealth will only be obliged to pay a withheld amount once the Grantee has addressed the reasons contained in a notice under clause 2.2 to the Commonwealth's reasonable satisfaction.

2.5 The Grantee agrees to hold the Grant in an account in the Grantee's name and which the Grantee controls, with an authorised deposit-taking institution authorised by the *Banking Act 1959* (Cth) to carry on banking business in Australia.

3. Acknowledgements

3.1 The Grantee agrees not to make any public announcement, including by social media, in connection with the awarding of the Grant without the Commonwealth's prior written approval.

3.2 The Grantee agrees to acknowledge the Commonwealth's support in all Material, publications and promotional and advertising materials published in connection with this Agreement. The Commonwealth may notify the Grantee of the form of acknowledgement that the Grantee is to use.

3.3 The Grantee agrees not to use the Commonwealth Coat of Arms in connection with the Grant or the Activity without the Commonwealth's prior written approval.

4. Notices

4.1 Each Party agrees to promptly notify the other Party of anything reasonably likely to adversely affect the undertaking of the Activity, management of the Grant or its performance of any of its other requirements under this Agreement.

4.2 A notice given by a Party under this Agreement must be in writing and addressed to the other Party's representative as set out in the Grant Details or as most recently updated by notice given in accordance with this clause.

5. Relationship between the Parties

5.1 A Party is not by virtue of this Agreement the employee, agent or partner of the other Party and is not authorised to bind or represent the other Party.

6. Subcontracting

6.1 The Grantee is responsible for the performance of its obligations under this Agreement, including in relation to any tasks undertaken by subcontractors.

6.2 The Grantee agrees to make available to the Commonwealth the details of any of its subcontractors engaged to perform any tasks in relation to this Agreement upon request.

6.3 The Grantee agrees not to subcontract any part of the performance of the Activity without the Commonwealth's prior written consent. The Commonwealth may impose any conditions it considers reasonable and appropriate when giving its consent.

6.4 The Grantee agrees to remove a subcontractor from the Activity at the reasonable request of the Commonwealth and at no additional cost to the Commonwealth.

7. Conflict of interest

7.1 Other than those which have already been disclosed to the Commonwealth, the Grantee warrants that, to the best of its knowledge, at the date of this Agreement neither it nor its officers have any actual, perceived or potential conflicts of interest in relation to the Activity.

7.2 If during the term of the Agreement, any actual, perceived or potential conflict arises or there is any material change to a previously disclosed conflict of interest, the Grantee agrees to:

- (a) notify the Commonwealth promptly and make full disclosure of all relevant information relating to the conflict; and
- (b) take any steps the Commonwealth reasonably requires to resolve or otherwise deal with that conflict.

8. Variation, assignment and waiver

8.1 This Agreement may be varied in writing only, signed by both Parties.

8.2 The Grantee cannot assign its obligations, and agrees not to assign its rights, under this Agreement without the Commonwealth's prior approval.

8.3 The Grantee agrees not to enter into negotiations with any other person for the purposes of entering into an arrangement that will require novation of, or involve any assignment of rights under, this Agreement without first consulting the Commonwealth.

8.4 A waiver by a Party of any of its rights under this Agreement is only effective if it is in a signed written notice to the other Party and then only to the extent specified in that notice.

9. Taxes, duties and government charges

9.1 The Grantee agrees to pay all taxes, duties and government charges imposed or levied in Australia or overseas in connection with the performance of this Agreement, except as provided by this Agreement.

9.2 If Goods and Services Tax (GST) is payable by a supplier on any supply made under this Agreement, the recipient of the supply will pay to the supplier an amount equal to the GST payable on the supply, in addition to and at the same time that the consideration for the supply is to be provided under this Agreement.

9.3 If at the commencement of the Agreement the Grantee is not registered for GST and during the term of the Agreement the Grantee becomes, or is required to become, registered for GST, the Grantee agrees to notify the Commonwealth in writing within 7 days of becoming registered for GST.

10. Spending the Grant

10.1 The Grantee agrees to spend the Grant for the purpose of performing the Activity and otherwise in accordance with this Agreement.

10.2 Within one month after the Activity's Completion Date, the Grantee agrees to provide [a] financial statement[s] signed by the Grantee verifying the Grant was spent in accordance with this Agreement.

10.3 A statement under clause 10.2 must include an income and expenditure statement in relation to the Grant and the Activity for each financial year of the Agreement.

11. Repayment

11.1 If any amount of the Grant:

- (a) has been spent other than in accordance with this Agreement; or
- (b) is additional to the requirements of the Activity;
- (c) then the Commonwealth may by written notice:
- (d) require the Grantee to repay that amount to the Commonwealth;
- (e) require the Grantee to deal with that amount as directed by the Commonwealth; or
- (f) deduct the amount from subsequent payments of the Grant or amounts payable under another agreement between the Grantee and the Commonwealth.

11.2 If the Commonwealth issues a notice under this Agreement requiring the Grantee to repay a Grant amount:

- (a) the Grantee must do so within the time period specified in the notice;
- (b) the Grantee must pay interest on any part of the amount that is outstanding at the end of the time period specified in the notice until the outstanding amount is repaid in full; and
- (c) the Commonwealth may recover the amount and any interest under this Agreement as a debt due to the Commonwealth without further proof of the debt being required.

12. Record keeping

12.1 The Grantee agrees to keep financial accounts and other records relating to the expenditure of the Grant and the conduct and management of the Activity and provide copies of the records to the Commonwealth upon request.

13. Reporting

13.1 The Grantee agrees to provide the Reporting Material specified in the Grant Details to the Commonwealth.

13.2 In addition to the obligations in clause 13.1, the Grantee agrees to:

- (a) liaise with and provide assistance and information to the Commonwealth as reasonably required by the Commonwealth; and
- (b) comply with the Commonwealth's reasonable requests, directions and monitoring requirements, in relation to the Activity.

13.3 If the Commonwealth acting reasonably has concerns regarding the performance of the Activity or the management of the Grant, the Commonwealth may by written notice require the Grantee to provide one or more additional reports, containing the information and by the date(s), specified in the notice.

13.4 The Grantee acknowledges that the giving of false or misleading information to the Commonwealth is a serious offence under the *Criminal Code Act 1995* (Cth).

14. Privacy

14.1 When dealing with Personal Information in carrying out the Activity, the Grantee agrees:

- (a) to comply with the requirements of the *Privacy Act 1988* (Cth);
- (b) not to do anything which, if done by the Commonwealth, would be a breach of an Australian Privacy Principle.

15. Confidentiality

15.1 The Parties agree not to disclose each other's confidential information without the other Party's prior written consent unless required or authorised by law or Parliament to disclose.

15.2 The Commonwealth may disclose the Grantee's confidential information where;

- (a) the Commonwealth is providing information about the Activity or Grant in accordance with Commonwealth accountability and reporting requirements;
- (b) the Commonwealth is disclosing the information to a Minister of the Australian Government, a House or Committee of the Commonwealth Parliament; or
- (c) the Commonwealth is disclosing the information to its personnel or another Commonwealth agency where this serves the Commonwealth's legitimate interests.

16. Insurance

16.1 The Grantee agrees to maintain adequate insurance for as long as any obligations remain in connection with this Agreement and provide proof of insurance to the Commonwealth upon request.

17. Intellectual property

17.1 Subject to clause 17.2, the Grantee owns the Intellectual Property Rights in Activity Material and Reporting Material.

17.2 This Agreement does not affect the ownership of Intellectual Property Rights in Existing Material.

17.3 The Grantee provides the Commonwealth a permanent, non-exclusive, irrevocable, royalty-free licence to use, modify, communicate, reproduce, publish, adapt and sub-license the Reporting Material for Commonwealth Purposes.

17.4 The licence in clause 17.3 does not apply to Activity Material.

18. Dispute resolution

18.1 The Parties agree not to initiate legal proceedings in relation to a dispute arising under this Agreement unless they have first tried and failed to resolve the dispute by negotiation.

18.2 Unless clause 18.3 applies, the Parties agree to continue to perform their respective obligations under this Agreement when a dispute exists.

18.3 The Parties may agree to suspend performance of the Agreement pending resolution of the dispute.

18.4 Failing settlement by negotiation in accordance with clause 18.1, the Parties may agree to refer the dispute to an independent third person with power to intervene and direct some form of resolution, in which case the Parties will be bound by that resolution. If the Parties do not agree to refer the dispute to an independent third person, either Party may initiate legal proceedings.

18.5 Each Party will bear their own costs in complying with this clause 18, and the Parties will share equally the cost of any third person engaged under clause 18.4.

18.6 The procedure for dispute resolution under this clause does not apply to any action relating to termination, cancellation or urgent interlocutory relief.

19. Reduction, Suspension and Termination

19.1 Reduction in scope of agreement for fault

19.1.1 If the Grantee does not comply with an obligation under this Agreement and the Commonwealth believes that the non-compliance is incapable of remedy, or if the Grantee has failed to comply with a notice to remedy, the Commonwealth may by written notice reduce the scope of the Agreement.

19.1.2 The Grantee agrees, on receipt of the notice of reduction, to:

- (a) stop or reduce the performance of the Grantee's obligations as specified in the notice;
- (b) take all available steps to minimise loss resulting from the reduction;
- (c) continue performing any part of the Activity or the Agreement not affected by the notice if requested to do so by the Commonwealth; and
- (d) report on, and return any part of, the Grant to the Commonwealth, or otherwise deal with the Grant, as directed by the Commonwealth.

19.1.3 In the event of reduction under clause 19.1.1, the amount of the Grant will be reduced in proportion to the reduction in the scope of the Agreement.

19.2 Suspension

19.2.1 If:

- (a) the Grantee does not comply with an obligation under this Agreement and the Commonwealth believes that the non-compliance is capable of remedy;
- (b) the Commonwealth reasonably believes that the Grantee is unlikely to be able to perform the Activity or manage the Grant in accordance with this Agreement; or
- (c) the Commonwealth reasonably believes that there is a serious concern relating to the Grantee or this Agreement that requires investigation;

the Commonwealth may by written notice:

(d) immediately suspend the Grantee from further performance of the Activity (including expenditure of the Grant); and/or

(e) require that the non-compliance or inability be remedied, or the investigation be completed, within the time specified in the notice.

