

## G. Supplementary Terms

<b>Organisation ID:</b>	xx
<b>Agreement ID:</b>	xx
<b>Schedule ID:</b>	xx
<b>Activity ID:</b>	xx

### G1. Other Contributions

Not Applicable

### G2. Activity Budget

G.2.1. The Grantee is required to use the funding as specified in the following table:

<b>Salary</b>	<b>Administration</b>	<b>Total</b>

### G3. Record Keeping

G3.1 The Grantee agrees to maintain the following records:

- (a) identify the receipt and expenditure of the Grant [and any Other Contributions] separately within the Grantee's accounts and records so that at all times the Grant monies are identifiable; and
- (b) keep financial accounts and records relating to the Activity so as to enable all receipts and payments related to the Activity to be identified and reported.

G3.2 The Grantee agrees to maintain the records for five years after the Completion Date and provide copies of the records to the Commonwealth representative upon request.

G3.3 Term G3 survives the termination, cancellation or expiry of the Agreement.

### G4. Audit

Not Applicable

### G5. Activity Material

Not Applicable

### G6. Access

G6.1 The Grantee agrees to give the Commonwealth, or any persons authorised in writing by the Commonwealth, access to premises where the Activity is being performed and to permit those persons to inspect and take copies of any Material relevant to the Activity.

G6.2 The Auditor-General and any Information Officer under the Australian Information Commissioner Act 2010 (Cth) (including their delegates) are persons authorised for the purposes of clause G6.1.

G6.3 Term G6 does not detract from the statutory powers of the Auditor-General or an Information Officer (including their delegates).

### G7. Equipment and Assets

Not Applicable

## **G8. Relevant Qualifications or Skills**

G8.1 The Grantee is required to ensure that practitioners in its organisation and organisations it may be sponsoring will undertake the appropriate levels of Advocacy Training and Development program (ATDP) training, and abide by the ATDP Code of Conduct.

## **G9. Activity Specific Legislation, Policies and Industry Standards**

G9.1 Before any person commences performing work on any part of the Activity the Grantee must ensure that the person holds all licences or permits to the capacity in which they are to be engaged, including any specified in the Grant Details.

G.9.2 Before any person commences performing work on any part of the Activity that involves working or contact with a Vulnerable Person, the Grantee must ensure they comply with all State, Territory or Commonwealth laws relating to the employment or engagement of persons in any capacity where they may have contact with a Vulnerable Person (including a Police Check if required).

G9.2(a) Definition of 'Vulnerable Person':

- (a) an individual under the age of 18; or
- (b) an individual aged 18 years and above who is or may be unable to take care of themselves, or is unable to protect themselves against harm or exploitation for any reason, including age, physical or mental illness, trauma or disability, pregnancy, the influence, or past or existing use, of alcohol, drugs or substances or any other reason.

G.9.3 The Grantee must ensure that Police Checks and any licences or permits obtained in accordance with this clause remain current for the duration of their involvement in the Activity.

## **G10. Commonwealth Material, Facilities and Assistance**

Not Applicable

## **G11. Jurisdiction**

G11.1 This Agreement is governed by the law of the Australian Capital Territory.

## **G12. Grantee Trustee of a Trust**

Not Applicable