Disability and Carer Support

Australian Disability Enterprises (ADE)

National Disability Insurance Scheme (NDIS) Transition Consultations: Round 3

Grant Opportunity Guidelines

| Opening date: | 19 September 2017 |
| --- | --- |
| Closing date and time: | 2:00 pm AEDT 18 October 2017 |
| Commonwealth policy entity: | **Department of Social Services** |
| Co-Sponsoring Entities | **N/A** |
| Enquiries: | If you have any questions, please contact the Community Grants Hub, 1800 020 283, [support@communitygrants.gov.au](mailto:support@communitygrants.gov.au)   Questions should be sent no later than 5:00 pm AEDT 11  October 2017 |
| Date guidelines released: | **19 September 2017** |
| Type of grant opportunity: | **Restricted competitive** |
| Version | **19 September 2017** |

Contents

[1. Disability and Carer Support ADE – NDIS Transition Consultations Round 3 4](#_Toc493229462)

[1.1 Role of the Community Grants Hub 5](#_Toc493229463)

[1.2 About the Disability and Carer Support Program 5](#_Toc493229464)

[1.3 About the grant opportunity 6](#_Toc493229465)

[1.4 Grant opportunity outcomes 6](#_Toc493229466)

[2. Grant amount 7](#_Toc493229467)

[3. Grant eligibility criteria 7](#_Toc493229468)

[3.1 Who is eligible to apply for a grant? 8](#_Toc493229469)

[3.1.1 Invited applicants 8](#_Toc493229470)

[4. Eligible grant activities 9](#_Toc493229471)

[4.1 What the grant money can be used for 9](#_Toc493229472)

[4.2 What the grant money cannot be used for 10](#_Toc493229473)

[5. The grant selection process 10](#_Toc493229474)

[6. The assessment criteria 11](#_Toc493229475)

[7. The grant application process 11](#_Toc493229476)

[7.1 Overview of application process 11](#_Toc493229477)

[7.2 Application process timing 11](#_Toc493229478)

[7.3 Completing the grant application 12](#_Toc493229479)

[7.4 Attachments to the application 13](#_Toc493229480)

[7.5 Questions during the application process 13](#_Toc493229481)

[8. Assessment of grant applications 13](#_Toc493229482)

[8.1 Who will assess applications? 13](#_Toc493229483)

[8.2 Who will approve Grants? 14](#_Toc493229484)

[9. Notification of application outcomes 14](#_Toc493229485)

[9.1 Feedback on your application 14](#_Toc493229486)

[9.2 The Grant Agreement 14](#_Toc493229487)

[9.3 How the grant will be paid 15](#_Toc493229488)

[9.4 Grant agreement variations 15](#_Toc493229489)

[10. Announcement of grants 16](#_Toc493229490)

[11. Delivery of grant activities 16](#_Toc493229491)

[11.1 Your responsibilities 16](#_Toc493229492)

[11.2 Department of Social Services’ responsibilities 16](#_Toc493229493)

[11.3 Grant payments and GST 17](#_Toc493229494)

[11.4 Reporting 17](#_Toc493229495)

[11.5 Evaluation 17](#_Toc493229496)

[11.6 Probity 17](#_Toc493229497)

[11.7 Complaints process 17](#_Toc493229498)

[11.8 Conflict of interest 18](#_Toc493229499)

[11.9 Privacy: confidentiality and protection of personal information 18](#_Toc493229500)

[11.10 Freedom of information 20](#_Toc493229501)

[12. Glossary 21](#_Toc493229502)

[13. Appendix I : Consultancy & business services panel 24](#_Toc493229503)

**Introduction**

1. Disability and Carer Support ADE – NDIS Transition Consultations Round 3

**The Program is designed to achieve Australian Government objectives**

This grant opportunity is part of the above Grant Program which contributes to the Disability and Carer Support Program, within Outcome 3 Disability and Carers Program and according to the *Commonwealth Grants Rules and Guidelines*.



**The grant opportunity opens**

We publish the grant guidelines and advertise on GrantConnect.



**You complete and submit a grant application**

You must read these grant guidelines before you submit your application.



**We assess all grant applications**

We assess the applications against eligibility criteria and notify you if you are not eligible. We then assess your application against the assessment criteria including an overall consideration of value for money and compare it to other applications.



**We make grant recommendations**

We provide advice to the decision maker on the merits of each application.



**Grant Decisions are made**

The decision maker decides which grant applications are successful.



**We notify you of the outcome**

We advise you of the outcome of your application. We may not notify unsuccessful applicants until grant agreements have been executed with successful applicants.



**We vary the existing Grant Agreement**

We vary the existing Grant Agreement with successful applicants. The type of Grant Agreement is based on the nature of the Grant and proportional to the risks involved.



**Delivery of grant**

You undertake the Grant Activity as set out in your Letter of Variation. We manage the Grant by working with you, monitoring your progress and making payments.



**Evaluation of the grant opportunity**

We evaluate the specific Grant Activity and Grant Opportunity as a whole. We base this on information you provide to us and that we collect from various sources.

* 1. Role of the Community Grants Hub

This grant opportunity will be administered by the Community Grants Hub on behalf of the Department of Social Services under a Whole of Australian Government initiative to streamline grant processes across agencies.

1.2 About the Disability and Carer Support Program

The Disability and Carer Support Program provides assistance, support and services for people with disability and carers by providing and improving access to services and support including advocacy and through stakeholder engagement.

The Disability and Carer Support Program aims to improve access, support and services for people with disability and carers. The Disability and Carer Support Program includes providing appropriate means of self-reliance, communication, education services and advocacy as captured under the following headings:

**Providing and improving access to services and support**

Organisations may be funded for a range of services, including, but not limited to, those covered under the *Disability Services Act 1986*. Grants may also be provided for services and supports for carers including, but not limited to, services to support young carers aged 25 years and under.

**Stakeholder engagement**

Grants may be provided for support and services including, but not limited to, funding for people with disability and carers to participate in stakeholder engagement

The objectives of the Program are to provide a foundation for integrated, community led program delivery that understands and meets local needs and promotes innovation and collaboration.  This will include the establishment of a platform for continued improvement in the way DSS does its business, clarifying and strengthening Commonwealth and state/territory government responsibilities and fostering stronger relationships with civil society and partnering with service providers.

The Program provides support and community-based initiatives for people with disability or mental illness and for carers so they can develop their capabilities and actively participate in community and economic life.

The Program will be undertaken according to the *Commonwealth Grants Rules and Guidelines (CGRGs)* http://www.finance.gov.au/sites/default/files/commonwealth-grants-rules-and-guidelines-July2014.pdf

* 1. About the grant opportunity

The ADE-NDIS Transition Consultations Round 3(the Grant Opportunity) will run over two and a half years from 1 January 2018 to 30 June 2020. The Grant Opportunity was announced as part of the $17 million Business Improvement Advice initiative, announced in the 2015-16 Budget.

The objective of the Grant Opportunity is to provide supported employment organisations with a grant to purchase business advice from suitably qualified consultants, about managing their enterprises in a changing environment. The advice should better position enterprises to take advantage of opportunities presented when the NDIS rolls out.

This document sets out:

* the purpose of the grant opportunity
* the eligibility and assessment criteria
* how grant applications are monitored and evaluated
* responsibilities and expectations in relation to the opportunity.

You must read this document before filling out an application.

* 1. Grant opportunity outcomes

The grant opportunity is intended to improve ADE transition to the NDIS by engaging a consultant to provide business advice on managing their enterprises in a changing environment.

The objectives of the grant are to assist ADEs to consider their priorities going into the NDIS, by planning and implementing strategies that will assist their overall viability in the coming years. ADEs will need to consider the types of systems they will need to operate in an NDIS environment and how they will attract and retain supported employees as well as being a provider of choice in the new environment.

The expected outcomes of the Grant Opportunity are that organisations can demonstrate that boards of Management and Senior executives have actively considered, and where possible, measured, the possible effects of the NDIS and other risk, such as wage changes, on their enterprises.

1. Grant amount

The Australian Government has announced a total of $2.022 million (GST Exclusive) over two and half years for the ADE-NDIS Transition Consultations – Round 3 starting in January 2018. There is no cap to the amount of funding each applicant can apply for.

Your project must be completed by 30 June 2020.

