



Centre of Excellence for Biosecurity Risk Analysis (CEBRA) grant program

Grant Opportunity Guidelines

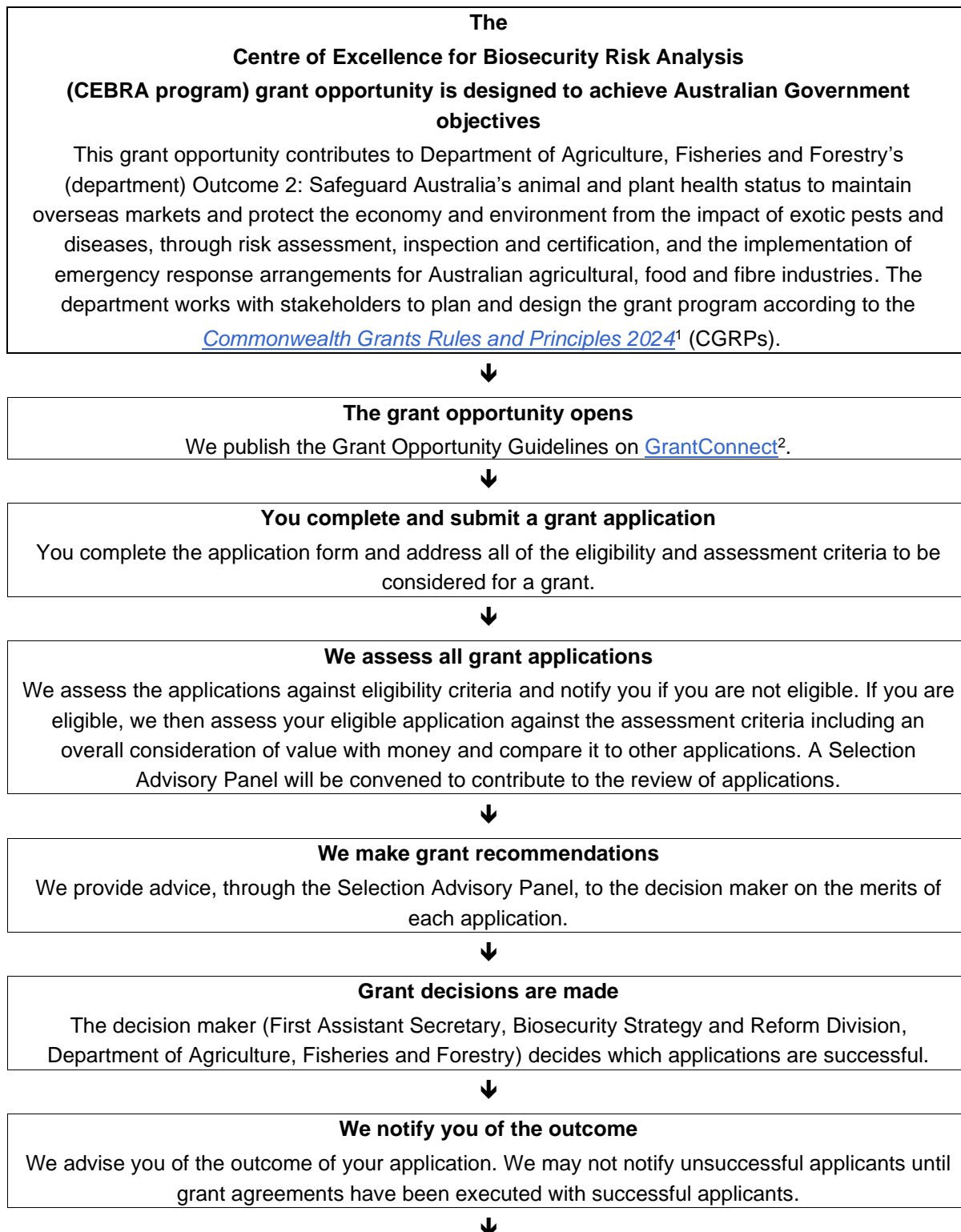
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Closing date and time:	9:00 pm AEDT on 28 November 2024
Commonwealth policy entity:	Department of Agriculture, Fisheries and Forestry
Administering entity:	Community Grants Hub
Enquiries:	<p>If you have any questions, contact Community Grants Hub Phone: 1800 020 283 (option 1) Email: support@communitygrants.gov.au Questions should be sent no later than 5:00 pm AEDT on 21 November 2024</p>
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1. Centre of Excellence for Biosecurity Risk Analysis grant processes



¹ <https://www.finance.gov.au/government/commonwealth-grants/commonwealth-grants-rules-and-principles-2024>

² <https://help.grants.gov.au/>

We enter into a grant agreement

We enter into a grant agreement with you if successful. The type of grant agreement is based on the nature or complexity of the grant and is proportional to the risks involved.

**Delivery of grant**

You undertake the grant activity as set out in your grant agreement. We manage the grant by working with you, monitoring your progress and making payments.



**Evaluation of the
Centre of Excellence for Biosecurity Risk Analysis
grant opportunity**

We evaluate your specific grant activity and the CEBRA program grant opportunity as a whole. We base this on information you provide us and that we collect from various sources.

1.1 Introduction

These guidelines contain information for the CEBRA program grant opportunity.

You must read these guidelines before filling out an application.

This document sets out:

- the purpose of the grant program
- the eligibility and assessment criteria
- how grant applications are considered and selected
- how grantees are notified and receive grant payments
- how grantees will be monitored and evaluated
- responsibilities and expectations in relation to the opportunity.

This grant opportunity and process will be administered by the Community Grants Hub on behalf of the department.

2. About the grant program

Our biosecurity system plays a critical role in protecting Australia from devastating pest and disease outbreaks and supporting our environment, biodiversity and way of life. Biosecurity risks are increasing in volume and complexity, driven by factors such as climate change, shifting trade and travel patterns and changes in land use, adding pressure to the system and has us managing challenges on multiple fronts.

Biosecurity risk is the likelihood of a disease or pest entering, emerging, establishing itself or spreading in Australian territory, the associated economic consequences and the potential of the disease or pest to cause harm to human, animal, plant, or the environment including ecosystems, habitats or species.

The Australian Government is committed to investing in a national biosecurity system that provides an appropriate level of protection to Australia's people, our environment and economy from biosecurity threats of today and tomorrow.

