Australian Government
Department of Home Affairs

Submission

For decision
PDMS Ref. Number: MS25-002876
Date of Clearance: 12/09/2025

To Assistant Minister for Citizenship, Customs and Multicultural Affairs

Subject Election Commitments - Retrospective costs

Timing *For consideration by 22 September 2025 in order to progress the election commitment grant rounds.*

Recommendations

That you:

1. note the Draft Grant Opportunity Guidelines (GOGs) provided at **Attachment A, B and C** which will be provided for endorsement to the Minister for Multicultural Affairs – in particular the conditions in section 5.2 in relation to retrospective costs; — noted / please discuss

2. note the risks, sensitivities and mitigation strategies in regards to retrospective costs and the provision of a letter of comfort to potential grant recipients; — noted / please discuss

3. Should you wish to proceed with sending communications to potential grant recipients; agree to sign the letter of comfort provided at **Attachment D;** and — agreed / please discuss * Subject to Redraft in accordance with policy decision recorded below

4. note the Department of Home Affairs (the Department) will work with your office to manage the distribution of the letter of comfort. — noted / please discuss

Assistant Minister for Citizenship, Customs and Multicultural Affairs

Signature.....

Date: 12/9/2025

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(1)

Assistant Minister's Comments

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1. The Department of Home Affairs (the Department) is progressing the grant funding for first three rounds of Supporting Multicultural Communities (SMC) election commitmen made by the Government as part of *Labor's costed plan to Build Australia's Future*.

2. The Department is aware of several organisations which are likely to have commenced election commitment activities before eligible applications can be received and assesse Department has drafted Grant Opportunity Guidelines (GOGs) which allow funding for activities which commenced on or after 4 May 2025. However, to ensure integrity of th funding process, the Department is unable to confirm details of the GOGs with organisations until they have been approved by the Minister for Multicultural Affairs.

3. The current draft SMC GOGs for the election commitment programs, are provided at **Attachment A B and C.** The conditions in respect to retrospective costs are in section 5.2 – Eligible expenditure.

   - The content of the GOGs remains subject to change prior to final endorsement by the Minister for Multicultural Affairs.

   - Should you wish to provide feedback on the GOGs before they are endorsed, the Department can arrange time to discuss changes with your office.

Letter of Comfort

4. The Department has drafted a letter of comfort (**Attachment D.**) which you may send to grant recipients before the GOGs are endorsed. This letter has been drafted to reassure them of the proposal to cover retrospective costs, and outlines actions they may take to appropriately document and provide evidence of expenditure.

   - The letter provides a general update and reassurance to organisations on funding while noting that the treatment of retrospective costs will be outlined in the final GOGs.

5. While the letter is consistent with the Government's commitment to delivering election commitments, there are risks and sensitivities associated with communicating about retrospective costs prior to the finalisation of the GOGs. The effect of these risks may cause reputational damage to the Minister for Multicultural Affairs or yourself and may also cause

Can the Letter also advise applicants in the Infrast. Stream to contact the Dept if they propose to seek Retrospective Payment of funds at their own risk prior to grant.

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(2) I will Review the draft GoGs ASAP & provide any comments.

financial damage to affected organisations. Risks and sensitivities are discussed in further detail below.

6. Should you agree to the Letter of Comfort, the Department will work with your office to determine the best method to distribute the Letter to all potential grant recipients.

Risks and Sensitivities

The information contained in this submission is classified and should not be publicly released without the authority of the Department of Home Affairs. In accordance with our long-standing practices, should you wish for unclassified media lines to be prepared in relation to this issue please contact the Home Affairs Media Operations team - media@homeaffairs.gov.au.

Retrospective costs:

7. During the 2025 Federal Election, the Australian Labor Party announced a total of up to $190.3 million over two years from 2025-26 for the SMC program. Costs for this election commitment are yet to be agreed with the Department of Finance.

8. s. 42(1)

9. To manage associated risks, eligible expenditure must be incurred on or after **4 May 2025**. This date has been applied consistently and reflects the earliest point at which organisations could reasonably have expected funding to be provided given the election was decided on 3 May 2025.

10. The Infrastructure stream includes an additional safeguard by limiting retrospective expenditure to no more than 20 per cent of the total approved grant funding. This cap is intended to manage financial risk and ensure that the majority of grant funding supports future activities. This requirement is outlined in Section 5.2 of the Infrastructure GOGs (**Attachment C**).

no, for smaller ones that's not necessary. OR necessary.

Letter of Comfort:

11. As the Minister for Multicultural Affairs is the decision maker, the content of the GOGs remains subject to change prior to final endorsement. If retrospective costs are not approved as drafted, an organisation may be unintentionally spending funds which are not covered by their grant.

12. Similarly, an organisation may take broader definitions around retrospective costs which were not intended by the letter, thereby spending funds on ineligible items.

13. The Department has sought to minimise these risks by drafting the letter of comfort with consideration of Prime Minister and Cabinet, Department of Finance and internal Legal advice.

Consultation - Internal/External

Internal

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Legal Group

The Chief Financial Officer delegate has cleared the financial information in the submission

The Chief Procurement Officer has cleared the submission.

External

Department of the Prime Minister and Cabinet

Department of Finance

Attachments

Attachment A	Supporting Multicultural Communities Infrastructure – R1 – GOGs
Attachment B	Supporting Multicultural Communities Amenities – R1 – GOGs
Attachment C	Supporting Multicultural Communities Events and Programs - GOGs
Attachment D	Election Commitments – Letter of Comfort

Authorising Officer

Cleared by:

Sneha Chatterjee
First Assistant Secretary
Office for Multicultural Affairs, Immigration Group

Date: 12/09/2025
Mob: s. 22(1)(a)(ii)

Contact Officer: Malcolm McAllister, Assistant Secretary, Special Envoy and Grants Program Branch,
Ph: s. 22(1)(a)(ii) / Mob s. 22(1)(a)(ii)

Through Chief Financial Officer
Chief Procurement Officer

CC Minister for Home Affairs, Minister for Immigration and Citizenship, Minister for Cyber Security
Minister for Multicultural Affairs
DS Executive
DS Legal
Head of Immigration
DS Immigration Programs

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Community Grants Hub
Improving your grant experience

Supporting Multicultural Communities - Infrastructure (Round 1) Grant Opportunity Guidelines

Opening date:	**14 November 2025**
Closing date and time:	9:00 pm AEDT on 11 December 2025
Commonwealth policy entity:	Department of Home Affairs
Administering entity:	Community Grants Hub
Enquiries:	If you have any questions, contact Community Grants Hub[1] Email: support@communitygrants.gov.au Questions should be sent no later than 5:00 pm AEDT on 4 December 2025
Date guidelines released:	14 November 2025
Type of grant opportunity:	Closed non-competitive
Version:	XX - dd month yyyy

[1] https://www.communitygrants.gov.au/contact-us

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1. Supporting Multicultural Communities - Infrastructure process

The Supporting Multicultural Communities - Infrastructure is designed to achieve Australian Government objectives

This grant opportunity is part of the above grant program which contributes to the Department of Home Affairs' Program 2.5 Multicultural Affairs and Citizenship. The Department of Home Affairs works with stakeholders to plan and design the grant program according to the *Commonwealth Grants Rules and Principles 2024*[2] (CGRPs).

↓

The grant opportunity opens

We publish the grant guidelines on GrantConnect[3].

↓

You complete and submit a grant application

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

↓

We assess all grant applications

We assess the applications against eligibility criteria and notify you if you are not eligible. If you are eligible, we then assess your eligible application against the assessment criteria including an overall consideration of value with money. A Selection Advisory Panel will be convened to contribute to the review of applications.

↓

We make grant recommendations

We provide advice, through the Selection Advisory Panel, to the decision maker on the merits of each application.

↓

Grant decisions are made

The decision maker, either the Minister for Multicultural Affairs or the Assistant Minister for Citizenship, Customs and Multicultural Affairs, decides which 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 enter into a grant agreement

We enter into a grant agreement with you if successful. The type of grant agreement is based on the nature or complexity of the grant and is proportional to the risks involved.

↓

[2] https://www.legislation.gov.au/F2024L00854/latest/text

[3] https://www.grants.gov.au/

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Delivery of grant

You undertake the grant activity as set out in your grant agreement. We manage the grant by working with you, monitoring your progress and making payments.



Evaluation of the Supporting Multicultural Communities - Infrastructure

We evaluate your specific grant activity and the grant opportunity as a whole. We base this on information you provide us and that we collect from various sources.

1.1 Introduction

These guidelines contain information for the Supporting Multicultural Communities - Infrastructure grant opportunity.

You must read these guidelines before filling out an application.

This document sets out:

- the purpose of the grant program/grant opportunity
- the eligibility and assessment criteria
- how grant applications are considered and selected
- how grantees are notified and receive grant payments
- how grantees will be monitored and evaluated
- responsibilities and expectations in relation to the opportunity.

This grant opportunity and process will be administered by the Community Grants Hub on behalf of the Department of Home Affairs (the department).

2. About the grant program

The Supporting Multicultural Communities - Infrastructure (SMC - Infrastructure) grant opportunity will run in 2 rounds over 3 years from 2025–26 to 2027–28.

The program will fulfil the 2025 election commitments to support multicultural communities as outlined in *Labor's costed plan to Build Australia's Future*. These projects will provide direct support to multicultural community organisations demonstrating the Government's commitment to support both small and large communities and more diverse organisations with strong local links and who provide innovative support direct to their communities.

The SMC - Infrastructure grant opportunity is being provided under Program 2.5 Multicultural Affairs and Citizenship Program, within Outcome 2 of the Department of Home Affairs Portfolio Budget Statement[4].

- Outcome 2: Support a united and prosperous Australia through effective coordination and delivery of immigration and citizenship policy and programs underpinned by robust integrity and assurance.
- Program 2.5: Multicultural Affairs and Citizenship: To support a prosperous and inclusive society through the promotion, delivery and effective management of the Australian multicultural and citizenship programs.

[4] https://www.homeaffairs.gov.au/reports-and-publications/reports/budgets/portfolio-budget-2024-25

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The objectives of the program are to:

- support multicultural organisations to deliver new construction or extend/upgrade existing infrastructure to provide access to purpose-built facilities
- improve amenity and accessibility through investment in community infrastructure

The intended outcomes of the program are to:

- maintain and enhance access to multicultural infrastructure and amenity
- encourage and facilitate multicultural communities to connect and commune in a designated safe physical environment
- improve equity outcomes and social inclusion.

The Community Grants Hub administers the program according to the *Commonwealth Grants Rules and Principles 2024*[5] (CGRPs).

3. Grant amount and grant period

3.1 Grants available

The Australian Government has announced a total of up to $190 million (GST exclusive) over 4 years from 2025–26 to 2028–29 for the Supporting Multicultural Communities program.

For the SMC – Infrastructure (Round 1) grant opportunity, a total of up to $157 million (GST exclusive) is available over 3 years from 2025-26.

The SMC – Infrastructure (Round 1) grant opportunity will run from 14 November 2025 to 11 December 2025.

Funding will be available for Australian Government identified projects that are scheduled for completion with final payment made before 30 June 2028.

There is no minimum grant amount. A maximum amount available to each invited organisation is listed in **Appendix A** of this document. Funding will be provided in 2025–26, 2026–27 and 2027–28, depending on the nature of the project.

Requests for additional funding from the Australian Government will not be considered in this program. If your project is solely for the development of a business case, feasibility study, masterplan or similar, no additional funding is available for the construction phase of the project under this program.

The split of funding between financial years in the below table may change due to negotiation for multi-year funding agreements or projects not expected to commence until forward years. These changes will not affect the total funding amount.

Table 1: Available funding for this grant opportunity.

Financial Year	2025–26	2026–27	2027–28	Total
Round 1	72,981,399	71,700,000	12,350,000	**157,031,399**

[5] https://www.legislation.gov.au/F2024L00854/latest/text

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3.2 Grant period

The maximum period of this grant is 3 years.

All projects must be completed no later than **30 June 2029**.

3.3 Designated Use Period

After the grant period, applicants will be expected to use the developed facility/ies for the agreed purpose from the date on the Certificate of Completion (or equivalent), until the end of the Designated Use Period (DUP), according to the schedule below:

Total Grant Value (GST exclusive)	Designated Use Period
Below $5 million	5 years
$5 million to $10 million	10 years
Above $10 million	15 years

During the DUP, any intention to change the use, ownership or lease arrangements of the property including if the facility is sold, novated, or otherwise disposed of by you, in part, or entirely, you must notify the department and you must inform the new owner/occupier of this requirement, and the remaining period.

4. Eligibility criteria

This is a closed non-competitive grant selection process. The department considers this is an appropriate type of selection process considering the nature of the grant opportunity is in response to the commitments made by the Government during the 2025 Federal Election campaign, addressing the needs of multicultural communities in local areas of Australia.

4.1 Who is eligible to apply for a grant?

To be eligible to receive a grant, you must be one of the invited organisations listed in **Appendix A** and have received an invitation to apply through GrantConnect.

The list of eligible applicants was determined by the Australian Government during the 2025 Federal Election. Eligible applicants hold relevant project knowledge, and are considered to possess:

- appropriate cultural awareness to deliver facilities that will meet the needs of multicultural communities
- an ability to work with multicultural communities to increase the uptake of Australian values, boost civic participation and enable connection through the use of community spaces
- a willingness to strengthen inclusion and social cohesion.

No further organisations will be invited to apply.

4.2 Who is not eligible to apply for a grant?

You are not eligible to apply if you:

- have not received an invitation to apply through GrantConnect and your organisation is not listed as an eligible invited organisation in **Appendix A**

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- are an organisation, or your project partner is an organisation, that is included on the National Redress Scheme's website[6] on the list of 'Institutions that have not joined or signified their intent to join the Scheme'
- are an organisation, or your project partner is an organisation, that is included on the Workplace Gender Equality Agency website[7] on the non-compliant list.

4.3 What qualifications, skills or checks are required?

If you are successful, all personnel working on the grant project may be required to meet certain qualifications, accreditation, registration or checks such as Working with Children check or Working with Vulnerable people registration. These requirements will be identified in the agreement.

5. What the grant money can be used for

5.1 Eligible grant activities

To be eligible, your grant activity or project must be included in **Appendix A** and:

- be consistent with the intent of the announced commitment
- have as a primary outcome the construction, upgrade (renovation), extension or purchase of infrastructure that provides benefit to multicultural communities
- not be located on privately owned land where you do not have a formal arrangement, such as a lease, for use of the land or building.

If the grant activity is part of a larger project, you must provide evidence to show how the grant activity can be delivered in isolation and the outcomes to be achieved as a result of the grant.

The decision maker makes the final decision on what are eligible grant activities and may also approve other activities.

5.2 Eligible expenditure

You can only spend the grant on eligible expenditure you have incurred on your eligible grant activity as detailed in **Appendix A**,

Expenditure must be a direct cost related to the project, and consistent with the policy intent announced by a Labor candidate prior to the federal election and not be listed as an ineligible expense.

Expenditure on your grant must be incurred on or after Sunday 4 May 2025. Any expenditure incurred prior to entering into your grant agreement, must not exceed **20%** of the total approved grant funding. Applicants will be required to provide detailed financial documentation to support any costs incurred prior to the execution of the grant agreement, including invoices, contracts and payment records.

Eligible expenditure items may include, but are not limited to:

- pre-construction and development activities, including architect services, design, surveying, planning, levies, zoning, environmental or other regulatory approvals costs, limited to 10% of the overall project costs
- costs associated with project management services for the delivery of the project

[6] https://www.nationalredress.gov.au/

[7] https://www.wgea.gov.au/what-we-do/compliance-reporting/non-compliant-list

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- materials for construction such as;
  - building materials
  - fit-out of the infrastructure, such as window dressings
  - fixed furniture, such as kitchen fit outs as part of the construction of a building
  - landscaping paths, outdoor areas, driveway, and parking areas
- labour costs for wages and salaries for workers undertaking eligible project activities
- connection of sewage, water and electricity or other services and/or upgrades to utility services
- costs associated with preserving and protecting the infrastructure, including ensuring users accessing the venues are safe
- excavation, site clearance/demolition and asbestos removal
- hired/leased plant equipment for the project period only
- safety compliance costs and insurances that are specifically required to cover the grant, during the activity period
- fees paid to the Commonwealth, state, territory and local governments to obtain planning, environmental or other regulatory approvals (for example Final Certificate of Occupancy)
- financial auditing of project expenditure (maximum 5% of total eligible project expenditure).

This is not a definitive list. Other expenditure may be eligible. The decision maker makes the final decision on eligible expenditure.

We may update the guidelines on eligible and ineligible expenditure from time to time. If your application is successful, the version in place when you submitted your application applies to your project.

If your application is successful, we may ask you to verify project costs that you provided in your application. You may need to provide evidence such as quotes for major costs.

Not all expenditure on your project may be eligible for grant funding. The decision maker makes the final decision on what is eligible expenditure.