19.2.2 If the Grantee:

(a) remedies the non-compliance or inability specified in the notice to the Commonwealth's reasonable satisfaction, or the Commonwealth reasonably concludes that the concern is unsubstantiated, the Commonwealth may direct the Grantee to recommence performing the Activity; or

(b) fails to remedy the non-compliance or inability within the time specified, or the Commonwealth reasonably concludes that the concern is likely to be substantiated, the Commonwealth may reduce the scope of the Agreement in accordance with clause 19.1 or terminate the Agreement immediately by giving a second notice in accordance with clause 19.3.

19.3 Termination for fault

19.3.1 The Commonwealth may terminate this Agreement by notice where the Grantee has:

(a) failed to comply with an obligation under this Agreement and the Commonwealth believes that the non-compliance is incapable of remedy or where clause 19.2.2.b applies; or

(b) provided false or misleading statements in relation to the Grant; or

(c) become bankrupt or insolvent, entered into a scheme of arrangement with creditors, or come under any form of external administration.

(d) in addition to clause 19.3.1(a), breached the requirements in subclause 1.3.

19.3.2 The Grantee agrees, on receipt of the notice of termination, to:

(a) stop the performance of the Grantee's obligations;

(b) take all available steps to minimise loss resulting from the termination; and

(c) report on, and return any part of, the Grant to the Commonwealth, or otherwise deal with the Grant, as directed by the Commonwealth.

20. Cancellation or reduction for convenience

20.1 The Commonwealth may cancel or reduce the scope of this Agreement by notice, due to:

(a) a change in government policy; or

(b) a Change in the Control of the Grantee which the Commonwealth reasonably believes will negatively affect the Grantee's ability to comply with this Agreement.

20.2 On receipt of a notice of reduction or cancellation under this clause, the Grantee agrees to:

(a) stop or reduce the performance of the Grantee's obligations as specified in the notice;

(b) take all available steps to minimise loss resulting from that reduction or cancellation;

(c) continue performing any part of the Activity or the Agreement not affected by the notice if requested to do so by the Commonwealth; and

(d) report on, and return any part of, the Grant to the Commonwealth, or otherwise deal with the Grant, as directed by the Commonwealth.

20.3 In the event of reduction or cancellation under this clause, the Commonwealth will be liable only to:

(a) pay any part of the Grant due and owing to the Grantee under this Agreement at the date of the notice; and

(b) reimburse any reasonable and substantiated expenses the Grantee unavoidably incurs that relate directly and entirely to the reduction in scope or cancellation of the Agreement.

20.4 In the event of reduction, the amount of the Grant will be reduced in proportion to the reduction in the scope of the Agreement.

20.5 The Commonwealth's liability to pay any amount under this clause is:

(a) subject to the Grantee's compliance with this Agreement; and

(b) limited to an amount that when added to all other amounts already paid under the Agreement will not exceed the total amount of the Grant.

20.6 The Grantee will not be entitled to compensation for loss of prospective profits or benefits that would have been conferred on the Grantee but for the cancellation or reduction in scope of the Agreement under clause 20.1.

20.7 The Commonwealth will act reasonably in exercising its rights under this clause.

21. Survival

The following clauses survive termination, cancellation or expiry of this Agreement:

- clause 10 (Spending the Grant);
- clause 11 (Repayment);
- clause 12 (Record keeping);
- clause 13 (Reporting);
- clause 14 (Privacy);
- clause 15 (Confidentiality);
- clause 16 (Insurance);
- clause 17 (Intellectual property);
- clause 19 (Reduction, Suspension and Termination);
- clause 21 (Survival);
- clause 22 Definitions; and
- Any other clause which expressly or by implication from its nature is meant to survive.

22. Definitions

In this Agreement, unless the contrary appears:

- **Activity** means the activity described in the Grant Details and includes the provisions of the Reporting Material.
- **Activity Completion Date** means the date or event specified in the Grant Details.

- **Activity Material** means any Material, other than Reporting Material, created or developed by the Grantee as a result of the Activity and includes any Existing Material that is incorporated in or supplied with the Activity Material.
- **Agreement** means the Grant Details, Supplementary Terms (if any), the Commonwealth Standard Grant Conditions and any other document referenced or incorporated in the Grant Details.
- **Agreement End Date** means the date or event specified in the Grant Details.
- **Australian Privacy Principle** has the same meaning as in the *Privacy Act 1988*.
- **Change in the Control** means any change in any person(s) who directly exercise effective control over the Grantee.
- **Commonwealth** means the Commonwealth of Australia as represented by the Commonwealth entity specified in the Agreement and includes, where relevant, its officers, employees, contractors and agents.
- **Commonwealth Purposes** includes the following:
 - a. the Commonwealth verifying and assessing grant proposals, including a grant application;
 - b. the Commonwealth administering, monitoring, reporting on, auditing, publicising and evaluating a grant program or exercising its rights under this Agreement;
 - c. the Commonwealth preparing, managing, reporting on, auditing and evaluating agreements, including this Agreement; and
 - d. the Commonwealth developing and publishing policies, programs, guidelines and reports, including Commonwealth annual reports;

but in all cases:

 - e. excludes the commercialisation (being for-profit use) of the Material by the Commonwealth.
- **Commonwealth Standard Grant Conditions** means this document.
- **Existing Material** means Material developed independently of this Agreement that is incorporated in or supplied as part of Reporting Material or Activity Material.
- **Grant** means the money, or any part of it, payable by the Commonwealth to the Grantee for the Activity as specified in the Grant Details and includes any interest earned by the Grantee on that money once the Grant has been paid to the Grantee.
- **Grantee** means the legal entity other than the Commonwealth specified in the Agreement and includes, where relevant, its officers, employees, contractors and agents.
- **Grant Details** means the document titled Grant Details that forms part of this Agreement.
- **Intellectual Property Rights** means all copyright, patents, registered and unregistered trademarks (including service marks), registered designs, and other rights resulting from intellectual activity (other than moral rights under the *Copyright Act 1968*).
- **Material** includes documents, equipment, software (including source code and object code versions), goods, information and data stored by any means including all copies and extracts of

them.

- **Party** means the Grantee or the Commonwealth.
- **Personal Information** has the same meaning as in the *Privacy Act 1988*.
- **Records** includes documents, information and data stored by any means and all copies and extracts of the same.
- **Reporting Material** means all Material which the Grantee is required to provide to the Commonwealth for reporting purposes as specified in the Grant Details and includes any Existing Material that is incorporated in or supplied with the Reporting Material.

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Supplementary Terms from the Clause Bank

| | |
|-------------------------|-----------|
| Organisation ID: | 2-CUYAXW |
| Agreement ID: | 4-L36KKE0 |
| Schedule ID: | 4-L36KKE2 |

1. **Other contributions**
Not Applicable
2. **Activity budget**
Not Applicable
3. **Intellectual property in Activity Material**
Not Applicable
- 3A. **Intellectual property - research**
Not Applicable
- 3B. **Creative Commons licence**
Not Applicable
4. **Access/Monitoring/Inspection**
Not Applicable
5. **Equipment and assets**
Not Applicable
6. **Specified personnel**
Not Applicable

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7. Relevant qualifications, licences, permits, approvals or skills

CB7.1 The Grantee agrees to ensure that personnel performing work in relation to the Activity; and

- (a) are appropriately qualified to perform the tasks indicated;
- (b) have obtained the required qualifications, licences, permits, approvals or skills before performing any part of the Activity; and
- (c) continue to maintain all relevant qualifications, licences, permits, approvals or skills for the duration of their involvement with the Activity.

8. Vulnerable Persons

CB8.1 In this Agreement:

Criminal or Court Record means any record of any Other Offence;

Other Offence means, in relation to a person, a conviction, finding of guilt, on-the-spot fine for, or court order relating to:

- (a) an apprehended violence or protection order made against the person;
- (b) the consumption, dealing in, possession or handling of alcohol, a prohibited drug, narcotic or other prohibited substance;
- (c) violence against another person or the injury, but excluding the death, of another person; or
- (d) an attempt to commit a crime or offence, or to engage in any conduct or activity, described in paragraphs (a) to (c);

Police Check means a formal inquiry made to the relevant police authority in each State or Territory and designed to obtain details of an individual's criminal conviction or a finding of guilt in all places (within and outside Australia) that the Grantee know the person has resided in;

Serious Offence means:

- (a) a crime or offence involving the death of a person;
- (b) a sex-related offence or a crime, including sexual assault (whether against an adult or child); child pornography, or an indecent act involving a child;
- (c) fraud, money laundering, insider dealing or any other financial offence or crime, including those under legislation relating to companies, banking, insurance or other financial services; or
- (d) an attempt to commit a crime or offence described in (a) to (c);

Serious Record means a conviction or any finding of guilt regarding a Serious Offence; and

Vulnerable Person means an individual aged 18 years and above who is or may be unable to take care of themselves, or is unable to protect

themselves against harm or exploitation for any reason, including age, physical or mental illness, trauma or disability, pregnancy, the influence, or past or existing use, of alcohol, drugs or substances or any other reason.

CB8.2 Before any person commences performing work on any part of the Activity that involves working or contact with a Vulnerable Person, the Grantee must:

- (a) obtain a Police Check for that person;
- (b) confirm that the person is not prohibited by any law from being engaged in a capacity where they may have contact with a Vulnerable Person;
- (c) comply with all State, Territory or Commonwealth laws relating the employment or engagement of persons in any capacity where they may have contact with a Vulnerable Person; and
- (d) ensure that the person holds all licences or permits for the capacity in which they are to be engaged, including any specified in the Grant Details, and the Grantee must ensure that Police Checks and any licences or permits obtained in accordance with this clause CB8.2 remain current for the duration of their involvement in the Activity.

CB8.3 The Grantee must ensure that a person does not perform work on any part of the Activity that involves working or contact with a Vulnerable Person if a Police Check indicates that the person at any time has:

- (a) a Serious Record; or
- (b) a Criminal or Court Record;

and the Grantee has not conducted a risk assessment and determined that any risk is acceptable.