The department contributes to safeguarding Australia's animal and plant health status through risk assessment, regulation, inspection and certification, and the implementation of emergency

response arrangements for Australia's agricultural, fisheries and forestry industries. These activities help maintain our access to overseas markets and protect against the economic, environmental and social impact of exotic pests and diseases.

The CEBRA program is a long-standing biosecurity research initiative of the Australian Government and is integral to the department's response to managing biosecurity risks. It has been in operation since 2006 and remains consistent with its original intent, to support the department's strategic advancement of biosecurity risk analysis by providing expertise in risk analysis techniques and the development of associated methods, protocols, tools and procedures.

The new round of funding will continue to accommodate participation more broadly within Australia and beyond, including with Australian state and territory governments, and New Zealand's Ministry for Primary Industries (NZ MPI).

2.1 About the CEBRA program grant opportunity

This round of the CEBRA program will run over 4 years from 1 July 2025 to 30 June 2029.

The objectives of the CEBRA program are to deliver practical, rigorous solutions and strategic advice related to biosecurity risk analysis, encompassing the assessment, management and communication of biosecurity risk.

Under this grant opportunity, the CEBRA program will support the department's vital biosecurity activities by providing evidence-based tools, analysis and advice to significantly improve our national biosecurity system.

To achieve its objectives under this grant opportunity, the CEBRA program will:

- provide strategic advice and guidance on biosecurity trends and risks, and priority areas for research investment (including new approaches or technologies)
- deliver a balanced portfolio of research and develop new and existing methods relevant to biosecurity risk analysis
- engage a range of disciplinary skills relevant to contemporary risk analysis to ensure governments remain at the forefront of biosecurity risk analysis
- assist in developing Australia's biosecurity risk analysis research capability, including its collaboration with and connectedness to capabilities overseas
- engage governments, biosecurity decision makers and the broader biosecurity community in its research findings and outputs
- work to promote excellence in biosecurity risk analysis, including collaborating with end users and other research institutions to increase the adoption and impact of research findings and outputs.

The Community Grants Hub administers the CEBRA program according to [Commonwealth Grants Rules and Principles 2024³](#) (CGRPs).

³ <https://www.finance.gov.au/sites/default/files/2024-07/commonwealth-grants-rules-and-principles-2024.pdf>

3. Grant amount and grant period

3.1 Grant available

The CEBRA program provides up to \$8.612 million* (GST exclusive) of Australian Government administered grant funding over 4 years, from 1 July 2025 to 30 June 2029. The final amount of funding available is subject to annual Commonwealth budget parameter adjustments.

Maximum funding (GST exclusive) (\$ million)				
2025-26	2026-27	2027-28	2028-29	Total
2.094	2.140	2.189	2.189*	8.612*

* Final amounts will be available prior to the official commencement of the grant agreement on 1 July 2025, once 2028-29 figures are announced as part of the 2025-26 budget process and any parameter adjustments made. This will be reflected in the grant agreement through an executed deed of variation.

It is expected that you provide cash and/or in-kind contributions from your own resources to contribute towards the grant activities and administration of the CEBRA program. It is also expected that you will seek funding from other contributors consistent with the CEBRA program's purpose and objectives.

Funding from other contributors, including Australian state and territory governments and other governments such as NZ MPI, is separate to this grant opportunity. You must develop governance and reporting provisions to clarify the contributions from other contributors in CEBRA program, including budgets and expenditure. This also includes details of any resource sharing arrangements (including staffing) between the CEBRA program and other research entities.

3.2 Grant period

The maximum grant period is 4 years, with the CEBRA program required to be operational from 1 July 2025.

You must complete your grant activity by 30 June 2029.

4. Eligibility criteria

The decision maker can choose to waive the eligibility criteria, however they must be made aware of the risks. The waiver may be used to ensure that applicants are not excluded solely on the basis of entity type, particularly if there are applicants that may otherwise be considered suitable. Clear evidence will be provided to the decision maker to enable a decision on whether eligibility criteria should be waived.

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

4.1 Who is eligible to apply for a grant?

To be eligible you must:

- have an already established or an ability to create a network of multi-disciplinary skilled researchers with extensive industry recognised experience in Australian biosecurity risk analysis and providing strategic advice to inform government and biosecurity decision makers on biosecurity risk management.

and be one of the following entity types:

- Company
- Cooperative
- Corporate Commonwealth Entity
- Corporate State or Territory Entity (Universities only)
- Incorporated Association
- Indigenous Corporation.

If you are applying as a Trustee on behalf of a Trust⁴, the Trustee must be one of the eligible entity types as listed above.

Further information including definitions of each entity type is available on the [Community Grants Hub⁵](#) webpage.

4.2 Who is not eligible to apply for a grant?

You are not eligible to apply if you are a/an:

- International Entity
- Local Government Entity
- Non-corporate Commonwealth Entity
- Non-corporate Commonwealth Statutory Authority
- Non-corporate State or Territory Entity
- Non-corporate State or Territory Statutory Authority
- Partnership
- Person
- Sole Trader
- Statutory Entity
- Unincorporated Association
- Organisation, or your project partner is an organisation, that is included on the [National Redress Scheme's website⁶](#) on the list of 'Institutions that have not joined or signified their intent to join the Scheme'
- Organisation, or your project partner is an organisation, that is included on the [Workplace Gender Equality Agency website⁷](#) on the non-compliant list.

⁴ Trusts are not legal entities in their own right – to be eligible, only the Trustee for the Trust can apply by providing the signed Trust Deed and any subsequent variations with the application form. Trustees must be an eligible entity type as stated in section 4.1. Both the Trust's and Trustee's details will be collected in the application form.

⁵ <https://www.communitygrants.gov.au/information/information-applicants/legal-entity-status>

⁶ <https://www.nationalredress.gov.au/>

⁷ <https://www.wgea.gov.au/what-we-do/compliance-reporting/non-compliant-list>

4.3 Unincorporated Associations

Non-legal entities such as an Unincorporated Association may be able to receive funding where a legal parent organisation, or a legal entity connected to the Unincorporated Association, can enter into a legally binding agreement on its behalf.

4.4 What qualifications, skills or checks are required?

If you are successful, all relevant personnel working on the CEBRA program grant activities of research/project work must have academic qualifications and biosecurity risk analysis experience.