5.3 What the grant money cannot be used for

You cannot use the grant for the following activities:

- costs associated with the purchase of land, existing infrastructure or vehicle, unless specified in the activity description in **Appendix A**
- costs associated with the development, construction or fit-out of a childcare centre
- costs associated with the maintaining and running the facility during the Designated Use Period
- costs associated with:
  - employees of your organisation including wages or employee on-costs such as superannuation, holiday loading, overheads, except where they are undertaking eligible project activities
  - consumables such as paper, printer cartridges, office and kitchen supplies, brochures and other marketing materials
  - routine operational expenses, including communications, accommodation, printing and stationery, postage, legal and accounting fees and bank charges

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- subsidy of general ongoing administration, such as electricity, phone and rent
- costs relating to the ongoing maintenance of any fit-out items purchased with grant funding
- costs relating to construction or fit out of any accommodation or domiciles
- relocation costs
- ongoing upgrades, updates and maintenance of existing ICT systems, the cost of ongoing subscription-based software, and IT support memberships and warranties for purchases
- domestic or overseas travel
- funding to develop or deliver ongoing training or educational courses
- funding to purchase items that will not remain the property of the organisation, including items to be given away
- purchase and installation of manufacturing equipment
- project overhead items, including office equipment, or mobile capital equipment. Examples include trucks and earthmoving equipment and the applicant's internal plant operating costs
- costs incurred in the preparation of a grant application or related documentation for example business case development and feasibility studies
- making donations, gifts and sponsorships
- activities for which other Commonwealth, state, territory or local government bodies have primary responsibility.

6. The assessment criteria

You must address all of the following assessment criteria in the application.

All the assessment criteria are equally weighted.

The application form includes character limits – up to 3,500 characters (approximately 525 words) per criterion.

The application form will not accept characters beyond this limit. Please note spaces are included in the character limit.

The amount of detail and supporting evidence you provide in your application should be relative to the size, complexity and grant amount requested.

In assessing your responses to each of the criteria below, the Panel will rate the response as:

- fully meets the criterion
- partially meets the criterion
- does not meet the criterion.

Applicants must at least partially meet each of the criteria in order to be deemed suitable.

Fully meets the criterion	Partially meets the criterion	Does not meet the criterion
• All sub-criteria have been addressed. • A good case has been made by the applicant through clear and convincing arguments that are supported by evidence.	• Some or most of the sub-criteria have been addressed. • A satisfactory case has been made by the applicant through information that is generally relevant. While some information is ambiguous,	• No real case has been made against the criterion or any of the sub-criteria. • No relevant information has been provided or the response field is blank.

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Fully meets the criterion	Partially meets the criterion	Does not meet the criterion
• The applicant has provided relevant information for all of the sub-criteria. • All the claims made are reasonable, generally convincing and well explained. • All the claims made are supported by evidence. • All the claims made and evidence provided generally link back to the grant activities and objectives/outcomes. • All the evidence provided is relevant. • Very limited areas of relevant weakness may have been identified.	overall a clear picture emerges. • The applicant has provided some or mostly relevant information. • Some or most of the claims made are reasonable and supported by some evidence. • Some or most of the evidence provided is relevant. • Some areas of relevant weakness have been identified.	• No analysis has been provided or the sub-criteria are largely repeated. • A very poor case has been made with limited information supplied. • Any claims made may be inadequate, ambiguous or not clearly explained. • Critical areas of weakness have been identified.

Criterion 1: Project need

Describe how your proposed project will contribute to the objectives and intended outcomes of this grant opportunity (refer to section 2) and why it is needed.

When addressing the criterion, strong applicants will:

- Describe the need your project will meet for your community
- Describe the community that will benefit from the project
- Outline how your project will support multicultural communities connect and commune in a safe physical environment.
- Describe your project outcomes and how you will know the project has been successful.

Criterion 2: Value for Money

Describe how you will manage grant funds while completing your project.

When addressing the criterion, strong applicants will:

- Provide a budget, on the mandatory template as specified in section 7.1, outlining the total cost of the project, how you will allocate the grant funding to complete the project.
- Describe how you will ensure the success of your project, which should include:
  - project designs and costings, such as quotes or tender documents
  - details of any consultation with your community on your project, including design
  - sustainability once construction is complete including maintenance and upkeep of buildings, fit-outs and/or vehicles.
- How will you manage the project to ensure it is successfully completed.
- Evidence of how your project can be delivered in isolation of funds from other sources.

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7. How to apply

Before applying, you must read and understand these Grant Opportunity Guidelines and the questions and answers. These documents are found on the GrantConnect website. Any changes to grant documentation are published as addenda[8] on GrantConnect.

All other grant opportunity documentation (including the online application form) will only be available to invited applicants via GrantConnect. By registering on this website, you will be automatically notified of any changes. GrantConnect is the authoritative source for grants information.

You can only submit one application for this grant opportunity. If more than one application is submitted, the latest accepted application form will progress.

To apply, you must:

- complete the online application form on GrantConnect[9]
- provide all the information requested
- address all eligibility criteria and assessment criteria
- include all necessary attachments
- submit your application to the Community Grants Hub by 9:00 pm AEDT on 11 December 2025.

We will not provide application forms or accept applications for this grant opportunity by fax or mail.

The application form includes help information. You are responsible for making sure your application is complete and accurate. Giving false or misleading information is a serious offence under the *Criminal Code Act 1995*[10] and we will investigate any false or misleading information and may exclude your application from further consideration.

If you need more help about the application process, submitting an application online, have any technical difficulties or find an error in your application after submission, but before the closing date and time, you should contact the Community Grants Hub immediately by email support@communitygrants.gov.au or by visiting the Community Grants Hub's Contact Us[11] page. The Community Grants Hub does not have to accept any additional information, or requests from you to correct your application after the closing time.

You cannot change your application after the closing date and time.

If we find an error or something missing, we may ask you for clarification or additional information. This will not change your application. However, we can refuse to accept any additional information from you that would change your application after the closing time.

You should keep a copy of your application and any supporting documents submitted.

You will receive an automated notification acknowledging the receipt of your application.

[8] Addenda can include changes to existing grant opportunity documentation and/or publishing additional documents. Changes include but are not limited to corrections to currently published documents, changes to close times for applications and system outage notices.

[9] https://www.grants.gov.au/

[10] http://www8.austlii.edu.au/cgi-bin/viewdoc/au/legis/cth/consol_act/cca1995115/sch1.html

[11] https://www.communitygrants.gov.au/contact-us

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7.1 Attachments to the application

All of the following documents listed as mandatory must be attached to your application for it to be considered compliant and for it to proceed to assessment. Templates are provided for your use with the grant opportunity documents as specified.

- Detailed grant activity budget – mandatory template provided.
- Project and Risk Management plan – mandatory template provided.
- Evidence of land ownership or approval from land owner to complete the project and carryout the designated use for the designated use period on the property, such as, Certificate of Title or a letter agreeing to enter into a Use Agreement from land owner– mandatory.
- Evidence of regulatory and development approvals, where available – non-mandatory.

Your application may be considered non-compliant and may not proceed to assessment if the required attachments are not provided and/or the mandatory templates are not used.

At any time during the assessment and decision making process, the department or its representative may request additional details or evidence to support an attachment you provided.

You must attach supporting documentation according to the instructions provided within the application form. You should only attach requested documents. We will not consider information in attachments we have not asked for. Mandatory documents form part of the application and will be used to support assessment of the application.

Please note: There is a 2 MB limit for each attachment.

7.2 Timing of grant opportunity processes

You must submit an application between the published opening and closing dates.

Late applications

We will not accept late applications unless an applicant has experienced exceptional circumstances that prevent the submission of the application. Broadly, exceptional circumstances are events characterised by one or more of the following:

- reasonably unforeseeable
- beyond the applicant's control
- unable to be managed or resolved within the application period.

Exceptional circumstances will be considered on their merits and in accordance with probity principles.

How to lodge a late application

Applicants seeking to submit a late application will be required to submit an email request to the Community Grants Hub via support@communitygrants.gov.au. Where appropriate, applicants may provide supporting evidence to verify the claim of exceptional circumstances. Email requests are required within **3 business days** of the grant opportunity closing. There will be no further consideration of requests made outside of the 3 business days.

Upon receipt of a late application email request, the Community Grants Hub will send a link to the late application form, which will detail the due date and time for submitting the late application.

The late application form will prompt applicants to provide a detailed explanation of the exceptional circumstances, which prevented submission of their application prior to the closing date and time.

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The Community Grants Hub will provide all exceptional circumstances for consideration to the Grant Opportunity Delegate[12] or their appointed representative. The Grant Opportunity Delegate or their appointed representative will determine based on the merits of the exceptional circumstances, in accordance with probity principles, whether a late application is accepted.

The Grant Opportunity Delegate or their appointed representative's decision will be final and not subject to a review or appeals process.

Expected timing for this grant opportunity

If you are successful, you will be expected to start your grant activity around June 2026.

Table 3: Expected timing for this grant opportunity

Activity	Timeframe
Assessment of applications	Within 10 weeks from the closing date
Approval of outcomes of selection process	Within 16 weeks from the closing date
Notification to applicants	Within 18 weeks from the closing date
Negotiations and award of grant agreements	Within 20 weeks from the closing date
Earliest start date of grant activity	June 2026
Grant Activity must end no later than	30 June 2029

7.3 Questions during the application process

Only invited applicants' questions will be answered during the application submission period. Please contact the Community Grants Hub by email support@communitygrants.gov.au or by visiting the Community Grants Hub's Contact Us[13] page.

The Community Grants Hub will respond to emailed questions within 5 working days. The Questions and Answers document will be updated to include answers to questions and addenda will be published on GrantConnect[14].

The question period will close at 5:00 pm AEDT on 4 December 2025. Following this time, only questions about using and/or submitting the application form will be answered.

8. The grant selection process

8.1 Assessment of grant applications

Applications will be assessed based on the eligibility and assessment criteria as set out in these Grant Opportunity Guidelines.

The Community Grants Hub will first review all applications for eligibility and compliance against the requirements of the application process. Applicants will be rated as eligible or ineligible, compliant or not compliant. The Grant Opportunity Delegate will provide a final determination on eligibility and/or compliance. Eligible applications will move to the next stage (assessment).

[12] This may be the department's delegate or nominated staff member at the EL2 level or above.

[13] https://www.communitygrants.gov.au/contact-us

[14] https://www.grants.gov.au/

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If eligible and compliant, the department will then assess your application through a closed non-competitive grant process against the assessment criteria (see section 6). Your application will be considered on its merits, based on:

- how well it meets the criteria
- whether it provides value with relevant money.

A Selection Advisory Panel will then be convened by the department to review applications and assessment outcomes and make final recommendations to the decision maker as part of the selection process.

When assessing the extent to which the application represents value with relevant money, the department will have regard to:

- the initial preliminary score against the assessment criteria
- the overall objective/s to be achieved in providing the grant
- whether the proposed project is in scope
- 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 of the SMC – Infrastructure grant opportunity
- how the grant activities will target groups or individuals
- the outcome of the financial viability assessment
- the risks, financial, fraud and other, that the applicant or project poses for the department.

8.2 Financial viability

Applicants will be asked in their application to provide financial data from the last 2 full years' profit and loss statements and balance sheets (where available) in order to determine the organisation's financial risk. Based on the risk level, applicants may then be subject to a more in-depth financial viability assessment. You may be requested to provide further information or documentation to support this assessment.

The financial viability assessment can include:

- assessing the financial health of your organisation
- establishing whether you or relevant persons in your organisation (as applicable) have any adverse business history (for example, current or past bankruptcy).

The outcome of the financial viability assessment will be considered when assessing and/or selecting applications.

8.3 Who will assess applications?

The department will undertake the assessment of eligible applications against the assessment criteria. The assessment will consider applications on their merits and provide a score for each eligible application to inform the deliberations of the Selection Advisory Panel who will then make final recommendations to the decision maker on which applications to approve for a grant.

The Selection Advisory Panel will be established by the department and may include a mix of employees of the department, experts from the sector, and other Commonwealth officers with relevant specialist expertise.

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The department may ask external experts/advisors to inform the assessment process. Any expert/advisor who is not a Commonwealth official will be required/expected to perform their duties in accordance with the CGRPs. Experts/advisors will generally be those with specialised knowledge or experience in providing grants to infrastructure projects.

An independent probity advisor will attend all Selection Advisory Panel meetings.

A strategy for any potential conflict of interest that could be identified between the department or external officials and applicants will be in place. If any actual or perceived conflict of interest is identified, the staff member is required to immediately disclose the conflict to the department and agree to abstain from any decisions. All staff involved in the assessment process will be required to complete a Conflict of Interest form.

The Selection Advisory Panel may seek additional information from the applicant to assist in making its final recommendations.

8.4 Who will approve grants?

Based on the value of the grant opportunity, and in line with the department's Financial Delegations, either the Minister for Multicultural Affairs or the Assistant Minister for Citizenship, Customs and Multicultural Affairs will be the decision maker for this grant opportunity. The decision maker decides which grants to approve based on the recommendations of the Selection Advisory Panel, taking into consideration any further information that may become known, including the availability of grant funds for the purposes of the grant program.

The decision maker's decision is final in all matters, including the:

- approval of the grant
- grant funding amount to be awarded
- terms and conditions of the grant.

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

9. Notification of application outcomes

We will write to you about the outcome of your application. If you are successful, you are advised of any specific conditions attached to the grant.

9.1 Feedback on your application

A general feedback summary will be published on the Community Grants Hub website to provide all organisations with easy access to information about the grant selection process and the main strengths and areas for improving applications.

Individual feedback will not be provided for this grant opportunity.

9.2 Further grant opportunities

For election commitments not listed in **Appendix A** of these guidelines, the department will run Round 2 of this grant opportunity. Only organisations listed in those guidelines will be eligible to apply for funding.

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10. Successful grant applications

10.1 The grant agreement

You must enter into a legally binding grant agreement with the Commonwealth.

Your grant will be based on the Capital Works Grant Agreement.

Each grant agreement has general terms and conditions that cannot be changed. The type of grant agreement used and its specific conditions may also be determined by the assessment process or other considerations made by the decision-maker. We will identify these in the grant agreement.

We must execute a grant agreement with you before we can make any payments. We are not responsible for any of your expenditure until a grant agreement is executed.

Eligible expenditure must have been incurred on or after Sunday 4 May 2025 and must not exceed 20% of the total approved grant funding. Applicants will be required to provide detailed financial documentation to support any costs incurred prior to the execution of the grant agreement, including invoices, contracts and payment records.

We may manage the grant agreement through our Grant Recipient Portal[15]. Accepting the agreement through the Grant Recipient Portal is the equivalent of signing a grant agreement. After you have accepted it, we will execute the agreement. Execute means both you and the Commonwealth have entered into the grant agreement. We will notify you when this happens and a copy of the executed agreement will be available through the portal. The agreement will not become binding until it is executed.

The Commonwealth may recover grant funds if there is a breach of the grant agreement.

Capital Works Grant Agreement

We will use a Capital Works Grant Agreement.

You will have 15 business days from the date of a written offer to sign and return this grant agreement. The grant agreement is not considered to be executed until both you and the Commonwealth have signed the agreement. During this time, we will work with you to finalise details.

The offer may lapse if both parties do not sign the grant agreement within this time. Under certain circumstances, we may extend this period. We base the approval of your grant on the information you provide in your application.

10.2 Workplace Gender Equality Act 2012

The Australian Government has a commitment to effectively support cultural change in Australian workplaces and drive improved gender equality outcomes. Requirements have been implemented for fairer and more consistent measures to ensure the Government deals with organisations who comply with the *Workplace Gender Equality Act 2012*[16] (the WGE Act).

Applicants may need to satisfy a requirement to be compliant with the WGE Act.

- Applicants with 100 or more employees who are registered with the Workplace Gender Equality Agency (WGEA) and have been issued with a compliance letter are eligible to apply for a grant.

[15] https://www.communitygrants.gov.au/grant-recipient-portal

[16] https://www.legislation.gov.au/C2004A03332/latest/text

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- Applicants with 100 or more employees who are **not** registered with WGEA will need to register to be issued with a compliance letter prior to applying for a grant.
- Applicants with less than 100 employees across their entire structure are not required to submit a report to WGEA; however, you are required to complete the registration form on the login page of the WGEA Portal[17]. WGEA will use the details provided in the registration form to issue your organisation with a tender letter, which must be attained prior to applying for a grant.

For your grant application to be deemed compliant:

- your organisation must not be included on the WGEA website on the non-compliant list or
- you must be able to provide your compliance or tender letter to the Community Grants Hub when requested.

If you are unable to provide your compliance or tender letter and appear on the non-compliant list, you will be deemed non-compliant and withdrawn from the grant process.

More information regarding reporting requirements can be found at the Workplace Gender Equality Agency website[18].

10.3 Commonwealth Child Safe Framework

The Royal Commission into Institutional Responses to Child Sexual Abuse highlighted the need for organisations to adopt child safe practices including appropriate screening of staff, mandatory reporting and adoption of the National Principles for Child Safe Organisations. The Australian Government committed to a new Commonwealth-wide framework to protect children and young people it is responsible for – the Commonwealth Child Safe Framework (CCSF).

