



Australian Government
Department of Health

**Female Facilities and Water Safety Stream
Program
Grant Opportunity Guidelines**

Commonwealth policy entity:	Department of Health
Administering entity	Department of Health
Enquiries:	If you have any questions please contact grant.atm@health.gov.au
Date guidelines authorised:	28 February 2020 Version 2
Type of grant opportunity:	One off grant

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BY THE DEPARTMENT OF HEALTH

1. About the grant

The Department of Health is responsible for the administration of \$150 million under the Female Facilities and Water Safety Stream (FFWSS) Program. This investment aligns with the sport and recreation priorities within the Health Portfolio.

The grant opportunity will be delivered under Outcome 3.1 – Sport and Recreation.

The objectives of the grant are to:

- Remove barriers to participation for women in sport; and
- increase access to community swimming facilities.

The intended outcomes of the grant are:

- an increase in sporting facilities that provide female change rooms and amenities;
- an increase in the number of girls and women participating in sport at all levels; and
- an increase in community swimming facilities.

This grant opportunity delivers on the Australian Government's election commitments identified for FFWSS.

Only projects identified by the Australian Government will be considered for this grant opportunity. If your project has been identified to receive grant funding, you will be contacted by the Australian Government.

The grant is to be undertaken in accordance with the [Commonwealth Grants Rules and Guidelines \(CGRGs\)](#)¹

Grant amount and grant period

For this grant opportunity \$150 million is available over four years. Further funding will not be made available after this time.

Table 1. Grant Funding Breakdown

2019-20 FY	2020-21 FY	2021-22 FY	2022-23 FY	Total
\$20 M	\$40 M	\$40 M	\$50 M	\$150 M
(GST exclusive)				

2. The grant selection process

This grant opportunity has been established as a one-off grant. The Department of Health considers that this is an appropriate type of selection process considering the nature of the grant is one-off. Funding beyond the grant period is not available.

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

You are not eligible to apply if you have not been identified by the Australian Government to receive funding under this grant opportunity.

General applications by organisations for projects not identified by the Australian Government will not be accepted by us.

We will contact you should further information be required to support the application. Requests for extension to the determined submittal date, or a change of scope, must be provided to us in writing, clearly stating the reasons for delay and timeframes proposed for project delivery.

If an identified project does not proceed for reasons including where an organisation considers that a project is no longer suitable or declines an offer of funding, the Australian Government may identify another project to be delivered under this grant opportunity.

2.1 Eligibility criteria

To be eligible you must:

- be a legal entity; and
- have an Australian Business Number (ABN) or an Australian Company Number (ACN);
- have an Australian Bank Account

Only projects identified by the Australian Government will be considered for funding under the FFWSS Program.

2.2 Eligible grant activities

To be eligible, your grant project must be consistent with the intent of the project as identified by the Australian Government.

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

Eligible expenditure must relate specifically to the project activities that are to be delivered under this grant opportunity. Specific items will be negotiated with us in the agreement.

If your application is successful, we may ask you to verify project costs that you provided in your Request for Information form. You may need to provide evidence such as quotes for major costs. Not all expenditure on your grant project may be eligible for grant funding. The (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 project between the start and end date or completion date of the project as defined in your grant agreement or within the Request for Information form.

2.3 Ineligible grant activities

- ongoing operational and maintenance costs;
- existing staff member salaries of your organisation;
- costs incurred in the preparation of the grant application or related documentation; or
- overseas travel.

2.4 Grant assessment

We will assess the information provided in your Request for Information form to decide if the assessment criteria has been met.

The Request for Information form requires you to provide key information to support claims against the criteria.

Criterion: The project benefits are consistent with the intent of the program and the capacity of the applicant to undertake the grant.

The project will be assessed by the Department.

The assessment of the project will consider whether the project represents value for relevant money².

The following may also be considerations in the assessment of the project's viability and sustainability:

- how well the project has been scoped and costed;
- if/how you plan to secure partnership funding (both in-kind and cash) for the project, where required;
- how well you have assessed delivery risks and treatments for these risks; and
- how you aim to maintain the project in the future.

3. Who will approve the grant?

The Decision Maker will make the final decision to approve a grant.

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

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

4. Notification of the grant

We will advise you of the outcome in writing, following a decision by the Decision Maker. We will advise you of any specific conditions attached to the grant.

² See Glossary

4.1 The grant agreement/Payment of the grant

You must enter into a legally binding grant agreement with the Commonwealth. We may use the simple grant agreement or letter of agreement or the Department of Health Capital Works Agreement depending on the amount of funding and complexity of the grant. Each agreement has general terms and conditions that cannot be changed. We will use a schedule to outline the specific grant requirements.

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

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.

The grant agreement will state the;

- maximum grant amount to be paid; and
- specific conditions negotiated for your project.