The Commonwealth recommends the Grantee gain and maintain accreditation through the Australian Government's Office of the National Data Commissioner (ONDC) to be an Accredited User, and an Accredited Data Service Provider (if applicable) under the [Data Availability and Transparency Act Scheme](#)⁸ (Data Scheme). This accreditation supports the Grantee being defined as an 'entrusted person' under the [Biosecurity Act 2015](#)⁹ (Cth),

5. What the grant money can be used for

5.1 Eligible grant activities

To be eligible, your grant activity must:

- deliver practical, rigorous solutions and strategic advice related to biosecurity risk analysis, encompassing the assessment, management and communication of biosecurity risk.

Eligible activities must directly relate to the grant activity and can include but are not limited to:

- providing strategic advice on current and future biosecurity trends and risks
- provide guidance on priority areas for research investment (including new approaches or technologies)
- develop Australia's capability and connectedness to capabilities domestically and overseas in biosecurity risk analysis research.

You should not use grant funding for any activity not agreed upon in your annual work plans.

5.2 Eligible expenditure

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

Eligible expenditure items are:

- 85% or more of funding per annum must be used for research/project work to fulfil the requirements of annual work plans developed by the CEBRA program in conjunction with the department. This includes funding for salaries for researchers and support staff, fellowships and student stipends, and direct salary on-costs
- up to 15% of funding per annum may be used to meet the cost of administration, staffing and servicing the work of the CEBRA program. These support costs include program governance, delivery and administration, including communications and engagement. This amount is additional to the expected in-kind contribution provided by you.

⁸ <https://www.datacommissioner.gov.au/the-data-scheme>

⁹ <https://www.agriculture.gov.au/biosecurity-trade/policy/legislation/biosecurity-legislation>

We may update the guidelines on eligible and ineligible expenditure from time to time. If your application is successful, the version in place when you submitted your application applies to your grant activity.

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.

You must incur the expenditure on your grant activity between the start date and end or completion date for your grant activity for it to be eligible.

5.3 What the grant money cannot be used for

You cannot use the grant for the following activities:

- purchase of land
- major capital expenditure
- the covering of retrospective costs
- costs incurred in the preparation of a grant application or related documentation
- subsidy of general ongoing administration of an organisation such as electricity, phone and rent
- major construction/capital works
- activities for which other Commonwealth, state, territory or local government bodies have primary responsibility.

5.4 Program governance

You must have a sound governance model with suitable arrangements to deliver the CEBRA program.

The good governance principles identified by the Australian Stock Exchange (ASX) Corporate Governance Council may assist you in developing a sound governance model relevant for the CEBRA program. More detail on the principles is available from the [ASX website](https://www.asx.com.au/)¹⁰.

You are required to establish a Board, with the appropriate skills and background, to drive the strategic direction and overall performance of the CEBRA program. The Board will work with the department to set the direction of, and be accountable for, providing strategic advice and guidance to the department on biosecurity trends and risks, priority areas for research investment (including new approaches and technologies) and the CEBRA program's overall performance.

The Board must include an independent Chairperson, as agreed between the parties, with the necessary skills and experience required to lead a research organisation with diverse partner needs and outcomes. For the CEBRA program, the Chairperson should be an eminent Australian respected for their work in the fields of biosecurity, research and innovation, and/or science.

In keeping with the ASX good governance principles, membership on the Board should be limited to a total of 2 terms, with alternate renewal of members to ensure corporate knowledge is maintained. Non-government Board members, including the Chairperson, cannot have been employed by the Department of Agriculture, Fisheries and Forestry for 5 years prior to their appointment, to maintain independence. The Board will include 2 representatives from the department in an advisory capacity, and other advisors or observers as required by the department or as requested by the Board (such as other financial contributors)

¹⁰ <https://www.asx.com.au/>

You are required to appoint a Chief Executive Officer (CEO). The CEO will be responsible for day-to-day management of the CEBRA program (leads, directs, co-ordinates and controls its finances and operations) and will be accountable to the Board. This is consistent with best practice corporate governance. For the purposes of the CEBRA program, the CEO will not be a Board member. This is to ensure clear lines of responsibility and accountability.

The CEO will play a key role in delivering the objectives of the CEBRA program, advising the Board on a range of issues and engaging with stakeholders – including the department, other contributors and those engaged in relevant research – in terms of program delivery (for example, project development, timely project delivery and implementation of research findings and outputs) and strategic direction.

To manage a diverse collaboration, the CEO must commit the majority of their time and effort to the CEBRA program unless otherwise agreed by the department.

The CEBRA program will have a strong focus on and linkages between project delivery, milestones and payment of grant funds, including accountability and reporting requirements.

Remuneration for board members must not exceed the daily fees specified in Part 2, section 12 of the *Remuneration Tribunal (Remuneration and Allowances for Holders of Part-time Public Office) Determination (No.2) 2023*.

6. The assessment criteria

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

We will assess your application based on the weighting given to each criterion detailed below.

The application form includes character limits – up to 6,000 characters (approximately 900 words) per criterion.

The application form will not accept characters beyond this limit. Please note spaces are included in the character limit.

In assessing your responses to each of the criteria below, the Selection Advisory Panel will rate the response as:

- fully meets the criterion
- partially meets the criterion
- does not meet the criterion.

Applicants must at least partially meet each of the criteria in order to be deemed suitable.

Fully meets the criterion	Partially meets the criterion	Does not meet the criterion
<ul style="list-style-type: none"> • All sub-criteria have been addressed. • A good case has been made by the applicant through clear and convincing arguments that are supported by evidence. • The applicant has provided relevant information for all of the sub-criteria. • All the claims made are 	<ul style="list-style-type: none"> • Some or most of the sub-criteria have been addressed. • A satisfactory case has been made by the applicant through information that is generally relevant. While some information is ambiguous, overall a clear picture emerges. • The applicant has provided 	<ul style="list-style-type: none"> • No real case has been made against the criterion or any of the sub-criteria. • No relevant information has been provided or the response field is blank. • No analysis has been provided or the sub-criteria are largely repeated. • A very poor case has been

Fully meets the criterion	Partially meets the criterion	Does not meet the criterion
<p>reasonable, generally convincing and well explained.</p> <ul style="list-style-type: none"> • All the claims made are supported by evidence. • All the claims made and evidence provided generally link back to the grant activities and objectives/outcomes. • All the evidence provided is relevant. • Very limited areas of relevant weakness may have been identified. 	<p>some or mostly relevant information.</p> <ul style="list-style-type: none"> • Some or most of the claims made are reasonable and supported by some evidence. • Some or most of the evidence provided is relevant. • Some areas of relevant weakness have been identified. 	<p>made with limited information supplied.</p> <ul style="list-style-type: none"> • Any claims made may be inadequate, ambiguous or not clearly explained. • Critical areas of weakness have been identified.