The Australian Government has put in place ways to apply certain child safety requirements of the CCSF to grant recipients. A child safety clause will be included in a grant agreement where the Commonwealth considers the grant is for:

- services directly to children
- activities that involve contact with children that is a usual part of, and more than incidental to, the grant activity
- activities that involve possible contact with children that is irregular or unplanned.

The successful applicant will be required to comply with all child safety obligations included in the grant agreement prior to execution of the grant agreement. Irrespective of the child safety obligations in the grant agreement, you must always comply with state and territory legislative requirements for working with children and mandatory reporting.

10.4 Indigenous organisation type classifications

All Australian governments are working with Aboriginal and Torres Strait Islander people, their communities, organisations and businesses to implement the National Agreement on Closing the Gap (National Agreement) at the national, state and territory, and local levels. The National Agreement identifies 4 priority areas for reform within government. One of these is Priority Reform 2, building the Aboriginal and Torres Strait Islander community-controlled sector to deliver services to Aboriginal and Torres Strait Islander communities.

[17] https://client-portal.wgea.gov.au/s/

[18] https://www.wgea.gov.au/reporting/reporting-guide

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To assist government with improving and reporting on the level of community grant funding going to Aboriginal and Torres Strait Islander organisations, changes have been made to the way organisation data is collected. Aboriginal and Torres Strait Islander organisations will now be classified into 3 groups and asked to self-identify which group they fall under. The 3 groups and their definitions are:

Group 1: Aboriginal and Torres Strait Islander Community Controlled organisation	These are organisations that are incorporated, not for profit, at least 51% Aboriginal and Torres Strait Islander owned and at least 51% Aboriginal and Torres Strait Islander controlled (Board members or equivalent).
Group 2: Aboriginal and Torres Strait Islander Operated and Controlled organisation	These are organisations that are at least 51% Aboriginal and Torres Strait Islander owned and at least 51% Aboriginal and Torres Strait Islander controlled (Board members or equivalent).
Group 3: Other Aboriginal and Torres Strait Islander organisation	These are organisations that are at least 50% Aboriginal and Torres Strait Islander owned OR at least 50% Aboriginal and Torres Strait Islander controlled (Board members or equivalent).

10.5 Specific legislation, policies and industry standards

You must comply with all relevant laws, regulations and Australian government sanctions in undertaking your project. You must also comply with the specific legislation/policies/industry standards in your state or territory for the expenditure of public money and the procurement of good and services. It is a condition of the grant funding that you meet these requirements. We will include these requirements in your grant agreement.

In particular, you will be required to comply with:

- *Workplace Gender Equality Act 2012*[19] reporting requirements[20]
- State/territory legislation in relation to working with children
- Working with Vulnerable People registration
- Building and construction requirements.

To be eligible for a grant, you must declare in your application that you comply with these requirements. You may need to declare you can meet these requirements in your grant agreement with the Commonwealth.

Where the Building Code or WHS Accreditation Scheme applies, construction activity must be undertaken by an accredited builder as specified under the Building Code and WHS Accreditation Scheme.

10.6 Multicultural access and equity

The Australian Government's Multicultural Access and Equity Policy obliges Australian Government agencies to ensure their policies, programs and services – including those provided

[19] https://www.legislation.gov.au/C2004A03332/latest/text

[20] https://www.wgea.gov.au/reporting/reporting-guide

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by contractors and service delivery partners – are accessible to, and deliver equitable outcomes for, people from culturally and linguistically diverse (CALD) backgrounds.

Grant applicants should consider how they will ensure their services will be accessible to people from CALD backgrounds. For example, service delivery partners may require cultural competency skills. In addition, services, projects, activities or events may require the use of professional translating or interpreting services in order to communicate with clients who have limited English proficiency. Based on an assessment of the client target group, costs for translating and interpreting services should be factored into grant applications.

10.7 Governance requirements

Successful applicants will be required to adhere to the below minimum requirements:

Grants not exceeding $10.0 million	Grantee is required to engage and utilise a qualified Project Manager
Grants in excess of $10.0 million	▪ Grantee is required to engage and utilise a Project Manager ▪ Establish a Project Control Group to: - facilitate communications - receive and consider all reports and information about the Activity and the Works - make all necessary approvals, notices, consents and decisions in relation to the Works - comprise, where appropriate, the following positions (i) one representative of the Grantee (ii) one representative of the architect (iii) one representative of the quantity surveyor (iv) one representative of the project manager (v) one representative of the building contractor (once engaged) (vi) other representatives notified by the Commonwealth to the Grantee in writing.

10.8 How we pay the grant

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 costs, you must meet them yourself.

Your grant agreement will outline when your grant payment/s will be made.

We will either pay 100% of the grant at the commencement of the grant agreement. You will be required to report how you spent the grant funds throughout your project and at the completion of your project.

OR

We will make an initial payment at the commencement of the grant agreement. We will make payments according to an agreed schedule set out in the grant agreement, usually upon completion of milestones reflecting the stage of construction. Payments are subject to satisfactory progress on the project.

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10.9 Grants payments and GST

GST will be paid for this grant. If you are registered for the Goods and Services Tax[21] (GST), where applicable, we will add GST to your grant payment and issue you with a Recipient Created Tax Invoice[22].

If a government related entity is deemed successful, GST will apply.

Grants are assessable income for taxation purposes, unless exempted by a taxation law. We recommend you seek independent professional advice on your taxation obligations or seek assistance from the Australian Taxation Office[23]. We do not provide advice on your particular taxation circumstances.

11. Announcement of grants

If successful, your grant will be listed on the GrantConnect website no later than 21 calendar days after the date of effect as required by section 5.4 of the CGRPs[24].

We may also publish non-sensitive details of successful projects on websites managed by the department. This information may include:

- name of your organisation
- title of the project
- description of the project and its aims
- amount of grant funding awarded
- Australian Business Number
- business location
- your organisation's industry sector.

12. How we monitor your grant activity

12.1 Keeping us informed

You should let us know if anything is likely to affect your grant activity or organisation.

We need to know of any changes to your organisation or its business activities, particularly if they affect your ability to complete your grant, carry on business and pay debts due because of these changes.

You must also inform your Funding Arrangement Manager at the Community Grants Hub of any changes to your:

- organisation name
- ABN
- addresses

[21] https://www.ato.gov.au/businesses-and-organisations/gst-excise-and-indirect-taxes/gst/registering-for-gst

[22] https://www.ato.gov.au/forms-and-instructions/recipient-created-tax-invoices

[23] https://www.ato.gov.au/

[24] https://www.finance.gov.au/government/commonwealth-grants/commonwealth-grants-rules-and-principles-2024

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- contact person/s
- nominated contact details
- bank account details.

The details of your Funding Arrangement Manager will be included in your grant agreement.

If you become aware of a breach of the terms and conditions under the grant agreement, you must contact us immediately.

You must notify us of events relating to your grant and provide an opportunity for the Minister or their representative to attend.

12.2 Reporting

You must submit reports in line with the grant agreement. We will provide sample templates for these reports. We will remind you of your reporting obligations before a report is due. We will expect you to report on:

- progress towards achievement of outcomes
- expenditure of the grant.

The amount of detail you provide in your reports should be relative to the size and complexity of the grant and the grant amount.

We will monitor progress by assessing reports you submit and may conduct site visits or request records to confirm details of your reports if necessary. Occasionally we may need to re-examine claims, ask for more information or request an independent audit of claims and payments.

Activity Work Plan and Budget

You must submit a completed Activity Work Plan and Budget on the template provided by us after execution of the grant agreement. An Activity Work Plan and Budget will be used to outline the specific grant requirements. The Activity Work Plan and Budget documents planned deliverables, milestones, budget and outputs for the funded project as well as risk management and community engagement relevant to the funded project.

Successful applicants' progress and outcomes against the Activity Work Plan and Budget including any compliance requirements will be monitored throughout the grant through quarterly Activity Work Plan and Budget Reports.

Grantees will be required to provide detailed financial documentation to support any costs incurred prior to the execution of the grant agreement, including invoices, contracts and payment records during the preparation and negotiation of the Activity Work Plan and Budget.

Projects in receipt of $10.0 million or greater of grant funding will be required to establish a Project Control Group. The Project Control must provide quarterly Project Control Group reports as part of the quarterly Activity Work Plan reporting.

Annual Child Safe Statement of Compliance

You may be required to submit an annual Child Safety Statement of Compliance. This will be a statutory declaration on a form provided by the Hub affirming that you are compliant with the Child Safe Supplementary Term in your grant agreement.

Ad-hoc reports

We may ask you for ad-hoc reports on your grant. This may be to provide an update on progress, or any significant delays or difficulties in completing the grant activity or project.

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Final report

When you complete the grant activity, you must submit a final report.

Final reports must:

- identify if and how outcomes have been achieved
- include the agreed evidence as specified in the grant agreement
- identify the total eligible expenditure incurred
- be submitted by the due date and in the format provided in the grant agreement.

Designated Use report

Your project will have a specified Designated Use Period commencing on the date of practical completion of the project. During this period, you must submit an annual Designated Use report, certifying the project is meeting the Designated Use requirements.

12.3 Acquitting your grant

Depending on the associated risks, value and complexity of each grant activity, we will ask you to provide one of the following:

Non-audited financial acquittal report

We may ask you to provide a non-audited financial acquittal report covering the entirety of the grant activity period. A financial acquittal report will verify that you spent the grant in accordance with the grant agreement and declare unspent funds. A non-audited financial acquittal report is an income and expenditure statement from grant recipient stating that grant funding was spent to perform the activity(ies) as set out in the grant agreement. If relevant, the grant recipient must include in the statement the details of any unspent funds. Non-audited financial acquittals must be certified by the Board, Chief Executive Officer or an authorised officer of the organisation.

Underspent funding must be returned to the department.

Or

Audited financial acquittal report

We may ask you to provide an independently audited financial acquittal report covering the entirety of the grant activity period. A financial acquittal report will verify that you spent the grant in accordance with the grant agreement and declare unspent funds.

An Independently audited financial acquittal report is a report prepared independent to the grant recipient by a:

- Registered Company Auditor under the *Corporations Act 2001*
- certified Practising Accountant
- member of the National Institute of Accountants, or
- member of the Institute of Chartered Accountants

who is not a principal member, shareholder, officer or employee of the grantee or a related body corporate.

The report includes an income and expenditure statement, verifying that grant funding was spent to perform the activity(ies) as set out in the grant agreement. It must include details on spending against line item expenditure and, if relevant, detail reasons for any unspent funds. The report is to be accompanied by the audit opinion.

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Underspent funding must be returned to the department.

12.4 Grant agreement variations

We recognise that unexpected events may affect your progress. In these circumstances, you can request a variation to your grant agreement. You can request a variation by contacting your Funding Arrangement Manager. Variations for increased funding amounts will not be considered.

You should not assume that a variation request will be successful. We will consider your request based on provisions in the grant agreement and the likely impact on achieving outcomes.

12.5 Compliance visits

We may visit you during or at the completion of your grant activity to review your compliance with the grant agreement. We will provide you with reasonable notice of any compliance visit.

12.6 Record keeping

We may also inspect the records you are required to keep under the grant agreement.

12.7 Evaluation

We will evaluate the grant opportunity to see how well the outcomes and objectives have been achieved. We may use information from your application and reports for this purpose. We may also ask you for more information to help us understand how the grant impacted you and to evaluate how effective the program was in achieving its outcomes.

We may contact you up to one year after you finish your grant for more information to assist with this evaluation.

12.8 Acknowledgement

If you make a public statement about a Supporting Multicultural Communities – Infrastructure grant activity funded under the program, we require you to acknowledge the grant by using the following:

'This project is supported with grant funding from the Australian Government's Supporting Multicultural Communities – Infrastructure grant opportunity.'

13. Probity

The Australian Government will make sure that the grant opportunity process is fair, according to the published guidelines, incorporates appropriate safeguards against fraud, unlawful activities and other inappropriate conduct and is consistent with the CGRPs[25].

These guidelines may be changed by the department. When this happens, the revised guidelines are published on the GrantConnect[26] website.

13.1 Enquiries and feedback

Complaints about the grant process

[25] https://www.legislation.gov.au/F2024L00854/latest/text

[26] https://www.grants.gov.au/

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Complaints about this grant process or the Community Grants Hub's service/s must be made in writing using the online complaints form[27] on the Department of Social Services[28] website, or by contacting the Department of Social Services complaints line.

Phone: 1800 634 035

Email: complaints@dss.gov.au

Mail: Complaints
GPO Box 9820
Canberra ACT 2601

Complaints about the Department of Home Affairs grant opportunity, selection process or grant decisions

The department's Complaints Procedures apply to complaints about the grant program, selection process or grant decisions.

This grant opportunity will be administered by the Community Grants Hub on behalf of the department. All complaints not specific to this grant opportunity or the Community Grants Hub's service/s (including the selection process and grant decisions) should be addressed to the department in writing to Compliments, complaints and suggestions[29].

Complaints to the Ombudsman

If you do not agree with the way the Community Grants Hub or the department has handled your complaint, you may complain to the Commonwealth Ombudsman[30]. The Ombudsman will not usually look into a complaint unless the matter has first been raised directly with the Community Grants Hub or the department.

The Commonwealth Ombudsman can be contacted on:

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

13.2 Conflicts of interest

Any conflicts of interest could affect the performance of the grant opportunity or program. There may be a conflict of interest, or perceived conflict of interest, if the department and 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 or member of an external panel
- relationship with or interest in, an organisation, which is likely to interfere with or restrict the applicants from carrying out the proposed activities fairly and independently

[27] https://www.dss.gov.au/contact/feedback-compliments-complaints-and-enquiries/feedback-form

[28] https://www.dss.gov.au/contact/feedback-compliments-complaints-and-enquiries/complaints-page

[29] https://www.homeaffairs.gov.au/help-and-support/departmental-forms/online-forms/complaints-compliments-and-suggestions

[30] https://www.ombudsman.gov.au/

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- relationship with, or interest in, an organisation from which they will receive personal gain because the organisation receives a grant under the grant program/grant opportunity.

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

If you later think there is an actual, apparent, or perceived conflict of interest, you must inform the department and the Community Grants Hub in writing immediately.

Conflicts of interest for Australian Government staff will be handled as set out in the Australian Public Service Code of Conduct (section 13(7))[31] of the *Public Service Act 1999*[32]. Committee members and other officials including the decision maker must also declare any conflicts of interest.

We publish our conflict of interest policy on the Community Grants Hub website[33].

13.3 Privacy

We treat your personal information according to the *Privacy Act 1988*[34] and the Australian Privacy Principles[35]. This includes letting you know:

- what personal information we collect
- why we collect your personal information
- who we give your personal information to.

Your personal information can only be disclosed to someone else for the primary purpose for which it was collected, unless an exemption applies.

The Australian Government may also use and give out information about grant applicants and grant recipients under this grant opportunity in any other Australian Government business or function. This includes disclosing grant information on GrantConnect as required for reporting purposes and giving information to the Australian Taxation Office for compliance purposes.

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

As part of your application, you declare your ability to comply with the Privacy Act and the Australian Privacy Principles and impose the same privacy obligations on officers, employees, agents and subcontractors that you engage to assist with the activity, in respect of personal information you collect, use, store, or disclose in connection with the activity. Accordingly, you must not do anything, which if done by the department would breach an Australian Privacy Principle as defined in the Privacy Act.

13.4 Confidential information

Other than information available in the public domain, you agree not to give out to any person, other than us, any confidential information relating to the grant application and/or agreement, without our prior written approval. The obligation will not be breached where you are required by

[31] http://www8.austlii.edu.au/cgi-bin/viewdoc/au/legis/cth/consol_act/psa1999152/s13.html

[32] https://www.legislation.gov.au/C2004A00538/latest/versions

[33] https://www.communitygrants.gov.au/conflict-intrest-policy

[34] https://www.legislation.gov.au/C2004A03712/latest/text

[35] https://www.oaic.gov.au/privacy/australian-privacy-principles

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law, the Australian Parliament or a stock exchange to disclose the relevant information or where the relevant information is publicly available (other than through breach of a confidentiality or non-disclosure obligation).

We may at any time, require you to arrange for you; or your employees, agents or subcontractors to give a written undertaking relating to nondisclosure of our confidential information in a form we consider acceptable.

We will keep any information in connection with the grant agreement confidential to the extent that it meets all of the 3 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.

We will not be in breach of any confidentiality agreement if the information is disclosed to:

- 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.

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

13.5 Freedom of information

All documents that the Australian Government has, including those about this grant opportunity, are subject to the *Freedom of Information Act 1982*[36] (FOI Act).

The purpose of the FOI Act gives people the ability to get information held by the Australian Government and its organisations. Under the FOI Act, people can ask for documents the Australian Government has. People may not be able to get these documents if these documents need to protect essential public interests and private and business affairs of persons who the information relates to.