1. Grant eligibility criteria

A Grant application cannot be considered if it fails to satisfy all the eligibility criteria. The following two attachments must be provided to be eligible for the Grant:

* A fully completed ADE Self-Assessment Tool; and
* One quote from an appropriately qualified consultant addressing the key risks and any opportunities identified using the ADE Self-Assessment Tool.

The ADE Self-Assessment Tool is designed to be used by ADE boards and management teams to assess the current financial position, financial management and governance arrangements, management capability, operating model, human resource arrangements and supported employee productivity.

This Tool assists ADEs to identify areas for organisational change or improvement as well as identifying sources of external support that can be used to assist them in achieving these improvements. Overall, it is anticipated that use of the Tool will enable the management and boards of ADEs to make better informed decisions about the direction the ADE needs to take and the supports that are required in advance of the transition to the NDIS.

The consultant’s quote must link to the area/s for organisational improvement, key risk areas or recommendations set out in the Organisational Improvement Plan contained in the ADE Self-Assessment Tool.

**If there is a question on the ADE Self-Assessment Tool that you cannot answer you must answer N/A or $0 for financial questions or your application will be deemed non-compliant and will not progress to assessment.**

Please provide a well thought out response to the application criterion. A response which only contains one sentence which references the ADE Self-Assessment Tool and consultant quote will not be considered as an adequate response and will receive a low score. Low scoring applications may not receive any funding in this competitive grant selection round.

* 1. Who is eligible to apply for a grant?

Australian Disability Enterprises (ADEs) who have not received grant funding in the two previous ADE – National Disability Insurance Scheme (NDIS) Transition Consultation Rounds 1 and 2 are invited to apply for a grant in the ADE - NDIS Transition Consultations Round 3.

Only invited applicants can apply for this grant round. The amount of funding available is limited and only organisations that have not received funding in the two previous grant rounds are being invited to apply. Limiting this grant round to organisations that have not previously received funding under this initiative is to ensure that all ADEs have the same opportunity to purchase specialist business advice to support their transition to the NDIS.

* + 1. Invited applicants

The following Australian Disability Enterprises (ADEs) have been invited to apply:

| **Organisation Legal Entity Name** |
| --- |
| Achieve Australia Limited |
| ASTERIA Services Inc |
| Australian Foundation for Disability |
| Aware Industries Ltd. |
| Back To Back Theatre Inc |
| Ballina Shire Council |
| Bedford Phoenix Incorporated |
| Bourke Laundry Service Inc |
| Brunswick Industries Association Inc |
| Caringa Enterprises Ltd |
| Connecting Skills Australia |
| Corio Bay Innovators Inc |
| Delando Corporation Ltd |
| Devonfield Enterprises. |
| Elouera Association Inc |
| Endeavour Industries Ltd |
| GDP Industries |
| George Gray Centre Inc. |
| Glenray Industries Limited |
| Gwydir Industries Inc |
| Help Enterprises Limited |
| IDV Inc |
| Jewish Care |
| Kalianna Enterprises Inc |
| Kurri Kurri Community Services Limited |
| Latrobe Valley Enterprises |
| Macarthur Disability Services Ltd. |
| Marriott Support Services |
| Mirridong Services Inc. |
| Multicap Limited |
| Nadrasca Ltd |
| Neami Limited - NSW |
| Ningana Enterprises Inc |
| NOVA Employment and Training Program Inc |
| Oak Tasmania |
| Orana Inc. |
| Plane Tree Studio Incorporated |
| Samaritans Foundation |
| Shire of Manjimup |
| Spine and Limb Foundation Inc |
| Terama Industries Inc |
| The Ascent Group Australia Limited |
| The Intellectual Disability Foundation Of St George Limited |
| The Salvation Army (Victoria) Property Trust |
| The Uniting Church In Australia Property Trust (Q.) |
| Thorndale Foundation Limited |
| Trustees of the Roman Catholic Church for the Diocese of Lismore |
| UnitingCare Wesley Port Adelaide Inc |
| Valley Industries Limited |
| Valmar Support Services Limited |
| Wangarang Industries Limited |
| Waverley Helpmates Inc |
| Waverley Industries Ltd |
| Wesley Community Services Limited |
| Willing & Able Foundation Ltd |
| Windgap Foundation Limited |

1. Eligible grant activities
   1. What the grant money can be used for

To be eligible your project must:

* Engage a consultant from the Consultancy and Business Services Panel list (Appendix I of these Grant Opportunity Guidelines) or you may choose your own suitably qualified consultant.
* You must use the grant for the following Activities:

Business advice to better position the ADE in their transition to the NDIS as set out in your consultant quote. Typically the consultant will assist boards of management and executives to:

• Produce detailed documents recording the current state of their enterprises. For example, this may include documenting metrics such as cost / price per units of production and modelling income and costs under future arrangements.

• Understand their options during transition to NDIS and changed wages.

• Prepare their enterprises for change.

• Obtain detailed demographic and/or financial modelling to assist with future planning.

• Make informed decisions about the future of their enterprises

You can only use the grant to pay for:

* Consultancy costs as outlined in the Quote.
  1. What the grant money cannot be used for

You cannot use the Grant for the following activities:

Grants are not provided for:

* purchase of land
* wages
* major capital expenditure
* the covering of retrospective costs
* costs incurred in the preparation of a grant application or related documentation
* subsidy of general ongoing administration of an organisation such as electricity, phone and rent
* major construction/capital works
* overseas travel, and
* activities for which other Commonwealth, State, Territory or Local Government bodies have primary responsibility.

1. The grant selection process

First we will assess your application against the eligibility criteria. Only eligible applications will move to the next stage. Eligible applications will be considered through a restricted grants process.

We will then assess your application against the criteria set out below. Your application will be considered on its merits, based on:

* how well it meets the criteria;
* how it compares to other applications; and
* whether it provides value for money.

In assessing the extent to which the application represents value for money, the Community Grants Hub will have regard to the following:

* the relative merit of each application;
* the overall objective/s to be achieved in providing the funding;
* the relative cost of the proposal, or of elements of the proposal;
* the extent to which the applicant has demonstrated a capacity to fund the proposal taking into consideration all possible sources of finance, including debt finance; and
* the geographic location of the proposal.

1. The assessment criteria

You will need to address the following assessment criteria in your application. We will judge your application based on the amount of detail and supporting evidence you provide in your application, which should be relative to the project size, complexity and grant amount requested.

Criterion 1: Describe how the development and implementation of your organisation’s grant activity is informed by evidence and will achieve positive outcomes for all stakeholders.

There is a 900 word limit to this criterion.

1. The grant application process
   1. Overview of application process

You must read these grant guidelines and the application form before you submit an application.

You are responsible for ensuring that your application is complete and accurate. Giving false or misleading information will exclude your application from further consideration.

You must address all of the eligibility and assessment criteria to be considered for a grant.

You may select a consultant from the list at Appendix 1 – Consultancy & Business Service panel, or a consultant of your choosing as long as they are suitably qualified to perform the consultation.

Please complete each section of the application form and make sure you provide the information we have requested.

One application per ADE will be assessed and if more than one application for the same activity is submitted, only the last application will be considered.

Please keep a copy of your application and any supporting papers.

* 1. Application process timing

Submit your application/s by the closing time and date below. Late applications will not be accepted. 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. Examples of exceptional circumstances could include, but may not be limited to:

* Community Grants Hub infrastructure failures,
* natural disasters,
* power outages affecting the ability of the applicant to submit their application by the deadline, and
* death or disability of key personnel.

Information on the Community Grants Hub [late application policy](http://communitygrants.gov.au/information-applicants/late-applications-policy) is available on the [Community Grants Hub](https://www.communitygrants.gov.au/information-applicants/late-applications-policy) website.

The expected commencement date for the granting activities is 1 January 2018 and the expected completion date is 30 June 2020. You must spend the grant by the end date.

**Table 1: Expected timing for this grant opportunity**

| Activity | Timeframe |
| --- | --- |
| Application period | Four weeks |
| Assessment of applications | Timing will be dependent on the volume and complexity of applications received and the capacity of the Community Grants Hub and the Expert Panel |
| Approval of outcomes of selection process | Timing will be dependent on the volume and complexity of applications received and the capacity of the Community Grants Hub and the Expert Panel |
| Negotiations and award of Grant Agreements | By the end of January 2018 |
| Notification to unsuccessful applicants | By the end of January 2018 |
| Activity commences  End Date | January 2018  Subject to individual grant agreements but no later than 30 June 2020 |

* 1. Completing the grant application

You must submit your grant application using the application form, which is part of the Grant Opportunity documents available on the [GrantConnect](https://www.grants.gov.au/) website. The Application Form can only be accessed by invitees for this grant opportunity. The application form includes help information.

