



Australian Government

**Community
Grants Hub**
Improving your grant experience



Native Title Anthropologist Grant Program 2019-22

Questions and Answers

1. What is the closing time and date for applications?

The Application Form must be submitted by **11.00pm AEST on Thursday 2 May 2019**. It is recommended that you submit your application **well before the closing time and date**.

2. If I am not able to submit my application by the due time and date, can I be granted an extension?

In accordance with section 7.2 of the Grant Opportunity Guidelines (GOGs), if an application is late or the Community Grants Hub is requested to approve a lodgement after the closing date, the Community Grants Hub may determine that there were exceptional circumstances beyond the applicant's control that meant they could not meet the deadline.

Information on the Community Grants Hub [late application policy](#) is available on the Community Grants Hub website.

3. How much funding is available for this Program?

The Australian Government has announced a total of \$1.001m (GST exclusive) over three years is available for this funding opportunity, as noted in section 2 of the GOGs.

There is no maximum grant amount but grants cannot exceed the amount of available funds. Applicants should consider that there is expected to be high demand for funding.

4. What can my organisation use the grant funding for?

The grant money can be used in accordance with the information outlined in section 4 of the GOGs.

5. Is the funding on-going?

The grant period will span three financial years, commencing in 2019-20. The grant period will be from establishment until 30 June 2022, unless terminated earlier as determined by the parties and the conditions of the grant agreement.

6. Do I need to answer all questions in the application form?

Yes. All questions are mandatory unless otherwise marked. The application form will not allow you to submit your application until all mandatory questions are addressed.



7. What is a lead organisation?

If you submit a joint application as a consortium, you must nominate a lead organisation for the application. The organisation for the project will, if your application is successful, sign the grant agreement, receive the funding, and assume legal responsibility for performing the activities and meeting the stated outcomes and fully complying with the contents of the grant agreement.

8. How will I be expected to collect data and what are my reporting obligations?

The Native Title Anthropologist grantees must have systems in place to allow them to meet their reporting obligations. This will be outlined in your grant agreement.

9. How can I submit the Application Form?

This is an online application form that you should submit electronically, link can be assessed [here](#). The Community Grants Hub will not provide application forms or accept application forms for this grant opportunity by fax, email or mail. If you have any technical difficulties please contact 1800 020 283 or email support@communitygrants.gov.au.

10. Where do I get information about what to include in my application to address the assessment criteria?

The amount of detail and supporting evidence that you provide in your application should be relative to the activity size, complexity and grant amount requested. Information that you should include in your responses to the assessment criteria is provided under each assessment criterion in section 6 of the GOGs.

11. Are any attachments to the application required?

Yes, you must submit a budget and a proposed timeline with your application, as described in section 7.4 of the GOGs. Please use the templates provided by the Community Grants Hub as part of the grant opportunity documentation on the GrantConnect website.

12. When will funding commence?

Funding will be in place by August 2019. The successful grantees will be sent an offer of grant funding by the Community Grants Hub once the grant round and assessment process has been completed.

13. When will I know the outcome of my application?

You will be advised of the outcomes of your application in writing, following a decision by the AGD Delegate. If you are successful, you will also be advised about any specific conditions attached to the grant.



14. What feedback will be available for this funding round?

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

Individual feedback will not be available for this grant opportunity.

15. Can I appeal the decision in relation to the outcome of a selection process?

In accordance with section 8.2 of the GOGs, there is no appeal mechanism for decisions to approve or not approve a grant.

16. What are the implications for providing false or misleading declarations in my application form?

Applicants sign a declaration before submitting the application form, which states “I acknowledge that giving false or misleading information to the Community Grants Hub/Department of Social Services is a serious criminal offence. Persons who do so may be prosecuted under Section 137.1 of the *Commonwealth Criminal Code Act 1995*.”

17. How should I address the questions about which coverage area/s the applicant is proposing to deliver the Activity in and breakdown of proposed grant finding by chosen coverage types?

This question is mandatory to progress your application, the only option is ‘National’. Please select ‘National’ from the dropdown option regarding coverage area and enter the overall budget into the question about funding by coverage type.

18. What can be used as appropriate documentation to support my legal entity type?

For Companies, Corporations and Incorporated bodies Certificate of Registration, Incorporation or equivalent documentation may be used.

For organisations established through specific Commonwealth or state/territory legislation (public benevolent institutions, churches, universities, unions etc.) the relevant Act or Legislation under which the body was formed may be used.

For Partnerships, valid and current registration details compliant with relevant State or Territory Government legislation for Limited or Incorporated Limited partnerships or copies of formal written partnership agreement for Normal Partnerships may be used.

For trustee on behalf of a trust, Trust Deeds may be used. The Department will review a Trust Deed to determine capacity to enter into a legal agreement. Proof of legal entity status of the Trustee will also be required.



19. What should I do if there is not an appropriate alternative contact for my application?

If you do not have an alternative contact person, you can add the same contact details twice in the form.

20. How do I fill out the application form if I am an individual applying for funding?

If you are an individual applying for funding, you will need to select the dropdown option of 'person' in the application form. Please select 'no' for the following questions in the application form:

- Is the applicant able to provide documentation to support the legal entity type?
- Is the applicant able to provide the following financial information?
- Does the applicant have the following documents?
 1. Documented organisational & financial policies & procedures.
 2. Business plan and/or strategic plan.
 3. Risk management plan.

Please enter 'Not applicable' for the fields that request explanations.

21. Where should I go for further information?

Please email your enquiries to support@communitygrants.gov.au