CB8.4 In undertaking a risk assessment under clause CB8.3, the Grantee must have regard to:

- (a) the nature and circumstances of the offence(s) on the person's Criminal or Court Record and whether the charge or conviction involved Vulnerable Persons;
- (b) whether the person's Criminal or Court Record is directly relevant to, or reasonably likely to impair the person's ability to perform, the role that the person will, or is likely to, perform in relation to the Activity;
- (c) the length of time that has passed since the person's charge or conviction and his or her record since that time;
- (d) the circumstances in which the person will, or is likely to, have contact with a Vulnerable Person as part of the Activity;
- (e) any other relevant matter,

and must ensure it fully documents the conduct and outcome of the risk assessment.

CB8.5 The Grantee agrees to notify the Commonwealth of any risk assessment it conducts under this clause and agrees to provide the Commonwealth with copies of any relevant documentation on request.

CB8.6 If during the term a person involved in performing work on any part of the Activity that involves working or contact with a Vulnerable Person is:

- (a) charged with a Serious Offence or Other Offence, the Grantee must immediately notify the Commonwealth; or
- (b) convicted of a Serious Offence, the Grantee must immediately notify the Commonwealth and ensure that that person does not, from the date of the conviction, perform any work or role relating to the Activity.

9. Child safety

CB9 is in this instance now referred to as G8A

G8A.1 If the Activity or any part of the Activity involves the Grantee employing or engaging a person (whether as an officer, employee, contractor or volunteer) that is required by State or Territory law to have a working with children check to undertake the Activity or any part of the Activity, the Grantee agrees:

- (a) to comply with all State, Territory and Commonwealth law relating to the employment or engagement of people who work or volunteer with children in relation to the Activity, including mandatory reporting and working with children checks however described;
- (b) if requested, provide the Commonwealth, at the Grantee's cost, with an annual statement of compliance with clauses G8A in such form as may be specified by the Commonwealth; and
- (c) to ensure that any subcontract entered into by the Grantee for the purposes of this Agreement imposes the same obligations in clauses G8A.1(a) and (b) on the subcontractor and also requires the subcontractor to include those obligations in any secondary subcontracts.

10. Commonwealth Material, facilities and assistance

Not Applicable

11. Jurisdiction

Not Applicable

12. Grantee trustee of trust

Not Applicable

13. Fraud

CB13.1 In this Agreement, Fraud means dishonestly obtaining a benefit, or causing a loss, by deception or other means, and includes alleged, attempted, suspected or detected fraud.

CB13.2 The Grantee must ensure its personnel and subcontractors do not engage in any Fraud in relation to the Activity.

CB13.3 If the Grantee becomes aware of:

- (a) any Fraud in relation to the performance of the Activity; or
- (b) any other Fraud that has had or may have an effect on the performance of the Activity;

then it must within 5 business days report the matter to the Commonwealth and all appropriate law enforcement and regulatory agencies.

CB13.4 The Grantee must, at its own cost, investigate any Fraud referred to in clause CB13.3 in accordance with the Australian Government Investigations Standards available at www.ag.gov.au.

CB13.5 The Commonwealth may, at its discretion, investigate any Fraud in relation to the Activity. The Grantee agrees to co-operate and provide all reasonable assistance at its own cost with any such investigation.

CB13.6 This clause survives the termination or expiry of the Agreement.

14. Prohibited dealings

Not Applicable

15. Anti-corruption

CB15.1 In this Agreement:

Illegal or Corrupt Practice means directly or indirectly:

- (a) making or causing to be made, any offer, gift, payment, consideration or benefit of any kind to any party, or
- (b) receiving or seeking to receive, any offer, gift, payment, consideration or benefit of any kind from any party, as an inducement or reward in relation to the performance of the Activity, which would or could be construed as an illegal or corrupt practice.

CB15.2 The Grantee warrants that the Grantee, its officers, employees, contractors, agents and any other individual or entity involved in carrying out the Activity have not, engaged in an Illegal or Corrupt Practice.

CB15.3 The Grantee agrees not to, and to take all reasonable steps to ensure that its officers, employees, contractors, agents and any other

individual or entity involved in carrying out the Activity do not:

- (a) engage in an Illegal or Corrupt Practice; or
- (b) engage in any practice that could constitute the offence of bribing a foreign public official contained in section 70.2 of the *Criminal Code Act 1995* (Cth).

CB15.4 The Grantee agrees to inform the Commonwealth within five business days if the Grantee becomes aware of any activity as described in 15.3 in relation to the performance of the Activity.

16. Step-in rights

Not Applicable

17. Grant Administrator

Not Applicable

18. Management Adviser

Not Applicable

19. Indemnities

CB19.1 The Grantee indemnifies the Commonwealth, its officers, employees and contractors against any claim, loss or damage arising in connection with the Activity.

CB19.2 The Grantee's obligation to indemnify the Commonwealth will reduce proportionally to the extent any act or omission involving fault on the part of the Commonwealth contributed to the claim, loss or damage.

20. Compliance with Legislation and policies

CB20.1 In this Agreement:

Legislation means a provision of a statute or subordinate legislation of the Commonwealth, or of a State, Territory or local authority.

CB20.2 The Grantee agrees to comply with all Legislation applicable to its performance of this Agreement.

CB20.3 The Grantee agrees, in carrying out its obligations under this Agreement, to comply with any of the Commonwealth's policies as notified, referred or made available by the Commonwealth to the Grantee (including by reference to an internet site).

21. Work health and safety

CB21.1 The Grantee agrees to ensure that it complies at all times with all applicable work health and safety legislative and regulatory requirements and any additional work health and safety requirements set out in the Grant Details.

CB21.2 If requested by the Commonwealth, the Grantee agrees to provide copies of its work health and safety management plans and processes and such other details of the arrangements it has in place to meet the requirements referred to in clause CB21.1.

CB21.3 When using the Commonwealth's premises or facilities, the Grantee agrees to comply with all reasonable directions and procedures relating to work health and safety and security in effect at those premises or facilities, as notified by the Commonwealth or as might reasonably be inferred from the use to which the premises or facilities are being put.

22. Transition

CB22.1 If the Agreement is reduced in its scope or terminated under clause 19, the Grantee must at its own expense cooperate and give assistance as directed by the Commonwealth to enable the transition of some or all of the Activity to the Commonwealth or a third party nominated by the Commonwealth (**Successor**).

CB22.2 The assistance to be provided under clause CB22.1 may include, among other things:

- (a) making available to the Commonwealth or any Successor information relevant to the performance of the Activity;
- (b) allowing representatives of the Commonwealth or any Successor to observe the performance of the Activity;
- (c) providing a briefing to the Commonwealth or any Successor personnel on the Activity;
- (d) transferring to the Commonwealth or any Successor:
 - (i) Activity Material specified in the Grant Details;
 - (ii) Assets purchased with the Grant; and
 - (iii) Records maintained under clause 12.1
- (e) facilitating the novation or transfer to the Commonwealth or any Successor subcontracts and facilitating discussions with any subcontractors associated with the Activity;
- (f) assigning or licensing Intellectual Property Rights in Reporting Material, and any Activity Material specified in the Grant Details, to the Commonwealth or any Successor on terms acceptable to the Commonwealth;
- (g) preparing and executing any agreement or other documentation reasonably necessary or appropriate to facilitate any of the matters referred to

above; and

(h) any other matter specified in the Grant Details.

CB22.3 This clause does not apply where the Agreement is cancelled or reduced in scope for convenience under clause 20.

23. Corporate governance

CB23.1 In this Agreement:

Constitution means (depending on the context):

- (a) a company's, body corporate's or incorporated association's constitution, or equivalent documents, which (where relevant) includes rules and any amendments that are part of the constitution;
- (b) in relation to any other kind of body:
 - (i) the body's charter or memorandum; or
 - (ii) any instrument or law constituting or defining the constitution of the body or governing the activities of the body or its members.

CB23.2 The Grantee warrants that nothing in its Constitution conflicts with its obligations under this Agreement.

CB23.3 The Grantee agrees to provide a copy of its Constitution to the Commonwealth upon request and inform the Commonwealth whenever there is a change in the Grantee's Constitution, structure or management.

23A. Incorporation requirement

Not Applicable

24. Counterparts

CB24.1 This Agreement may be executed in any number of counterparts. All counterparts, taken together, constitute one instrument. A Party may execute this Agreement by signing any counterpart.

25. Employees Subject to SACS Decision

Not Applicable

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26. Program interoperability with National Disability Insurance Scheme

Not Applicable

27. Rollover of Surplus and Uncommitted Funds

CB27.1 In this Agreement:

Surplus and Uncommitted Funds means surplus and uncommitted funds provided by the Commonwealth through previous grant agreements relating to activities which are the same as or similar to the Activity and which are confirmed by final financial statements provided under the previous grant agreements.

CB27.2 The Parties acknowledge that the Grantee may hold Surplus and Uncommitted Funds.

CB27.3 The Commonwealth may give the Grantee written approval to retain all or part of any Surplus and Uncommitted Funds and treat those funds as part of the Grant provided under, and subject to, this Agreement. The Commonwealth may give such approval subject to conditions.

CB27.4 The Grantee agrees to acquit in the Reporting Material any Surplus and Uncommitted Funds that are retained and used to deliver the Activity under this Agreement.

CB27.5 This clause does not affect the Commonwealth's right to require the repayment of the balance of Surplus and Uncommitted Funds.

CB27.6 This clause survives the termination or expiry of the Agreement.

28. Secret and Sacred Indigenous Material

CB28.1 In this clause:

Aboriginal Person has the same meaning given in the *Aboriginal and Torres Strait Islander Act 2005* (Cth);

Aboriginal Tradition has the meaning given in the *Aboriginal and Torres Strait Islander Heritage Protection Act 1984* (Cth);

Indigenous Person means a person who is or identifies and is accepted as an Aboriginal Person or a Torres Strait Islander;

Secret and Sacred Indigenous Material means all information, knowledge or Material of special spiritual, cultural or customary significance which is considered to be sacred or of significance by an Indigenous Person or according to Aboriginal Tradition; and

Torres Strait Islander has the same meaning given in the *Aboriginal and Torres Strait Islander Act 2005* (Cth)

CB28.2 The parties agree that, for the purposes of this Agreement:

- (a) the definition of Activity Material in clause 22 excludes any Secret and Sacred Indigenous Material;
- (b) the definition of Reporting Material in clause 22 excludes any Secret and Sacred Indigenous Material;
- (c) the record keeping requirements in clause 12 do not apply to any Secret and Sacred Indigenous Material; and
- (d) any Secret and Sacred Indigenous Material is the confidential information of the relevant Indigenous Person or Indigenous community.