This is an online application form that you must submit electronically. If you have any technical difficulties please contact 1800 020 283 or email [support@communitygrants.gov.au](mailto:support@communitygrants.gov.au).

The Community Grants Hub will not provide application forms or accept applications for this grant opportunity by fax or mail.

You must make sure that your application is complete and accurate and submitted in accordance with these Guidelines.

You cannot change your application after it has been submitted.

* 1. Attachments to the application

The following documents **must** be included with your application:

* A fully completed Self-Assessment Tool using the template provided in the Grant Opportunity Documents
* A completed quote from your chosen consultant

Your supporting documentation should be attached to the application form. There will be instructions in the application form to help you. **Only attach the documents you have been asked to include. Applications submitted without the completed Self-Assessment Tool on the correct template and the completed quote from your chosen consultant attached will be deemed not compliant and not progress to assessment.**

* 1. Questions during the application process

Only invited applicants’ questions will be responded to during the application period. Please call the Community Grants Hub on 1800 020 283 or email to [support@communitygrants.gov.au](mailto:support@communitygrants.gov.au). The Community Grants Hub will respond to emailed questions within five working days.

The question period will close at **5:00 pm AEDT 11 October 2017**. Following this time, only questions relating to using and/or submitting the application form will be answered.

1. Assessment of grant applications
   1. Who will assess applications?

An assessment team will assess all eligible and compliant applications based on their merits. The assessment team will be comprised of departmental staff. The assessment team will undertake training to ensure consistent assessment of all applications.

If the selection process identifies unintentional errors in your application, you may be contacted to correct or explain the information.

An Expert Panel comprised of Policy and State Office staff, will then review all ranked applications to inform the final recommendations for funding.

The Expert Panel will make recommendations having regards to:

• overall objectives for each Program;

• conformance with eligibility criteria;

• how the services and/or project will be delivered;

• existing and/or potential market failure;

• value for money; and

• (if known) minimise possible duplication with other Commonwealth/State/Territory government programs/service delivery.

The expert panel may seek information about you or your application. They may do this from within the Commonwealth, even if the sources are not nominated by you as referees. The expert panel may also consider information about you or your application that is available through the normal course of business.

* 1. Who will approve Grants?

The Expert Panel will make recommendations to the Delegate who will make the final decision to approve a Grant.

The Delegatesdecision is final in all matters, including:

* the approval of the Grant
* the Grant funding amount to be awarded

The Delegate must not approve funding if they reasonably consider the program funding available across financial years will not accommodate the funding offer, and/or the application does not represent value for money.

There is no appeal mechanism for decisions to approve or not approve a grant.

1. Notification of application outcomes

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

* 1. Feedback on your application

The Feedback Summary will provide general round-specific information and will include main strengths and areas of improvement for the applications received in this round.

* 1. The Grant Agreement

If you are successful, you must enter into a legally binding Grant Agreement with the Commonwealth represented by Department of Social Services. Standard General Grant Conditions for the Grant Agreement will apply and cannot be changed. A schedule may be used to outline the specific Grant requirements. Any additional conditions attached to the Grant will be identified in the Grant offer or during the Grant Agreement negotiations.

You will be required to submit:

* A Financial Declaration for each financial year funded under this Grant Agreement. A Financial Declaration is a certification from the Grantee stating that funds were spent for the purpose provided as outlined in the Grant Agreement and in-which the Grantee is required to declare unspent funds. The Financial Declaration must be certified by your Board, the Chief Executive Officer or one of your officers, with authority to do so verifying that you have spent the funding on the Activity in accordance with the Grant Agreement.
* A final report detailing the consultations scope of work and the outcomes achieved from completing the agreed consultancy.

It is anticipated that the Department of Social Serviceswill negotiate variations to Agreements with successful applicants by the end of January 2018. If there are unreasonable delays in finalisinga Grant Agreement variation, the Grant offer may be withdrawn and the Grant may be awarded to a different applicant.

Where a Grantee fails to meet the obligations of the Grant Agreement, the Department of Social Services may recover the funding as provided for under the relevant Terms and Conditions of the Grant Agreement.

You should not make financial commitments until a Grant Agreement has been executed by the Commonwealth.

* 1. How the grant will be paid

The Grant Agreement will state the:

* maximum grant amount to be paid

We will not exceed the maximum grant amount under any circumstances. If you incur extra eligible expenditure, you must pay it yourself.

Grant funding will be paid:

* In three instalments:
  + Full payment of 2017-18 funds on execution of the Letter of Variation to the Grant Agreement;
  + A half-yearly payment of 2018-2019 funds on 10 July 2018; and
  + A half-yearly payment of 2018-2019 funds on 3 December 2018.
  1. Grant agreement variations

We recognise that unexpected events may affect the progress of a project. In these circumstances, you can request a project variation, including:

* changing project milestones

The program does not allow for:

* an increase to the agreed amount of grant funds

If you want to propose changes to the Grant Agreement, you must put them in writing before the Grant Agreement activity end date. Contact your Grant Agreement Manager for further information. We will not consider changes after the Grant Agreement activity end date.

You should not assume that a variation request will be successful. We will consider your request based on factors such as:

* how it affects the project outcome
* consistency with the program policy objective and any relevant policies of the department

1. Announcement of grants

If successful, your grant will be listed on GrantConnect and the [Department of Social Services](https://www.dss.gov.au/) websites 21 calendar days after the date of effect as required by Section 5.3 of the *CGRGs.*

1. Delivery of grant activities
   1. Your responsibilities

You must submit a reportin line with the timeframes in the [Grant Agreement](file://prod.protected.ind/User/user03/LLau2/insert%20link%20here). We will expect you to provide a:

* Final Report detailing the consultations scope of work and the outcomes achieved from completing the agreed consultancy.

You will also be responsible for:

* meeting the Terms and Conditions of the Grant Agreement and managing the activity efficiently and effectively
* complying with record keeping, reporting and acquittal requirements as set out in the Grant Agreement
  1. Department of Social Services’ responsibilities

The Department of Social Services will:

* meet the Terms and Conditions set out in the Grant Agreement;
* provide timely administration of the Grant;
* evaluate the grantee’s performance.
  1. Grant payments and GST

Payments will be made as set out in the Grant Agreement. ‘Payments will be GST Inclusive’.

* 1. Reporting

The Disability and Carer Support grant recipients must have systems in place to allow them to meet their reporting obligations outlined in their Grant Agreement.

* 1. Evaluation

The Department of Social Services will evaluate the grant program to measure how well the outcomes and objectives have been achieved.

* 1. Probity

The Australian Government will make sure that the programprocess is fair, according to the published guidelines, incorporates appropriate safeguards against fraud, unlawful activities and other inappropriate conduct and is consistent with the CGRGs.

**Note:** These guidelines may be changed from time-to-time by Department of Social Services. When this happens the revised guidelines will be published on [GrantConnect](https://www.grants.gov.au/).

* 1. Complaints process

The Department of Social Services [Complaints Procedures](https://www.dss.gov.au/contact/feedback-compliments-complaints-and-enquiries/complaints-page) apply to complaints about the Grant process. All complaints about a grant process must be lodged in writing.

Any questions you have about grant decisions for the Program should be sent to support@communitygrants.gov.au**.**

If you do not agree with the way the Department of Social Services has handled your complaint, you may complain to the Commonwealth Ombudsman. The Ombudsman will not usually look into a complaint unless the matter has first been raised directly with the Department of Social Services.

The Commonwealth Ombudsman can be contacted on:

Phone (Toll free): 1300 362 072  
Email: [ombudsman@ombudsman.gov.au](mailto:ombudsman@ombudsman.gov.au)   
Website: [www.ombudsman.gov.au](http://www.ombudsman.gov.au)

* 1. Conflict of interest

Any conflicts of interest could affect the performance of the grant. There may be a [conflict of interest](http://www.apsc.gov.au/publications-and-media/current-publications/aps-values-and-code-of-conduct-in-practice/conflict-of-interest), or perceived conflict of interest, if Department of Social Services and the Community Grants Hub staff, any member of a committee or advisor and/or you or any of your personnel:

* has a professional, commercial or personal relationship with a party who is able to influence the application selection process, such as an Australian Government officer
* has a relationship with an organisation, or in an organisation, which is likely to interfere with or restrict the applicants from carrying out the proposed activities fairly and independently or
* has a relationship with, or interest in, an organisation from which they will receive personal gain because the organisation receives funding under the Program.

