



Australian Government

**Community
Grants Hub**
Improving your grant experience



National Women's Alliances

Questions and Answers

How to apply

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

The application form must be submitted by **11:00 PM AEDT on Friday 5 March 2021**. It is recommended that you submit your application **well before the closing time and date**.

2. How can I submit the application form?

An online application form will be available via the [Community Grants Hub](#). The Community Grants Hub will not provide application forms or accept application forms for this grant opportunity by fax, email or through Australia Post.

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

The Community Grants Hub will not accept late applications unless an applicant has experienced exceptional circumstances that prevent the submission of the application. For more information, please refer to the [late application policy](#) available on the Community Grants Hub website.

4. I have already submitted an application but wish to revise it. What should I do?

While an application cannot be revised once it is submitted, you can complete a new application. Where more than one application is submitted, only the latest accepted application form will progress.

5. Who do I contact if I'm having trouble using or submitting an application form?

Please contact the Community Grants Hub immediately on 1800 020 283 (option 1) or email support@communitygrants.gov.au.



6. How do I confirm my legal entity type?

Eligibility requirements are outlined in section 4 of the Grant Opportunity Guidelines, published on the Community Grants Hub website. Applicants are required to self-determine their eligibility to apply. To help you determine your legal entity status, please refer to the [Confirming your Legal Entity Status](#) fact sheet.

To maintain a fair and equitable process for all organisations, the Community Grants Hub and the Department of the Prime Minister and Cabinet cannot help organisations determine their eligibility requirements.

As part of entering into a grant agreement with the Commonwealth of Australia, an organisation may be asked to verify its legal entity status to make sure it has the legal capacity to enter into a legally binding agreement. This may involve a request for documentation, including proof of any name changes.

7. Can someone from the Department of the Prime Minister and Cabinet or the Community Grants Hub help me with my application?

To maintain the fairness and integrity of the application process, the Community Grants Hub and the Department of the Prime Minister and Cabinet cannot directly assist applicants as they write their applications for this grant opportunity. The Community Grants Hub has published [Information and Fact Sheets for Applicants](#) to provide general advice.

Consortiums

8. What is a 'lead organisation'?

If you submit a joint application as a consortium, you must nominate a 'lead organisation' for the application. The lead 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 outcomes under the grant agreement.

9. If I am not an eligible entity, can I apply in a joint (consortia) arrangement?

Yes, as long as the lead organisation (who is solely accountable to the Commonwealth for the delivery of grant activities) is an eligible entity, as per the list in section 4.1 of the Grant Opportunity Guidelines. Eligible organisations can form a consortia with ineligible organisations.



10. Can I apply as a member of more than one consortium? Can I apply individually as well?

Yes, you can apply to be a member of more than one consortium application. You can apply as a lead organisation (or as an applicant in your own right) as well as applying as a member of one or more consortia where you are not the lead organisation. However, you can only apply once as the lead organisation of a consortium or as an applicant in your own right, not both.

Funding

11. How much funding is available for this Program?

A total of \$4,925,392.20 from 23 August 2021 to 30 June 2024 is available for this grant opportunity.

Each Alliance will receive a maximum grant amount of \$820,898.70 (GST exclusive) over the funding agreement period. Please refer to section 3.1 of the Grant Opportunity Guidelines.

12. Is the funding on-going?

No. Funding will cease on 30 June 2024. You must complete your project by this date. Please refer to section 3.2 of the Grant Opportunity Guidelines.

13. Is there a limit on the amount of funding per project?

Each Alliance will receive a maximum grant amount of \$820,898.70 GST exclusive over the funding agreement period. Please refer to section 3.1 of the Grant Opportunity Guidelines.

14. I currently receive funding under the Women's Leadership and Development Program (WLDP) as an Alliance. Can I apply for funding in this grant round?

Yes, you can apply for funding to continue your role as an Alliance.

15. Can I apply to represent more than one theme, such as rural and remote women as well as women's economic security and leadership? Would I need to submit 2 applications?

No, applicants can only apply to represent one theme.

16. When can I start my project?

The earliest start date for the activity is 23 August 2021. A grantee must not commence work on the activity before a grant agreement is executed with the department. Payment will not be backdated for activities that commenced before the execution of the grant agreement, and no payments will be made unless a grant agreement has been executed. Please refer to section 10.1 of the Grant Opportunity Guidelines.