Criterion 1: Capacity, capability, and resources to deliver CEBRA program – 30%

Demonstrate ability to meet program objectives and experience in effectively developing, monitoring, managing, and delivering biosecurity risk research activities.

When addressing the criterion, strong applicants will:

- Demonstrate a strong understanding of the Australian biosecurity system, its complexities, and current and emerging risks and trends that will affect biosecurity risk management.
- Demonstrate how previous experience and capability in providing strategic advice in biosecurity risk analysis and research solutions will ensure that objectives of the CEBRA program (see Section 2) are met.
- Describe your approach to project and resource management, ability to undertake and manage the timely development and delivery of projects, and development of KPIs to track progress against program objectives.
- Describe the overall composition of the personnel who will be involved in delivering the CEBRA program to ensure there is an appropriate mix of skills, experience, and capacity.

Criterion 2: Governance arrangements – 20%

Demonstrate sound governance practices to provide strategic oversight and accountability in achieving program objectives.

When addressing the criterion, strong applicants will:

- Describe proposed governance structure and management arrangements of the CEBRA Board (including roles and responsibilities of the Chair, membership composition, and tenure).
- Demonstrate existing mechanisms in place to deal with conflicts of interest, data management, academic turnover, confidentiality, and accountability.
- Demonstrate your experience in managing and mitigating risks and issues that may arise from program activities.
- Describe internal and external quality assurance processes (including peer reviews) for ensuring principled, high quality research findings that will enhance the reputation of the CEBRA program.

Criterion 3: Efficient, Effective, Economical and Ethical Use of Grant Funds - 20%

Demonstrate efficient and economical use of grant funds when delivering research activities.

When addressing the criterion, strong applicants will:

- Describe how the CEBRA program will achieve high quality strategic research outcomes in a cost-effective way.
- Describe existing financial control systems in place to manage grant funding and ensure accountable budget compliance.
- Describe how any in-kind or other financial contribution made by you will be leveraged to enhance operation and capacity of the CEBRA program.

Criterion 4: Engagement, collaboration, and partnership – 15%

Demonstrate a practical, innovative approach to building and maintaining robust relationships with the Department of Agriculture, Fisheries and Forestry (the department) and relevant stakeholders.

When addressing the criteria, strong applicants will:

- Demonstrate existing networks with other research institutions, governments, industry, and the private sector.
- Describe the proactive engagement strategy you will use to provide strategic advice and guidance on priority areas of research investment to inform the department, biosecurity decision makers, and key stakeholders including New Zealand Ministry for Primary Industries, ensuring continuity of the CEBRA program.
- Describe your approach to working collaboratively with departmental project leads in developing the annual work plan and managing expectations and timelines.

Criterion 5: Contribution to research impact – 15%

Demonstrate contribution to growing the CEBRA program's domestic and international standing as leaders in world class biosecurity risk analysis research.

When addressing the criterion, strong applicants will:

- Describe your robust adoption and implementation approach for research findings.
- Describe how your benefits management strategy will ensure intended outcomes of the CEBRA program are met and program success will be measured.
- Demonstrate your past and proposed contribution to meaningful advances in biosecurity risk analysis.

7. How to apply

Before applying, you must read and understand these Grant Opportunity Guidelines, sample application form and questions and answers.

These documents are found on the [GrantConnect](#)¹¹ website. Any changes to grant documentation an addenda¹² will be published on GrantConnect. By registering on this website, you will be

¹¹ <https://help.grants.gov.au/>

¹² Addenda can include changes to existing grant opportunity documentation and/or publishing additional documents. Changes include but are not limited to corrections to currently published documents, changes to close times for applications and system outage notices.

automatically notified of any changes. GrantConnect is the authoritative source for grants information.

You can only submit one application for this grant opportunity. If more than one application is submitted, the latest accepted application form will progress.

To apply, you must:

- complete the online application form on [GrantConnect](#)¹³
- provide all the information requested
- address all eligibility criteria and assessment criteria
- submit your application to the Community Grants Hub by 9:00 pm AEDT on 28 November 2024.

We will not provide application forms or accept applications for this grant opportunity by fax or mail.

The application form includes help information. You are responsible for making sure your application is complete and accurate. Giving false or misleading information is a serious offence under the [Criminal Code Act 1995](#)¹⁴ and we will investigate any false or misleading information and may exclude your application from further consideration.

If you need more help about the application process, submitting an application online, have any technical difficulties or find an error in your application after submission, but before the closing date and time, you should contact the Community Grants Hub immediately on 1800 020 283 (option 1) or email support@communitygrants.gov.au. The Community Grants Hub does not have to accept any additional information, or requests from you to correct your application after the closing time.

You cannot change your application after the closing date and time.

If we find an error or something missing, we may ask you for clarification or additional information.

This will not change the nature of your application. However, we can refuse to accept any additional information from you that would change your application after the closing time.

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

You will receive an automated notification acknowledging the receipt of your application.

7.1 Timing of grant opportunity processes

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

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
- unable to be managed or resolved within the application period.

¹³ <https://help.grants.gov.au/>

¹⁴ http://www8.austlii.edu.au/cgi-bin/viewdoc/au/legis/cth/consol_act/cca1995115/sch1.html

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

How to lodge a late application

Applicants seeking to submit a late application will be required to submit an email request to the Community Grants Hub via support@communitygrants.gov.au. Where appropriate, applicants may provide supporting evidence to verify the claim of exceptional circumstances. Email requests are required within **3 business days** of the grant opportunity closing. There will be no further consideration of requests made outside of the 3 business days.

Upon receipt of a late application email request, the Community Grants Hub will send a link to the late application form, which will detail the due date and time for submitting the late application.

The late application form will prompt applicants to provide a detailed explanation of the exceptional circumstances, which prevented submission of their application prior to the closing date and time.

The Community Grants Hub will provide all exceptional circumstances for consideration to the Grant Opportunity Delegate¹⁵ or their appointed representative. The Grant Opportunity Delegate or their appointed representative will determine based on the merits of the exceptional circumstances, in accordance with probity principles, whether a late application is accepted.