CB28.3 The Grantee agrees to inform the Commonwealth of the existence of Secret and Sacred Indigenous Material relevant to the performance of the Activity which is not disclosed to the Commonwealth due it being Secret and Sacred Indigenous Material.

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BY THE DEPARTMENT OF HEALTH, DISABILITY AND AGEING



Australian Government

Department of Health, Disability and Ageing

Mental Health Digital Mental Health Program - Continued (2025 to 2028) Grant Opportunity Guidelines GO7710

| | |
|------------------------------------|--|
| Opening date: | 20/06/2025 |
| Closing date and time: | 2:00pm (Canberra time) on 04/07/2025 |
| Commonwealth policy entity: | Department of Health, Disability and Ageing (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) 5 business days before the close date. |
| Type of grant opportunity: | Closed non-competitive (application based) |

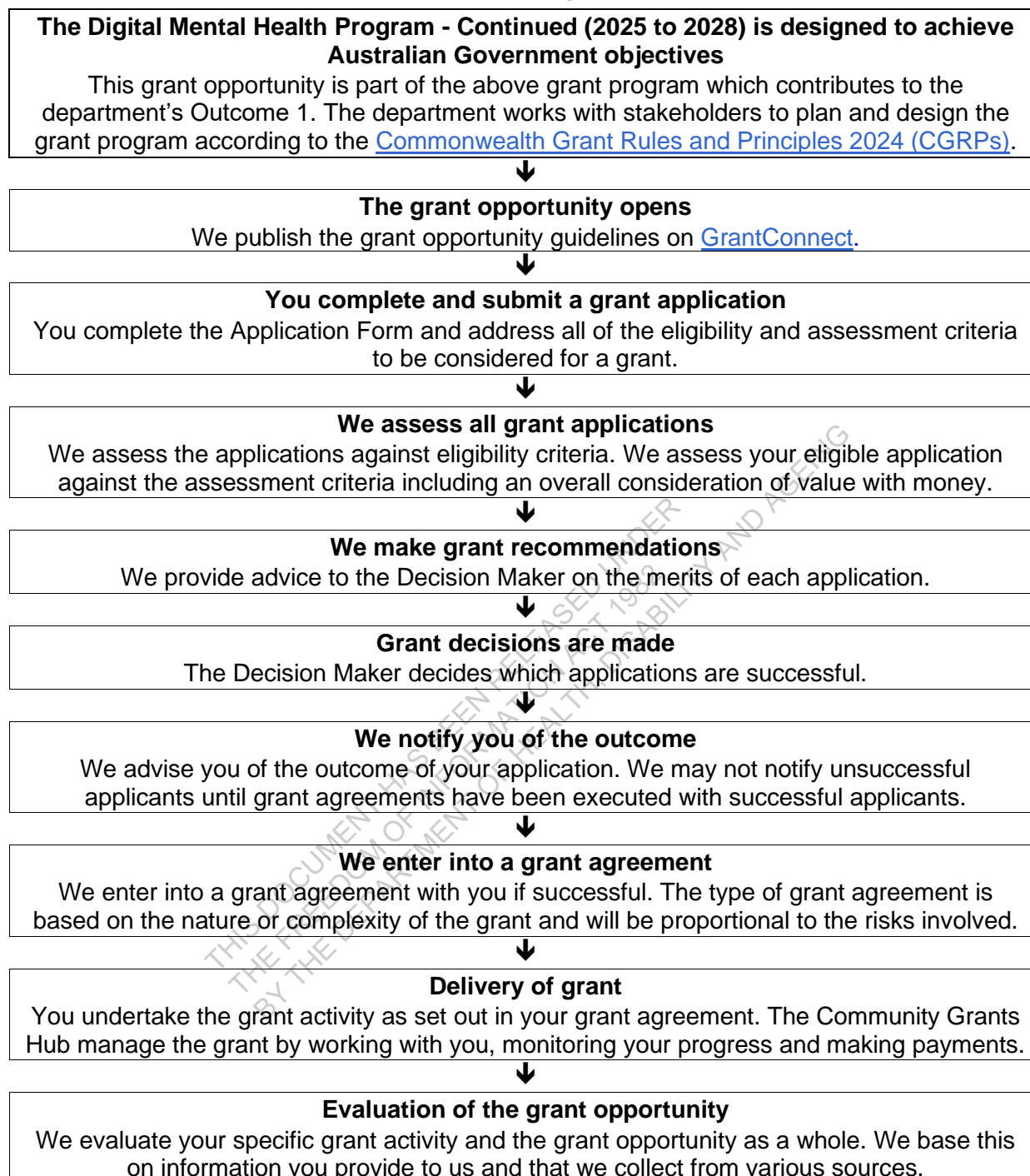
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BY THE DEPARTMENT OF HEALTH, DISABILITY AND AGEING

1. Mental Health: Digital Mental Health Program - Continued (2025 to 2028) grant opportunity processes



1.1 Introduction

These guidelines contain information for the Digital Mental Health Program - Continued (2025 to 2028) 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.

We administer the program according to the [Commonwealth Grant Rules and Principles 2024 \(CGRPs\)](#).

2. About the grant program

On 28 February 2025, the Australian Government agreed to the continuation of funding for organisations currently funded under the Digital Mental Health Program for a further three years (2025-2028). This grant opportunity will also provide 'top-up' funding to organisations successful through the Competitive Digital Mental Health Grant Opportunity (GO7212).

This grant opportunity supports the department's Portfolio Budget Statement Outcome 1: Health Policy, Access and Support to:

Better equip Australia to meet current and future health needs of all Australians through the delivery of evidence-based health policies; improved access to comprehensive and coordinated health care; ensuring sustainable funding for health services, research and technologies; and protecting the health and safety of the Australian community.

Under Program 1.2: Mental Health, the Government is committed to improving the mental health and wellbeing of people living in Australia by driving national reforms to the mental health and suicide prevention systems and by improving equity of access to services, including better access to, and choice in, high quality, free and low-cost digital mental health services.

The Mental Health Program 1.2 provides targeted mental health and suicide prevention supports to priority population groups, including First Nations peoples, culturally and linguistically diverse (CALD) communities and LGBTIQ+ communities.

The objective of the program is to:

- improve the mental health and wellbeing of all Australians, including a focus on suicide prevention.

The intended outcomes of the program are:

- driving national reforms to the mental health and suicide prevention systems to ensure access and equity for all Australians
- working with states and territories to implement the National Mental Health and Suicide Prevention Agreement and associated bilateral schedules and build and strengthen the mental health workforce through the National Mental Health Workforce Strategy
- improving equity of access to Medicare-subsidised mental health care for patients, their families and carers
- delivering critical suicide prevention initiatives, in partnership with states and territories

- enhancing the capacity of youth mental health services and improving access to community based mental health services for adults
- improving the mental health and wellbeing of children and their families through support for new and expectant parents, early intervention, and multidisciplinary care
- implementing targeted mental health and suicide prevention supports to priority population groups, including First Nations peoples, culturally and linguistically diverse communities and LGBTIQ+ communities
- providing psychosocial support services for people with severe mental illness who are not supported by the National Disability Insurance Scheme, and
- ensuring all Australians have access to, and choice in, high quality, free and low-cost digital mental health services.

2.1 About the grant opportunity

This grant opportunity will enable all people living in Australia to access mental health supports via digital and online channels¹ at a time and place that suits their personal needs and preferences. Activities under the Digital Mental Health Program – Continued will be underpinned by high-level principles to ensure it:

- has a positive impact for individuals seeking help, their families, and the broader community;
- provides value with money²;
- is evidence-based or practice-informed, with a strong focus on outcome measurement and monitoring;
- is accessible;
- is sustainable; and
- focusses on areas of greatest need.

To ensure the safety and quality of digital mental health services in Australia, all future government funded organisations will be required to be accredited against the [National Safety and Quality Digital Mental Health Standards](#). Evidence of accreditation for all Grantees will be required by 1 July 2026.

Activities funded under this grant opportunity are intended to fill the gap not met by the Australian Government's national core digital mental health services (Lifeline Crisis Support Service, Lifeline 13YARN, Beyond Blue, and yourtown's Kids Helpline), and must complement, but not duplicate these services.

The objectives of the grant opportunity are to:

- provide evidence-based or practice-informed, accessible and easy-to-navigate services that respond to current need, and build consumer confidence in digital mental health supports;
- foster innovation and enable services to utilise advances in technology to support innovative approaches to mental health care;
- deliver services that have a whole of population reach and/or a comprehensive reach into priority populations³ and communities;
- where possible, allow services to be co-designed, delivered and evaluated with people with lived experience;

¹ See Glossary for definition of 'digital mental health service'.

² See Glossary for definition of 'value with money'.

³ See Glossary for definition of 'priority population'.

- incentivise collaboration and coordination across the digital mental health sector, in order to reduce system fragmentation and duplication;
- better understand how digital mental health services support help-seekers and are embedded into the broader mental health system; and
- deliver and market services in a way that ensures inclusive, culturally appropriate, and safe access for all people.

The intended outcomes of the grant opportunity are to:

- improve mental health outcomes for users, relevant to their specific needs;
- ensure digital mental health services remain accessible and easy to navigate;
- ensure services are safe and high quality;
- place users at the centre of the service offering;
- increase understanding of, and improved attitude towards, mental health and illness, resulting in changed behaviour and improved individual outcomes; and
- provide alternative and evidence-based or practice-informed online mental health supports, that may complement face-to-face services and other online forums.

This grant opportunity will be split into 16 activity streams. Eligible organisations may only apply for the specific activity stream listed in Section 4.1.

2.1.1 Stream 1: Batyr Australia Limited

Funding under Stream 1 will support the continuation of the OurHerd app. The grant opportunity will deliver outcomes to support stigma reduction, improve mental health literacy and increase early help-seeking for young people aged 14-30 experiencing mental ill-health.

Building on previous investments to design and develop OurHerd, this grant opportunity will provide funding for Batyr Australia Limited to improve and maintain the platform, including:

- enhancing the service design and interface;
- moderating each story of lived experience to ensure OurHerd remains a safe and positive outlet for all users; and
- building sophisticated machine learning and data analysis capabilities to support research and evaluation activities.