17. When will I receive the grant funding if I am successful?

Payments will be made according to the agreed schedule set out in the grant agreement.

18. What are the tax implications of receiving a grant?

If you receive a grant, you should consider speaking to a tax advisor about the effect of receiving a grant before you enter into a grant agreement. You can also visit the [Australian Taxation Office](#) website for more information.

Assessment Criteria

19. Are the individual assessment criterion weighted?

Each assessment criterion has equal weighting.

20. What happens if any of the assessment criteria are not addressed in the application form?

All 3 criteria must be addressed. Applications that do not respond to all required assessment criteria will not be considered.

21. Do character limits apply to my application?

Yes, the application form includes character limits – up to 6,000 characters (approx. 900 words) per assessment criterion. Please note, spaces are included in the character limit.

22. Do I need to attach my organisation’s financial policies and procedures plan, business/strategic plan and risk management plan to the application form?

No. The application form asks if your organisation has these documents available. If required, we may ask you for copies of these documents (to be provided within 7 days).

Assessment

23. Who is assessing applications?

The Community Grants Hub will review applications against eligibility criteria. Only eligible applications move to the next stage and will be considered through an open competitive grant process.

The Community Grants Hub will undertake a preliminary assessment of eligible applications. A Selection Advisory Panel, established by the Department of the Prime Minister and Cabinet, will then consider the overall value for relevant money of applications and provide a list of recommended projects to fund to the decision maker (Minister for Women) for final decision. More information is provided in section 8.3 of the Grant Opportunity Guidelines.



24. Are the grant applications assessed against other applications?

Yes. Each grant application is assessed on how well it addresses the assessment criteria, if it represents value for money, and how it compares to other applications.

25. Who will approve the successful grant recipients?

The Minister for Women (the decision maker) makes the final decision on successful grant recipients, taking into account the recommendations made by the Selection Advisory Panel.

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

No, there is no appeal mechanism for decisions to approve or not approve a grant.

Feedback

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

You will be notified of the outcome of your application at the end of the selection process. This is expected to be in late May 2021.

For probity reasons, to treat all applicants fairly and equally, it is not possible to give you information about the status of individual applications during the assessment process.

27. 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 information about the grant selection process and the main strengths and areas for improving applications. Individual feedback on applications is not available for this grant opportunity.

Other

28. What is the role of the National Women's Alliances?

The Australian Government established the National Women's Alliances stream to ensure women's voices are heard in the policy making process. Alliances advocate for Australian women and collaborate with policymakers to inform Australian Government policies which impact women.

29. What do you mean when you refer to the 'underrepresented women' in the Grant Opportunity Guidelines?

'Underrepresented women' refers to the women your Alliance will represent including disadvantaged and vulnerable cohorts such as Aboriginal and Torres Strait Islander women,



women living in rural, remote and regional areas, young women, older women, LGBTIQ+ women, culturally and linguistically diverse women, women with disability, women at risk of abuse or with a history of abuse and unemployed women.

30. What if COVID-19 has an impact on the delivery of the Alliances activity?

We acknowledge that COVID-19 and the restrictions imposed by the pandemic may have an impact on the delivery of services. If your funding application is successful, and you experience delays due to COVID-19 or a natural disaster, we will work with you to enable you to progress the activity.

31. Where should I go for further information?

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

If you're having trouble using or submitting an application form on the Community Grants Hub website, please contact the Grants Hotline on 1800 020 283 (option 1) or TTY 1800 555 677.

Question and Answer added on 12 February 2021

32. Why were the economic security and women's leadership themes merged?

The Alliance themes of economic security and leadership have been merged to ensure a strong alignment with the Government's priorities for women, as outlined in the [2020 Women's Economic Security Statement](#). Combining these two priorities will provide an ongoing focus on these intrinsically-linked and complementary issues.

Question and Answer added on 26 February 2021

33. Is there a definition or guidance available on the definition of 'policy maker' in the grant guidelines? Does it include parliamentarians as well as public servants?

A policy maker is an individual who is responsible for, informs, or is involved in the strategic formulation of government policy. By this definition, a policy maker could include a public servant or parliamentarian.