



**Australian Government**  
**Department of Health**

Ms Patricia Lavater  
Esther Foundation  
PO Box 421  
Kalamunda WA 6926

Dear Ms Lavater

The Commonwealth, as represented by the Department of Health (the Department) wishes to vary an existing Agreement it has with The Esther Foundation ABN 54 154 517 827 (Your Organisation). That Agreement can only be varied by the written agreement of Your Organisation and the Department.

This letter (Variation) varies the standard grant agreement between Your Organisation and the Commonwealth represented by the Department (the parties) that was executed on 25 June 2019 (Agreement). The Agreement governs the Department's provision of grant funding to Your Organisation under the Community Health and Hospitals Program.

Two copies of this Variation are provided for Your Organisation to sign. Your Organisation should sign, date and return both copies to the Department at the address below or via email to <sup>s22</sup> within 30 days after the date of this letter.

The Parties agree that this Variation takes effect from the date on which it is signed by the last Party to do so. This Variation will not be binding on the Commonwealth or Your Organisation and no legal obligations will arise unless and until the Department signs the two copies of the Variation and returns a signed copy to you.

If you have any questions, please me on <sup>s22</sup> or email <sup>s22</sup>

Yours sincerely

<sup>s47F</sup>

<sup>s22</sup>

Director  
Community Health and Hospitals Program  
Health Infrastructure Branch  
Portfolio Strategies Division

12 July 2019

**Signatories to this Variation:**

**Parties** Commonwealth of Australia represented by and acting through the Department of Health ABN 83 605 426 759 (the Department)

The Esther Foundation Incorporated ABN 54 154 517 827 of 75 Kalamunda Road, Kalamunda WA 6076 (Your Organisation)

**Executed by the Parties as a deed on** .....

(Date on which last party signs the Variation)

Signed, Sealed and Delivered by the relevant delegate for and on behalf of the Commonwealth of Australia represented by and acting through the Department of Health ABN 83 605 426 759 in the presence of:

\_\_\_\_\_  
(Signature of Departmental Representative) /.../.....

\_\_\_\_\_  
(Signature of Witness) .../.../.....

\_\_\_\_\_  
(Name of Departmental Representative)

\_\_\_\_\_  
(Name of Witness in full)

**Company**

Signed by The Esther Foundation Incorporated ABN 54 154 517 827, in accordance with its Constitution:

\_\_\_\_\_  
(Signature of Director)

\_\_\_\_\_  
(Signature of other Director/Secretary)

\_\_\_\_\_  
(Name of Director in full)

\_\_\_\_\_  
(Name of Director/Secretary in full)

**Signatories to this Variation:**

**Parties** Commonwealth of Australia represented by and acting through the Department of Health ABN 83 605 426 759 (the Department)

The Esther Foundation Incorporated ABN 54 154 517 827 of 75 Kalamunda Road, Kalamunda WA 6076 (Your Organisation)

Executed by the Parties as a deed on 20<sup>th</sup> July 2019

(Date on which last party signs the Variation)

Signed, Sealed and Delivered by the relevant delegate for and on behalf of the Commonwealth of Australia represented by and acting through the Department of Health ABN 83 605 426 759 in the presence of:

s47F

s47F

(Signature of Departmental Representative) 20.7.19

s22

(Signature of Witness) 20.7.19

s22

(Name of Departmental Representative)

(Name of Witness in full)

**Company**

Signed by The Esther Foundation Incorporated ABN 54 154 517 827, in accordance with its Constitution:

s47F

s47F

(Signature of Director)

(Signature of other Director/Secretary)

Patricia Lavater

Treasurer  
ANINA FINDLING

(Name of Director in full)

(Name of Director/Secretary in full)

26.07.19

26.07.19.

**ATTACHMENT A – Amendment to the Agreement**

New Activity Schedule to Replace the Existing Schedule in Section C. Duration of the Grant

Activity Schedule	
Milestone	Due Date
Interim Activity Work Plan and Budget.	15/08/2019
Detailed Activity Work Plan and Budget	15/11/2019
Progress Report.	15/02/2020
Progress Report and an audited Financial Expenditure Statement.	30/08/2020
Progress Report.	15/02/2021
Progress Report and an audited Financial Expenditure Statement.	30/08/2021
Progress Report.	15/02/2022
Progress Report and an audited Financial Expenditure Statement.	30/08/2022
Progress Report.	15/02/2023
Progress Report and an audited Financial Expenditure Statement.	30/08/2023
Progress Report.	15/02/2024
Progress Report and an audited Financial Expenditure Statement	30/08/2024
Progress Report.	15/02/2025
Final Progress Report for the period from the commencement of the grant until 30 June 2025 and an audited Financial Statement for the entire period.	30/09/2025

Replace the existing time frame for delivery of the final report under Item D. Payment of the Grant and replace with the following:

Final Report, including Financial Expenditure Report.	30 September 2025			
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New Milestone Table to Replace the Existing Table in Section E. Reporting

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.

## 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	Submit for approval an Interim Activity Work Plan and Budget identifying planned activities, timeframes and governance.	15 August 2019
Activity Work Plan	Submit for approval a Detailed Activity Work Plan and Budget identifying planned activities, (client numbers, structure to support increased demand of the program, therapy sessions, referrals and locations; national partners for national implementation and evaluations), timeframes, detailed governance and a plan for sustainability beyond contract end date and budget.	15 November 2019
Activity Work Plan Report	Progress Report.	15 February 2020
Financial Acquittal Report	Progress Report and an audited Financial Expenditure Statement.	30 August 2020
Activity Work Plan Report	Progress Report.	15 February 2021
Financial Acquittal Report	Progress Report and an audited Financial Expenditure Statement.	30 August 2021
Activity Work Plan Report	Progress Report.	15 February 2022
Financial Acquittal Report	Progress Report and an audited Financial Expenditure Statement	30 August 2022
Activity Work Plan Report	Progress Report.	15 February 2023
Financial Acquittal Report	Progress Report and an audited Financial Expenditure Statement	30 August 2023
Activity Work Plan Report	Progress Report	15 February 2024
Financial Acquittal Report	Progress Report and an audited Financial Expenditure Statement	30 August 2024
Activity Work Plan Report	Progress Report	15 February 2025
Financial Acquittal Report	Final Progress Report for the period from the commencement of the grant until 30 June 2025 and an audited Financial Statement for the entire period	30 September 2025