The objectives of the activity stream are to:

- enhance and expand Batyr's OurHerd digital platform; and
- increase access to safe and relatable stories about lived experiences with mental ill-health for young people.

The intended outcomes of the activity stream are to:

- increase mental health literacy amongst young people aged 14-30;
- reduce stigma and barriers to assist young people in seeking help; and
- increase informed self-care and earlier provision of mental health support to young people.

2.1.2 Stream 2: Black Dog Institute

Funding under Stream 2 will support the continuation of the myCompass program.

The objective of the activity stream is to improve the mental health and wellbeing of Australians by engaging health professionals in the use of e-mental health through the provision of digital mental health services.

The intended outcomes of the activity stream are to:

- reduce the prevalence of mental illness and suicide;
- prevent and detect mental illness early; and

- increase understanding of and improved attitudes towards mental health and illness resulting in changed behaviour.

2.1.3 Stream 3: Griefline Community and Family Services Inc.

Funding under Stream 3 will support the continuation of Griefline Community and Family Services Inc. (Griefline).

The objective of this activity stream is to deliver a telephone counselling service for those experiencing grief and loss. This service provides free counselling by trained volunteers to people across Australia every day.

The intended outcome of the activity stream is to:

- ensure people who are experiencing loss and grief have access to adequate telephone counselling to ensure early intervention and prevention of mental health difficulties which may compound a person's experience of grief, loss and trauma.

2.1.4 Stream 4: Karitane

Funding under Stream 4 will support the continuation of the implementation of a national comprehensive stepped care navigation system (ForWhen) for families experiencing moderate to severe Perinatal and Infant Mental Health (PIMH) concerns. Specialised trained navigators will be based in each state and territory at an Australian Association of Parenting & Child Health partner site. Navigators will work collaboratively with each other, within their host organisation and across the wider PIMH ecosystem in their state/territory.

The objectives of this activity stream are to:

- deliver national perinatal mental health services for expectant and new parents experiencing or at risk of perinatal mental illness, including activities aimed at improving access to support services for underserved groups and vulnerable sectors of communities across Australia;
- deliver national prevention and early intervention support services for parents at risk of perinatal mental illness following birth trauma, miscarriage, stillbirth or infant death to prevent the development of mental illness;
- deliver training and education initiatives aimed at the improvement of perinatal mental health and wellbeing service delivery;
- deliver awareness, information and stigma reduction initiatives for perinatal mental health and wellbeing; and
- deliver and market services in a way that ensures inclusive, culturally appropriate and safe access for all people.

The intended outcomes of the activity stream are:

- improved national access to perinatal mental health and wellbeing support services;
- improved health outcomes for expectant and new parents experiencing, or at risk of perinatal mental health issues;
- improved evidence base for perinatal mental health treatment and support;
- improved mental health outcomes for parents and families experiencing distress after birth trauma, miscarriage, stillbirth or infant death; and
- reduction in stigma related to perinatal mental health issues.

2.1.5 Stream 5: Red Nose

Funding under Stream 5 will support Red Nose to continue:

- the delivery of national peer support and counselling services for parents and families experiencing distress after miscarriage, stillbirth or prevent the development of mental illness; and

- maintaining appropriate service delivery capacity to accept referrals from the national Pregnancy, Birth and Baby Helpline.

The objectives of this activity stream are to:

- deliver national perinatal mental health services for expectant and new parents experiencing or at risk of perinatal mental illness, including activities aimed at improving access to support services for underserved groups and vulnerable sectors of communities across Australia;
- deliver national prevention and early intervention support services for parents at risk of perinatal mental illness following birth trauma, miscarriage, stillbirth or infant death to prevent the development of mental illness;
- deliver training and education initiatives aimed at the improvement of perinatal mental health and wellbeing service delivery;
- deliver awareness, information and stigma reduction initiatives for perinatal mental health and wellbeing; and
- deliver and market services in a way that ensures inclusive, culturally appropriate and safe access for all people.

The intended outcomes of the activity stream are:

- improved national access to perinatal mental health and wellbeing support services;
- improved health outcomes for expectant and new parents experiencing, or at risk of perinatal mental health issues;
- improved evidence base for perinatal mental health treatment and support;
- improved mental health outcomes for parents and families experiencing distress after birth trauma, miscarriage, stillbirth or infant death; and
- reduction in stigma related to perinatal mental health issues.

2.1.6 Stream 6: Raising Children Network (Australia) Limited

Funding under Stream 6 will support the continuation of the Supporting Parent Mental Health Literacy Program the Raising Children Network.

The Raising Healthy Mind app aims to improve parents' literacy of child mental health and wellbeing by delivering proactive, evidence-based, bite-sized information and push notifications. It supports parents, carers and professionals by increasing their understanding of children's emotions, behaviours, and overall social and emotional wellbeing. The Raising Healthy Minds app also provides evidence-based information on parents' self-care and family wellbeing, and links to relevant information and supports pathways and resources, improving access to additional child / parent mental health and wellbeing services.

The objective of this activity stream is to:

- increase Australian parents and carers' access to reliable child-focused mental health and wellbeing information and improve their mental health literacy skills.

The intended outcomes of the activity stream are to:

- improve literacy of child mental health of Australian parents and carers;
- improve confidence of parents and carers to identify the signs of social or emotional problems in their children; and
- improve ability of parents and carers to know where to seek help if their child experienced a mental health issue.

2.1.7 Stream 7: Roses in the Ocean Ltd

Funding under Stream 7 will support the continuation of the Peer Connection, Acceptance, Respect and Empathy (CARE) Connect warmline service, a call-back service providing a safe place for people with lived experience of suicide to connect with others with a similar

lived experience of suicide. Peer CARE Connect warmline utilises an Australia-wide lived experience of suicide volunteer workforce, designed to complement the emerging specialist and formal suicide prevention peer workforce. The service uses the CARE framework and highlights how emotional support is a key part of personal recovery, which can come from a range of sources including peer support.

The objectives of the activity stream are to increase capacity to:

- connect a caller with a Peer CARE Companion with similar lived experience of suicide;
- assist in providing relief from emotional distress, explore coping strategies and collaboratively identify appropriate support services; and
- provide a national network of locally recruited Peer CARE Connect Companions.

The intended outcomes of the activity stream are to:

- reduce emotional distress for people with a lived experience of suicide;
- provide an alternative to clinical or crisis-focused suicide prevention services; and
- increase the capacity of the trained lived experience of suicide workforce to support people currently at risk of suicide.

2.1.8 Stream 8: Swinburne University of Technology

Funding under Stream 8 will support the continuation of mental health services provided by the Mental Health Online – a comprehensive suite of online services and programs for people experiencing mental health difficulties.

The objectives of this activity stream are to:

- provide online information, education, and psychological treatment to members of the community affected by high prevalence mental health disorders;
- provide clinicians with information and support in the provision of mental health treatments;
- support and supervise the education of clinicians in the practice of online treatment;
- provide an online service that is secure, accountable, and reputable; and
- enhance the science and practice of eTherapy

The intended outcomes of the activity stream are to improve the mental health and wellbeing of Australians with high prevalence mental disorders through the provision of digital mental health services.

2.1.9 Stream 9: The University of Newcastle

Funding under Stream 9 will support the continuation of the delivery of SMS-based support services for rural and remote fathers, SMS4dads program.

The objectives of the activity stream are to:

- improve access to perinatal mental health services for underserved groups and vulnerable sectors of communities across Australia, including partners of new mothers with mental illness, young Indigenous fathers, and fathers experiencing grief following miscarriage, stillbirth or infant death;
- deliver training and education initiatives aimed at the improvement of perinatal mental health and wellbeing service delivery; and
- raise awareness and reduce stigma in relation to perinatal mental health for fathers.

The intended outcomes of the activity stream are:

- improved national access to perinatal mental health and wellbeing support services;

- improved health outcomes for expectant and new parents experiencing, or at risk of perinatal mental health issues;
- improved evidence base for perinatal mental health treatment and support;
- improved mental health outcomes for parents and families experiencing distress after birth trauma, miscarriage, stillbirth or infant death; and
- reduction in stigma related to perinatal mental health issues.

2.1.10 Stream 10: E-Hub Health Pty Ltd

Funding under Stream 10 will provide top-up funding to the eligible organisation to support the continued expansion of quality mental health services provided by E-Hub Health.

The objectives of this activity stream are:

- continued successful delivery of the MoodGYM and e-couch websites to the Australian community;
- ongoing evaluation of e-hub Web Services, incorporating measures of service use, effectiveness and consumer satisfaction;
- promotion of the MoodGYM and e-couch websites to the Australian community and provision of support for clinicians to integrate MoodGYM and e-couch with existing clinical services.

The intended outcomes of the activity stream are to:

- reduce the prevalence of mental illness and suicide;
- prevent and detect mental illness early; and
- increase understanding of and improved attitudes towards mental health and illness resulting in changed behaviour.

2.1.11 Stream 11: headspace National Youth Mental Health Foundation Ltd

Funding under Stream 11 will provide top-up funding to the eligible organisation to support the continued expansion of services to improve mental health outcomes for young people and their families by providing national, evidenced-based, accessible and responsive digital mental health counselling services. The Youth Mental Health: eheadspace program seeks to overcome barriers to help those seeking advice or support and reduce stigma via delivering online and telephone counselling to young people with, or at risk of, mental illness.

The objectives of the activity stream are to:

- provide an integrated, clinically supervised, youth-friendly telephone and online therapeutic counselling and information service for young people aged 12-25 years, particularly those who face crisis, emotional distress and mental health difficulties;
- increase the availability and geographical accessibility of confidential telephone and web based early intervention services;
- complement and link to headspace and other youth mental health programs and services already in place; and
- assist young people and their families with appropriate referral pathways to headspace sites and other mental health, physical health, alcohol and drug, and social and vocational services and supports as appropriate.

The intended outcomes of the activity stream are to:

- improve mental health outcomes for young people;
- improve the help seeking behaviours of young Australians and their families; and
- assist young people with issues as they arise by providing real-time support.

