



Australian Government

Community
Grants Hub
Improving your grant experience



Saluting Their Service

Commemorations Program

General feedback for applicants

Overview

The *Saluting Their Service* (STS) Commemorations Program is designed to preserve Australia's wartime heritage and to involve people throughout the nation in a wide range of projects and activities that highlight the service and sacrifice of Australia's service personnel in wars, conflicts and peace operations, and promote appreciation and understanding of the role that those who served have played in shaping the nation.

The objective of the program is to acknowledge and commemorate those who served Australia and its allies in wars, conflicts and peace operations.

There are two categories of grants available under the program:

1. Community Commemorative Grants

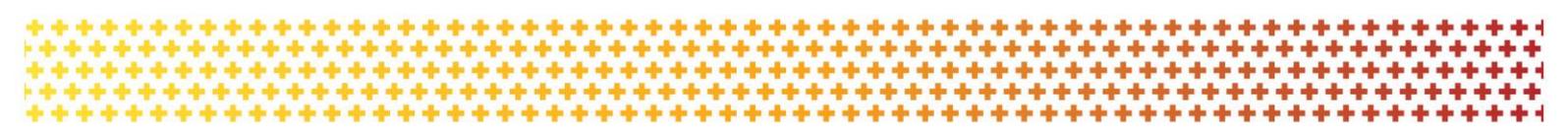
Grants up to a maximum of \$10,000 available for local, community-based projects and activities.

2. Major Commemorative Grants

Grants between \$10,001 and \$150,000 are available for major commemorative projects and activities that are significant from a national, state, territory and/or regional perspective.

The intended outcomes of the grant opportunity are to:

- provide funding for local community-based commemorative projects and activities that directly commemorate the involvement, service and sacrifice of Australia's service personnel in wars, conflicts and peace operations, and
- involve people throughout the nation in a wide range of projects and activities that highlight the service and sacrifice of Australia's service personnel in wars, conflicts and peace operations and promote appreciation and understanding of the roles that those who served have played in shaping the nation.



Selection results

The application period for Batch 3 of the STS grant opportunity opened on 7 November 2019 and closed on 31 March 2020. There was a strong response from organisations and community groups across Australia, a total of 366 applications were received and of these, 177 were approved by the Hon Darren Chester MP, Minister for Veterans' Affairs.

Selection process

The Hub and Department of Veterans' Affairs (DVA) administered an open competitive process. 'Open competitive' funding rounds have open and closed nominated dates, with eligible applications being assessed against the nominated selection criteria.

All applications that passed the initial eligibility and compliance checks were assessed against the assessment criteria and eligibility of activities and expenditure. Following preliminary assessment by the DVA, all outcomes were referred the Commemorative Grants Advisory Committee (CGAC).

In making their recommendations, the CGAC considered whether the application provided *value with relevant money*¹, having regard to:

- the overall objective/s to be achieved in providing the grant
- the relative value of the grant sought
- the extent to which the evidence in the application demonstrates that it will contribute to meeting the outcomes/objectives
- how the grant activities will target groups or individuals.

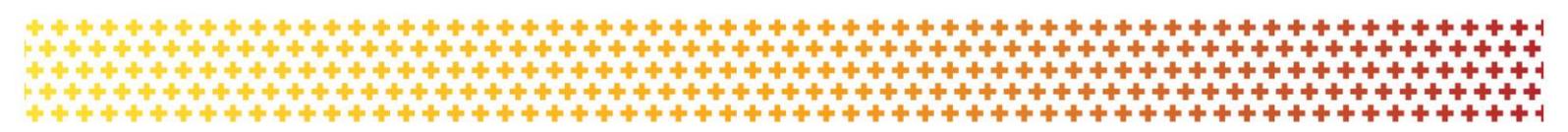
The CGAC was chaired by the Repatriation Commissioner of the DVA and comprised representatives from the Returned Services League of Australia, the Australian Local Government Association, the Australian War Memorial and policy staff within DVA.

The CGAC made funding recommendations to the Minister for Veterans' Affairs, who was the final decision maker.

General feedback

In Batch 3, the successful applicants proposed activities that were eligible, appropriate and considered effective for achieving the program objectives. Successful applicants demonstrated strong alignment to the aim of the grant to acknowledge and commemorate those who served Australia and its allies in wars, conflicts and peace operations.

¹ 'value with relevant money' 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.



Applicants that were unsuccessful could have strengthened their application by ensuring their proposed project:

- meets the aim of the grant to acknowledge and commemorate those who served Australia and its allies in wars, conflicts and peace operations
- is eligible (as per section 5 of the Grant Opportunity Guidelines)
- represents value with relevant money
- has sufficient detail in the application to ascertain scope and relevance of the project.