5.2 Grant acquittal and reporting

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

In addition, we may ask you to provide an independently audited financial acquittal report. A financial acquittal report will verify that you spent the grant in accordance with the grant agreement.

You must submit reports in line with the timeframes in the grant agreement. We will provide sample templates for these reports as appendices in the grant agreement if required.

Reports may include:

- progress against agreed project milestones;
- contributions of participants directly related to the grant activity; and
- eligible expenditure of grant monies.

You will be responsible for:

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

5. Announcement of the grant

Your grant will be listed on the [GrantConnect](#) website, 21 days after the date of effect as required by Section 5.3 of the CGRGs.

6. Grant evaluation

The Department of Health may evaluate this grant to measure how well the outcomes and objectives have been achieved.

Your grant agreement may require you to provide information to help with this evaluation.

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Glossary

Term	Definition
accountable authority	Each Commonwealth entity has an accountable authority. The accountable authority for a Department of State is the Secretary of the Department.
Administering entity	When an entity that is not responsible for the policy, is responsible for the administration of part or all of the grant administration processes.
assessment criteria	The specified principles or standards against which applications will be judged. These criteria are used to assess the merits of proposals and, in the case of a competitive granting activity, to determine applicant rankings.
commencement date	The expected start date for the grant activity.
completion date	The expected date that the grant activity must be completed and the grant spent by.
Co-sponsoring entity	When two or more entities are responsible for the policy and the appropriation for outcomes associated with it.
date of effect	This will depend on the particular grant. It can be the date in which a grant agreement is signed or a specified starting date. Where there is no grant agreement, entities must publish information on individual grants as soon as practicable.
decision maker	The person who makes a decision to award a grant.
eligibility criteria	The principles, standards or rules that a grant applicant must meet to qualify for consideration of a grant. Eligibility criteria may apply in addition to assessment criteria.
Commonwealth entity	A department of state, a parliamentary department, or a listed entity or a body corporate established by a law of the Commonwealth. See subsections 10(1) and (2) of the PGPA Act.
Commonwealth Grants Rules and Guidelines (CGRGs)	The CGRGs establish the overarching Commonwealth grants policy framework and the expectations for all non-corporate Commonwealth entities in relation to grants administration.

Term	Definition
grant	<p>For the purposes of the CGRGs, a 'grant' is an arrangement for the provision of financial assistance by the Commonwealth or on behalf of the Commonwealth:</p> <ul style="list-style-type: none"> a) under which relevant money or other CRF money is to be paid to a grantee other than the Commonwealth; and b) 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	<p>Is the project /tasks /services that the Grantee is required to undertake with the grant money. It is described in the Grant Agreement.</p>
grant agreement	<p>Grant agreement means the contract template used by Australian Government entities to set out the mutual obligations relating to the provision of the grant. The Australian Government is standardising and streamlining grant agreements between the Commonwealth and grant recipients to allow grant recipients to engage more easily and efficiently with the Commonwealth.</p>
GrantConnect	<p><u>GrantConnect</u> is the Australian Government's grants information system, which centralises the publication and reporting of Commonwealth grants in accordance with the CGRGs.</p> <p>Non-corporate Commonwealth entities must publish on GrantConnect to meet the grant publishing requirements under the CGRGs.</p> <p>Where information is published in more than one location, and there are inconsistencies, GrantConnect is the authoritative, auditable information source.</p>
grant opportunity	<p>A notice published on GrantConnect advertising the availability of Commonwealth grants.</p>
grant program	<p>Is a group of one or more grant opportunities under a single [entity] Portfolio Budget Statement Program.</p>
grantee	<p>An individual/organisation that has been awarded a grant.</p>

Term	Definition
PBS Program	Described within the entity's Portfolio Budget Statement, PBS programs each link to a single outcome and provide transparency for funding decisions. These high level PBS programs often comprise a number of lower level, more publicly recognised programs, some of which will be Grant Programs. A PBS Program may have more than one Grant Program associated with it, and each of these may have one or more grant opportunities.
selection criteria	Comprise eligibility criteria and assessment criteria.
selection process	The method used to select potential grantees. This process may involve comparative assessment of applications or the assessment of applications against the eligibility criteria and/or the assessment criteria.
Value with money	<p>Value with money in this document refers to 'value with relevant money' which is a judgement based on the grant proposal representing an efficient, effective, economical and ethical use of public resources and determined from a variety of considerations.</p> <p>When administering a grant opportunity, an official should consider the relevant financial and non-financial costs and benefits of each proposal including, but not limited to:</p> <ul style="list-style-type: none"> • the quality of the project proposal and activities; • fitness for purpose of the proposal in contributing to government objectives; • that the absence of a grant is likely to prevent the grantee and government's outcomes being achieved; and • the potential grantee's relevant experience and performance history.

The following amendments have been made to:

- Align program purpose with the Budget Measure
- Ensure large capital works can be accommodated
- minor administrative changes