2.1.12 Stream 12: LGBTIQPlus Health Australia

Funding under Stream 12 will provide top-up funding to the eligible organisation to support the continued expansion of services provided by QLife:

- maintain Governance and Oversight of the QLife program;
- provide QLife services to LGBTIQ+ communities;
- develop resources to support QLife partners and mainstream professionals;
- collaboration with Primary Health Networks, other Teleweb services and Indigenous communities

The objectives of the activity stream are to:

- reduce the prevalence of mental illness and suicide;
- prevent and detect mental illness early; and
- increase understanding of and improved attitudes towards mental health and illness resulting in changed behaviour.

The intended outcome of the activity stream is:

- to improve the mental health and wellbeing of LGBTIQ+ people through the provision of digital mental health services.

2.1.13 Stream 13: MQ Health Pty Ltd

Funding under Stream 13 will provide top-up funding to the eligible organisation to support the continued expansion of services provided by the MindSpot clinic.

The objectives of the activity stream are to:

- reduce the prevalence of mental illness and suicide;
- prevent and detect mental illness early; and
- increase understanding of and improved attitudes towards mental health and illness resulting in changed behaviour.

The intended outcome of the activity stream is:

- to improve the mental health and wellbeing of Australians by engaging health professionals in the use of e-mental health through the provision of digital mental health services.

2.1.14 Stream 14: Perinatal Anxiety and Depression Australia (PANDA) Inc

Funding under Stream 14 will provide top-up funding to the eligible organisation to support the continued expansion of services to deliver:

- national telephone-based support services for parents and families experiencing or at risk of perinatal mental illness;
- appropriate service delivery capacity to accept referrals from the national Pregnancy, Birth and Baby Helpline; and
- online information resources for parents and families experiencing or at risk of perinatal mental illness

The objectives of the activity stream are to:

- deliver national perinatal mental health services including prevention and early intervention initiatives, for expectant and new parents experiencing or at risk of perinatal mental illness;
- deliver national support services for parents and families experiencing distress after birth trauma, miscarriage, stillbirth or infant death to prevent the development of mental illness;

- deliver training and education initiatives aimed at the improvement of perinatal mental health and wellbeing service delivery;
- deliver awareness, information and stigma reduction initiatives for perinatal mental health and wellbeing; and
- deliver and market services in a way that ensures inclusive, culturally appropriate and safe access for all people.

The intended outcomes of the activity stream are:

- improved national access to perinatal mental health and wellbeing support services;
- improved health outcomes for expectant and new parents experiencing, or at risk of perinatal mental health issues;
- improved evidence base for perinatal mental health treatment and support;
- improved mental health outcomes for parents and families experiencing distress after birth trauma, miscarriage, stillbirth or infant death; and
- reduction in stigma related to perinatal mental health issues.

2.1.15 Stream 15: Reachout Australia

Funding under Stream 15 will provide top-up funding to the eligible organisation to support the continued expansion of services provided by ReachOut.com.

The objectives of the activity stream are to:

- reduce the prevalence of mental illness and suicide;
- prevent and detect mental illness early; and
- increase understanding of and improved attitudes towards mental health and illness resulting in changed behaviour.

The intended outcomes of the activity stream are:

- to improve the mental health and wellbeing of young people, especially young people aged 12-25, through the provision of digital mental health services.

2.1.16 Stream 16: SANE Australia

Funding under Stream 16 will provide top-up funding to the eligible organisation to support the continued expansion of services provided by SANE's Carers and Lived Experience Forums.

The objectives of the activity stream are to:

- reduce the prevalence of mental illness and suicide;
- prevent and detect mental illness early; and
- increase understanding of and improved attitudes towards mental health and illness resulting in changed behaviour.

The intended outcome of the activity stream is:

- to improve the mental health and wellbeing of Australians affected by complex mental illness and their families and carers, through the provision of digital mental health services.

All activity streams will be measured against the below Performance Indicators. Reporting timeframes will be specified in the grant agreement.

Table 1: Performance Indicators

| Performance Indicator | Measure |
|---|--|
| Develop and deliver evidence-based or practice-informed, effective digital support services that meet user demand and are easy to navigate, accessible, user friendly, and responsive to needs. | <p>Demonstrate ability to meet user demand (e.g. contacts received vs contacts answered).</p> <p>Data demonstrating service effectiveness in line with the relevant evidence-base.</p> <p>Other measures as specified in Activity Work Plan.</p> |
| Services are co-designed, delivered and evaluated with people with lived experience relevant to the service offering. | <p>Examples and number of co-design activities with stakeholders including people with lived experience.</p> <p>Provide data related to peer support services delivered (e.g. number of contacts, user feedback and outcomes, evaluation activities).</p> |
| Services address gaps by collaborating, complementing and integrating with other mental health supports and treatments. | Evidence of collaboration across the mental health sector to reduce system fragmentation and duplication, including with specialised services for priority populations and mainstream sector services. |
| Users are provided with safe, ethical, and high-quality support, and services utilise advances in technology to support innovative approaches to mental health care. | <p>Demonstrated compliance with the National Safety and Quality Digital Mental Health Standards by 1 July 2026.</p> <p>Other measures as specified in Activity Work Plan.</p> |
| Services build user confidence in digital mental health supports and improve community awareness and understanding of mental health. | <p>Number of educational resources distributed and data on user engagement with resources.</p> <p>Data demonstrating increased consumer confidence, awareness and understanding.</p> <p>Report prevention and early intervention activities in Activity Work Plan.</p> |

3. Grant amount and grant period

3.1 Grants available

For this grant opportunity up to \$45.856 million is available over three years.

The grant opportunity will run from execution of Agreement to 30 June 2028.

Table 2: Grant Opportunity Funding Available (GST Exclusive)

| Activity Stream | 2025-2026 FY \$ M | 2026-2027 FY \$ M | 2027-2028 FY \$ M | Total \$ M |
|---|-------------------------|-------------------------|-------------------------|-------------------|
| Stream 1: Batyr Australia Limited | 1,160,000 | 1,160,000 | 1,160,000 | 3,480,000 |
| Stream 2: Black Dog Institute | 964,000 | 964,000 | 964,000 | 2,892,000 |
| Stream 3: Griefline Community and Family Services Inc. | 548,000 | 548,000 | 548,000 | 1,644,000 |
| Stream 4: Karitane | 3,375,000 | 3,375,000 | 3,375,000 | 10,125,000 |
| Stream 5: Red Nose | 2,000,000 | 2,000,000 | 2,000,000 | 6,000,000 |
| Stream 6: Raising Children Network (Australia) Limited | 949,000 | 949,000 | 949,000 | 2,847,000 |
| Stream 7: Roses in the Ocean Ltd | 1,139,000 | 1,139,000 | 1,139,000 | 3,417,000 |
| Stream 8: Swinburne University of Technology | 971,000 | 971,000 | 971,000 | 2,913,000 |
| Stream 9: The University of Newcastle (SMS4Dads) | 427,000 | 427,000 | 427,000 | 1,281,000 |
| Stream 10: E-Hub Health Pty Ltd | 97,000 | 97,000 | 97,000 | 291,000 |
| Stream 11: headspace National Youth Mental Health Foundation Ltd | 1,104,000 | 1,104,000 | 1,104,000 | 3,312,000 |
| Stream 12: LGBTIQPlus Health Australia | 749,000 | 346,000 | 346,000 | 1,441,000 |
| Stream 13: MQ Health Pty Ltd | 298,000 | 298,000 | 298,000 | 894,000 |
| Stream 14: PANDA - Perinatal Anxiety and Depression Australia Inc | 802,000 | 802,000 | 802,000 | 2,406,000 |
| Stream 15: Reachout Australia | 324,000 | 324,000 | 324,000 | 972,000 |
| Stream 16: SANE Australia | 647,000 | 647,000 | 647,000 | 1,941,000 |
| Totals | 15,554,000 | 15,151,000 | 15,151,000 | 45,856,000 |

Funding is subject to indexation. If your application is successful, we will advise you in writing each year of the indexation that will apply to the funding.

3.2 Grant period

The maximum grant period is 3 years from 2025-26 to 2027-28.

You must complete your grant by 30 June 2028.

4. Eligibility criteria

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

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

4.1 Who is eligible to apply for a grant?

To be eligible, you must be one of the listed organisations and have received an invitation to apply from the department.

Table 3: Eligible Organisations

| Activity Stream | Legal Name of Organisation | ABN |
|-----------------|---|----------------|
| 1 | Batyr Australia Limited | 51 152 952 737 |
| 2 | Black Dog Institute | 12 115 954 197 |
| 3 | Griefline Community and Family Services Inc. | 34 129 399 173 |
| 4 | Karitane | 25 000 018 842 |
| 5 | Red Nose | 81 462 345 159 |
| 6 | Raising Children Network (Australia) Limited | 92 114 767 949 |
| 7 | Roses in the Ocean Ltd | 36 652 550 966 |
| 8 | Swinburne University of Technology | 13 628 586 699 |
| 9 | The University of Newcastle (SMS4Dads) | 15 736 576 735 |
| 10 | E-Hub Health Pty Ltd | 35 610 557 241 |
| 11 | headspace National Youth Mental Health Foundation Ltd | 26 137 533 843 |
| 12 | LGBTIQPlus Health Australia | 45 138 151 569 |
| 13 | MQ Health Pty Limited | 46 141 203 125 |
| 14 | Perinatal Anxiety and Depression Australia (PANDA) | 64 063 647 374 |
| 15 | Reachout Australia | 27 075 428 787 |
| 16 | SANE Australia | 92 006 533 606 |

The list of eligible applicants was determined due to the specific nature of the grants to ensure the ongoing delivery of existing mental health services and supports to the Australian population.

The identified organisations at Table 3 are eligible for this grant opportunity as they have been assessed to have:

- Capability to deliver the specified stream project activities;
- Existing infrastructure and relationships to support the specified stream activities; and
- Knowledge of and capability to deliver the activity stream objectives and outcomes.

These organisations have already built networks in the community that will be leveraged during the activity period. The organisations have connections with local and state governments, demonstrating the positive reputation they have developed within the community. Furthermore, the identified organisations already deliver nationally available

digital mental health services. Their established administrative arrangements and infrastructure will help ensure service continuity.

The purpose of the funding is to ensure activities currently provided by organisations through the Digital Mental Health Program will continue to provide services at the level currently delivered.