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[36] https://www.legislation.gov.au/C2004A02562/latest/versions

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

By mail: Freedom of Information Team
Government and Executive Services Branch
Department of Social Services
GPO Box 9820
Canberra ACT 2601

By email: foi@dss.gov.au

14. Consultation

These guidelines have been developed by the department in consultation with:

- Department of Social Services
- Department of the Prime Minister and Cabinet
- Department of Finance
- Australian Government Solicitor

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15. Glossary

Term	Definition
accountable authority	see subsection 12(2) of the *Public Governance, Performance and Accountability Act 2013* (PGPA Act)[37].
administering entity	when an entity that is not responsible for the policy, is responsible for the administration of part or all of the grant administration processes.
assessment criteria	are 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 grant opportunity, to determine application rankings.
commencement date	the expected start date for the grant activity.
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.
Commonwealth Grants Rules and Principles 2024[38] (CGRPs)	establish the overarching Commonwealth grants policy framework and articulate the expectations for all non-corporate Commonwealth entities in relation to grants administration. Under this overarching framework, non-corporate Commonwealth entities undertake grants administration based on the mandatory requirements and key principles of grants administration.
completion date	the expected date that the grant activity must be completed and the grant spent by.
date of effect	can be the date on 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.
decision maker	the person who makes a decision to award a grant.
eligibility criteria	refer to the mandatory criteria which must be met to qualify for a grant. Assessment criteria may apply in addition to eligibility criteria.
Funding Arrangement Manager	the officer responsible for the ongoing management of the grantee and their compliance with the grant agreement.

[37] https://www.legislation.gov.au/C2013A00123/latest/text

[38] https://www.legislation.gov.au/F2024L00854/latest/text

Released by Department of Home Affairs under the *Freedom of Information Act 1982*

Term	Definition
grant	for the purposes of the CGRPs, a 'grant' is an arrangement for the provision of financial assistance by the Commonwealth or on behalf of the Commonwealth: a. under which relevant money[39] or other Consolidated Revenue Fund[40] (CRF) money[41] is to be paid to a grantee other than the Commonwealth b. which is intended to help address one or more of the Australian Government's policy outcomes while assisting the grantee achieve its objectives.
grant activity/activities	refers to the project/tasks/services that the grantee is required to undertake.
grant agreement	sets out the relationship between the parties to the agreement, and specifies the details of the grant.
grant opportunity	refers to the specific grant round or process where a Commonwealth grant is made available to potential grantees. Grant opportunities may be open or targeted, and will reflect the relevant grant selection process.
grant program	a 'program' carries its natural meaning and is intended to cover a potentially wide range of related activities aimed at achieving government policy outcomes. A grant program is a group of one or more grant opportunities under a single Department of Home Affairs Portfolio Budget Statement program.
GrantConnect[42]	the Australian Government's whole-of-government grants information system, which centralises the publication and reporting of Commonwealth grants in accordance with the CGRPs.
grantee	the individual/organisation which has been selected to receive a grant.
National Redress legislation	means the *National Redress Scheme for Institutional Child Sexual Abuse Act 2018*[43].

[39] Relevant money is defined in the PGPA Act. See section 8, Dictionary.

[40] https://www.finance.gov.au/about-us/glossary/pgpa/term-consolidated-revenue-fund-crf

[41] Other CRF money is defined in the PGPA Act. See section 105, Rules in relation to other CRF money.

[42] https://www.grants.gov.au/

[43] https://www.legislation.gov.au/C2018A00045/latest/text

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Term	Definition
Portfolio Budget Statement (PBS) program	described within the entity's Portfolio Budget Statement[44], 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 Advisory Panel	provides strategic oversight, advice and recommendations to the decision maker on assessed applications from the program specific, service provider composition and service location perspectives.
selection criteria	comprise eligibility criteria and assessment criteria.
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.
value with money	refers to 'value with relevant money' which 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. When administering a grant opportunity, an official should consider the relevant financial and non-financial costs and benefits of each proposal including, but not limited to the: ▪ quality of the project proposal and activities ▪ fit for purpose of the proposal in contributing to government objectives ▪ absence of a grant is likely to prevent the grantee and government's outcomes being achieved ▪ potential grantee's relevant experience and performance history.

[44] https://budget.gov.au/

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Appendix A. list of Invitees

Ref	Organisation legal entity name	Org ABN	Activity description	2025–26	2026–27	2027–28	Total funding (excluding GST)
G48-R-000424	JEWISH ARTS QUARTER LTD	34 649 543 822	Construction of the Jewish Arts Quarter (JAQ) on Selwyn Street Melbourne, delivering a multi-purpose precinct including accommodating several key institutions, a performing arts theatre, co-working facilities and activated open areas to offer a rich and immersive community space.	$8,000,000.00	$10,000,000.00	$ 0	**$18,000,000.00**
G48-R-000609	MULTICULTURAL COMMUNITIES COUNCIL OF ILLAWARRA LIMITED	80 144 306 350	Establishment of the Illawarra Regional Multicultural Centre, including the purchase of the site.	$5,000,000	$ 0	$ 0	**$5,000,000.00**
G48-R-001530	THE TRUSTEES OF THE LEBANESE MARONITE MISSIONARY	90 233 549 241	The design and construction of a 2 storey community center with offices and amenities over a basement parking. Including concrete Slabs, metal roof frame and covering, brickwork and glazing, soundproofing, solar panels and an internal lift.	$2,000,000.00	$1,000,000.00	$ 0	**$3,000,000.00**
G48-R-001614	The Greek Orthodox Community of Oakleigh and District Inc	78446978431	Construction of a Greek Cultural Hub in Oakleigh, including site works	$500,000.00	$4,000,000.00	$ 0	**$4,500,000.00**
G48-R-001617	Trustee for Shree Swaminarayan Mandir Bhuj - Sydney Australia Trust	18973817136	Establish the Nilkanth Community Hub in Kings Park, converting a warehouse into a multipurpose space	$ 0	$1,300,000.00	$ 0	**$1,300,000.00**
G48-R-001693	CHUNG WAH ASSOCIATION	31 621 821 100	Construction of a new community centre in Bently, Western Australia. The two-storey facility will include a main performance hall, a dining hall, two dance studios, three activity rooms, office spaces, landscaped gardens, and a car park.	$750,000.00	$250,000.00	$ 0	**$1,000,000.00**
G48-R-001725	Turbans 4 Australia	64 704 364 097	Turbans 4 Australia to expand facilities into Adelaide, South Australia. The proposed new facilities in Adelaide will serve as multipurpose community centre, including a community kitchen and multicultural support centre	$1,600,000.00	$ 0	$ 0	**$1,600,000.00**
G48-R-001925	The Saiva Manram	19 612 793 471	Construction of a Community Hall at Syndey Murugan Temple in Mays Hill, the centre will feature an 800-seat multifunction hall, a 600-seat dining area, learning and meeting rooms, foyers and a library. The total gross floor area of 3,500 SQM of the facility will also accommodate a three-level basement carpark for about 200 vehicles.	$3,500,000.00	$3,500,000.00	$ 0	**$7,000,000.00**
G48-R-001934	SRI KRISHNA BRUNDAVANA LTD	19 164 178 330	Construction of a state of the art cultural and multi-functional facility at Marsden Park, NSW. The project includes basement parking, a multi-purpose hall, kitchen, dining hall, outdoor dining area, basement car park, footpaths, a children's play area, additional hall and classrooms, and accommodation facilities. The design focuses on accessibility, sustainability, and safety, with features such as ramps, energy-efficient lighting, solar systems, and CCTV security.	$1,500,000.00	$750,000.00	$250,000.00	**$2,500,000.00**
G48-R-001992	WERRIBEE ISLAMIC CENTRE LIMITED	17286943994	Construction of a purpose-built library at the Werribee Islamic Centre, to support the development of a shared community space, library and gym	$350,000.00	$150,000.00	$ 0	**$500,000.00**

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Ref	Organisation legal entity name	Org ABN	Activity description	2025–26	2026–27	2027–28	Total funding (excluding GST)
			facilities in addition to a recently completed mosque and childcare centre on-site				
G48-R-001995	TRUSTEES OF THE LEBANESE MARONITE ORDER	32426249055	Car park community project.	$1,000,000.00	$5,000,000.00	$2,000,000.00	**$8,000,000.00**
G48-R-002007	HINDU COUNCIL OF AUSTRALIA LIMITED	32 082 437 670	Upgrades to the Karma Kitchen, including new dining area and industrial kitchen, storage, bathroom facilities, landscaping and refurbishment of the existing house on site	$ 0	$1,200,000.00	$1,200,000.00	**$2,400,000.00**
G48-R-002008	VITRAAG JAIN SHWETAMBAR SANGH INCORPORATED	85422639495	Creation of a multipurpose community and cultural centre in Girraween, including an assembly hall with advanced AV systems, storage, and parent rooms; classroom facilities; a library; and supporting infrastructure including a commercial kitchen, over 100 car parking spaces, loading docks, offices, male and female amenities, and other essential services.	$2,000,000.00	$ 0	$ 0	**$2,000,000.00**
G48-R-002033	SANTHOM CULTURAL CENTRE LTD	74 675 516 257	Creation of the Santhom Community Hub and Resource Centre, a multipurpose facility including a South Indian migration museum and library showcasing Malayalam literature and resources.	$500,000.00	$3,500,000.00	$ 0	**$4,000,000.00**
G48-R-002036	Melkite Catholic Eparchy Corporation	91078159510	Upgrade St Elias Melkite Community and Church precinct in Guildford NSW. The precinct will include two multipurpose halls, meeting rooms, a commercial kitchen, expanded parking and dedicated offices	$3,500,000	$ 0	$ 0	**$3,500,000.00**
G48-R-002049	BOARD OF IMAMS OF VICTORIA INC.	51 194 399 163	Upgrades to the Multifunction Centre for the Board of Imams Victoria in Thomastown, including office spaces, transform the hall into a dedicated community and gathering space, a fitness centre and meeting rooms to facilitate services provided by the organisation.	$200,000.00	$1,300,000.00	$ 0	**$1,500,000.00**
G48-R-002190	SOUTHERN MIGRANT AND REFUGEE CENTRE INC	44 877 224 580	Establishment, including design and fit-out, of a permanent facility to house the Southern Migrant Resource Centre in east Victoria.	$ 0	$1,250,000.00	$ 0	**$1,250,000.00**
G48-R-002192	ABU TALIB COMMUNITY CENTRE INC.	43 598 795 591	Expansion of the Abu Talib Community Centre in Hallam.	$420,000.00	$ 0	$ 0	**$420,000.00**
G48-R-002240	HINDU ASSOCIATION OF WESTERN AUSTRALIA INC	52 149 783 309	To build a educational and cultural building to facilitate religious and community events inclusive of a car park at the Perth Hindu Temple.	$1,000,000.00	$ 0	$ 0	**$1,000,000.00**
G48-R-002242	EL-DUNNIEH SONS CHARITY ASSOCIATION	49 379 220 343	Upgrade Community Centre's internal facilities, including meeting spaces and new bathrooms.	$ 0	$500,000.00	$500,000.00	**$1,000,000.00**
G48-R-002243	Khalsa Shaouni Inc	77309098903	Construction of a new dining hall and commercial-grade kitchen and upgrades to existing amenities to ensure a safe, inclusive and sustainable environment.	$3,000,000.00	$ 0	$ 0	**$3,000,000.00**
G48-R-002244	MULTICULTURAL SERVICES CENTRE OF WESTERN AUSTRALIA INCORPORATED	18563729871	Establishment of the Multicultural Services Centre of Western Australia Women's Shed and Multicultural Hub.	$250,000.00	$200,000.00	$ 0	**$450,000.00**
G48-R-002250	St Rafqa's Maronite Catholic Parish	41 928 212 673	Upgrades to St John Paul II Church site in Ryde NSW including a new youth and senior spaces, mental health and counselling facilities and an underground carpark to ease congestion on Victoria Road.	$3,000,000.00	$2,000,000.00	$ 0	**$5,000,000.00**

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Ref	Organisation legal entity name	Org ABN	Activity description	2025–26	2026–27	2027–28	Total funding (excluding GST)
G48-R-002257	Sydney Marae Alliance	54599783835	Establishment of a dedicated Māori Cultural Centre and Marae in Western Sydney, creating a dedicated space in the heart of South West Sydney for traditional ceremonies, festivals, exhibitions and education programs.	$1,000,000.00	$ 0	$ 0	**$1,000,000.00**
G48-R-002258	MULTICULTURAL SERVICES CENTRE OF WESTERN AUSTRALIA INCORPORATED	18563729871	Construction of a second storey and rooftop community garden at 20 Cobbler Place, Mirrabooka, principally to be used as a Multicultural Hub. The Hub will also provide a physical space for multicultural communities to connect and allow for facilitation of meetings, shared spaces for skills building, income earning opportunities for CaLD women and visual arts exhibitions for emerging CaLD artists	$300,000.00	$200,000.00	$ 0	**$500,000.00**
G48-R-002262	Shree Swaminarayan Temple (Mandir) Perth Australia Inc	40 589 248 982	Creation of a multipurpose multistorey facility at the Shree Swaminarayan Temple, including relocation of existing shed, service upgrade and foreshore management.	$3,250,000.00	$ 0	$ 0	**$3,250,000.00**
G48-R-002265	SAIVA MAHA SABAI OF WESTERN AUSTRALIA INCORPORATED	39 364 584 677	Building of a multicultural community centre in Mandogalup WA, to support cultural events, educational programs and social activities.	$ 0	$1,800,000.00	$ 0	**$1,800,000.00**
G48-R-002270A	The Trusts Corporation for the Chaldean Catholic Diocese of Australia and New Zealand in Victoria	61 842 940 823	Upgrades to the St George Chaldean Catholic Parish and Centre, including repairs to leaks in the roof, HVAC systems and critical facilities, accessibility and safety upgrades to improve the facilities and maintain operations	$300,000.00	$450,000.00	$ 0	**$750,000.00**
G48-R-002270B	The Trusts Corporation for the Chaldean Catholic Diocese of Australia and New Zealand in Victoria	61 842 940 823	Construction of the new hall for our Lady Guardian of Plants that will provide versatile, inclusive space for community gatherings, educational activities and for local events	$500,000.00	$700,000.00	$ 0	**$1,200,000.00**
G48-R-002278	MUSEUM OF CHINESE IN AUSTRALIA LIMITED	50 489 948 017	Establishment of the Museum of Chinese in Australia, including major renovation work and exhibitions.	$2,600,000.00	$ 0	$ 0	**$2,600,000.00**
G48-R-002284	AUSTRALIA BUDDHIST BLISS CULTURE MISSION INC	37 683 727 239	Expansion of the current Australian Buddhist Bliss Culture Mission building, including improvements of existing facilities, a reconfigured courtyard and parking area, a kitchen relocation and technology upgrades	$400,000.00	$500,000.00	$700,000.00	**$1,600,000.00**
G48-R-002285	THE GREEK ORTHODOX COMMUNITY OF MELBOURNE AND VICTORIA	14004258360	Creation of the St Dimitrios Multi Function Art Space in Windsor. This project will improve existing facilities and create a multi-function arts and community space that will provide versatile, inclusive space for community gatherings, educational activities and for local events	$123,000.00	$800,000.00	$300,000.00	**$1,223,000.00**
G48-R-002290	AL-MINIA CHARITABLE ASSOCIATION LTD	75 001 703 046	Build the Al Minia Charitable Association's new Indoor Sports Facility, including the construction of a purpose-built, multifunctional recreational facility designed to to support a variety of community-based sporting and social activities.	$700,000.00	$300,000.00	$ 0	**$1,000,000.00**
G48-R-002291	Holy Apostolic Catholic Assyrian Church of the East Property Trust	84 594 873 037	Establishment of a new 600 person St Yosip Parish community hall in Leppington, including site costs, services, parking, landscaping and construction of the community hall which will service both the wider community and church community.	$2,500,000.00	$2,500,000.00	$ 0	**$5,000,000.00**
G48-R-002294	THE MELBOURNE VINAYAGAR HINDU	50 275 645 361	Construction of the community hub at the Sri Vakrathunda Vinayagar Hindu Temple in The Basin, including adaptable spaces designed for multiple uses.	$1,800,000.00	$200,000.00	$ 0	**$2,000,000.00**