You will be asked to declare, as part of your application, any perceived or existing conflicts of interests or that, to the best of your knowledge, there is no conflict of interest.

If you later identify that there is an actual, apparent, or potential conflict of interest or that one might arise in relation to a grant application, you must inform the Department of Social Services and the Community Grants Hub in writing immediately. Committee members and other officials including the decision maker must also declare any conflicts of interest.

The chair of the Expert Panel will be made aware of any conflicts of interest and will handle them as set out in Australian Government policies and procedures. Conflicts of interest for Australian Government staff will be handled as set out in the Australian Public Service Code of Conduct (Section 13(7)) of the *Public Service Act 1999*. We publish our conflict of interest policy available on the[Community Grant Hub](https://www.communitygrants.gov.au/open-grants/how-apply/conflict-interest-policy-commonwealth-government-employee) website.

* 1. Privacy: confidentiality and protection of personal information

We treat your personal information according to the 13 Australian Privacy Principles and the *Privacy Act 1988*. This includes letting you know:

* what personal information we collect
* why we collect your personal information
* who we give your personal information to

You are required, as part of your application, to declare your ability to comply with the [*Privacy Act 1988*](http://www.comlaw.gov.au/Details/C2014C00757)*,* including the Australian Privacy Principles and impose the same privacy obligations on any subcontractors you engage to assist with the activity. You must ask for the Australian Government’s consent in writing before disclosing confidential information.

Your personal information can only be disclosed to someone else if you are given reasonable notice of the disclosure; where disclosure is authorised or required by law or is reasonably necessary for the enforcement of the criminal law; if it will prevent or lessen a serious and imminent threat to a person’s life or health; or if you have consented to the disclosure.

The Australian Government may also use and disclose information about grant applicants and grant recipients under the Program in any other Australian Government business or function. This includes giving information to the Australian Taxation Office for compliance purposes.

We may reveal confidential information to:

* the committee and other Commonwealth employees and contractors to help us manage the program effectively
* employees and contractors of our department so we can research, assess, monitor and analyse our programs and activities
* employees and contractors of other Commonwealth agencies for any purposes, including government administration, research or service delivery
* other Commonwealth, State, Territory or local government agencies in program reports and consultations
* the Auditor-General, Ombudsman or Privacy Commissioner
* the responsible Minister or Parliamentary Secretary
* a House or a Committee of the Australian Parliament.

We may share the information you give us with other Commonwealth agencies for any purposes including government administration, research or service delivery and according to Australian laws, including the:

* *Public Service Act 1999*
* *Public Service Regulations 1999*
* *Public Governance, Performance and Accountability Act*
* *Privacy Act 1988*
* *Crimes Act 1914*
* *Criminal Code Act 1995*

We’ll treat the information you give us as sensitive and therefore confidential if it meets all of the four conditions below:

1. you clearly identify the information as confidential and explain why we should treat it as confidential
2. the information is commercially sensitive
3. revealing the information would cause unreasonable harm to you or someone else
4. you provide the information with an understanding that it will stay confidential.

The grant agreement will include any specific requirements about special categories of information collected, created or held under the grant agreement.

* 1. Freedom of information

All documents in the possession of the Australian Government, including those about the Program, are subject to the *Freedom of Information Act 1982* *(FOI Act).*

The purpose of the FOI Act is to give members of the public rights of access to information held by the Australian Government and its entities. Under the FOI Act, members of the public can seek access to documents held by the Australian Government. This right of access is limited only by the exceptions and exemptions necessary to protect essential public interests and private and business affairs of persons in respect of whom the information relates.

All Freedom of Information requests must be referred to the Freedom of Information Coordinator in writing.

By mail: Freedom of Information Coordinator

The Department of Social Services

Public Law Branch

GPO Box 9820

Canberra ACT 2601

By email: [foi@dss.gov.au](mailto:foi@dss.gov.au)

1. Glossary

| **Term** | **Definition** |
| --- | --- |
| assessment criteria | The specified principles or standards against which applications will be judged. These criteria are also used to assess the merits of proposals and, in the case of a competitive granting activity, to determine applicant rankings. (as defined in the CGRGs) |
| commencement date | The expected start date for the grant activity. |
| completion date | The expected date that the grant activity must be completed and the grant spent by. |
| date of effect | This will depend on the particular grant. It can be the date in which a grant agreement is signed or a specified starting date. Where there is no grant agreement, entities must publish information on individual grants as soon as practicable. CGRGs |
| decision maker | The person who makes a decision to award a grant. |
| double dipping | Double dipping occurs where a grant recipient is able to obtain a grant for the same project or activity from more than one source. CGRGs |
| eligibility criteria | The principles, standards or rules that a grant applicant must meet to qualify for consideration of a grant. Eligibility criteria may apply in addition to assessment criteria. (CGRGs) |
| Commonwealth entity | A Department of State, or a Parliamentary Department, or a listed entity or a body corporate established by a law of the Commonwealth. See subsections 10(1) and (2) of the PGPA Act. |
| cost shifting | Involves ‘substitution of effort’ by the Commonwealth for activities of another organisation or level of government. For example, cost shifting occurs where the Commonwealth provides a grant for an activity that would usually be paid for by a state, territory, or local government, such as municipal services. (CGRGs) |
| grant | a grant is an arrangement for the provision of financial assistance by the Commonwealth or on behalf of the Commonwealth:   1. under which relevant money or other CRF money, is to be paid to a recipient other than the Commonwealth; and 2. which is intended to assist the recipient achieve its goals; and 3. which is intended to help address one or more of the Australian Government’s policy objectives; and   under which the recipient may be required to act in accordance with specified terms or conditions.  CGRGs section 2.3 |
| grant activity | Is the project /tasks /services that the Grantee is required to undertake with the grant money. It is described in the Grant Agreement. (Proposed definition in the grants taxonomy) |
| Grant Agreement | Grant Agreement means the contract template used by Australian Government entities to set out the mutual obligations relating to the provision of the grant. The Australian Government is standardising and streamlining Grant Agreements between the Commonwealth and grant recipients to allow grant recipients to engage more easily and efficiently with the Commonwealth. (CGRGs) |
| grant opportunity | A notice published on GrantConnect advertising the availability of Commonwealth grants. (Proposed definition in the grants taxonomy) |
| grant program | May be advertised within the ‘Forecast Opportunity’ (FO) section of GrantConnect to provide a consolidated view of associated grant opportunities and provide strategic context for specific grant opportunities |
| grantee | An individual/organisation that has been awarded a grant. (Proposed definition in the grants taxonomy) |
| PBS Program | Described within the entity’s Portfolio Budget Statement, PBS programs each link to a single outcome and provide transparency for funding decisions. These high level PBS programs often comprise a number of lower level, more publicly recognised programs, some of which will be Grant Programs. A PBS Program may have more than one Grant Program associated with it, and each of these may have one or more grant opportunities |
| selection criteria | Comprise eligibility criteria and assessment criteria. (CGRGs) |
| selection process | The method used to select potential grantees. This process may involve comparative assessment of applications or the assessment of applications against the eligibility criteria and/or the assessment criteria. (CGRGs) |