4.2 Who is not eligible to apply for a grant?

You are not eligible to apply for this grant opportunity if you:

- have not received an invitation to apply from the department
- are not listed as an eligible organisation in section 4.1, and/or
- 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'.

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 Australian Government's response to the Royal Commission into Institutional Responses to Child Sexual Abuse, and the [Commonwealth Child Safe Framework](#). As such, the department expects that all grant recipients comply with all Australian law relating to employing or engaging people who work or volunteer with children. This includes working with children checks and mandatory reporting; and the department may request an annual statement of compliance with this requirement. If successful, these details will be outlined in the grant agreement.

5. What the grant money can be used for

5.1 Eligible grant activities

Eligible activities must relate to the delivery of the outcomes and objectives under the relevant stream within these Grant Opportunity Guidelines, and may include:

- providing dedicated digital mental health services, such as:
 - online support services (e.g. online forums, articles, and toolkits);
 - helplines;
 - digital counselling;
 - mental health treatment services (including assessment, triage and referral services);
 - peer-to-peer support services; and
 - priority population targeted services.
- community engagement, co-design and consultation activities;
- data collection and analysis;
- research and design activities;
- community collaboration and communication;
- project management including governance and administrative activities relating to the grant; and
- specific workforce development, training strategies.

5.2 Eligible locations

Services delivered under your grant activities must be nationally available across Australia and reach the whole population and/or priority populations and communities.

5.3 Eligible expenditure

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

Eligible expenditure items include:

- wages/salaries (directly related to the grant activities);
- rent (directly related to grant activities);
- utilities (directly related to grant activities);
- IT solutions including:
 - security audits
 - software and software development
 - IT software lease expenses and IT equipment
- research and data collection;
- domestic travel (where specifically agreed to with the department);
- communication activities;
- community and other stakeholder engagement;
- campaign development;
- marketing and promotion;
- website maintenance;
- evaluation activities; and
- other expenditure relevant to the grant activities in Section 2 and approved by the department.

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

Not all expenditure on your grant activity may be eligible for grant funding. The Decision Maker 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 of 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:

- purchase of land;
- paying ransom for ransomware, cyber-attack or any other type of cybercrime;
- major capital expenditure, major construction/capital works;
- the covering of retrospective costs;
- costs incurred in the preparation of a grant application or related documentation;
- subsidy of general ongoing administration or utilities of an organisation such as electricity, phone and rent (not directly related to grant activities);
- overseas travel;

- grant activities outside Australia;
- lobbying activities;
- activities with no demonstrable link to the evidence of current research into mental health treatment and support; and
- activities for which other Commonwealth, state, territory or local government bodies have primary responsibility.

6. The assessment criteria

You must address all the following assessment criteria in the application. 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.

The application form includes character limits.

We will only award funding to applications that score Suitable against all assessment criteria, in the first instance.

Note: Assessment Criteria 1 – 4 are applicable across **all** activity streams.

Assessment Criterion 1: Alignment with program objectives and outcomes (30% weighting) 5,000 character limit (approx. 750 words)

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 stream 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;
- the service delivery model of your activity(ies) to ensure its implementation, including the role the services will have in preventing, treating or managing mental illness;
- how your service aligns with evidence-based or evidence-informed best practice for preventing, treating or managing mental illness;
- how your activity(ies) will address gaps, and complement existing digital mental health and wellbeing initiatives nationally and locally;
- the need, gap or deficiency and why it is important to address the gap that your activity(ies) is aimed at filling;
- how the activity(ies) proposed will have a whole-of-population reach and/or a comprehensive reach into priority populations and communities;
- how you will monitor and measure the uptake and outcomes of your proposed project/activity within the grant opportunity timeframe;
- how your organisation will identify, engage and collaborate with relevant stakeholders to ensure the effective delivery of the grant objectives and outcomes; and
- how the activity(ies) complements existing digital mental health activities and will avoid duplication of activities already funded by state and territory governments or under other Australian Government programs.

You must also provide documentation demonstrating the evidence-base for the service, or evidence demonstrating a practice-informed approach which aligns with the program objectives and outcomes. Examples may include:

- independent evaluations;
- peer-reviewed research; and/or
- plans or co-design activities with people with lived experience of mental-ill health, carers, and families.

This documentation does not count towards the Assessment Criterion character limit.

Assessment Criterion 2: Organisational capability to deliver the grant activities (30% weighting) 5,000 character limit (approx. 750 words)

Describe your organisation's relevant experience and expertise that demonstrates capacity and capability to successfully deliver activity(ies) for this grant opportunity. A strong response will include a detailed description of the proposed activities, and the key outputs.

You must demonstrate this through identifying:

- your organisation's experience and past performance in delivering digital mental health services on a national scale;
- the delivery methodology (including existing infrastructure and relationships that will support the project activities); and
- your organisation's demonstrated experience in consultation, co-design and tailoring of resources.

Along with your response to this criterion you must complete the Activity Work Plan template on [GrantConnect](#) (not included in the character limit) that includes:

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

Assessment Criterion 3: Identification and management of risk (15% weighting) 2000 character limit (approx. 300 words)

Demonstrate your organisation's approach to risk management, including information about your organisation's governance, risk management plan and how risks are reported.

You must also include the documentation listed below as part of your application.

These documents do not count towards the character limit:

- proof of entity type;
- bank verification⁴ (acceptable forms of verification include a recent bank statement, issued in the last 6 months, in a pdf file type. The transaction details and balances can be hidden but the BSB, Account Number and Account Name must be visible); and
- your organisation's governance structure.

In addition, complete the risk management plan template on [GrantConnect](#) in relation to the grant activity. This document does not count towards the character limit.

The risk management plan must include:

- all identified risks;

⁴ You may be contacted by the Community Grants Hub seeking additional information to support the verification of your bank account details.

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

Assessment Criterion 4: Efficient, effective, economical and ethical use of relevant money (25% weighting) 3,000 character limit (approx. 525 words)

Describe how you will ensure the efficient and economical use of grant funds when delivering your project/activities. A strong response will identify how the project/activities will achieve high quality outcomes in a cost-effective way.

You must also complete the indicative budget template on [GrantConnect](#) (not included in the character limit). The budget template must include:

You must demonstrate this through identifying:

- all sub-activities associated with your activity;
- all costs associated with the activity; and
- clear costings (including the source/basis of the estimates) for essential budget items outlined.

7. How to apply

Before applying, you must read and understand all documents and information relating to this grant opportunity found on [GrantConnect](#). Any alterations and addenda⁵ will be published on GrantConnect and by registering on this website, you will be automatically notified of any changes. GrantConnect is the authoritative source for grants information, however the department takes no responsibility if a registered user fails to become aware of any addendum notices or of other published material. Registered users are encouraged to regularly check GrantConnect for updates.

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

To apply you must:

- read all available documentation about the grant opportunity provided on GrantConnect
- complete the application form on GrantConnect
- provide all the information requested
- address all eligibility criteria and assessment criteria
- include all necessary attachments, and
- submit your application by the closing date and time using the **Online Application Form** document on GrantConnect.

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

If you need assistance with the application process, submitting an application, have any technical difficulties or find an error in your application after submission but before the closing date and time, you should contact us via email Grant.ATM@health.gov.au.

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

⁵ Alterations and addenda include but are not limited to corrections to currently published documents, changes to close dates/times for applications and Frequently Asked Questions (FAQ) documents.

investigate any false or misleading information and may exclude your application from further consideration.

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

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

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

7.1 Attachments to the application

All of the following documents must be attached to your application for it to be considered compliant and for it to proceed to assessment.

We require the following documents with your application:

- proof of entity type
- bank verification⁶ (acceptable forms of verification include a recent bank statement, issued in the last 6 months, in a pdf file type. The bank account must be in the name of the organisation applying for funding. The transaction details and balances can be hidden but the BSB, Account Number and Account Name must be visible.)
- Activity Work Plan, indicative Budget and Risk Management Plan as per the template contained in the Excel Attachments Pack available on the [GrantConnect](#) website;
- documentation demonstrating the evidence-base for the service (e.g. relevant data or studies), or evidence informed best practice for preventing, treating or managing mental illness in line with program objectives and outcomes; 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 your application in line with the instructions provided within the application form. You should only attach requested documents. We will not consider information in attachments that we do not request.

Note the 2MB limit per attachment to your application.

7.2 Timing of grant opportunity processes

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

If you are successful, we expect you will be able to commence your grant activity July 2025.

Table 4: Expected timing for this grant opportunity

| Activity | Expected Timeframe |
|----------------------------|--------------------|
| Open on GrantConnect | 2 weeks |
| Assessment of applications | 4 weeks |

⁶ You may be contacted by the Community Grants Hub seeking additional information to support the verification of your bank account details.

| | |
|--|------------|
| Approval of outcomes of selection process | 2-4 weeks |
| Negotiations and award of grant agreements | 1-4 weeks |
| Notification to unsuccessful applicants | 2 weeks |
| Earliest start date of grant activity | 07/2025 |
| End date of grant activity or agreement | 30/06/2028 |

Note: the above timeframes are indicative only and will depend on the number and quality of applications throughout the submission period. Missing/incorrect information within applications may cause delays during the assessment process.

7.2.1 Late applications

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

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

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

Applicants seeking to submit a late application will be required to submit a late application request via email to Grant.ATM@health.gov.au with "Late Application Request – GO7710" in the subject line. We will not accept late application requests more than 5 business days after the closure of the grant round.

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

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

7.3 Questions during the application process

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

Questions close at 5.00pm (Canberra local time) 5 business days before the application period closes. This allows a reasonable period for the department to respond with information that applicants can consider for their application. The department will continue to assist with technical related enquiries regarding the submission of applications beyond the question close deadline.

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

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

8. The grant selection process

8.1 Assessment of grant applications

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

Only eligible applications will move to the next stage. We consider eligible applications through a closed non-competitive grant process.

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

- how well it meets the criteria, and
- whether it provides value with relevant money.⁷

We will rate your application using the Descriptive Classification Rating Scale. Your application must be rated as 'Suitable' to be considered for funding.