The Grant Opportunity Delegate or their appointed representative's decision will be final and not subject to a review or appeals process.

Expected timing for this grant opportunity

If you are successful, you will be expected to start your grant activity on 1 July 2025.

Table 1: Expected timing for this grant opportunity

Activity	Timeframe
Assessment of applications	December 2024 to January 2025
Approval of outcomes of selection process	February 2025
Notification to applicants	March 2025
Negotiations and award of grant agreements	April 2025 to May 2025
Earliest start date of grant activity	1 July 2025
End date of grant activity	30 June 2029

7.2 Questions during the application process

If you have any questions during the application period, please contact the Community Grants Hub on 1800 020 283 (option 1) or email support@communitygrants.gov.au.

The Community Grants Hub will respond to emailed questions within 5 working days. The Questions and Answers document will be updated to include answers to questions and addenda will be published on [GrantConnect](#)¹⁶.

¹⁵ This may be the Department of Agriculture, Fisheries and Forestry delegate or nominated staff member at the EL2 level or above.

¹⁶ <https://help.grants.gov.au/>

The question period will close at 5:00 pm AEDT on 21 November 2024. Following this time, only questions about using and/or submitting the application form will be answered.

8. The grant selection process

8.1 Assessment of grant applications

Applications will be assessed based on the eligibility and assessment criteria as set out in these Grant Opportunity Guidelines.

The Community Grant Hub will first review all applications for eligibility and compliance against the requirements of the application process. Applicants will be identified as eligible or ineligible, compliant or not compliant. The department's decision maker will provide a final determination on eligibility and/or compliance. Only eligible applications will move to the next stage (assessment).

If eligible and compliant, a Selection Advisory Panel will be convened by the department. The Selection Advisory Panel will assess your application through a targeted competitive grant process against the assessment criteria (see section 6) and against other applications. Your application will be considered on its merits, based on:

- how well it meets the criteria
- how it compares to other applications
- whether it provides value with relevant money.

The Selection Advisory Panel will then make final recommendations to the decision maker as part of the competitive selection process.

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

- the initial preliminary score against the assessment criteria
- 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 of the CEBRA program grant opportunity
- the extent to which the applicant demonstrates a commitment to the CEBRA program
- how the grant activities will target groups or individuals
- the outcome of the financial viability assessment
- the risks, financial, fraud and other, that the applicant poses for the department
- the risks that the applicant poses for the Commonwealth.

8.2 Financial viability

All applicants will be asked in their application to provide financial data from the last 2 full years' profit and loss statements and balance sheets (where available) in order to determine the organisation's financial risk. Based on the risk level, applicants may then be subject to a more in-depth financial viability assessment. You may be requested to provide further information or documentation to support this assessment.

The financial viability assessment can include:

- assessing the financial health of your organisation

- establishing whether you or relevant persons in your organisation (as applicable) have any adverse business history (for example, current or past bankruptcy).

The outcome of the financial viability assessment will be considered when assessing and/or selecting applications.

8.3 Who will assess and select applications?

The Community Grants Hub will review applications against the eligibility criteria and rate applications as eligible or not eligible. Only eligible applications will move to the next stage (assessment).

The Selection Advisory Panel will be established by the department and may include a mix of employees of the department, experts from the sector, and other Commonwealth officers with relevant specialist expertise.

The department 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.

If any actual or perceived conflict of interest is identified, the staff member is required to immediately disclose the conflict to the department and agree to abstain from any decisions. All staff involved in the assessment process will be required to complete a Conflict of Interest form.

The Selection Advisory Panel may seek additional information from the applicant to assist in making its final recommendations.

8.4 Who will approve grants?

Based on the value of the grant opportunity, and in line with the department's Financial Delegations, the First Assistant Secretary, Biosecurity Strategy and Reform Division will be the decision maker for this grant opportunity. The decision maker decides which grants to approve based on the recommendations of the Selection Advisory Panel, taking into consideration any further information that may become known, including the availability of grant funds for the purposes of the grant program.

The decision maker's decision is final in all matters, including the:

- approval of the grant
- grant funding amount to be awarded
- 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 write to you about the outcome of your application. If you are successful, you are advised of any specific conditions attached to the grant.

9.1 Feedback on your application

A general feedback summary will be published on the Community Grants Hub website to provide all organisations with easy access to information about the grant selection process and the main strengths and areas for improving applications.

Individual feedback will be available upon request. Applicants seeking individual feedback should submit requests to risk.research@aff.gov.au and will only be accepted within 20 business days of

receipt of the outcome of your application. Feedback will be provided within 10 business days of receipt of the request.

10. Successful grant applications

10.1 The grant agreement

You must enter into a legally binding grant agreement with the Commonwealth (represented by the department).

We will offer the successful applicant a Commonwealth Standard Grant Agreement for this grant opportunity.

Your grant will be based on the Commonwealth Standard Grant Agreement. Each grant agreement has general terms and conditions that cannot be changed. The type of grant agreement used and its specific conditions may also be determined by the assessment process or other considerations made by the decision-maker. We will identify these in the grant agreement.

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. You must not start any grant activities prior to the Activity Start Date, unless negotiated with and approved by the department.

Your grant agreement may have specific conditions determined by the assessment process or other considerations made by the decision maker. These are identified in the grant agreement.

We may manage the grant agreement through our [Grant Recipient Portal](#)¹⁷. Accepting the agreement through the Grant Recipient Portal is the equivalent of signing a grant agreement. After you have accepted it, we will execute the agreement. Execute means both you and the Commonwealth have entered into the grant agreement. We will notify you when this happens, and a copy of the executed agreement will be available through the portal. The agreement will not become binding until it is executed.

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

Commonwealth Standard Grant Agreement

We will use a Commonwealth Standard Grant Agreement for this grant opportunity.

You will have 30 business days from the date of a written offer to sign and return this grant agreement. The grant agreement is not considered to be executed until 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 changes to make sure they do not affect the grant as approved by the decision maker.

10.2 Workplace Gender Equality Act 2012

The Australian Government has a commitment to effectively support cultural change in Australian workplaces and drive improved gender equality outcomes. Requirements have been implemented

¹⁷ <https://www.communitygrants.gov.au/grant-recipient-portal>

for fairer and more consistent measures to ensure the Government deals with organisations who comply with the [Workplace Gender Equality Act 2012](#)¹⁸ (the WGE Act).

