Grants-in-Aid

Feedback Summary

Overview

The Grants-in-Aid (GIA) program (the Program) aims to support the role of national ex-service organisations (ESOs) which provide coordinating and representational support within the veteran and Defence community.

The objective of the program is to fund discrete projects or activities that address a specific problem or issue and will achieve a clear benefit to the ex-service and Defence community.

This may include projects that:

- encourage co-operation and communication between the ex-service community, ESOs and the Australian Government; and/or
- assist ESOs to:
    - support their branches, sub-branches and affiliated organisations in performing advocacy, pensions and welfare work; and/or
    - advance the objectives of all ESOs more generally, including improved co-operation and communication between national bodies, branches, sub-branches and affiliated organisations on repatriation and military compensation matters.

Selection results

There was a strong response from bona fide national ESOs across Australia to the GIA call for applications. Fifteen organisations were successful in receiving funding which will encourage the advancement of their objectives.

All applications received under the GIA selection process were assessed in accordance with the Community Grants Hub (the Hub) policies.

Selection process

The Hub administered the selection process on behalf of the Department of Veterans' Affairs (DVA) using a restricted competitive selection process to ensure all eligible organisations had an equal opportunity to apply and that suitable organisations were recommended for funding.

Eligible applications were assessed on how strongly they met one or more of the following priorities:

- how well the project meets the outcomes of the program outlined in the Grant Opportunity Guidelines;
- the number of services the project provides to members of the ex-service community through activities such as:
  - o annual general meetings;
  - o annual reports;
  - o camaraderie;
  - o liaison with DVA;
  - o liaison with the office of the Minister for Veterans' Affairs;
  - o newsletters; and
- whether the project is targeted towards addressing a specific problem or issue rather that supporting business as usual running costs.

General feedback for future GIA grants applications

The following tips provide guidance in completing applications for GIA grants funding.

Read the supporting information before applying

- It is important to read all available information provided about GIA grants when applying for funding, especially the Grant Opportunity Documentation provided on the Hub's website.

- The Grant Opportunity Documentation is specific to each GIA 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 for the selection process.

Eligibility and compliance

- It is important that the Grant Opportunity Documents are read to understand eligibility requirements.

- Only eligible applicants are considered for funding.

- Only bona fide national incorporated ESOs are eligible to apply for a GIA grant. A bona fide national incorporated ESO is an organisation:

  - o which has direct links to the ex-service community;
  - o whose membership consists primarily of veterans, past and present members of the Australian Defence Force (ADF) and/or their dependants;
  - o which is established primarily to provide pensions, advocacy and/or welfare assistance to veterans, past and present members of the ADF and/or their dependants;

- o which does not charge any fee for acting on behalf of the veterans, past and present members of the ADF and/or their dependants in the provision of claims or welfare services;
  - o which has objectives that aim to benefit the welfare of its members nationally; and
  - o which is incorporated.

- ESOs need to clearly establish their legal entity status and ensure that they have the required legal status to apply for a GIA grant. Organisations are encouraged to seek information on their legal entity status from their finance officer or accountant.

- ESOs that are not legal entities (for example, unincorporated entities and unincorporated sub branches of larger organisations), or not bona fide, are ineligible to apply for funding.

- Requested items should relate to the role of national ESOs as co-ordinating and representative bodies. These eligible items could include but are not limited to, costs associated with:
  - o accommodation expenses (interactions with local, state/territory and Commonwealth government bodies or attendance at conferences, etc.)
  - o travel expenses (interactions with local, state/territory and Commonwealth government bodies or attendance at conferences, etc.)
  - o venue hire (hosting AGMs or other meetings, etc); and
  - o organisational improvements (e.g. training in representational skills for key spokespeople in the organisation etc).

- Examples of discrete projects that address a specific issue could be a national conference to develop a five-year business plan or training in representational skills for key spokespeople in the organisation.

- Organisation can provide the following services in line with the outcomes of the program:
  - o accommodation
  - o travel
  - o venue hire
  - o organisational improvements
  - o projects such as development of a five year business plan or training in representational skills for key spokespeople in the organisation.

- Applications are limited to one application per organisation. If more than one application is received, the last application received is the one assessed.

- Persons completing an application are encouraged to consult with other members from the organisation or community group to ensure that only one application is submitted.

Check the application before it is submitted

- Applicants are encouraged to check the Application Form for completeness prior to attempting to submit.
    - o   Check that all fields in the Application Form have been completed in full.
    - o   Check that all answers to questions have been entered correctly and saved into the Application Form.
    - o   Check that any required attachments have been completed in full and correctly saved into the relevant section/s on the Application From.
    - o   Check that written answers are accurate, clear and easy to read, and within the specified word limits.
    - o   Please note that a lack of information may affect the assessment of the application.
    - o   The Grants Support Hotline is available to provide assistance. Applications that are not completed correctly and in full may be deemed as non-compliant or ineligible and may not be considered.

Submitting an application

- Applicants are advised to prepare early and allow plenty of time for completion and submission of the application in order to meet the closing date and time specified in the published information on the Hub's [website](#).

    - o   It is the applicant's responsibility to ensure the Hub receives the application on time.
    - o   If in doubt, contact with the Grants Support Hotline should be made as soon as possible after the application has been submitted to confirm that the Hub has received the application.
    - o   Application submission times are based on Australian Eastern time zones. This must be taken into account to ensure the application is submitted on time.

- Late applications are only considered under exceptional circumstances beyond the applicants control and in line with the Late Application Policy on the Hub's [website](#).

    - o   It is strongly recommended that the application be submitted well before the closing date and time. The Hub will not accept a request to submit a late application if exceptional or unforeseen circumstances do not exist.