Table 5: Descriptive Classification Rating Scale

| Rating (for individual criterion) | Rank |
|--|--------------|
| High/good quality – response against this criterion meets all/most sub-criteria to a higher than average/average standard. Evidence is available and provides support for claims against this criterion. | Suitable |
| Poor quality – poor claims against this criterion, meets some or none of the subcriteria. Evidence is unavailable, not relevant or lacking in detail. | Not Suitable |

When assessing the extent to which the application represents value with money⁸, we will have regard to:

- the overall objective/s to be achieved in providing the grant
- the extent to which the evidence in the application demonstrates that it will contribute to meeting the outcomes/objectives
- the relative value of the grant sought

8.2 Who will assess applications?

The department will establish an assessment team to evaluate eligible and compliant applications. The assessment team will consist of staff from the Grants Branch and the Digital Mental Health Section of the Primary and Community Care Group, Mental Health and Suicide Prevention Division, Services Branch of the department and may include representatives from other areas of the department and from outside of the department, as appropriate. The team will not include the grant approver/decision-maker. After eligibility and compliance checks, applications will be further assessed, including for value with relevant money.

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 assessment team may seek additional information about you or your application, project partners, related bodies corporate, related entities and associated entities (as defined in the Corporations Act) and related personnel from third party sources, including other Commonwealth entities. They may do this from within the Commonwealth, even if the sources are not nominated by you as referees. The assessment team may also consider information about you that is available through the normal course of business.

⁷ See Glossary for the definition of 'relevant money'.

⁸ See Glossary for the definition of 'value with money'.

The Digital Mental Health Section of the Primary and Community Care Group Services Branch recommends to the Decision Maker which applications should be approved for a grant.

8.3 Who will approve grants?

The First Assistant Secretary, Mental Health and Suicide Prevention Division, Primary and Community Care Group (the Decision Maker) decides which grant(s) to approve having considered the outcomes of the assessment process 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 responding to the outcome email. We will respond to your request for feedback in writing within 45 days.

You can submit a new application for the same grant (or a similar grant) in any future grant opportunities under the program. You should include new or more information to address any weaknesses that may have prevented your previous application from being successful.

10. Successful grant applications

10.1 The grant agreement

You must enter into a legally binding grant agreement with the Commonwealth. We will use the whole of government **Standard Grant Agreement**.

Each agreement has general terms and conditions that cannot be changed. Sample grant agreements are available with this published grant opportunity and associated documents on GrantConnect. We will use a schedule to outline the specific grant requirements.

We must execute a grant agreement with you before we can make any payments. We are not responsible for any of your expenditure until a grant agreement is executed. If you choose to start your grant activities before you have an executed grant agreement, you do so at your own risk. You must not start any Digital Mental Health Program Continued (2025 to 2028) activities until a grant agreement is executed.

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

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

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

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

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

10.2 Specific legislation, policies and industry standards

Whilst you are required to be compliant with all relevant laws and regulations, you will be requested to demonstrate compliance with the following legislation/policies/industry standards:

- compliance with relevant service accreditation and standards, including adopting and accreditation against the [National Safety and Quality Digital Mental Health Standards \(NSQDMHS\)](#);
- satisfy all Commonwealth data and privacy requirements, including demonstrating compliance with the [Privacy Act 1988](#) and the [Australian Privacy Principles](#), and other relevant professional standards and requirements for consumer privacy, informed consent and protection in relation to pilot data collection, handling, storage and sharing; and
- ensure any relevant website/s meets the Australian Government website accessibility requirements. The [Digital Transformation Agency](#) provides guidance for organisations in developing user-centred digital websites.

You will need to declare you can meet these requirements in your grant agreement with the Commonwealth. Evidence of accreditation against the NSQDMHS should be provided at the time of application or by 1 July 2026. These terms will be outlined in the grant agreement, including the requirement to provide an Accreditation Testimonial.

10.2.1 The Multicultural Access and Equity Policy

The Australian Government's [Multicultural Access and Equity Policy](#) obliges Australian Government agencies to ensure their policies, programs and services - including those provided by contractors and service delivery partners - are accessible to, and deliver equitable outcomes for, people from culturally and linguistically diverse (CALD) backgrounds.

Grant applicants should consider how they will ensure their services will be accessible to people from CALD backgrounds. For example, service delivery partners may require cultural competency skills. In addition, services, projects, activities or events may require the use of professional translating or interpreting services in order to communicate with clients who have limited English proficiency.

10.2.2 Commonwealth Child Safe Framework

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

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

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

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

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

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

10.3 How we pay the grant

The grant agreement will state the:

- maximum grant amount to be paid
- proportion of eligible expenditure covered by the grant (grant percentage)
- any financial contributions you must make
- any in-kind contributions you will make
- any financial contribution provided by a third party

We will not exceed the maximum grant amount under any circumstances. If you incur extra costs, you must meet them yourself.

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](#). We do not provide advice on your taxation circumstances.

11. Announcement of grants

If successful, your grant will be listed on the GrantConnect website 21 calendar days after the date of effect as required by section 5.4 of the [CGRPs](#).

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, and
- business structure

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.

12.1.1 Unforeseen circumstances

As a result of unforeseen circumstances (such as a natural disaster), organisations may need to identify alternative methods of grant activities/service delivery. The department will support flexibility in the delivery of planned activities/services to enable organisations 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.

12.2 Reporting

You must submit reports in line with the grant agreement. We will provide templates for these reports as appendices in the grant agreement, where applicable. A sample grant agreement is available with this published grant opportunity on GrantConnect. The sample grant agreement provides indicative activity/financial reporting and payment milestones information if found successful.

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.

12.3 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 the Commonwealth Representative listed on the 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.

12.4 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.

12.5 Record keeping

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

12.6 Evaluation

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

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

12.7 Acknowledgement

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

'[program name] – an Australian Government initiative'.

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

'This [name of grant activity] 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 CGRPs.

These guidelines may be amended periodically by the department. When this happens, the revised guidelines will be published on GrantConnect. By registering on this website, you will be automatically notified of any changes to these guidelines.

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 the [Fact Sheet](#) for more information.

13.1 Enquiries and feedback

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

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

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

The Commonwealth Ombudsman can be contacted on:

Phone (Toll free): 1300 362 072

Email: ombudsman@ombudsman.gov.au

Website: [Home - Commonwealth Ombudsman](#)

13.2 Conflicts of interest

Any conflicts of interest could affect the performance of the grant opportunity or program. There may be a [conflict of interest](#), or perceived conflict of interest, if the department's staff, any member of an assessment team, an advisor, and/or you or any of your personnel:

- has a professional, commercial or personal relationship with a party who is able to influence the application selection process, such as an Australian Government officer
- has a relationship with, or interest in, an organisation which is likely to interfere with or restrict the applicants from carrying out the proposed activities fairly and independently, and/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](#). All members involved in the assessment process and other officials including the decision maker must also declare any conflicts of interest.

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

13.3 Privacy

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

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

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

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

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

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

13.4 Confidential Information

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

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

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

1. you clearly identify the information as confidential and explain why we should treat it as confidential
1. the information is commercially sensitive, and
2. 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:

- any member of the assessment process 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, or
- a House or a Committee of the Australian Parliament.

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

13.5 Freedom of information

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

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

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

By mail: Freedom of Information Coordinator
 FOI Unit
 Department of Health and Aged Care
 GPO Box 9848
 CANBERRA ACT 2601

By email: foi@health.gov.au

THIS DOCUMENT HAS BEEN RELEASED UNDER
THE FREEDOM OF INFORMATION ACT 1982
BY THE DEPARTMENT OF HEALTH, DISABILITY AND AGEING

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 |
| 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 |
| clinician-supported online treatment | refers to a range of online therapeutic treatment programs that are therapist-led or self-directed. Clinicians providing support have similar qualifications to those providing face-to-face therapy. These services may also provide information and assessment |
| commencement date | the expected start date for the grant activity |
| Commonwealth Child Safe Framework | in response to the Royal Commission into Institutional Responses to Child Sex Abuse, the Australian Government has introduced the Commonwealth Child Safe Framework , a whole-of-government policy that sets minimum standards for creating and embedding a child safe culture and practice in Commonwealth entities |
| Commonwealth entity | a Department of State, or a Parliamentary Department, or a listed entity or a body corporate established by a law of the Commonwealth. See subsections 10(1) and (2) of the PGPA Act |
| <i>Commonwealth Grants Rules and Principles 2024 (CGRPs)</i> | establish the Commonwealth grants policy framework and articulate the expectations for all non-corporate Commonwealth entities in relation to grants administration. The CGRPs 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 |

| Term | Definition |
|-------------------------------|--|
| 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 | See above. |
| digital mental health service | mental health services delivered via a digital platform. These may include helplines and webchat, clinician-supported online treatment, self-directed education programs and tools, and moderated peer support forums |
| 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 | 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: <ul style="list-style-type: none"> a. under which relevant money⁹ or other Consolidated Revenue Fund (CRF) money¹⁰ is to be paid to a grantee other than the Commonwealth; and a. 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 CGRPs |

⁹ Relevant money is defined in the *Public Governance, Performance and Accountability Act 2013* (PGPA Act), chapter 1, section 8 Dictionary.

¹⁰ Other CRF money is defined in the PGPA Act. See section 105 Rules in relation to other CRF money.

| Term | Definition |
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| priority population/community | <p>a group of people defined according to a shared characteristic (e.g. socioeconomic status, gender, Indigeneity, ethnicity, sexual orientation, age, location, occupation) who:</p> <p>a) experience higher risk of mental-ill health, suicide or suicidal distress compared to others, because of the conditions in which they live and work, because of social inequities and discrimination, and/or because of poor access to mental health care services or supports.</p> <p>are identified by an organisation working in mental health and/or suicide prevention as a specific focus of their policy and/or practice¹¹</p> |
| <i>Public Governance, Performance and Accountability Act 2013</i> (PGPA Act) | the PGPA Act establishes a system of governance and accountability for public resources with an emphasis on planning, performance and reporting. It applies to all Commonwealth entities and Commonwealth companies. |
| relevant money | <p>a. money standing to the credit of any bank account of the Commonwealth or a corporate Commonwealth entity; or</p> <p>b. money that is held by the Commonwealth of a corporate Commonwealth entity.</p> |
| 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. |

¹¹ Fisher, M., Freeman, T., van den Berg, M. and Baum, F. (2023) Priority Populations in Mental Health and Suicide Prevention: Research report. University of Adelaide: Adelaide SA.

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

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