Applicants may need to satisfy a requirement to be compliant with the WGE Act.

- Applicants with 100 or more employees who are registered with the Workplace Gender Equality Agency (WGEA) and have been issued with a compliance letter are eligible to apply for a grant.
- Applicants with 100 or more employees who are **not** registered with WGEA will need to register to be issued with a compliance letter prior to applying for a grant.
- Applicants with less than 100 employees across their entire structure are not required to submit a report to WGEA; however, you are required to complete the registration form on the login page of the [WGEA Portal](#)¹⁹. WGEA will use the details provided in the registration form to issue your organisation with a tender letter, which must be attained prior to applying for a grant.

For your grant application to be deemed compliant:

- your organisation must not be included on the WGEA website on the non-compliant list or
- you must be able to provide your compliance or tender letter to the Community Grants Hub when requested.

If you are unable to provide your compliance or tender letter and appear on the non-compliant list, you will be deemed non-compliant and withdrawn from the grant process.

More information regarding reporting requirements can be found at the [Workplace Gender Equality Agency website](#)²⁰.

10.3 Indigenous organisation type classifications

All Australian governments are working with Aboriginal and Torres Strait Islander people, their communities, organisations and businesses to implement the National Agreement on Closing the Gap (National Agreement) at the national, state and territory, and local levels. The National Agreement identifies 4 priority areas for reform within government. One of these is Priority Reform 2, building the Aboriginal and Torres Strait Islander community-controlled sector to deliver services to Aboriginal and Torres Strait Islander communities.

To assist government with improving and reporting on the level of community grant funding going to Aboriginal and Torres Strait Islander organisations, changes have been made to the way organisation data is collected. Aboriginal and Torres Strait Islander organisations will now be classified into 3 groups and asked to self-identify which group they fall under. The 3 groups and their definitions are:

¹⁸ <https://www.legislation.gov.au/C2004A03332/latest/text>

¹⁹ <https://client-portal.wgea.gov.au/s/>

²⁰ <https://www.wgea.gov.au/reporting-guide>

Organisation type	Definition
Group 1: Aboriginal and Torres Strait Islander Community Controlled organisation	These are organisations that are incorporated, not for profit, at least 51% Aboriginal and Torres Strait Islander owned and at least 51% Aboriginal and Torres Strait Islander controlled (Board members or equivalent).
Group 2: Aboriginal and Torres Strait Islander Operated and Controlled organisation	These are organisations that are at least 51% Aboriginal and Torres Strait Islander owned and at least 51% Aboriginal and Torres Strait Islander controlled (Board members or equivalent).
Group 3: Other Aboriginal and Torres Strait Islander organisation	These are organisations that are at least 50% Aboriginal and Torres Strait Islander owned OR at least 50% Aboriginal and Torres Strait Islander controlled (Board members or equivalent).

10.4 How we pay the grant

The grant agreement will state the:

- maximum grant amount to be paid
- any financial contributions you will make
- any in-kind contributions you will make.

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

We will make 6-monthly payments according to an agreed schedule set out in the grant agreement. Payments are subject to satisfactory progress on the grant activity.

10.5 Grant payments and GST

Payments will be GST exclusive. If you are registered for the [Goods and Services Tax²¹ \(GST\)](#), where applicable, we will add GST to your grant payment and issue you with a [Recipient Created Tax Invoice²²](#).

If a government related entity is deemed successful, GST will apply.

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 Office²³](#). We do not provide advice on your particular taxation circumstances.

11. Announcement of grants

If successful, your grant will be listed on the GrantConnect website no later than 21 calendar days after the date of effect as required by section 5.4 of the [CGRPs²⁴](#).

²¹ <https://www.ato.gov.au/businesses-and-organisations/gst-excise-and-indirect-taxes/gst/registering-for-gst>

²² <https://www.ato.gov.au/forms-and-instructions/recipient-created-tax-invoices>

²³ <https://www.ato.gov.au/>

²⁴ <https://www.finance.gov.au/government/commonwealth-grants/commonwealth-grants-rules-and-principles-2024>

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 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 because of these changes.

You must also inform your Funding Arrangement Manager at the Community Grants Hub of any changes to your:

- organisation name
- ABN
- addresses
- contact person/s
- nominated contact details
- bank account details.

The details of your Funding Arrangement Manager will be included in your grant agreement.

If you become aware of a breach of the 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. Section 12.8 provides further guidance on acknowledging the Australian Government funding for the CEBRA program.

12.2 Reporting

You must submit reports in line with the grant agreement. We will provide sample templates for these reports. We will remind you of your reporting obligations before a report is due. We will expect you to report on:

- progress towards achievement of outcomes
- contributions of participants directly related to the CEBRA program
- expenditure of the grant.

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, ask for more information, or request an independent audit of claims and payments.

Activity Work Plan

You must complete an Activity Work Plan after the execution of the grant agreement on the template provided by us. The Activity Work Plan will be developed in consultation with us, prior to agreement by both Parties, and will apply to the first financial year of the grant agreement.

A new Activity Work Plan will be developed and agreed to by both parties at the commencement of each following financial year of the grant agreement. The Activity Work Plans will form part of the Agreement.

The Activity Work Plans will be used to outline the specific grant requirements. The Activity Work Plan documents planned deliverables, milestones and outputs for the funded project as well as risk management and stakeholder engagement relevant to the funded project.

Progress and outcomes against the Activity Work Plan including any compliance requirements will be monitored throughout the grant through 3 monthly regular progress reports (**Activity Work Plan reports**).

You must complete an **Annual Report** against each Activity Work Plan at the end of each financial year.

The Annual Report must include

- an introduction providing a brief overview of the Program and key highlights or achievements
- a discussion and statement of the performance of the Program against the milestone and reporting schedule from the relevant approved Activity Work Plan
- for Activities progressed under the approved Activity Work Plan, an overview of the activities undertaken for each project, including its status at the end of the period. For projects not completed by the end of the relevant period, the status must include an explanation as to the reason behind the delayed delivery and how this has been, or is being, addressed
- an overview of projects progressed over the period from Other Contributions
- an audited financial statement using the income and expenditure categories detailed in the Program Budget (already prepared in accordance with section 12.3 of these guidelines)an outline of any student involvement in the Activities
- an overview of the communication and engagement, and adoption Activities undertaken
- a one-year forward outlook for the Program
- any other content that may be reasonably requested by the Commonwealth from time-to-time in writing.