1. Appendix I : Consultancy & business services panel

| **Supplier** | **Physical address** | **Postal address** | **Phone** |
| --- | --- | --- | --- |
| 37 Mary Street Pty Ltd & Others t/as McGrathNicol Advisory Partnership | Level 1, 24 Brisbane Avenue Barton ACT 2600 | GPO Box 9986 Canberra ACT 2601 | 02 6222 1420 |
| Accenture Australia Holdings Pty Ltd | Ground floor, 4 Brindabella Circuit  Canberra ACT 2601 | 4 Brindabella Circuit, Brindabella Business Park Canberra ACT 2601 | 02 6217 3476 |
| Accosec Pty Ltd | Level 4, 468 St Kilda Road  Melbourne VIC 3004 | PO Box 255  Seddon VIC 3011 | 0412 125 090 |
| Active Operation Management Australia Pty Ltd | 231 Kensington Road Kensington SA 5068 | 231 Kensington Road Kensington SA 5068 | 08 7070 0522 |
| Agilient Pty Ltd | Level 4, 655 Pacific Highway St Leonards NSW 2065 | Level 4, 655 Pacific Highway St Leonards NSW 2065 | 02 9751 0148 |
| AGIS Group Pty Ltd | 203 Atherton Street Downer ACT 2602 | 203 Atherton Street Downer ACT 2602 |  |
| Ajilon Australia Pty Ltd | Suite 6, 23 Sydney Avenue Barton ACT 2600 | Suite 6, 23 Sydney Avenue Barton ACT 2600 | 02 6103 1800 |
| Alliance Consulting Group Pty Ltd | Suite 7, Pistol House 2 Phipps Close Deakin ACT 2603 | Suite 7, 2 Phipps Close Deakin ACT 2603 | 1800 336 686 |
| Alluvion Consulting Pty Ltd | 12 Burrawong Avenue, Clifton Gardens Mosman NSW 2088 | 12 Burrawong Avenue Mosman NSW 2088 | 02 9969 6391 |
| Ally Group Pty Ltd | Level 14, Bligh Chambers, 25 Bligh Street Sydney NSW 2000 | Level 14, Bligh Chambers, 25 Bligh Street Sydney NSW 2000 | 02 9216 9800 |
| Analytics Group Pty Ltd | 214 Geerilong Gardens Reid ACT 2612 | GPO Box 125 Canberra ACT 2601 | 02 6249 1749 |
| Anitech Consulting Pty Ltd as trustee for Anitech Consulting Trust | Suite 118, 203-205 Blackburn Road  Mt Waverley VIC 3149 | Suite 118, 203-205 Blackburn Road  Mt Waverley VIC 3149 | 03 9802 1110 |
| APA Management Services Pty Ltd | 488, Level 2, 236 York Street Sydney NSW 2000 | Level 2, 236 York Street  Sydney NSW 2000 | 0438 010 190 |
| APIS Group Pty Ltd | 4/18 Bentham Street Yarralumla ACT 2600 | PO Box 7140 Yarralumla 2600 | 02 6206 0000 |
| APP Corporation Pty Ltd | Unit 8/32 Lonsdale Street  Braddon ACT 2602 | Unit 8/32 Lonsdale Street  Braddon ACT 2602 | 02 3268 0600 |
| Aquenta Consulting Pty Ltd | Level 10, 67 Albert Ave  Chatswood NSW 2067 | Level 10, 67 Albert Ave  Chatswood NSW 2067 | 02 9415 1600 |
| ARTD Pty Ltd | Level 4, 352 Kent Street Sydney NSW 2000 | PO Box 1167 Queen Victoria Building NSW 1230 | 02 9373 9900 |
| Arup Pty Ltd | Level 6, 77 Castlereagh Street Sydney NSW 2000 | Level 17, 1 Nicholson Street Melbourne VIC 3000 | 03 9668 5516 |
| Asset Technologies Pacific Pty Ltd | Suite 18, Level 2, 111 Harrington Street  Sydney NSW 2000 | Suite 18, Level 2, 111 Harrington Street  Sydney NSW 2000 | 02 9251 8788 |
| Australian Forensic Services Pty Ltd | Unit 16, 65 Tennant Street Fyshwick ACT 2609 | PO Box 351 Gungahlin ACT 2912 | 02 6162 1777 |
| B D Bohun & L Russell & C M Wagner & WHK Pty Ltd & A Wilson t/as Crowe Horwath Canberra | Suite 3, Rowland House 10 Thesiger Court Deakin ACT 2600 | Suite 3, Rowland House 10 Thesiger Court Deakin ACT 2600 | 02 6260 4545 |
| BAE Systems Applied Intelligence Pty Ltd | Suite 1/50 Geils Court  Deakin ACT 2600 | Suite 1/50 Geils Court  Deakin ACT 2600 | 1300 027 001 |
| BDO Corporate Finance (WA) Pty Ltd | 38 Station Street  Subiaco WA 6008 | 38 Station Street  Subiaco WA 6008 | 08 6382 4761 |
| Beca Consultants Pty Ltd | Level 4, 5 Queens Road Melbourne VIC 3004 | Level 11, 44 Market Street Sydney NSW 2000 |  |
| Bendelta Pty Ltd | Level 11, 1 O'Connell Street Sydney NSW 2000 | Level 11, 1 O'Connell Street Sydney NSW 2000 | 02 9232 3401 |
| Bevington Consulting Pty Ltd | Level 4, 55 Exhibition Street Melbourne 3000 | Level 4, 55 Exhibition Street Melbourne 3000 | 03 9663 5522 |
| Birdanco Nominees Pty Ltd as trustee for Birdanco Practice Trust t/as RSM Bird Cameron | RSM Bird Cameron House 103-105 Northbourne Avenue Turner ACT 2612 | GPO Box 200 Canberra ACT 2601 | 02 6217 0369 |
| Blue Visions Management Pty Ltd | Level 14, 99 Mount Street North Sydney NSW 2060 | Level 11, St George Centre 60 Marcus Clarke Street Canberra ACT 2601 |  |
| Boxing Clever Pty Ltd | Suite 7, 2c Darley Road  Manly NSW 2095 | Suite 7, 2c Darley Road  Manly NSW 2095 |  |
| Bull & Bear Special Assignments Pty Ltd | 2/29 Flinders Way  Manuka ACT 2603 | GPO Box 44  Canberra ACT 2601 | 02 6295 2720 |
| BusinessMinds Australia Pty Ltd | Level 7, 189 Kent Street  Sydney NSW 2000 | Level 7, 189 Kent Street  Sydney NSW 2000 | 02 8004 0310 |
| Callida Pty Ltd | Ground Floor, Murray Crescent  Griffith ACT 2603 | PO Box 4207  Canberra ACT 2604 | 02 6162 3339 |
| Canberra Consulting Pty Ltd | Level 1, 1 Farrell Place  Canberra City ACT 2601 | Level 1, 1 Farrell Place  Canberra City ACT 2601 | 02 6230 4700 |
| Capability By Design Pty Ltd t/as Capability Partners Asset Management | Suite 2A, 44 South Street  Granville NSW 2142 | Suite 2A, 44 South Street  Granville NSW 2142 | 02 9760 2094 |
| Capability Driven Acquisition Pty Ltd | Unit 75, 3 Heard Street  Mawson ACT 2607 | PO Box 512  Dickson ACT 2602 |  |
| Capgemini Australia Pty Ltd | Level 8, 221 London Circuit Canberra ACT 2600 | Level 8, 221 London Circuit Canberra ACT 2600 | 02 6276 2059 |
| Capital Insight Pty Ltd | Level 6, 77 Berry Street North Sydney NSW 2060 | Level 6, 77 Berry Street North Sydney NSW 2060 | 02 9959 2608 |
| Centre for Customs and Excise Studies Pty Ltd | 170 Haydon Drive Bruce ACT 2617 | 170 Haydon Drive Bruce ACT 2617 | 02 6201 5970 |
| Codarra Advanced Systems Pty Ltd | Level 1, 251 Crawford Street Queanbeyan NSW 2620 | PO Box 314  Jamieson Centre ACT 2614 |  |
| Cogent Business Solutions Pty Ltd | Level 1, CPS Building 105 Mawson Drive  Mawson ACT 2607 | PO Box 83 Mawson ACT 2607 | 02 6286 8112 |
| Connexxion Pty Ltd | Level 5, 28 University Avenue Canberra City ACT 2600 | GPO Box 1143 Canberra ACT 2601 | 02 6262 6288 |
| Cordelta Pty Ltd | Level 1, 72 Dundas Court Phillip ACT 2606 | Level 1, 44-52 Townshend Street Phillip ACT 2606 | 02 6162 4112 |