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Ref	Organisation legal entity name	Org ABN	Activity description	2025–26	2026–27	2027–28	Total funding (excluding GST)
	SANGAM INCORPORATED						
G48-R-002297	St Mary Antiochian Orthodox Church Incorporated	57330501152	Construction of a Youth and Community Centre at St Mary's the Nativity Orthodox Church in Mays Hill	$2,000,000.00	$ 0	$ 0	**$2,000,000.00**
G48-R-002313	AFGHAN ISLAMIC CENTRE AND OMAR-FAROOQ MOSQUE INC.	50 084 731 946	Construction of a new Afghan Islamic Centre & Omar Farooq Mosque (AICOM) community hub in Melbourne's southeast. The centre will feature a mosque, multipurpose hall, classrooms, offices, and support facilities	$1,000,000.00	$3,000,000.00	$1,000,000.00	**$5,000,000.00**
G48-R-002322	St John Paul II Maronite Catholic Parish	23 571 587 261	Upgrades to St John Paul II Church site in Ryde NSW including a new youth and senior spaces, mental health and counselling facilities, a new childcare centre and an underground carpark to ease congestion on Victoria Road.	$3,000,000.00	$2,000,000.00	$ 0	**$5,000,000.00**
G48-R-002323	The Greek orthodox Community of New South Wales Ltd	50 000 018 128	Construction of the Hellenic Historical and Cultural Centre	$ 0	$4,500,000.00	$ 0	**$4,500,000.00**
G48-R-002324	St. Mary's Assumption Chaldean Catholic church	79307483437	Establishment of the Chaldean Diocese youth centre that features meeting rooms, a library, a media room and a pastoral centre for assisting Chaldean Australians	$500,000.00	$2,000,000.00	$500,000.00	**$3,000,000.00**
G48-R-002326	TIGRAY ORTHODOX TEWAHEDO DEBRE AMIN ABUNE TEKLEHAIMANOT CHURCH INC	73 992 183 906	Construction of a multipurpose hall that will be used as a hub for our community, especially our youth, the multipurpose hall will provide a flexible, inclusive community event space, along with 130 car parking bays	$1,000,000.00	$ 0	$ 0	**$1,000,000.00**
G48-R-002328	UMA CENTRE LTD	65604205334	Construction of a Community Centre integrating sport, education and social services in Western Sydney.	$ 0	$10,000,000.00	$ 0	**$10,000,000.00**
G48-R-002332	SRI DURGA ARTS/CULTURAL & EDUCATIONAL CENTRE INC.	47799049841	Construction of a Community and Cultural Precinct on Neale Road, Deanside. The Centre will cater for a wide variety of immediate social needs and community activities.	$250,000.00	$2,500,000.00	$2,250,000.00	**$5,000,000.00**
G48-R-002334	SAINT JOSEPH'S MARONITE CATHOLIC CHURCH - CROYDON	73 011 389 314	Lift infrastructure and shaft works at the St Joseph's parish site on Acton Street in Croydon	$500,000.00	$1,000,000.00	$ 0	**$1,500,000.00**
G48-R-002353	ST. SAVVAS OF KALYMNOS GREEK ORTHODOX PARISH (NT) LIMITED	73668816322	Construct a new community hub in Northcrest, Berrimah including a church, two event halls, educational spaces, and parking which will serve as a cultural and social cornerstone for Northern Australia's Greek Orthodox community Construction of the St Savvas Community Precinct, a permanent, purpose-built multicultural hub for Greater Darwin. It will provide a church, two event halls, educational spaces, and parking which will serve as a cultural and social cornerstone for Northern Australia's Greek Orthodox community.	$5,000,000.00	$ 0	$ 0	**$5,000,000.00**
G48-R-002354	City of Ryde Council	81621292610	Revitalisation and upgrade of the Eastwood Town centre.	$100,000.00	$250,000.00	$1,650,000.00	**$2,000,000.00**
G48-R-002356	MARONITE CATHOLIC PARISH OF OUR LADY	92475205390	The development of the piazza forecourt and ANZAC Memorial above the car park that is being developed.	$500,000.00	$500,000.00	$1,000,000.00	**$2,000,000.00**

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Ref	Organisation legal entity name	Org ABN	Activity description	2025–26	2026–27	2027–28	Total funding (excluding GST)
	OF LEBANON HARRIS PARK						
G48-R-002360	FEDERATION OF INDIAN COMUNITIES OF QUEENSLAND INCORPORATED	89 440 569 010	Establish a new 'House of India' community and cultural centre in South East Queensland including a dedicated hub for community activities and cultural events, as well as a meeting place for Indian community associations, and other multicultural and faith groups.	$2,500,000.00	$2,000,000.00	$1,000,000.00	**$5,500,000.00**
G48-R-002385	VIETNAMESE BUDDHIST SOCIETY OF NSW	58 870 961 145	Construction of a Buddhist Stupa at the Phap Bao Temple in South West Sydney	$700,000.00	$600,000.00	$ 0	**$1,300,000.00**
G48-R-002479	Islamic Society of Palmerston Incorporated	42 357 174 854	Construction of a 500 person multi-purpose facility in Palmerston NT including ensuring the facilities roof meets cyclone safety standards.	$1,800,000.00	$ 0	$ 0	**$1,800,000.00**
G48-R-002482	Turbans 4 Australia	64 704 364 097	Support the delivery of a multipurpose facilities in Thomastown Victoria. The proposed new facilities in Thomastown will include community kitchen and multicultural support centre	$988,399.00	$ 0		**$988,399.00**
G48-R-002505	Turbans 4 Australia	64 704 364 097	Support the delivery of a multipurpose facilities in Cowan Perth. The proposed new facilities in Cowan will include community kitchen and multicultural support centre	$1,600,000.00	$ 0	$ 0	**$1,600,000.00**

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Australian Government
Department of Home Affairs

Community Grants Hub
Improving your grant experience

Supporting Multicultural Communities - Amenities (Round 1)
Grant Opportunity Guidelines

Opening date:	6 January 2026
Closing date and time:	9:00 pm AEDT on 27 January 2026
Commonwealth policy entity:	Department of Home Affairs
Administering entity:	Community Grants Hub
Enquiries:	If you have any questions, contact Community Grants Hub[1] Phone: 1800 020 283 (option 1) Email: support@communitygrants.gov.au Questions should be sent no later than 5:00 pm AEDT on 19 January 2026
Date guidelines released:	**6 January 2026**
Type of grant opportunity:	Closed non-competitive
Version:	1.0 November 2025

[1] https://www.communitygrants.gov.au/contact-us

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1. Supporting Multicultural Communities - Amenities process

The Supporting Multicultural Communities: Amenities Simple and Complex is designed to achieve Australian Government objectives

This grant opportunity is part of the above grant program which contributes to the Department of Home Affairs' Program 2.5 Multicultural Affairs and Citizenship. The Department of Home Affairs works with stakeholders to plan and design the grant program according to the *Commonwealth Grants Rules and Principles 2024*[2] (CGRPs).

↓

The grant opportunity opens

We publish the grant guidelines on GrantConnect[3].

↓

You complete and submit a grant application

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

↓

We assess all grant applications

We assess the applications against eligibility criteria and notify you if you are not eligible. If you are eligible, we then assess your eligible application against the assessment criteria including an overall consideration of value with money. A Selection Advisory Panel will be convened to contribute to the review of applications.

↓

We make grant recommendations

We provide advice, through the Selection Advisory Panel, to the decision maker on the merits of each application.

↓

Grant decisions are made

The decision maker, the First Assistant Secretary, Office for Multicultural Affairs, Department of Home Affairs, decides which 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 enter into a grant agreement

We enter into a grant agreement with you if successful. The type of grant agreement is based on the nature or complexity of the grant and is proportional to the risks involved.

↓

[2] https://www.legislation.gov.au/F2024L00854/latest/text

[3] https://www.grants.gov.au/

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Delivery of grant

You undertake the grant activity as set out in your grant agreement. We manage the grant by working with you, monitoring your progress and making payments.



Evaluation of the Supporting Multicultural Communities: Amenities Simple and Complex

We evaluate your specific grant activity and the Supporting Multicultural Communities: Amenities: Simple and Complex as a whole. We base this on information you provide us and that we collect from various sources.

1.1 Introduction

These guidelines contain information for the Supporting Multicultural Communities - Amenities Simple and Complex grants.

You must read these guidelines before filling out an application.

This document sets out:

- the purpose of the grant program/grant opportunity
- the eligibility and assessment criteria
- how grant applications are considered and selected
- how grantees are notified and receive grant payments
- how grantees will be monitored and evaluated
- responsibilities and expectations in relation to the opportunity.

This grant opportunity and process will be administered by the Community Grants Hub on behalf of the Department of Home Affairs (the department).

2. About the grant program

The Supporting Multicultural Communities - Amenities (SMC - Amenities) Round 1 will run over 3 years from 2025-26 to 2027-28**.**

The program will fulfil the 2025 election commitments to support multicultural communities as outlined in *Labor's costed plan to Build Australia's Future*. These grant activities will provide direct support to multicultural community organisations demonstrating the Government's commitment to support both small and large communities and more diverse organisations with strong local links and who provide innovative support direct to their communities.

The SMC - Amenities grant opportunity is being provided under Program 2.5 Multicultural Affairs and Citizenship Program, within Outcome 2 of the Department of Home Affairs Portfolio Budget Statement[4].

- Outcome 2: Support a united and prosperous Australia through effective coordination and delivery of immigration and citizenship policy and programs underpinned by robust integrity and assurance.

[4] https://www.homeaffairs.gov.au/reports-and-publications/reports/budgets/portfolio-budget-2024-25

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- Program 2.5: Multicultural Affairs and Citizenship: To support a prosperous and inclusive society through the promotion, delivery and effective management of the Australian multicultural and citizenship programs.

The objectives of the program are to:

- support multicultural organisations to deliver amenities and minor renovations that fill identified gaps or needs
- build resilient multicultural communities through the provision of social, cultural and community facilities.

The intended outcomes of the program are to:

- maintain and enhance access to multicultural amenity
- encourage and facilitate multicultural communities to connect and commune in a designated safe physical environment.

The Community Grants Hub administers the program according to the *Commonwealth Grants Rules and Principles 2024*[5] (CGRPs).

3. Grant amount and grant period

3.1 Grants available

The Australian Government has announced a total of up to $190 million GST exclusive over four years from 2025-26 to 2028-29 for the Supporting Multicultural Communities program.

For this SMC – Amenities (Round 1) grant opportunity, up to $10.5 million GST exclusive is available over 3 years from 2025-26.

The SMC – Amenities (Round 1) grant opportunity will run from 6 January 2026 to 27 January 2026.

Funding will be available for Australian Government identified projects that are scheduled for completion with final payment made before 30 June 2028

There is no minimum grant amount. A maximum amount available to each invited organisation is listed in **Appendix A** of this document. Funding will be provided in 2025-26, 2026-27 and 2027-28, depending on the nature of the project.

Requests for additional funding from the Australian Government will not be considered in this program. If your project is solely for the development of a business case, feasibility study, masterplan or similar, no additional funding is available for the construction phase of the project under this program.

The split of funding between financial years in the below table may change due to negotiation for multi-year funding agreements or projects not expected to commence until forward years. These changes will not affect the total funding amount.

Table 1: Available funding for Round 1 of this grant opportunity.

Financial Year	2025–26	2026–27	2027-28	**Total**

[5] https://www.legislation.gov.au/F2024L00854/latest/text

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Funding per year (GST exc)	$7,418,435	$2,961,000	$30,000	**$10,409,435**

3.2 Grant period

The maximum grant period is 3 years. All projects must be completed by 30 June 2028. The date by which your individual project must be completed will be specified in your grant agreement.

3.3 Asset Management period

You must maintain a register of all assets purchased in full or in part with grant funding with a purchase value exceeding $30,000 (inclusive of GST). The register must include details such as acquisition date, description, purchase cost, location, custodian, condition, insurance details and disposal information. For the period of the grant opportunity you must seek prior written approval from the department before disposing of any asset with a purchase value exceeding $30,000 (inclusive of GST). Assets must be maintained in good working order and used solely for the approved purposes of the grant activity for the duration of the funding agreement and any agreed retention period. The department reserves the right to inspect or audit the assets at any reasonable time.

4. Eligibility criteria

This is a closed non-competitive grant selection process. The department considers this is an appropriate type of selection process considering the nature of the grant opportunity is in response to the commitments made by the Government during the 2025 Federal Election campaign, addressing the needs of multicultural communities in local areas of Australia

We cannot provide a grant if you receive funding from another government source for the same purpose.

4.1 Who is eligible to apply for a grant?

To be eligible to receive a grant, you must be one of the invited organisations in **Appendix A** and have received an invitation to apply through GrantConnect.

The list of eligible applicants was determined by the Australian Government during the 2025 Federal Election. Eligible applicants identified hold relevant project knowledge, and are considered to possess:

- appropriate cultural awareness to deliver community amenities that will meet the needs of multicultural communities;
- an ability to work with multicultural communities to increase the uptake of Australian values, boost civic participation and enable connection through the use of community spaces; and
- a willingness to strengthen inclusion and social cohesion.

No further organisations will be invited to apply.

4.2 Who is not eligible to apply for a grant?

You are not eligible to apply if you:

- have not received an invitation to apply through GrantConnect and your organisation is not listed as an eligible invited organisation in **Appendix A**

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- are an organisation, or your project partner is an organisation, that is included on the National Redress Scheme's website[6] on the list of 'Institutions that have not joined or signified their intent to join the Scheme'
- are an organisation, or your project partner is an organisation, that is included on the Workplace Gender Equality Agency website[7] on the non-compliant list.

4.3 What qualifications, skills or checks are required?

If you are successful, all personnel working on the grant activity may be required to meet certain qualifications, accreditation, registration or checks such as Working with Children check or Working with Vulnerable people registration. These requirements will be identified in the agreement.

5. What the grant money can be used for

5.1 Eligible grant activities

To be eligible, your grant activity must be included in **Appendix A**; and

- be consistent with the intent of the announced commitment
- have as a primary outcome the minor construction, upgrade (renovation), extension or purchase of materials/items that provide direct benefit to multicultural communities
- not be located on privately owned land where you do not have a formal arrangement, such as a lease, for use of the land.

The decision maker makes the final decision on what are eligible grant activities and may also approve other activities.

5.2 Eligible expenditure

You can only spend the grant on eligible expenditure you have incurred on your eligible grant activity as detailed in **Appendix A**,

Expenditure must be a direct cost related to the project, consistent with the policy intent announced by a Labor candidate prior to the federal election and not be listed as an ineligible expense.

Expenditure on your grant must be incurred on or after Sunday 4 May 2025. Where costs have been incurred prior to execution of the grant agreement, applicants will be required to provide detailed financial documentation to support these costs, including invoices, contracts and payment records. The decision maker makes the final decision on expenditure incurred prior to the execution of the grant agreement.

Eligible expenditure items may include, but are not limited to:

- pre-construction and development activities, including architect services, design, surveying, planning, levies, zoning, environmental or other regulatory approvals costs, limited to 10% of the overall project costs
- construction, building works and related materials, including:
  - excavation, site clearance/demolition and asbestos removal

[6] https://www.nationalredress.gov.au/

[7] https://www.wgea.gov.au/what-we-do/compliance-reporting/non-compliant-list

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  - connection of sewage, water and electricity or other services and/or upgrades to utility services
  - landscaping paths, outdoor areas, driveway, and parking areas
- labour costs, wages and salaries for workers undertaking eligible project activities
- costs associated with preserving and protecting the infrastructure, including ensuring users accessing the venues are safe such as CCTV or fencing
- hired/leased plant equipment for the project period only
- safety compliance costs and feasibility studies
- insurances that are specifically required to cover the grant, during the activity period
- fees paid to the Commonwealth, state and territory and local governments to obtain planning, environmental or other regulatory approvals (for example, Final Certificate of Occupancy)
- purchase and/or installation of equipment directly related to the project, as detailed in **Appendix A**, which may include but is not limited to:
  - sound systems, cameras, lighting equipment and audio tools
  - Computers, ICT cabling, audio visual, integrated software
  - vehicles, including small buses or vans
  - fit-out and furniture for new and existing infrastructure, such as air conditioners, window dressings, furniture, barbeques, library supplies (including books)

This is not a definitive list. Other expenditure may be eligible. The decision maker makes the final decision on eligible expenditure.

We may update the guidelines on eligible and ineligible expenditure from time to time. If your application is successful, the version in place when you submitted your application applies to your grant activity.

If your application is successful, we may ask you to verify project costs that you provided in your application. You may need to provide evidence such as quotes for major costs.

Not all expenditure on your grant activity may be eligible for grant funding. The decision maker makes the final decision on what is eligible expenditure.

5.3 What the grant money cannot be used for

You cannot use the grant for the following activities:

- costs associated with the maintenance and running of a facility
- costs associated with:
  - employees of your organisation including wages or employee on-costs such as superannuation, holiday loading, overheads, except where they are undertaking eligible project activities.
  - consumables such as paper, printer cartridges, office supplies, brochures and other marketing materials.
  - perishable kitchen supplies, such as food and beverages or catering
  - routine operational expenses, including communications, accommodation, printing and stationery, postage, legal and accounting fees and bank charges.
- subsidy of general ongoing administration such as electricity, phone and rent.

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- costs relating to the ongoing maintenance or replacement of any fit-out items purchased with grant funding
- relocation costs
- costs associated with the purchase of land, existing infrastructure or vehicles, unless specified in the activity description in **Appendix A**.
- ongoing upgrades, updates and maintenance of existing ICT systems, the cost of ongoing subscription-based software, and IT support memberships and warranties for purchases
- domestic or overseas travel
- funding to develop or deliver ongoing training or educational courses
- funding to purchase items that will not remain the property of the organisation, including items to be given away including donations, gifts and sponsorships
- costs incurred in the preparation of a grant application or related documentation, for example business case development
- activities for which other Commonwealth, state, territory or local government bodies have primary responsibility.

6. The assessment criteria

You must address all of the following assessment criteria in the application.