Ad-hoc reports

We may ask you for ad-hoc reports on your grant. This may be to provide an update on progress, or any significant delays or difficulties in completing the grant activity.

Final report

You must submit a final report at the completion of the grant activity.

The final report must include:

- a summary of the Activities undertaken by the Program over the term of this Agreement, including highlights of significant achievements and Research Findings and Outputs
- a discussion and statement on how the Activities undertaken by the Program over the term of this Agreement have helped achieve its purpose (clause A.) and how these results were evaluated
- (where applicable) an explanation as to why the Program Objectives have not been achieved
- a summary of the Program's performance against the milestone and reporting schedules from the relevant approved Work Plans over the term of this Agreement

- a summary of the outcomes and benefits realised as a result of the adoption and implementation of Activities undertaken by the Program over the term of this Agreement
- a summary of significant communication and engagement over the term of this Agreement
- a summary of the financial performance of the Program over the term of this Agreement
- any other content relevant to this Agreement as reasonably requested by the Commonwealth in writing.
- be submitted by the due date and in the format provided in the grant agreement.

Reporting requirements will be included in an agreed schedule set out in the grant agreement.

12.3 Acquitting your grant

Non-audited financial acquittal report

We will ask you to provide 6 monthly non-audited financial acquittal reports for each financial year. A financial acquittal report will verify that you spent the grant in accordance with the grant agreement and declare unspent funds. A non-audited financial acquittal report is an income and expenditure statement from the grant recipient stating that grant funding was spent to perform the activity as set out in the grant agreement. If relevant, the grant recipient must include in the statement the details of any unspent funds. Non-audited financial acquittals must be certified by the Board, Chief Executive Officer or an authorised officer of the organisation.

Audited financial acquittal report

We will ask you to provide an annual independently audited financial acquittal report for each financial year. A financial acquittal report will verify that you spent the grant in accordance with the grant agreement and declare unspent funds.

An Independently audited financial acquittal report is a report prepared independent to the grant recipient by a:

- Registered Company Auditor under the *Corporations Act 2001*
- certified Practising Accountant
- member of the National Institute of Accountants, or
- member of the Institute of Chartered Accountants

who is not a principal member, shareholder, officer or employee of the grantee or a related body corporate.

The report includes an income and expenditure statement, verifying that grant funding was spent to perform the activity(ies) as set out in the grant agreement. It must include details on spending against line item expenditure and, if relevant, detail reasons for any unspent funds. The report is to be accompanied by the audit opinion.

Underspent funding must be returned to the department.

12.4 Grant agreement variations

We recognise that unexpected events may affect your progress. In these circumstances, you can request a variation to your grant agreement. You can request a variation by contacting your Funding Arrangement Manager, Community Grants Hub.

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

12.5 Compliance visits

We may visit you during or at the completion of your grant activity to review your compliance with the grant agreement. We will provide you with reasonable notice of any compliance visit.

12.6 Record keeping

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

12.7 Evaluation

We will evaluate the grant program to see how well the outcomes and objectives have been achieved. We may use information from your application and reports for this purpose. We may also ask you for more information to help us understand how the grant impacted you and to evaluate how effective the CEBRA 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.

12.8 Acknowledgement

You will be required to create your own logo for the CEBRA program. The CEBRA program logo must be used on all materials developed under the CEBRA program. Whenever the logo is used, the publication must also acknowledge the Commonwealth by saying:

‘The Centre of Excellence for Biosecurity Risk Analysis’ – an Australian Government initiative’.

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

‘The Centre of Excellence for Biosecurity Risk Analysis 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 changed by the department. When this happens, the revised guidelines are published on the [GrantConnect²⁵](#) website.

13.1 Enquiries and feedback

Complaints about the grant process

Complaints about this grant process or the Community Grants Hub's service/s must be made in writing using the [online complaints form²⁶](#) on the [Department of Social Services²⁷](#) website, or by contacting the Department of Social Services complaints line.

Phone: 1800 634 035

Email: complaints@dss.gov.au

²⁵ <https://help.grants.gov.au/>

²⁶ <https://www.dss.gov.au/contact/feedback-compliments-complaints-and-enquiries/feedback-form>

²⁷ <https://www.dss.gov.au/contact/feedback-compliments-complaints-and-enquiries/complaints-page>

Mail: Complaints
GPO Box 9820
Canberra ACT 2601

Complaints about the department's grant opportunity, selection process or grant decisions

Which apply to complaints about the grant program, selection process or grant decisions.

Complaints must be provided in writing to risk.research@aff.gov.au.

This grant opportunity will be administered by the Community Grants Hub on behalf of the department. All complaints not specific to this grant opportunity or the Community Grants Hub's service/s (including the selection process and grant decisions) should be addressed to the Department of Agriculture, Fisheries and Forestry via the [Suggestions, compliments and complaints²⁸](#) online contact form or in writing to:

Mail: Department of Agriculture, Fisheries and Forestry
Client Feedback
Reply Paid 858
Canberra ACT 2601

Complaints to the Ombudsman

If you do not agree with the way the Community Grants Hub or the department has handled your complaint, you may complain to the [Commonwealth Ombudsman²⁹](#). The Ombudsman will not usually look into a complaint unless the matter has first been raised directly with the Community Grants Hub or the department.

The Commonwealth Ombudsman can be contacted on:

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

13.2 Conflicts of interest

Any conflicts of interest could affect the performance of the grant opportunity or program. There may be a conflict of interest, or perceived conflict of interest, if the department and Community Grants Hub staff, any member of a committee or advisor and/or you or any of your personnel has a:

- professional, commercial or personal relationship with a party who is able to influence the application selection process, such as an Australian Government officer or member of an external panel
- 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
- 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 interest or that, to the best of your knowledge, there is no conflict of interest.

²⁸ <https://www.agriculture.gov.au/about/contact/client-feedback/form>

²⁹ <https://www.ombudsman.gov.au/>

If you later think there is an actual, apparent, or perceived conflict of interest, you must inform the department and the Community Grants Hub 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\(7\)\)](#)³⁰ of the [Public Service Act 1999](#)³¹. Committee members and other officials including the decision maker must also declare any conflicts of interest.

We publish our conflict of interest policy on the [Community Grants Hub website](#)³².