| CPT Global Ltd | Level 1, 4 Riverside Quay Southbank VIC 3006 | Level 1, 4 Riverside Quay Southbank VIC 3006 | 03 9684 7900 |
| Cubic Defence Australia Pty Ltd | 17 Isa Street Fyshwick ACT 2609 | 336-342 Bayswater Road Garbutt QLD 4814 | 07 4771 8608 |
| Cudex Pty Ltd t/as **Newspoll** | Level 5, Newspoll House 407 Elizabeth Street Surry Hills NSW 2010 | 3/97 Eyre Street Kingston ACT 2604 | 02 6249 8706 |
| David Jess & Associates Pty Ltd | 126 Langdon Avenue Wanniassa ACT 2903 | PO Box 1123 Tuggeranong ACT 2901 | 02 6296 1351 |
| Deborah Lea Nanschild t/as **Centre for Leadership Excellence** | 17A Fir Street Bilambil Heights NSW 2486 | 17A Fir Street Bilambil Heights NSW 2486 |  |
| Deloitte Touche Tohmatsu | Level 2, 8 Brindabella Circuit Canberra Airport ACT 2609 | GPO Box 823 Canberra ACT 2609 | 03 9671 6133 |
| Diskdome Pty Ltd t/as Tetra Integration Services | 3/12 Callemonda Rise O'Malley ACT 2606 | 3/12 Callemonda Rise O'Malley ACT 2606 | 02 6286 1132 |
| DWS (NSW) Pty Ltd | Level 4, 500 Collins Street Melbourne VIC 3000 | PO Box 218  Civic Square ACT 2608 | 02 6268 0120 |
| Echelon Australia Pty Ltd | Level 11, 66 Clarence Street Sydney NSW 2000 | Level 11, 66 Clarence Street Sydney NSW 2000 | 02 9320 2733 |
| Edwards Management & Consulting Pty Ltd | 1/17 Christopher Court Ocean Grove VIC 3226 | PO Box 709 Ocean Grove VIC 3226 | 0432 081 888 |
| Effective People Pty Ltd | Level 1, 17 Trenerry Street Weston ACT 2612 | Level 1, 17 Trenerry Street Weston ACT 2612 | 02 6162 2000 |
| Enterprise Improvement Solutions Australia Pty Ltd as trustee for Enterprise Improvement Solutions Australia Trust | Suite 4, 20 Beach Street Wollongong NSW 2500 | PO Box 1881 Wollongong NSW 2500 | 02 4273 0721 |
| Eric Davis and Associates Pty Ltd & TecMark Pty Ltd t/as **ZED Business Management** | Level 1, Suite 14 15 Fullarton Road Kent Town SA 5071 | PO Box 65 Highbury SA 5089 |  |
| Ernst & Young | Level 11, 121 Marcus Clarke Street Canberra ACT 2600 | Level 11, 121 Marcus Clarke Street Canberra ACT 2600 | 02 6246 1584 |
| Exeter (Aust) as trustee for the Trustee for Exeter Family Trust t/as **DMV Consulting** | Level 11, St George Centre 60 Marcus Clarke Street Canberra ACT 2601 | PO Box 909 Jamieson ACT 2614 | 02 6108 3668 |
| Flanagan Brown-Greaves Pty Ltd | Level 10, 23 Hunter Street Sydney NSW 2000 | Level 10, 23 Hunter Street Sydney NSW 2000 | 02 8257 0905 |
| Foresight IT Consulting Pty Ltd | 11 Waterman Place Fraser ACT 2615 | GPO Box 1116 Canberra ACT 2601 | 02 6100 7714 |
| FreebodyCogent Pty Ltd | Dicks Creek Road via Murrumbateman NSW 2582 | PO Box 6104 O'Connor ACT 2602 |  |
| Fujitsu Australia Ltd | Fujitsu Australia Limited Level 3 – East Tower, 4 National Circuit Barton ACT 2600 | GPO Box 2714 Canberra ACT 2601 | 02 6250 9600 |
| Fyusion Asia Pacific Pty Ltd | Suite 107, 460 Pacific Highway St Leonards NSW 2065 | PO Box 1733 North Sydney NSW 2059 | 02 9906 6449 |
| Galent Pty Ltd as trustee for the Trustee for the Galent Trust | 32 Mawson Drive Mawson ACT 2607 | PO Box 787 Mawson ACT 2607 | 02 6286 8110 |
| GH Solutions Pty Ltd | 7 Rowley Place Nicholls ACT 2913 | PO Box 751 Gungahlin ACT 2912 |  |
| GHD Pty Ltd | Level 7, 16 Marcus Clarke Street Canberra ACT 2601 | Level 7, 16 Marcus Clarke Street Canberra ACT 2601 | 02 6133 3317 |
| GOAL Professional Services Pty Ltd | Suite 4, 1st Floor 603 Pacific Highway  Belmont NSW 2280 | PO Box 64 Belmont NSW 2281 | 02 4967 4500 |
| Grey Advantage Consulting Pty Ltd | Level 1, The Realm 18 National Circuit Barton ACT 2600 | Level 1, The Realm 18 National Circuit Barton ACT 2600 | 02 6198 3293 |
| Griffin Legal Pty Ltd | Level 3, 54 Marcus Clarke Street Canberra ACT 2601 | Level 3, 54 Marcus Clarke Street Canberra ACT 2601 | 02 6162 1613 |
| Grosvenor Management Consulting | Level 7, 15 London Circuit Canberra ACT 2601 | Level 7, 15 London Circuit Canberra ACT 2601 | 02 6274 9200 |
| Hall & Partners Open Mind Pty Ltd | 68 Drummond Street Carlton VIC 3054 | 68 Drummond Street Carlton VIC 3054 | 03 9662 9200 |
| Hall & Partners Open Mind Pty Ltd |  |  |  |
| Haztek Pty Ltd | 14B Beachway Parade Marcoola QLD 4564 | 14B Beachway Parade Marcoola QLD 4564 | 1300 553 001 |
| Helmsman Services Pty Ltd | Level 14, 309 Kent Street Sydney NSW 2000 | Level 14, 309 Kent Street Sydney NSW 2000 | 0430 907 001 |
| Hinds Workforce Research Pty Ltd | Level 26, 1 Bligh Street Sydney NSW 2000 | Level 26, 1 Bligh Street Sydney NSW 2000 | 02 8226 8650 |
| Hoffmann Donohue Pty Ltd | 26/7 Drewery Lane Melbourne VIC 3000 | 26/7 Drewery Lane Melbourne VIC 3000 |  |
| IA Group Pty Ltd as trustee for IA Group Unit Trust | 137 Canberra Avenue Fyshwick ACT 2609 | PO Box 7305 Canberra Business Centre 2610 | 02 6295 6311 |
| Ian Brown Group Pty Ltd | 1/235 Rockingham Road Spearwood WA 6163 | PO Box 250 Subiaco WA 6904 | 08 9468 0089 |
| IBM Australia Ltd | Level 13, IBM Centre 601 Pacific Highway St Leonards NSW 2065 | 8 Brisbane Avenue  Barton ACT 2600 | 02 6201 8811 |
| Independent Information Technology Training Pty Ltd (IIT Training) | Unit 8, 10-12 Old Castle Hill Road Castle Hill NSW 2126 | PO Box R817 Royal Exchange Sydney NSW 1225 | 02 9899 3333 |
| Informatica Australia Pty Ltd | Level 5, 255 George Street Sydney NSW 2000 | Level 5, 255 George Street Sydney NSW 2000 |  |
| InfraSol Group Pty Ltd | Suite 3, Level 2 65 York Street Sydney NSW 2000 | Suite 3, Level 2 65 York Street Sydney NSW 2000 |  |
| Inside Story Knowledge Management Pty Ltd as trustee for The Trustee for Inside Story Unit Trust | Level 5, 2 Barrack Street Sydney NSW 2000 | Level 5, 2 Barrack Street Sydney NSW 2000 | 02 9299 9979 |
| Integrity Advisory Pty Ltd as trustee for The Trustee for Integrity Advisory Trust | 51 Burns Circuit McKellar ACT 2617 | 51 Burns Circuit McKellar ACT 2617 |  |
| Intelligent Risks Pty Ltd | Suite 1, Ground Floor 300 Pacific Highway Crows Nest NSW 2065 | Suite 1, Ground Floor 300 Pacific Highway Crows Nest NSW 2065 | 02 9439 2933 |
| Interaction Consulting Group Pty Ltd | Suite 4, 71 Dundas Court Phillip ACT 2606 | PO Box 6124 Mawson ACT 2607 | 02 6282 9111 |