All the assessment criteria are equally weighted.

The application form includes character limits – up to 3,500 characters (approximately 525 words) per criterion.

The application form will not accept characters beyond this limit. Please note spaces are included in the character limit.

The amount of detail and supporting evidence you provide in your application should be relative to the size, complexity and grant amount requested.

In assessing your responses to each of the criteria below, the Panel will rate the response as:

- fully meets the criterion
- partially meets the criterion
- does not meet the criterion.

Applicants must at least partially meet each of the criteria in order to be deemed suitable.

Fully meets the criterion	Partially meets the criterion	Does not meet the criterion
• All sub-criteria have been addressed. • A good case has been made by the applicant through clear and convincing arguments that are supported by evidence. • The applicant has provided relevant information for all of the sub-criteria. • All the claims made are	• Some or most of the sub-criteria have been addressed. • A satisfactory case has been made by the applicant through information that is generally relevant. While some information is ambiguous, overall a clear picture emerges. • The applicant has provided	• No real case has been made against the criterion or any of the sub-criteria. • No relevant information has been provided or the response field is blank. • No analysis has been provided or the sub-criteria are largely repeated. • A very poor case has been

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Fully meets the criterion	Partially meets the criterion	Does not meet the criterion
reasonable, generally convincing and well explained. • All the claims made are supported by evidence. • All the claims made and evidence provided generally link back to the grant activities and objectives/outcomes. • All the evidence provided is relevant. • Very limited areas of relevant weakness may have been identified.	some or mostly relevant information. • Some or most of the claims made are reasonable and supported by some evidence. • Some or most of the evidence provided is relevant. • Some areas of relevant weakness have been identified.	made with limited information supplied. • Any claims made may be inadequate, ambiguous or not clearly explained. • Critical areas of weakness have been identified.

Criterion 1: Project Proposal

Explain how your proposed project will contribute to the grant objectives and outcomes (refer to section 2).

When addressing the criterion, strong applicants will:

- Describe the 'problem' your project is seeking to address using the grant funding
- Describe the benefits of your project to your multicultural community and any community consultation
- Describe anticipated short and long-term project outcomes and how these outcomes will be monitored.

Criterion 2: Use of Grant Funding

Describe how you will use the grant funds to complete your project.

When addressing the criterion, strong applicants will:

- Provide a budget, on the mandatory template as specified in section 7.1, outlining
  - the total cost of the project,
  - how you will allocate the grant funding,
  - quotes or other cost estimates, and
  - details of other funding contributions to complete the project where overall costs are greater than funding listed in **Appendix A**, including evidence of commitments or assurances for remaining funding
- Outline how you will manage the project to ensure it is successfully completed and sustainable including maintenance and upkeep.

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7. How to apply

Before applying, you must read and understand these Grant Opportunity Guidelines and the questions and answers. These documents are found on the GrantConnect website. Any changes to grant documentation are published as addenda[8] on GrantConnect.

All other grant opportunity documentation (including the online application form) will only be available to invited applicants via GrantConnect. By registering on this website, you will be automatically notified of any changes. GrantConnect is the authoritative source for grants information.

An example of Commonwealth grant agreement terms and conditions are available on the Department of Finance[9] website.

You can only submit one application for this grant opportunity. If more than one application is submitted, the latest accepted application form will progress.

To apply, you must:

- complete the online application form on GrantConnect[10]
- provide all the information requested
- address all eligibility criteria and assessment criteria
- include all necessary attachments
- submit your application to the Community Grants Hub by 9:00 pm AEDT on 27 January 2026.

We will not provide application forms or accept applications for this grant opportunity by fax or mail.

The application form includes help information. You are responsible for making sure your application is complete and accurate. Giving false or misleading information is a serious offence under the *Criminal Code Act 1995*[11] and we will investigate any false or misleading information and may exclude your application from further consideration.

If you need more help about the application process, submitting an application online, have any technical difficulties or find an error in your application after submission, but before the closing date and time, you should contact the Community Grants Hub immediately by email support@communitygrants.gov.au or by visiting the Community Grants Hub's Contact Us[12] page . The Community Grants Hub does not have to accept any additional information, or requests from you to correct your application after the closing time.

You cannot change your application after the closing date and time.

If we find an error or something missing, we may ask you for clarification or additional information. This will not change your application. However, we can refuse to accept any additional information from you that would change your application after the closing time.

[8] Addenda can include changes to existing grant opportunity documentation and/or publishing additional documents. Changes include but are not limited to corrections to currently published documents, changes to close times for applications and system outage notices.

[9] https://www.finance.gov.au/government/commonwealth-grants/grants-toolkit

[10] https://www.grants.gov.au/

[11] http://www8.austlii.edu.au/cgi-bin/viewdoc/au/legis/cth/consol_act/cca1995115/sch1.html

[12] https://www.communitygrants.gov.au/contact-us

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You should keep a copy of your application and any supporting documents submitted.

You will receive an automated notification acknowledging the receipt of your application.

7.1 Attachments to the application

All of the following documents must be attached to your application for it to be considered compliant and for it to proceed to assessment. Templates are provided for your use with the grant opportunity documents as specified.

- Detailed grant activity budget – mandatory template provided
- Project plan – mandatory template provided (for projects with grants more than $100,000)
- For projects with overall costs greater than funding listed in **Appendix A**, evidence of commitments or assurances for remaining funding, including but not limited to an approved business case, letter of support, bank statement etc.
- Evidence of land ownership or approval from land owner to complete project, i.e. Certificate of Title or Use Agreement from land owner – mandatory.

Your application may be considered non-compliant and may not proceed to assessment if the required attachments are not provided and/or the mandatory templates are not used.

At any time during the assessment and decision making process, the department or its representative may request additional details or evidence to support an attachment you provided.

You must attach supporting documentation according to the instructions provided within the application form. You should only attach requested documents. We will not consider information in attachments we have not asked for. Mandatory documents form part of the application and will be used to support assessment of the application.

Please note: There is a 2 MB limit for each attachment.

7.2 Timing of grant opportunity processes

You must submit an application between the published opening and closing dates.

Late applications

We will not accept late applications unless an applicant has experienced exceptional circumstances that prevent the submission of the application. Broadly, exceptional circumstances are events characterised by one or more of the following:

- reasonably unforeseeable
- beyond the applicant's control
- unable to be managed or resolved within the application period.

Exceptional circumstances will be considered on their merits and in accordance with probity principles.

How to lodge a late application

Applicants seeking to submit a late application will be required to submit an email request to the Community Grants Hub via support@communitygrants.gov.au. Where appropriate, applicants may provide supporting evidence to verify the claim of exceptional circumstances. Email requests are required within **3 business days** of the grant opportunity closing. There will be no further consideration of requests made outside of the 3 business days.

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Upon receipt of a late application email request, the Community Grants Hub will send a link to the late application form, which will detail the due date and time for submitting the late application.

The late application form will prompt applicants to provide a detailed explanation of the exceptional circumstances, which prevented submission of their application prior to the closing date and time.

The Community Grants Hub will provide all exceptional circumstances for consideration to the Grant Opportunity Delegate [13] or their appointed representative. The Grant Opportunity Delegate or their appointed representative will determine based on the merits of the exceptional circumstances, in accordance with probity principles, whether a late application is accepted.

The Grant Opportunity Delegate or their appointed representative's decision will be final and not subject to a review or appeals process.

Expected timing for this grant opportunity

If you are successful, you will be expected to start your grant activity / project around June 2025.

Table 2: Expected timing for this grant opportunity

Activity	Timeframe
Assessment of applications	Within 8 weeks from the closing date
Approval of outcomes of selection process	Within 12 weeks from the closing date
Notification to applicants	Within 14 weeks from the closing date
Negotiations and award of grant agreements	Within 18 weeks from the closing date
Earliest start date of grant activity	June 2026
End date of grant activity	30 June 2028

7.3 Questions during the application process

Only invited applicants' questions will be answered during the application submission period. Please contact the Community Grants Hub on 1800 020 283 (option 1) or email support@communitygrants.gov.au.

The Community Grants Hub will respond to emailed questions within 5 working days. The Questions and Answers document will be updated to include answers to questions and addenda will be published on GrantConnect[14].

The question period will close at 5:00 pm AEDT on 19 January 2026. Following this time, only questions about using and/or submitting the application form will be answered.

8. The grant selection process

8.1 Assessment of grant applications

Applications will be assessed based on the eligibility and assessment criteria as set out in these Grant Opportunity Guidelines.

[13] This may be the department's delegate or nominated staff member at the EL2 level or above.

[14] https://www.grants.gov.au/

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The Community Grants Hub will first review all applications for eligibility and compliance against the requirements of the application process. Applicants will be rated as eligible or ineligible, compliant or not compliant. The Grant Opportunity Delegate will provide a final determination on eligibility and/or compliance. Only eligible applications will move to the next stage (assessment).

If eligible and compliant, the department will then assess your application through a closed non-competitive grant process against the assessment criteria (see section 6). Your application will be considered on its merits, based on:

- how well it meets the criteria
- whether it provides value with relevant money.

A Selection Advisory Panel will then be convened by the department to review applications and assessment outcomes and make final recommendations to the decision maker as part of the selection process.

When assessing the extent to which the application represents value with relevant money, the department will have regard to:

- the initial preliminary score against the assessment criteria
- the overall objective/s to be achieved in providing the grant
- whether the proposed project is in scope
- 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 of the Critical Support for Multicultural Communities – Places of Significance grant opportunity
- how the grant activities will target groups or individuals
- the risks, financial, fraud and other, that the applicant or project poses for the department

8.2 Who will assess applications?

The department will then undertake assessment of eligible applications against the assessment criteria. The assessment will consider applications on their merits and provide a score of applications to inform the deliberations of the Selection Advisory Panel who will then make final recommendations to the decision maker on which applications to approve for a grant.

The Selection Advisory Panel will be established by the department and may include a mix of employees of the department, experts from the sector, and other Commonwealth officers with relevant specialist expertise.

The department may ask external experts/advisors to inform the assessment process. Any expert/advisor who is not a Commonwealth official will be required/expected to perform their duties in accordance with the CGRPs.

The Community Grants Hub's independent probity advisor will attend all Selection Advisory Panel meetings.

A strategy for any potential conflict of interest that could be identified between the department or external officials and applicants will be in place. If any actual or perceived conflict of interest is identified, the staff member is required to immediately disclose the conflict to the department and agree to abstain from any decisions. All staff involved in the assessment process will be required to complete a Conflict of Interest form.

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The Selection Advisory Panel may seek additional information from the applicant to assist in making its final recommendations.

8.3 Who will approve grants?

Based on the value of the grant opportunity, and in line with the Department of Home Affairs Financial Delegations, the First Assistant Secretary, Office for Multicultural Affairs will be the decision maker for this grant opportunity. The decision maker decides which grants to approve based on the recommendations of the Selection Advisory Panel, taking into consideration any further information that may become known, including the availability of grant funds for the purposes of the grant program.

The decision maker's decision is final in all matters, including the:

- approval of the grant
- grant funding amount to be awarded
- terms and conditions of the grant.

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

9. Notification of application outcomes

We will write to you about the outcome of your application. If you are successful, you are advised of any specific conditions attached to the grant.

9.1 Feedback on your application

A general feedback summary will be published on the Community Grants Hub website to provide all organisations with easy access to information about the grant selection process and the main strengths and areas for improving applications.

Individual feedback will not be provided for this grant opportunity.

10. Successful grant applications

10.1 The grant agreement

You must enter into a legally binding grant agreement with the Commonwealth.

Grants are based on the Commonwealth grant agreement templates and we will select the most appropriate type depending on the size and complexity of your grant activity.

Each grant agreement has general terms and conditions that cannot be changed. The type of grant agreement used and its specific conditions may also be determined by the assessment process or other considerations made by the decision-maker. We will identify these in the grant agreement

You may request changes to the grant agreement. However, we will review any changes to make sure they do not affect the grant as approved by the decision-maker.

Whole-of-government grant agreement templates are available on the Department of Finance[15] website.

[15] https://www.finance.gov.au/government/commonwealth-grants/grants-toolkit

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We must execute a grant agreement with you before we can make any payments. We are not responsible for any of your expenditure until a grant agreement is executed.

We may manage the grant agreement through our Grant Recipient Portal[16]. Accepting the agreement through the Grant Recipient Portal is the equivalent of signing a grant agreement. After you have accepted it, we will execute the agreement. Execute means both you and the Commonwealth have entered into the grant agreement. We will notify you when this happens and a copy of the executed agreement will be available through the portal. The agreement will not become binding until it is executed.

The Commonwealth may recover grant funds if there is a breach of the grant agreement.

Commonwealth Standard Grant Agreement

We will use a Commonwealth Standard Grant Agreement.

You will have 10 business days from the date of a written offer to sign and return this grant agreement. The grant agreement is not considered to be executed until both you and the Commonwealth have signed the agreement. During this time, we will work with you to finalise details.

The offer may lapse if both parties do not sign the grant agreement within this time. Under certain circumstances, we may extend this period. We base the approval of your grant on the information you provide in your application.

10.2 Workplace Gender Equality Act 2012

The Australian Government has a commitment to effectively support cultural change in Australian workplaces and drive improved gender equality outcomes. Requirements have been implemented for fairer and more consistent measures to ensure the Government deals with organisations who comply with the *Workplace Gender Equality Act 2012*[17] (the WGE Act).

Applicants may need to satisfy a requirement to be compliant with the WGE Act.

- Applicants with 100 or more employees who are registered with the Workplace Gender Equality Agency (WGEA) and have been issued with a compliance letter are eligible to apply for a grant.
- Applicants with 100 or more employees who are **not** registered with WGEA will need to register to be issued with a compliance letter prior to applying for a grant.
- Applicants with less than 100 employees across their entire structure are not required to submit a report to WGEA; however, you are required to complete the registration form on the login page of the WGEA Portal[18]. WGEA will use the details provided in the registration form to issue your organisation with a tender letter, which must be attained prior to applying for a grant.

For your grant application to be deemed compliant:

- your organisation must not be included on the WGEA website on the non-compliant list or
- you must be able to provide your compliance or tender letter to the Community Grants Hub when requested.

[16] https://www.communitygrants.gov.au/grant-recipient-portal

[17] https://www.legislation.gov.au/C2004A03332/latest/text

[18] https://client-portal.wgea.gov.au/s/

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If you are unable to provide your compliance or tender letter and appear on the non-compliant list, you will be deemed non-compliant and withdrawn from the grant process.

More information regarding reporting requirements can be found at the Workplace Gender Equality Agency website[19].

10.3 Commonwealth Child Safe Framework

The Royal Commission into Institutional Responses to Child Sexual Abuse highlighted the need for organisations to adopt child safe practices including appropriate screening of staff, mandatory reporting and adoption of the National Principles for Child Safe Organisations. The Australian Government committed to a new Commonwealth-wide framework to protect children and young people it is responsible for – the Commonwealth Child Safe Framework (CCSF).

The Australian Government has put in place ways to apply certain child safety requirements of the CCSF to grant recipients. A child safety clause will be included in a grant agreement where the Commonwealth considers the grant is for:

- services directly to children
- activities that involve contact with children that is a usual part of, and more than incidental to, the grant activity
- activities that involve possible contact with children that is irregular or unplanned.

The successful applicant will be required to comply with all child safety obligations included in the grant agreement prior to execution of the grant agreement. Irrespective of the child safety obligations in the grant agreement, you must always comply with state and territory legislative requirements for working with children and mandatory reporting.

10.4 Indigenous organisation type classifications

All Australian governments are working with Aboriginal and Torres Strait Islander people, their communities, organisations and businesses to implement the National Agreement on Closing the Gap (National Agreement) at the national, state and territory, and local levels. The National Agreement identifies 4 priority areas for reform within government. One of these is Priority Reform 2, building the Aboriginal and Torres Strait Islander community-controlled sector to deliver services to Aboriginal and Torres Strait Islander communities.

To assist government with improving and reporting on the level of community grant funding going to Aboriginal and Torres Strait Islander organisations, changes have been made to the way organisation data is collected. Aboriginal and Torres Strait Islander organisations will now be classified into 3 groups and asked to self-identify which group they fall under. The 3 groups and their definitions are:

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[19] https://www.wgea.gov.au/reporting-guide

Group 1: Aboriginal and Torres Strait Islander Community Controlled organisation	These are organisations that are incorporated, not for profit, at least 51% Aboriginal and Torres Strait Islander owned and at least 51% Aboriginal and Torres Strait Islander controlled (Board members or equivalent).
Group 2: Aboriginal and Torres Strait Islander Operated and Controlled organisation	These are organisations that are at least 51% Aboriginal and Torres Strait Islander owned and at least 51% Aboriginal and Torres Strait Islander controlled (Board members or equivalent).
Group 3: Other Aboriginal and Torres Strait Islander organisation	These are organisations that are at least 50% Aboriginal and Torres Strait Islander owned OR at least 50% Aboriginal and Torres Strait Islander controlled (Board members or equivalent).