13.3 Privacy

We treat your personal information according to the [Privacy Act 1988](#)³³ and the [Australian Privacy Principles](#)³⁴. This includes letting you know:

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

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

The Australian Government may also use and give out 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 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 Privacy Act.

13.4 Confidential information

Other than information available in the public domain, you agree not to give out 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).

³⁰ http://www8.austlii.edu.au/cgi-bin/viewdoc/au/legis/cth/consol_act/psa1999152/s13.html

³¹ <https://www.legislation.gov.au/C2004A00538/latest/versions>

³² <https://www.communitygrants.gov.au/conflict-intrest-policy>

³³ <https://www.legislation.gov.au/C2004A03712/latest/text>

³⁴ <https://www.legislation.gov.au/C2004A03712/latest/text>

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

We will keep any information in connection with the grant agreement confidential to the extent that it meets all of the 3 conditions below:

1. You clearly identify the information as confidential and explain why we should treat it as confidential.
2. The information is commercially sensitive.
3. Revealing the information would cause unreasonable harm to you or someone else.

We will not be in breach of any confidentiality agreement if the information is disclosed to:

- Commonwealth employees and contractors to help us manage the CEBRA 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
- 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 that the Australian Government has, including those about this grant opportunity, are subject to the [Freedom of Information Act 1982](#)³⁵ (FOI Act).

The purpose of the FOI Act gives people the ability to get information held by the Australian Government and its organisations. Under the FOI Act, people can ask for documents the Australian Government has. People may not be able to get these documents if these documents need to protect essential public interests and private and business affairs of persons who the information relates to.

³⁵ <https://www.legislation.gov.au/C2004A02562/latest/versions>

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

By mail: Freedom of Information Team
Government and Executive Services Branch
Department of Social Services
GPO Box 9820
Canberra ACT 2601

By email: foi@dss.gov.au

14. Consultation

The department's First Assistant Secretary cohort oversees the CEBRA program and has been consulted on the grant opportunity. A representative from NZ MPI has been consulted regarding the grant opportunity guidelines, informing them of the targeted competitive tender process that is being undertaken.

15. Glossary

Term	Definition
accountable authority	see subsection 12(2) of the Public Governance, Performance and Accountability Act 2013 ³⁶ (PGPA Act).
administering entity	when an entity that is not responsible for the policy, is responsible for the administration of part or all of the grant administration processes.
assessment criteria	are the specified principles or standards, against which applications will be judged. These criteria are also used to assess the merits of proposals and, in the case of a competitive grant opportunity, to determine application rankings.
biosecurity risk	the likelihood of a disease or pest entering, emerging, establishing itself or spreading in Australian territory or part of Australian territory; the potential of the disease or pest to cause harm to human, animal, plant or the environment; and economic consequence associated with the entry, emergence, establishment or spread of the disease or pest. See section 310 of the Biosecurity Act 2015 ³⁷ (Biosecurity Act)
commencement date	the expected start date for the grant activity.

³⁶ <https://www.legislation.gov.au/C2004A02562/latest/versions>

³⁷ <https://www.legislation.gov.au/C2015A00061/latest/text>

Term	Definition
Commonwealth entity	a department of state, or a parliamentary department, or a listed entity or a body corporate established by a law of the Commonwealth. See subsections 10(1) and (2) of the PGPA Act.
Commonwealth Grants Rules and Principles ³⁸ (CGRPs)	establish the overarching Commonwealth grants policy framework and articulate the expectations for all non-corporate Commonwealth entities in relation to grants administration. Under this overarching framework, non-corporate Commonwealth entities undertake grants administration based on the mandatory requirements and key principles of grants administration.
completion date	the expected date that the grant activity must be completed and the grant spent by.
co-sponsoring entity	when 2 or more entities are responsible for the policy and the appropriation for outcomes associated with it.
date of effect	can be the date on which a grant agreement is signed or a specified starting date. Where there is no grant agreement, entities must publish information on individual grants as soon as practicable.
decision maker	the person who makes a decision to award a grant.
eligibility criteria	refer to the mandatory criteria which must be met to qualify for a grant. Assessment criteria may apply in addition to eligibility criteria.
Funding Arrangement Manager	is the officer responsible for the ongoing management of the grantee and their compliance with the grant agreement.
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 money³⁹ or other Consolidated Revenue Fund⁴⁰ (CRF) money⁴¹ is to be paid to a grantee other than the Commonwealth 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/activities	refers to the project/tasks/services that the grantee is required to undertake.

³⁸ <https://www.finance.gov.au/government/commonwealth-grants/commonwealth-grants-rules-and-principles-2024>

³⁹ Relevant money is defined in the PGPA Act. See section 8, Dictionary.

⁴⁰ <https://www.finance.gov.au/about-us/glossary/pgpa/term-consolidated-revenue-fund-crf>

⁴¹ Other CRF money is defined in the PGPA Act. See section 105, Rules in relation to other CRF money.

Term	Definition
grant agreement	sets out the relationship between the parties to the agreement, and specifies the details of the grant.
grant opportunity	refers to the specific grant round or process where a Commonwealth grant is made available to potential grantees. Grant opportunities may be open or targeted, and will reflect the relevant grant selection process.
grant program	a 'program' carries its natural meaning and is intended to cover a potentially wide range of related activities aimed at achieving government policy outcomes. A grant program is a group of one or more grant opportunities under a single Department of Agriculture, Fisheries and Forestry Portfolio Budget Statement program.
GrantConnect ⁴²	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.
grantee	the individual/organisation which has been selected to receive a grant.
National Redress legislation	means the National Redress Scheme for Institutional Child Sexual Abuse Act 2018 ⁴³ .
Portfolio Budget Statement (PBS) program	described within the entity's Portfolio Budget Statement ⁴⁴ , 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 Advisory Panel	provides strategic oversight, advice and recommendations to the decision maker on assessed applications from the CEBRA program specific, service provider composition and service location perspectives.
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.

⁴² <https://help.grants.gov.au/>

⁴³ <https://www.legislation.gov.au/C2018A00045/latest/text>

⁴⁴ <https://budget.gov.au/content/pbs/index.htm>

Term	Definition
value with money	<p>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 the:</p> <ul style="list-style-type: none">▪ quality of the project proposal and activities▪ fit for purpose of the proposal in contributing to government objectives▪ absence of a grant is likely to prevent the grantee and government's outcomes being achieved▪ potential grantee's relevant experience and performance history.