



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 \$4,000 available for local, community-based projects and activities

2. Major Commemorative Grants

Grants available for major commemorative projects and activities that are significant from a national or state/territory perspective

The intended outcomes of the grant opportunity are to:

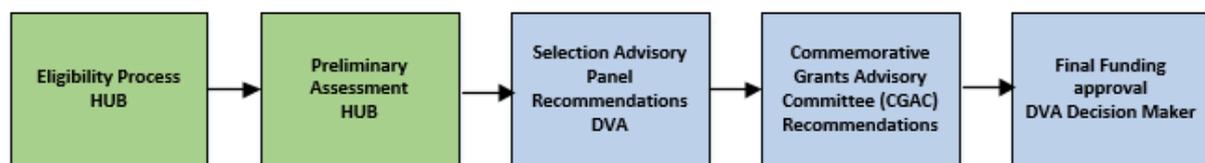
- provide funding for local community-based commemorative projects and activities that directly commemorate the involvement, service and sacrifice of Australia's service personnel in wars, conflicts and peace operations, and
- involve people throughout the nation in a wide range of projects and activities 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 the STS grant opportunity opened on 30 April 2019. There was a strong response from organisations and community groups across Australia. In batch one, a total of 65 applications were received and 33 organisations were successful in receiving funding.

Selection process

The Hub administered an open competitive selection process on behalf of the Department of Veterans' Affairs (DVA). '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 Hub, all outcomes were referred to a Selection Advisory Panel (SAP), made up of DVA employees from relevant business areas, who made recommendations to inform the Commemorative Grants Advisory Committee (CGAC).

In making their recommendations, the SAP 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 comprised of representatives from the Repatriation Commission, the Returned and Services League of Australia, the Australian Local Government, the Australian War Memorial, and the DVA. The CGAC reviewed the applications and made final funding recommendations to the Minister for Veterans and Defence Personnel, who was the final decision maker.

The Minister for Veterans and Defence Personnel approved the funding to the successful grant recipients.

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.



General feedback

In batch one, 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.

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 \$4,000 that directly commemorates the involvement, service and sacrifice of Australia's service personnelOR
 - Be a major project or activity that is significant from a national, state or territory 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:
 - a commemorative event (significant anniversary or reunion)
 - a flagpole
 - a publication
 - an honour board or commemorative plaque
 - digital content development (website or application)
 - public awareness, cultural and/or educational activity
 - school initiative
 - display or restoration of wartime memorabilia
 - war/peace memorials (new where none currently exist or restoration of existing).
 - Items not eligible for funding include:
 - projects of a commercial nature/projects for profit
 - projects undertaken outside of Australia
 - projects exclusively commemorating animals
 - projects exclusively for research
 - projects commemorating individuals
 - projects commemorating the post war deaths of service personnel
 - sporting events
 - recurring events/activities e.g. Anzac Day, Remembrance Day, Vietnam Veterans' Day, National Service Day except where the event relates to a significant anniversary.
 - capital expenditure for the purchase of assets such as office furniture and equipment, motor vehicles, computers, printers or photocopiers
 - construction of or fit out, alterations and/or extensions to premises including museums, memorial halls and sporting facilities
 - salaries/wages - salaries and wages are considered to be a payment to someone employed by the applicant on an ongoing basis. For the purposes of the STS Commemorations Program, paying a person other than a usual employee to deliver a one off service such as constructing a memorial, conducting research, designing or printing a program booklet is not considered to be a salary
 - costs incurred in the preparation of a grant application or related documentation
 - council approval costs
 - educational materials where DVA already provides similar resources for schools
 - entertainment not of a commemorative nature
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- fireworks
 - general ongoing administration costs of an organisation such as electricity, phone and rent
 - ongoing expenditure (e.g. website hosting, memorial maintenance)
 - catering and refreshments
 - eligible items already purchased or ordered
 - events to mark training, enlistment or graduation
 - events to mark the formation or anniversaries of associations or ex-service organisations
 - honour boards or plaques acknowledging membership or service of an ex-service organisation
 - projects/signage acknowledging the membership or service to an ex-service organisation, i.e. honour boards
 - memorabilia (purchase of)
 - military hardware (purchase of)
 - restoration of graves
 - scholarships
 - school trips/excursions
 - seating – permanent
 - subscriptions (e.g. journals)
 - travel – international and domestic. Note: includes hire of vehicles, fuel and accommodation
 - trophies, prizes, awards, gifts and medallions.

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.