| International Centre for Complex Project Management Ltd | Level 2, Equinox Building 70 Kent Street Deakin ACT 2600 | Level 2, Equinox Building 70 Kent Street Deakin ACT 2600 | 02 6120 5114 |
| IT Newcom Pty Ltd | Level 6, 71 Walker Street North Sydney NSW 2060 | Level 6, 71 Walker Street North Sydney NSW 2060 | 02 6230 1061 |
| Jacobs Australia Pty Ltd | 8-10 Hobart Place Canberra ACT 2601 | 8-10 Hobart Place Canberra ACT 2601 | 02 6230 6972 |
| Jakeman Business Solutions Pty Ltd | 1/10 Kennedy Street Kingston ACT 2604 | 1/10 Kennedy Street Kingston ACT 2604 | 02 6162 1149 |
| JennGen Consulting Pty Ltd | 43 Fincham Crescent Wanniassa ACT 2903 | PO Box 289 LPO Erindale ACT 2903 | 02 6296 1409 |
| JJM Holdings Pty Ltd as trustee for The Moulds Family Trust t/as Terrace Services | 2/340 Endeavour House Captain Cook Crescent Manuka ACT 2603 | PO Box 2742 Canberra City ACT 2601 | 0414 486 954 |
| Jowee Trust & Lismar Trust & Milojo Trust & the Trustee for Gledrock Trust & the Trustee for Scott Family Trust & the trustee for SMERGI Trust & the Trustee for the Castelos Trust & others t/as Duesburys Nexia | Level 7, 60 Marcus Clarke Street Canberra ACT 2600 | GPO Box 500 Canberra ACT 2601 | 02 6279 5400 |
| Keith Gregory Wright as the trustee for Matabada Trust t/as Infrastructure Procurement Solutions | 3 Pfingst Road Wavell Heights QLD 4012 | PO Box 695 Fortitude Valley QLD 4006 | 0404 667 555 |
| Kellogg Brown & Root Pty Ltd | 186 Greenhill Road Parkside SA 5063 | Level 4, 11 Lancaster Place Majura Park ACT 2609 | 02 6102 2741 |
| KMR Consulting Pty Ltd | 33 Kitchener Street Hughes ACT 2605 | 33 Kitchener Street Hughes ACT 2605 | 02 6161 5655 |
| KordaMentha Pty Ltd | Level 5, 2 Chifley Square Sydney NSW 2000 | Level 5, 1 Chifley Tower Sydney NSW 2000 | 0401 187 558 |
| KPMG | 20 Brindabella Circuit Brindabella Business Park Canberra Airport ACT 2609 | 20 Brindabella Circuit Brindabella Business Park Canberra Airport ACT 2609 | 02 6248 1418 |
| Lambert & Rehbein (SEQ) Pty Ltd | Level 3, CBD House 120 Wickham Street Fortitude Valley QLD 4006 | PO Box 112 Fortitude Valley QLD 4006 | 07 3250 9000 |
| LimeBridge Australia Pty Ltd | Level 27, 101 Collins Street Melbourne VIC 3000 | Level 27, 101 Collins Street Melbourne VIC 3000 | 03 9499 3550 |
| Linchpin Pty Ltd | 1/164 Highett Street Richmond VIC 3121 | 1/164 Highett Street Richmond VIC 3121 | 03 9429 8616 |
| Link Learning Pty Ltd as trustee for The Trustee for the LL Trust | 65 Denny Street Latham ACT 2615 | PO Box 182  Kippax ACT 2615 | 02 6162 1892 |
| LKA Group Pty Ltd | 72 Faraday Street Carlton VIC 3053 | 72 Faraday Street Carlton VIC 3053 | 03 9340 3287 |
| Maluxme Capital Pty Ltd | Level 39, 2 Park Street Sydney NSW 2000 | Level 39, 2 Park Street Sydney NSW 2000 | 0404 018 800 |
| Mantis Industries Pty Ltd as trustee for the Mantis Investment Trust t/as Projects Assured | 28 Cossington Smith Crescent Lyneham ACT 2602 | PO Box 1109  Dickson ACT 2602 | 02 6166 6700 |
| McNair Ingenuity Research Pty Ltd | Level 4, 270 Pacific Highway  Crows Nest NSW 2065 | Level 4, 270 Pacific Highway  Crows Nest NSW 2065 | 02 9966 9133 |
| Mercer Consulting (Australia) Pty Ltd | Level 15, 727 Collins Street Docklands VIC 3008 | GPO Box 9946 Brisbane QLD 4001 | 07 3234 4810 |
| MetaCorp Pty Ltd | 12 James Kirk Street Gungahlin ACT 2912 | PO Box 7284 Kaleen ACT 2617 |  |
| MI Associates Pty Ltd | Level 3, 122 Walker Street North Sydney NSW 2060 | Level 3, 122 Walker Street North Sydney NSW 2060 | 02 9954 7555 |
| Mike Joseph Pieloor t/as Mike Pieloor and Associates Consulting | 27/20 Beissel Street Belconnen ACT 2617 | 27/20 Beissel Street Belconnen ACT 2617 |  |
| Moore Stephens Canberra Pty Ltd | 1st Floor, 10 Townshend Street Phillip ACT 2606 | PO Box 6006 Mawson ACT 2607 | 02 6234 6900 |
| Noetic Solutions Pty Ltd | Equinox Business Park Level 2, Equinox 3 70 Kent Street Deakin ACT 2600 | Equinox Business Park Level 2, Equinox 3 70 Kent Street Deakin ACT 2600 | 02 6234 7777 |
| Nous Group Pty Ltd | Level 10, 485 Bourke Street Melbourne VIC 3000 | Level 35, 60 Margaret Street Sydney NSW 2000 | 02 8281 2018 |
| Nova Systems Consulting Pty Ltd | 1 Geelong Street Fyshwick ACT 2609 | 1 Geelong Street Fyshwick ACT 2609 | 02 6239 2666 |
| Noventus Pty Ltd | Suite 311/566 St Kilda Road Melbourne VIC 3004 | Suite 311/566 St Kilda Road Melbourne VIC 3004 | 03 9077 8959 |
| Oakton Services Pty Ltd | 45 Wentworth Avenue Kingston ACT 2604 | 45 Wentworth Avenue Kingston ACT 2604 |  |
| O'Connor Marsden & Associates Pty Ltd | Level 1, 1 York Street Sydney NSW 2000 | Level 11, St George Centre 60 Marcus Clarke Street Canberra ACT 2600 |  |
| ORIMA Research Pty Ltd | 101 Greville Street Prahran VIC 3181 | PO Box 7543 St Kilda Road VIC 8004 | 03 9526 9000 |
| Palladium Consulting Pty Ltd | Level 20, 44 Market Street Sydney NSW 2000 | Level 20, 44 Market Street Sydney NSW 2000 | 02 8259 1010 |
| PEPWorldwide Pty Ltd | Unit 8, 1 Farr Place Isaacs ACT 2607 | Unit 8, 1 Farr Place Isaacs ACT 2607 | 02 6290 2622 |
| Perocin Pty Ltd | 27 Maranoa Street Kaleen ACT 2617 | PO Box 67 Belconnen ACT 2616 |  |
| Phoenix Project Management Pty Ltd | 19 Daringa Street Mile End SA 5031 | PO Box 161 Goodwood SA 5034 |  |
| Planix Pty Ltd | Suite 607, 301 George Street Sydney NSW 2000 | PO Box R405 Royal Exchange NSW 1225 | 02 9241 7349 |
| Predicate Partners Pty Ltd | 5 Torrens Street Braddon ACT 2612 | 5 Torrens Street Braddon ACT 2612 |  |
| Predictive Analytics Group | Level 7, 175 Collins Street Melbourne VIC 3000 |  | 03 9639 7467 |
| PricewaterhouseCoopers | 28 Sydney Ave Forrest ACT 2603 | 28 Sydney Ave Forrest ACT 2603 | 02 6271 9247 |
| Project Outcomes Pty Ltd | Suite 11, 7 Beisel Street Australian Swimming House Belconnen ACT 2617 | Suite 11, 7 Beisel Street Australian Swimming House Belconnen ACT 2617 | 02 6251 7133 |
| Protiviti Pty Ltd | Level 5, 71 Northbourne Avenue Canberra ACT 2600 | GPO Box 426 Canberra ACT 2601 | 02 6113 3900 |
| Providence Consulting Group Pty Ltd | 11/15 Tench Street Kingston ACT 2604 | PO BOX 4490  Kingston ACT 2604 | 02 6162 3023 |