10.5 Specific legislation, policies and industry standards

Whilst you are required to be compliant with all relevant laws and regulations, you may be requested to demonstrate compliance with the following legislation/policies/industry standards/requirements:

- *Workplace Gender Equality Act 2012*[20] reporting requirements[21]
- State/territory legislation in relation to working with children
- Working with Vulnerable People registration
- Building and construction requirements applicable to your grant activity / project.

To be eligible for a grant, you must declare in your application that you comply with these requirements. You may need to declare you can meet these requirements in your grant agreement with the Commonwealth.

Where the Building Code or WHS Accreditation Scheme applies, construction activity must be undertaken by an accredited builder as specified under the Building Code and WHS Accreditation Scheme.

10.6 Multicultural access and equity

The Australian Government's Multicultural Access and Equity Policy obliges Australian Government agencies to ensure their policies, programs and services – including those provided by contractors and service delivery partners – are accessible to, and deliver equitable outcomes for, people from culturally and linguistically diverse (CALD) backgrounds.

Grant applicants should consider how they will ensure their services will be accessible to people from CALD backgrounds. For example, service delivery partners may require cultural competency skills. In addition, services, projects, activities or events may require the use of professional translating or interpreting services in order to communicate with clients who have limited English proficiency. Based on an assessment of the client target group, costs for translating and interpreting services should be factored into grant applications.

[20] https://www.legislation.gov.au/C2004A03332/2012-12-06/text

[21] https://www.wgea.gov.au/reporting-guide

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10.7 How we pay the grant

The grant agreement will state the:

- maximum grant amount to be paid
- proportion of eligible expenditure covered by the grant (grant percentage) if applicable
- any financial contribution provided by a third party if applicable

We will not exceed the maximum grant amount under any circumstances. If you incur extra costs, you must meet them yourself.

We will make an initial payment at the commencement of the grant agreement. We will make payments according to an agreed schedule set out in the grant agreement, usually upon completion of milestones reflecting the stage of activity. Payments are subject to satisfactory progress on the activity.

10.8 Grants payments and GST

GST will be paid for this grant. If you are registered for the Goods and Services Tax (GST)[22], where applicable, we will add GST to your grant payment and issue you with a Recipient Created Tax Invoice[23]. If a government related entity is deemed successful, GST will apply.

Grants are assessable income for taxation purposes, unless exempted by a taxation law. We recommend you seek independent professional advice on your taxation obligations or seek assistance from the Australian Taxation Office[24]. We do not provide advice on your particular taxation circumstances.

11. Announcement of grants

If successful, your grant will be listed on the GrantConnect website no later than 21 calendar days after the date of effect as required by section 5.4 of the CGRPs[25].

We may also publish non-sensitive details of successful projects on websites managed by the department. This information may include:

- name of your organisation
- title of the project
- description of the project and its aims
- amount of grant funding awarded
- Australian Business Number
- business location
- your organisation's industry sector.

[22] https://www.ato.gov.au/businesses-and-organisations/gst-excise-and-indirect-taxes/gst/registering-for-gst

[23] https://www.ato.gov.au/forms-and-instructions/recipient-created-tax-invoices

[24] https://www.ato.gov.au/

[25] https://www.legislation.gov.au/F2024L00854/latest/text

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12. How we monitor your grant activity

12.1 Keeping us informed

You should let us know if anything is likely to affect your grant activity / project or organisation.

We need to know of any changes to your organisation or its business activities, particularly if they affect your ability to complete your grant, carry on business and pay debts due because of these changes.

You must also inform your Funding Arrangement Manager at the Community Grants Hub of any changes to your:

- organisation name
- ABN
- addresses
- contact person/s
- nominated contact details
- bank account details.

The details of your Funding Arrangement Manager will be included in your grant agreement.

If you become aware of a breach of the terms and conditions under the grant agreement, you must contact us immediately.

You must notify us of events relating to your grant and provide an opportunity for the Minister or their representative to attend.

12.2 Reporting

You must submit reports in line with the grant agreement. We will provide sample templates for these reports. We will remind you of your reporting obligations before a report is due. We will expect you to report on:

- progress towards achievement of outcomes
- expenditure of the grant

The amount of detail you provide in your reports should be relative to the size and complexity of the grant and the grant amount.

We will monitor progress by assessing reports you submit and may conduct site visits or request records to confirm details of your reports if necessary. Occasionally we may need to re-examine claims, ask for more information or request an independent audit of claims and payments.

Depending on the associated risks, value and complexity of each grant activity, we may ask you to provide one or more of the following.

Activity Work Plan

You may be required to submit a completed Activity Work Plan on the template provided by us after execution of the grant agreement. An Activity Work Plan will be used to outline the specific grant requirements. The Activity Work Plan documents planned deliverables, milestones and outputs for the funded project as well as risk management and community engagement relevant to the funded project.

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We may ask you to include asset management reports in your Activity Work Plan for assets with purchase value exceeding $30,000 (inclusive of GST). This may be to provide an update on location, custodian, condition, insurance details and disposal information of assets purchased as part of the grant activity.

Applicants will be required to provide detailed financial documentation to support any costs incurred prior to the execution of the grant agreement, including invoices, contracts and payment records during the preparation and negotiation of the Activity Work Plan. Successful applicants' progress and outcomes against the Activity Work Plan including any compliance requirements will be monitored throughout the grant through 6-monthly Activity Work Plan Reports.

Annual Child Safe Statement of Compliance

You may be required to submit an annual Child Safety Statement of Compliance. This will be a statutory declaration on a form provided by the Hub affirming that that you are compliant with the Child Safe Supplementary Term in your grant agreement.

Ad-hoc reports

We may ask you for ad-hoc reports on your grant. This may be to provide an update on progress, or any significant delays or difficulties in completing the grant activity / project.

Final report

When you complete the grant activity/ project, you must submit a final report.

Final reports must:

- identify if and how outcomes have been achieved
- include the agreed evidence as specified in the grant agreement
- identify the total eligible expenditure incurred
- be submitted by the due date and in the format provided in the grant agreement.

12.3 Acquitting your grant

Depending on the associated risks, value and complexity of each grant activity, we will ask you to provide one or more of the following.

Financial declaration

We may ask you to provide a financial declaration. A financial declaration is a certification from the grant recipient stating that funds were spent for the purpose provided as outlined in the grant agreement and in-which the grant recipient is required to declare unspent funds. The financial declaration must be certified by the Board, the Chief Executive Officer or an officer with authority to do so verifying that the funding has been spent in accordance with the grant agreement.

Underspent funding must be returned to the department.

Non-audited financial acquittal report

We may ask you to provide a non-audited financial acquittal report. A financial acquittal report will verify that you spent the grant in accordance with the grant agreement and declare unspent funds. A non-audited financial acquittal report is an income and expenditure statement from grant recipient stating that grant funding was spent to perform the activity(ies) as set out in the grant agreement. If relevant, the grant recipient must include in the statement the details of any unspent funds. Non-audited financial acquittals must be certified by the Board, Chief Executive Officer or an authorised officer of the organisation.

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Underspent funding must be returned to the department.

12.4 Grant agreement variations

We recognise that unexpected events may affect your progress. In these circumstances, you can request a variation to your grant agreement. You can request a variation by contacting the department.

You should not assume that a variation request will be successful. We will consider your request based on provisions in the grant agreement and the likely impact on achieving outcomes.

12.5 Compliance visits

We may visit you during or at the completion of your grant activity to review your compliance with the grant agreement. We will provide you with reasonable notice of any compliance visit.

12.6 Record keeping

We may also inspect the records you are required to keep under the grant agreement.

12.7 Evaluation

We will evaluate the grant opportunity to see how well the outcomes and objectives have been achieved. We may use information from your application and reports for this purpose. We may also ask you for more information to help us understand how the grant impacted you and to evaluate how effective the program was in achieving its outcomes.

We may contact you up to one year after you finish your grant for more information to assist with this evaluation.

12.8 Acknowledgement

If you make a public statement about a Supporting Multicultural Communities – Amenities grant activity / project funded under the program, we require you to acknowledge the grant by using the following:

'This project is supported with grant funding from the Australian Government Supporting Multicultural Communities grant opportunity.'

13. Probity

The Australian Government will make sure that the grant opportunity process is fair, according to the published guidelines, incorporates appropriate safeguards against fraud, unlawful activities and other inappropriate conduct and is consistent with the CGRPs[26].

These guidelines may be changed by the department. When this happens, the revised guidelines are published on the GrantConnect[27] website.

13.1 Enquiries and feedback

Complaints about the grant process

[26] https://www.legislation.gov.au/F2024L00854/latest/text

[27] https://www.grants.gov.au/

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Complaints about this grant process or the Community Grants Hub's service/s must be made in writing using the online complaints form[28] on the Department of Social Services[29] website, or by contacting the Department of Social Services complaints line.

Phone: 1800 634 035

Email: complaints@dss.gov.au

Mail: Complaints
GPO Box 9820
Canberra ACT 2601

Complaints about the department grant opportunity, selection process or grant decisions

The department's Complaints Procedures apply to complaints about the grant program, selection process or grant decisions.

This grant opportunity will be administered by the Community Grants Hub on behalf of the department. All complaints not specific to this grant opportunity or the Community Grants Hub's service/s (including the selection process and grant decisions) should be addressed to the department in writing to Compliments, complaints and suggestions[30].

Complaints to the Ombudsman

If you do not agree with the way the Community Grants Hub or the department has handled your complaint, you may complain to the Commonwealth Ombudsman[31]. The Ombudsman will not usually look into a complaint unless the matter has first been raised directly with the Community Grants Hub or the department.

The Commonwealth Ombudsman can be contacted on:

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

13.2 Conflicts of interest

Any conflicts of interest could affect the performance of the grant opportunity or program. There may be a conflict of interest, or perceived conflict of interest, if the department and 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 or member of an external panel
- relationship with or interest in, an organisation, which is likely to interfere with or restrict the applicants from carrying out the proposed activities fairly and independently
- relationship with, or interest in, an organisation from which they will receive personal gain because the organisation receives a grant under the grant program/grant opportunity.

[28] https://www.dss.gov.au/contact/feedback-compliments-complaints-and-enquiries/feedback-form

[29] https://www.dss.gov.au/contact/feedback-compliments-complaints-and-enquiries/complaints-page

[30] https://www.homeaffairs.gov.au/help-and-support/departmental-forms/online-forms/complaints-compliments-and-suggestions

[31] https://www.ombudsman.gov.au/

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

If you later think there is an actual, apparent, or perceived conflict of interest, you must inform the department and the Community Grants Hub in writing immediately.

Conflicts of interest for Australian Government staff will be handled as set out in the Australian Public Service Code of Conduct (section 13(7))[32] of the *Public Service Act 1999*[33]. Committee members and other officials including the decision maker must also declare any conflicts of interest.

We publish our conflict of interest policy on the Community Grants Hub website[34].

13.3 Privacy

We treat your personal information according to the *Privacy Act 1988*[35] and the Australian Privacy Principles[36]. This includes letting you know:

- what personal information we collect
- why we collect your personal information
- who we give your personal information to.

Your personal information can only be disclosed to someone else for the primary purpose for which it was collected, unless an exemption applies.

The Australian Government may also use and give out information about grant applicants and grant recipients under this grant opportunity in any other Australian Government business or function. This includes disclosing grant information on GrantConnect as required for reporting purposes and giving information to the Australian Taxation Office for compliance purposes.

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

As part of your application, you declare your ability to comply with the Privacy Act and the Australian Privacy Principles and impose the same privacy obligations on officers, employees, agents and subcontractors that you engage to assist with the activity, in respect of personal information you collect, use, store, or disclose in connection with the activity. Accordingly, you must not do anything, which if done by the department would breach an Australian Privacy Principle as defined in the Privacy Act.

13.4 Confidential information

Other than information available in the public domain, you agree not to give out to any person, other than us, any confidential information relating to the grant application and/or agreement, without our prior written approval. The obligation will not be breached where you are required by law, the Australian Parliament or a stock exchange to disclose the relevant information or where

[32] http://www8.austlii.edu.au/cgi-bin/viewdoc/au/legis/cth/consol_act/psa1999152/s13.html

[33] https://www.legislation.gov.au/C2004A00538/latest/versions

[34] https://www.communitygrants.gov.au/conflict-intrest-policy

[35] https://www.legislation.gov.au/C2004A03712/2022-12-13/text

[36] https://www.oaic.gov.au/privacy/australian-privacy-principles

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the relevant information is publicly available (other than through breach of a confidentiality or non-disclosure obligation).

We may at any time, require you to arrange for you; or your employees, agents or subcontractors to give a written undertaking relating to nondisclosure of our confidential information in a form we consider acceptable.

We will keep any information in connection with the grant agreement confidential to the extent that it meets all of the 3 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.

We will not be in breach of any confidentiality agreement if the information is disclosed to:

- 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.

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

13.5 Freedom of information

All documents that the Australian Government has, including those about this grant opportunity, are subject to the *Freedom of Information Act 1982*[37] (FOI Act).

The purpose of the FOI Act gives people the ability to get information held by the Australian Government and its organisations. Under the FOI Act, people can ask for documents the Australian Government has. People may not be able to get these documents if these documents need to protect essential public interests and private and business affairs of persons who the information relates to.

[37] https://www.legislation.gov.au/C2004A02562/latest/versions

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

By mail: Freedom of Information Team
Government and Executive Services Branch
Department of Social Services
GPO Box 9820
Canberra ACT 2601

By email: foi@dss.gov.au

14. Consultation

These guidelines have been developed by the Department of Home Affairs in consultation with:

- Department of Social Services
- Department of the Prime Minister and Cabinet
- Department of Finance

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15. Glossary

Term	Definition
accountable authority	see subsection 12(2) of the *Public Governance, Performance and Accountability Act 2013* (PGPA Act)[38].
administering entity	when an entity that is not responsible for the policy, is responsible for the administration of part or all of the grant administration processes.
assessment criteria	are 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 grant opportunity, to determine application rankings.
commencement date	the expected start date for the grant activity.
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.
Commonwealth Grants Rules and Principles 2024[39] (CGRPs)	establish the overarching Commonwealth grants policy framework and articulate the expectations for all non-corporate Commonwealth entities in relation to grants administration. Under this overarching framework, non-corporate Commonwealth entities undertake grants administration based on the mandatory requirements and key principles of grants administration.
completion date	the expected date that the grant activity must be completed and the grant spent by.
co-sponsoring entity	when 2 or more entities are responsible for the policy and the appropriation for outcomes associated with it.
date of effect	can be the date on 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.
decision maker	the person who makes a decision to award a grant.
eligibility criteria	refer to the mandatory criteria which must be met to qualify for a grant. Assessment criteria may apply in addition to eligibility criteria.
Funding Arrangement Manager	the officer responsible for the ongoing management of the grantee and their compliance with the grant agreement.

[38] https://www.legislation.gov.au/C2013A00123/latest/text

[39] https://www.legislation.gov.au/F2024L00854/latest/text

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Term	Definition
grant	for the purposes of the CGRPs, a 'grant' is an arrangement for the provision of financial assistance by the Commonwealth or on behalf of the Commonwealth: a. under which relevant money[40] or other Consolidated Revenue Fund[41] (CRF) money[42] is to be paid to a grantee other than the Commonwealth b. which is intended to help address one or more of the Australian Government's policy outcomes while assisting the grantee achieve its objectives.
grant activity/activities	refers to the project/tasks/services that the grantee is required to undertake.
grant agreement	sets out the relationship between the parties to the agreement, and specifies the details of the grant.
grant opportunity	refers to the specific grant round or process where a Commonwealth grant is made available to potential grantees. Grant opportunities may be open or targeted, and will reflect the relevant grant selection process.
grant program	a 'program' carries its natural meaning and is intended to cover a potentially wide range of related activities aimed at achieving government policy outcomes. A grant program is a group of one or more grant opportunities under a single Department of Home Affairs Portfolio Budget Statement program.
GrantConnect[43]	the Australian Government's whole-of-government grants information system, which centralises the publication and reporting of Commonwealth grants in accordance with the CGRPs.
grantee	the individual/organisation which has been selected to receive a grant.
National Redress legislation	means the *National Redress Scheme for Institutional Child Sexual Abuse Act 2018*[44].

[40] Relevant money is defined in the PGPA Act. See section 8, Dictionary.

[41] https://www.finance.gov.au/about-us/glossary/pgpa/term-consolidated-revenue-fund-crf

[42] Other CRF money is defined in the PGPA Act. See section 105, Rules in relation to other CRF money.

[43] https://www.grants.gov.au/

[44] https://www.legislation.gov.au/C2018A00045/latest/text

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Term	Definition
Portfolio Budget Statement (PBS) program	described within the entity's Portfolio Budget Statement[45], 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 Advisory Panel	provides strategic oversight, advice and recommendations to the decision maker on assessed applications from the program specific, service provider composition and service location perspectives.
selection criteria	comprise eligibility criteria and assessment criteria.
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.
value with money	refers to 'value with relevant money' which 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. When administering a grant opportunity, an official should consider the relevant financial and non-financial costs and benefits of each proposal including, but not limited to the: ▪ quality of the project proposal and activities ▪ fit for purpose of the proposal in contributing to government objectives ▪ absence of a grant is likely to prevent the grantee and government's outcomes being achieved ▪ potential grantee's relevant experience and performance history.