Guidance for future STS grant applications

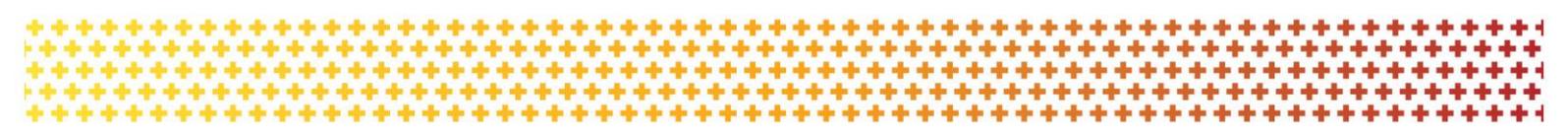
The following guidance may assist applicants in completing applications for STS grant funding.

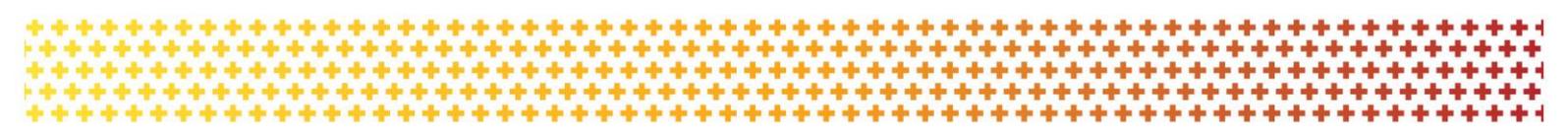
Read the supporting information before applying

- It is important to read all available information provided about STS grants when applying for funding, especially the grant opportunity documentation provided on the Hub's [website](#).
- The grant opportunity documentation is specific to each STS round and contains important information about the purpose of the program, eligibility and compliance requirements, eligible items, timeframes and how to apply.
- The application form includes helpful information and details on questions relating to eligibility, priority for funding, and mandatory information required by the Hub and DVA for the selection process.

Eligibility and compliance

- It is important to read the Grant Opportunity Guidelines (GOG) to understand eligibility requirements. Grant funding is only available for eligible projects/activities as outlined in the GOG.
- To be eligible your grant activity must:
 - Be a local, community-based project or activity to a maximum of \$10,000 that directly commemorates the involvement, service and sacrifice of Australia's service personnelOR
 - Be a major project or activity between \$10,001 and \$150,000 that is significant from a national, state, territory or regional perspective that will contribute to Australia's understanding of its wartime heritage. For a project to be considered significant, its focus should be wider than the local community and be available to a larger audience.
- You can only spend grant funding on eligible grant activities, including:
 - Additions to, or restoration of, existing war or peace memorials, honour boards/rolls or plaques.

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- Commemorative events for significant anniversaries of wars, conflicts or peace operations (a significant anniversary is defined as ending in a 5 or 0).
 - Construction of a new war or peace memorial, honour board/roll or plaque.
 - Digital content development (e.g. documentary, podcast, website or application).
 - Display and/or restoration of wartime memorabilia.
 - Flagpole supply and/or installation – maximum of \$2,000 per project.
 - Immersive and interactive experiences (e.g. memorial walks).
 - Publications (e.g. unit histories, local wartime histories and letters from service personnel) where similar works have not previously been published.
 - Public awareness and/or cultural activities.
 - School initiatives and/or educational activities – including memorial gardens (which must include a commemorative plaque or plinth).
 - Projects/items not eligible for funding include:
 - Are commemorative events on national commemorative days, such as Anzac Day, Remembrance Day, Vietnam Veterans Day or National Service Day (except where the event relates to a significant anniversary which is defined as ending in a 5 or 0).
 - Are exclusively for research
 - Are of a commercial nature or are for profit
 - Are sporting events
 - Are undertaken outside of Australia
 - Commemorate individuals
 - Commemorate training, enlistment or graduation of Australian service personnel
 - Commemorate the formation, anniversary or membership of associations or ex-service organisations
 - Commemorate the post war deaths of service personnel
 - Exclusively commemorate animals
 - Capital expenditure for the purchase of assets
 - Approval costs related to the project
 - Catering and refreshments
 - Contingencies or miscellaneous costs
 - Construction of or fit out, alterations and/or extensions to premises that are not considered commemorative
 - Costs incurred in the preparation of a grant application or related documentation
 - Educational materials where DVA already provides similar resources for schools

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- Eligible items already purchased or ordered
 - Entertainment not of a commemorative nature
 - Fireworks
 - General ongoing administration costs of an organisation (e.g. electricity, phone and rent)
 - Ongoing expenditure (e.g. website hosting, memorial maintenance)
 - Purchase of memorabilia or military hardware
 - Salaries/wages

These are not definitive lists of eligible and not eligible expenditure. Not all expenditure on your project may be eligible for grant funding. The program delegate makes the final decision on what is eligible expenditure and may give additional guidance on eligible expenditure if required.