| Proximity Advisory Services Pty Ltd | 169/50 Eyre Street Kingston ACT 2604 | PO Box 4237 Kingston ACT 2604 | 02 6126 5950 |
| PSI Asia Pacific Pty Ltd | 11 Torrens Street  Braddon ACT 2602 | GPO Box 648 Canberra ACT 2601 | 02 6248 0733 |
| Pumpky Pty Ltd as trustee for The Trustee for TCS Trust t/as The Consulting Space | Suite 402, Flourmill Studios 3 Gladstone Street Newtown NSW 2042 | Suite 402, Flourmill Studios 3 Gladstone Street Newtown NSW 2042 |  |
| PWC Strategy & (Australia) | Level 10, 12 Moore Street  Canberra ACT 2600 | Level 10, 12 Moore Street  Canberra ACT 2600 | 02 6279 1900 |
| Qinetiq Pty Ltd | Unit 5 (Level 1), 8 Brindabella Circuit Brindabella Business Park Majura ACT 2609 | Unit 5 (Level 1), 8 Brindabella Circuit Brindabella Business Park Majura ACT 2609 | 02 6200 2600 |
| QRMC Risk Management Pty Ltd | 120 Beck Street Paddington QLD 4064 | GPO Box 199 Brisbane QLD 4001 | 07 3229 1744 |
| Quantum Consulting Australia Pty Ltd | Level 11, 251 Adelaide Terrace Perth WA 6000 | Box 1, 251 Adelaide Terrace Perth WA 6000 | 08 9325 3233 |
| Recordkeeping Innovation Pty Ltd | Level 1, 15 Wentworth Avenue Sydney NSW 2000 | PO Box 1275 Darlinghurst NSW 1300 | 02 9267 3700 |
| Recruitment Management Company Pty Ltd t/as RMC Pty Ltd | AMP Building, Ground Floor 1 Hobart Place Canberra ACT 2600 | AMP Building, Ground Floor 1 Hobart Place Canberra ACT 2600 | 02 6248 5313 |
| RTO Solutions Pty Ltd | 40 Sheffield Road Welshpool WA 6106 | 40 Sheffield Road Welshpool WA 6106 | 02 9458 2800 |
| Rubikon Group Pty Ltd | 154 Sydney Street New Farm QLD 4005 | PO Box 1799 New Farm QLD 4005 | 0414 293 023 |
| Sapere Research Group Ltd | Unit 3, 97 Northbourne Avenue Tuner ACT 2612 | Level 14, 68 Pitt Street Sydney NSW 2000 | 02 9234 0216 |
| Sefton & Associates Pty Ltd | 21 Bourke Street Tamworth NSW 2340 | 21 Bourke Street Tamworth NSW 2340 | 02 6766 5222 |
| Sensory7 Pty Ltd | 8 Seccombe Place MacGregor ACT 2615 | 8 Seccombe Place MacGregor ACT 2615 | 1300 136 457 |
| Serenidad Consulting Pty Ltd | The Meadows Mollymook NSW 2539 | PO Box 58 Milton NSW 2538 | 02 4455 6951 |
| Shaunak Pty Ltd | 13/30 Chinner Crescent Melba ACT 2615 | 13/30 Chinner Crescent Melba ACT 2615 |  |
| Sinclair Knight Merz Pty Ltd | Ground Floor, ALG House 214 Northbourne Avenue Braddon ACT 2612 | 214 Northbourne Avenue Braddon ACT 2612 | 02 6246 2725 |
| SMS Consulting Group Ltd t/as SMS Management & Technology | Ground Floor, 8 Brindabella Circuit Canberra Airport ACT 2609 | Ground Floor, 8 Brindabella Circuit Canberra Airport ACT 2609 | 02 6279 7100 |
| Southern Cross Computer Systems Pty Ltd | Level 1, The Realm 18 National Circuit Barton ACT 2600 | 2 Hall Street Hawthorn East VIC 3123 | 03 9804 1700 |
| Southern Cross Computing Pty Ltd | 1st Floor, 6 Phipps Close Deakin ACT 2600 | PO Box 1090 Woden ACT 2606 | 02 6290 2800 |
| Strategic Leadership Pty Ltd | 12 Oboe Close Mornington VIC 3931 | 12 Oboe Close Mornington VIC 3931 | 03 5976 8820 |
| Sustineo Pty Ltd | 27 Torrens Street Braddon ACT 2612 | 27 Torrens Street Braddon ACT 2612 | 02 6140 4278 |
| Synergy Group Australia Pty Ltd | Ground Floor, Boeing House 55 Blackall Street Canberra ACT 2601 | PO Box 4789 Kingston ACT 2604 | 02 6260 7477 |
| Sypaq Systems Pty Ltd | Level 5, 441 St Kilda Road Melbourne VIC 3004 | Level 5, 441 St Kilda Road Melbourne VIC 3004 | 03 9867 2565 |
| Tanner James Management Consultants Pty Ltd | Level 4, 11 London Circuit Canberra ACT 2601 | Level 4, 11 London Circuit Canberra ACT 2601 | 1300 774 263 |
| Tarcus Pty Ltd | 4 Solander Place Yarralumla ACT 2601 | 4 Solander Place Yarralumla ACT 2601 |  |
| Technology Partners International t/as Information Services Group | Suite 2, Level 4 56 Clarence Street  Sydney NSW 2000 | Suite 2, Level 4 56 Clarence Street  Sydney NSW 2000 | 02 6198 3283 |
| Thinc Projects Australia Pty Ltd | Level 2, 2 Mort Street Canberra ACT 2601 | Level 3, 8 Spring Street Sydney NSW 2000 | 02 9256 4700 |
| ThinkPlace Pty Ltd as trustee for The Trustee for Thinkplace Unit Trust | Mezzanine level, 55 Wentworth Avenue Kingston ACT 2602 | PO Box 5249 Kingston ACT 2604 | 02 6282 8852 |
| Third Horizon Consulting Pty Ltd | Level 8, 60 Marcus Clarke Street Canberra ACT 2601 | GPO Box 793 Canberra ACT 2601 | 02 6223 1500 |
| Total Decision Support Pty Ltd | Level 1, 18 National Circuit Barton ACT 2600 | PO Box 189 Deakin West ACT 2600 | 02 6162 3474 |
| TriSigma Pty Ltd | 4A Churchill Street Mont Albert VIC 3127 | PO Box 249 Eltham VIC 3095 | 03 9008 7279 |
| Trustee for DC Family Trust & trustee for LNPA Family Trust t/as Equity Partners Accountants Advisers | Unit 126, 24 Lonsdale Street Braddon ACT 2612 | PO Box 5119 Braddon ACT 2612 | 02 6247 2211 |
| UXC Consulting Pty Ltd. | Ground Floor, 18-20 Brindabella Circuit Canberra Airport ACT 2609 | 18-20 Brindabella Circuit Canberra Airport ACT 2609 | 02 6229 5196 |
| Walter Partners Pty Ltd as trustee for The Trustee for the Nisodan Trust | Suite 7, Pistol House 2 Phipps Close Deakin ACT 2603 | GPO Box 35 Canberra ACT 2600 | 1300 085 087 |
| WdScott Asia Pty Ltd | Unit 2, 32 Furneaux Street Manuka ACT 2603 | Unit 2, 32 Furneaux Street Manuka ACT 2603 |  |
| WhyteCo Coaching, Change & OD Consulting Pty Ltd | Level 11, Suite 1, 8 Spring Street Sydney NSW 2000 | Level 11, Suite 1, 8 Spring Street Sydney NSW 2000 | 02 9251 5500 |
| Workforce Planning Australia | Level 1, Swanston Street Melbourne VIC 3000 | 26 Ringwood Street Ringwood VIC 3134 | 03 9871 5555 |
| Workplace Research Associates Pty Ltd | Unit 4, 285 Canberra Avenue Fyshwick ACT 2609 | PO Box 5144 Garran ACT 2605 | 02 6290 0090 |
| Yael Bright Consulting t/as Bright Consulting | 161 London Circuit Canberra ACT 2600 | PO Box 460 Civic Square ACT 2608 | 02 6262 7762 |
| Yarratek Pty Ltd | 17 Amungula Place Wamboin NSW 2620 | 17 Amungula Place Wamboin NSW 2620 |  |
| Yellow Edge Pty Ltd | Level 2, 9 Sydney Avenue Barton ACT 2600 | Box 4190 | 02 6273 0168 |
| Zen Ex Machina Pty Ltd | Unit 7, 43 Sandgate Road Albion QLD 4010 | 17 Evans Crescent Griffith ACT 2603 |  |