[45] https://budget.gov.au/

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Appendix A. List of Eligible Organisations

Invited organisations and project/grant activity.

Id	Commitment title	Description	Entity Name	ABN	Funding Year 2025-26	Funding Year 2026-27	Funding Year 2027-28	Total Funding
G48-R-000677	Revitalisation of Ballarat Welcome Centre	Enhancements to the Ballarat Welcome Centre with a strong focus on inclusivity and accessibility for all visitors.	Ballarat Regional Multicultural Council Inc.	24776744519	$20,000	$480,000		$500,000
G48-R-001615	Funding for Australian Ukrainian Community and Culture Centre in Noble Park, VIC	Enhancements to the Ukrainian Community Centre in Noble Park to help enhance safety, accessibility and functionality of our facilities.	Association of Ukrainians in Victoria (AUV) South East (Noble Park) Branch	87956498620	$150,000	$50,000	$25,000	$225,000
G48-R-001724	Upgrades to Melkite Community Hall	Upgrades to Melkite Community Hall including kitchen, bathroom and plumbing upgrades and cosmetic improvements.	Melkite Catholic Eparchy Corporation	91078159510	$75,000			$75,000
G48-R-001924	New playground at Armadale Community Family Centre	New playground at Armadale Community Family Centre providing a safe inclusive place for families.	Armadale Community Family Centre Inc	52562982513	$25,000	$25,000		$50,000

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Id	Commitment title	Description	Entity Name	ABN	Funding Year 2025-26	Funding Year 2026-27	Funding Year 2027-28	Total Funding
G48-R-001926	Upgrades at the Vedic Samiti Temple in Cardiff South	Provision of an all weather dining space at the Vedic Samiti Temple for social and religious activities.	Vedic Samiti Newcastle Incorporated	24324321238	$90,000			$90,000
G48-R-001949	Funding towards Nonna's Cucina	Upgrades to Nonna's Cucina premises including air conditioning units, public toilet blocks, and a fully automatic MAP sealer machine for meals.	Italian Home Delivered Meals and Services Incorporated	76807320659	$95,000			$95,000
G48-R-002005	Funding for Wellsprings for Women to deliver new infrastructure to support migrant women and children	Enhancements to the Multicultural Community Engagement and Activities Hub for women and children to gather and learn.	Wellsprings for Women	18282739596	$150,000	$257,000		$407,000
G48-R-002035	Funding for kitchen facilities at Rooty Hill Masjid	Major renovation of the Rooty Hil Masjid to establish a modern commercial kitchen.	Islamic Association Western Suburbs Sydney	46035793915	$120,000			$120,000
G48-R-002037	Singh Saba Playground	New playground at Tagiums Singh Sabha Sikh Temple providing a safe play space for children at the site.	Singh Sabha Brisbane	17140805312	$50,000			$50,000

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Id	Commitment title	Description	Entity Name	ABN	Funding Year 2025-26	Funding Year 2026-27	Funding Year 2027-28	Total Funding
G48-R-002184	Mother Language monument	Delivery of an International Mother Language Day Monument that celebrates linguistic diversity in Campbelltown Local Government Area	Campbelltown City Council	31459914087	$20,000	$30,000		$50,000
G48-R-002198	Upgrades for Greek Centre Hub in Melbourne	Fit-Out of the Greek Community's Russell Street Community Arts Spaces to improve accessibility and support emerging artists.	Greek Orthodox Community of Melbourne and Victoria	14004258360	$367,650			$367,650
G48-R-002230	Refurbishment of the Northcote Senior Citizens Centre	Refurbishment of the Northcote Senior Citizens Centre	Darebin City Council	75815980522	$10,000			$10,000
G48-R-002233	St Joseph Italian Community Centre Upgrade	Upgrades of St Joseph Italian Community Centre including the front entrance and interior.	La Festa di San Giuseppe Association Inc.	24120581420	$30,000	$70,000		$100,000
G48-R-002235	Refurbishment of Reservoir Senior Citizens Centre	Refurbishment of Reservoir Senior Citizens Centre	Darebin City Council	75815980522	$10,000			$10,000
G48-R-002239	Australian Islamic Centre – Roof over community sports and events area	Construction of a shelter for the existing sports area at the Australian Islamic Centre.	The Newport Islamic Society Inc	72150960183	$385,000			$385,000

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Id	Commitment title	Description	Entity Name	ABN	Funding Year 2025-26	Funding Year 2026-27	Funding Year 2027-28	Total Funding
G48-R-002241	Sikh Gurdwara - Community Kitchen Upgrade	Upgrades to the Sikh Gurdwara Sahib community kitchen to benefit the community.	Sikh Gurdwara Perth Inc.	78147661415	$500,000			$500,000
G48-R-002247	Coogee Synagogue kitchen upgrade	Renovation of the Cooggee Synagogue kitchen and hall to expand community services.	Coogee Synagogue Inc.	65467615790	$50,000			$50,000
G48-R-002248	Australian Korean Association community hub upgrade	Upgrades to the community hub of the Korean culture community building.	Korean Society of Sydney NSW Australia Incorporated	48482981257	$130,000			$130,000
G48-R-002251	Chinmaya Mission Perth - New Playground	Upgrade playground at Chinmaya Mission providing a safe play space for children at the site including assess and lighting.	Chinmaya Mission Australia Pty Ltd ATF The Chinmaya Mission Charitable Operating Trust	63224595801	$50,000			$50,000
G48-R-002254	Mirrabooka Mosque - Multipurpose Community Space	Contribution to a new flexible multipurpose community space at the Mirrabooka Mosque.	Noorul Islam Society Inc	65782688672	$250,000			$250,000
G48-R-002255	Security Upgrade - Greek Orthodox Community of NSW	Security upgrades to the Greek Orthodox Community's premises in Lakemba.	Greek Orthodox Community of NSW Ltd	50000018128	$72,000	$71,000		$143,000
G48-R-002256	See-Yup Temple - matched repairs funding	Restoration of the See Yup Temple following a fire in February 2024.	See Yup Society Inc	17750032469	$60,000			$60,000

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Id	Commitment title	Description	Entity Name	ABN	Funding Year 2025-26	Funding Year 2026-27	Funding Year 2027-28	Total Funding
G48-R-002260	Altavilla Club Kitchen Upgrade	Upgrades for Altavilla Club kitchen including new commercial grade ovens.	ALTAVILLA IRPINA SPORTS AND SOCIAL CLUB INCORPORATED	39865943207	$54,725			$54,725
G48-R-002261	Central Pontian Association - Pontiaki Estia	Installation of an elevator at the Pontiaki Estia location of the Central Pontian Association.	Central Pontian Association of Melbourne and Victoria	58005626264	$0	$49,500		$49,500
G48-R-002263	Sicilia Club Kitchen Upgrades	Replacement of aging ovens at the Sicila Club improving efficiency and effectiveness.	Sicilia Social & Sports Club Inc.	28718926645	$83,000			$83,000
G48-R-002268	Hindu Temple Extension - Canteen & Kitchen	Build a community kitchen for the Hindu Society of Norther Territory.	Hindu Society of NT	25871214926	$200,000			$200,000
G48-R-002269	Keysborough Gurudwara Sikh Temple - New community playground	New playground at Gurudwara Sri Guru Granth Sahib providing modern, safe and inclusive equipment for children of all ages.	Gurudwara Sri Guru Granth Sahib Inc	31210491073	$90,000			$90,000
G48-R-002277	International Food Garden	Establish an International Food Garden for the Glenorch community.	Glenorchy City Council	19753252493	$150,000			$150,000

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Id	Commitment title	Description	Entity Name	ABN	Funding Year 2025-26	Funding Year 2026-27	Funding Year 2027-28	Total Funding
G48-R-002281	TAHA Community Centre	Renovation of the Taha Humanity Aossication building in Dandenong establishing a fit for purpose community facility.	TAHA HUMANITY ASSOCIATION OF VICTORIA LTD	69155473911	$400,000	$270,000		$670,000
G48-R-002282	Upgrade to Campania Club Carpark	Upgrades to the Campania Sports & Social Club Sons of Italy car park.	Campania Sports & Social Club Sons of Italy Community Centre Inc.	13400457289	$200,000	$50,000		$250,000
G48-R-002298	South Sea Islander Hut	Upgrade facilities at the Australian South Sea Islander Precinct in Mackay (South Sea Islander Hut).	Queensland United Australian South Sea Islander Council Inc	82884175706	$250,000			$250,000
G48-R-002299	Chinese Australian Services Society (CASS) Head Office Renovation	Upgrades to the Chinese Australian Services Society Head Office building including interior and plumbing updates.	Chinese Australian Services Society Ltd	85087248638	$60,000	$30,000		$90,000
G48-R-002300	Darusalam Improved Security, Safety and Facility Upgrades	Upgrades to the Darusalam Community Centre including air conditioner and oven upgrades.	Darusalam Society Inc	94926605126	$50,000			$50,000
G48-R-002303	Knox Italian Club - Air Conditioning Upgrades	New air conditioning units at the Knox Italian Club.	Knox Italian Community Club inc	12006107133	$100,000			$100,000

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Id	Commitment title	Description	Entity Name	ABN	Funding Year 2025-26	Funding Year 2026-27	Funding Year 2027-28	Total Funding
G48-R-002306	Multicultural Services Centre of Western Australia (MSCWA) - Community Bus	Purchase of a minibus to assist Multicultural Services Centre of Western Australia transport CaLD community members.	Multicultural Services Centre of Western Australia Incorporated	18563729871	$50,000			$50,000
G48-R-002307	Kouchkovski Social Club - improvements to roofing	Repairs and updates to the Kouchkovski Social Club premises.	Kouchkovski Social Club Inc	47996862544	$28,000			$28,000
G48-R-002311	Shri Sanatan Dharam Society of Victoria - Fence for fijian temple (SSVSV)	Fencing project at the Fijian temple of Shri Sanatan Dharam Society of Victoria.	SHRI SANATAN DHARAM SOCIETY OFVICTORIA AUST INCORPORATED	44400281254	$25,080			$25,080
G48-R-002314	Hermes Illion Hall and Library Restoration	Restoration of the Hermis-Ilion Community Hall and support the founding of a Greek language library.	HERMIS-ILION ASSOCIATION OF N S W CLUB LTD	29001434751	$60,000	$140,000		$200,000
G48-R-002318	Ibleo Club - Kitchen Upgrade	New stoves for the Ibleo Social Club to assist with food preperation for the community.	Ibleo Social Club	34005317546	$16,000			$16,000
G48-R-002325	Australian Indian Community Charitable Trust Inc - digitisation and library upgrades for the Indian Museum	Digitisation of the Indian Museum and implementation of new technology to improve access to art and artefacts.	The Trustee for The Australian Indian Community Charitable Trust	58529186639	$690,000			$690,000
G48-R-002329	Spanish Club of WA Barbeque Area Renovation	Provision of outdoor cooking facilities and structures for the Spanish Club of WA	Spanish Club of WA Inc.	54655425430	$5,000	$5,000		$10,000

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Id	Commitment title	Description	Entity Name	ABN	Funding Year 2025-26	Funding Year 2026-27	Funding Year 2027-28	Total Funding
G48-R-002330	Pavement Development - Hoppers Crossing Gurdwara - Sri Guru Nanak Satsang Sabha (SGNSS)	Upgrade accessibility to the Hoppers Crossing Gurdwara ensuring safe access for the community.	Sri Guru Nanak Satsang Sabha	45005977837	$45,000			$45,000
G48-R-002337	Security & Infrastructure Upgrade - Siri Guru Nanak Darbar	Development of the Gurdwara Sahib Siri Guru Nanak Darbar includig security measures and environmental projects.	Siri Guru Nanak Darbar	79317184807	$220,000	$220,000		$440,000
G48-R-002342	WA Punjabi Club - Community van	Purchase of a bus/van to assist WA Punjabi Club transport community members.	WA Punjabi Club Inc	93423573898	$50,000			$50,000
G48-R-002349	Sikh volunteer security perimeter fencing and safety measures	Provision of perimeter fencing and other safety measures at Sikh Volunteers Australia.	Sikh Volunteers Australia Inc	29456496413	$500,000			$500,000
G48-R-002359	Polish Club Sikorski Community Playground	New playground at Sikorski Polish Community Club providing safe engaging space for young families.	Polish Club General W. Sikorski Western Australia Inc	44472539356	$67,000			$67,000
G48-R-002465	Multicultural Youth Hub	Centre for Multicultural Youth to complete feasibility study for a youth hub potentially in Dandenong.	Centre for Multicultural Youth	82127444713	$600,000			$600,000

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Id	Commitment title	Description	Entity Name	ABN	Funding Year 2025-26	Funding Year 2026-27	Funding Year 2027-28	Total Funding
G48-R-002292	Australian Nepalese Multicultural Centre - Diggers Rest	Construction of a kitchen, cool room and dining area in Diggers Rest at the Australian Nepalese Multicultural Centre.	Australian Nepalese Multicultural Centre Inc	77883818204	$370,000	$10,000	$5,000	$385,000
G48-R-002362	Enhancing ICT Capacity and Expanding Learning Spaces for Migrants and Vulnerable Communities	Renovation of the Glen Eira Adult Learning Centre to improve classrooms and purchase new laptops for adult learning.	GLEN EIRA ADULT LEARNING CENTRE INC	56245390101	$60,000			$60,000
G48-R-001726	Upgrades to the St Spyridon Community Centre	Upgrades to the St Spyridon Community Centre Hall to continue serving families in the community.	The Greek Orthodox Parish of St Spyridon Sydney	27000410891	$100,000	$400,000		$500,000
G48-R-002295	Latvian Hall Upgrade - renovation including new door and windows	Upgrades to the Latvian Hall's facilities including roofing to create a welcoming atmosphere for all.	Latvian Cooperative Society Social Club Inc.	89478636466	$31,980			$31,980
G48-R-001998	Upgrades at Goulburn and Queanbeyan Multicultural Centre	Upgrades at the Goulburn and Queanbeyan Multicultural Centres with new fit outs to assist in expanding services.	Queanbeyan Multilingual Centre	54925328154	$103,000			$103,000

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Id	Commitment title	Description	Entity Name	ABN	Funding Year 2025-26	Funding Year 2026-27	Funding Year 2027-28	Total Funding
G48-R-002193	Funding for Islamic Welfare Services Community Centre upgrade	Renovations to the Eastern Sydney Islamic Welfare Services Community Centre and updated facilities.	Eastern Sydney Islamic Welfare Services Incorporated	11959851263	$50,000			$50,000
G48-R-002194	Establish Parramatta Islamic Cultural Association Service Centre	Establish a new Parramatta Islamic Cultural Association Service Centre.	Establish a new Parramatta Islamic Cultural Association Service Centre.	21220637617	$400,000			$400,000
G48-R-002267	Hillview Alfresco and Outdoor Area Upgrades	Improvements to the alfresco and outdoor areas at Hillview Intercultural Community Centre.	City of Canning	80227965466		$350,000		$350,000
G48-R-002293	Northcote Baptist Church Chapel Kitchen Renovation	Refurbishment of the Northcote Baptist Church's kitchen as a central support hub for the community.	NORTHCOTE BAPTIST CHURCH	71574378628		$40,000		$40,000
G48-R-002305	Internet Connection Upgrade - Buddhist Vihara Victoria	An internet connection upgrade for the Sri Lankan Buddhist Vihara Temple.	BUDDHIST SRI LANKAN ASSOCIATION OF VICTORIA INC	22344165473		$13,500		$13,500

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THE HON JULIAN HILL MP

ASSISTANT MINISTER FOR CITIZENSHIP, CUSTOMS AND MULTICULTURAL AFFAIRS
ASSISTANT MINISTER FOR INTERNATIONAL EDUCATION

Ref No: MS25-002876

Click here to enter text.

Dear [Recipient Name],

I am writing with an update on the Supporting Multicultural Communities Program (Program) and my commitment to ensure Program funding reaches communities in a timely, transparent and accountable way.

The Office for Multicultural Affairs (OMA), within the Department of Home Affairs, is responsible for administering the Program and is working to ensure funding is provided as soon as possible. I understand the Multicultural Grants team within OMA has already contacted you to seek information about your Program project.

I am aware that you may have commenced work on a project for which you may seek funding under the Program. In the event your project is awarded funding under the Program, the treatment of any costs already incurred - known as retrospective costs - will be detailed in the final Grant Opportunity Guidelines (Guidelines), which are currently being developed and will be published on the GrantConnect website in due course. You will be advised when the Guidelines have been published and when you can apply for your project grant.

Should retrospective costs be permitted under the finalised Guidelines, they will be assessed on a case by case basis and records of any relevant, such as invoices, receipts or payment confirmations, which may be required to support any future claims, would need to be submitted to support any claims.

Thank you again for your patience and commitment to your community.

Yours sincerely

JULIAN HILL

/ / 2025

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Australian Government

Department of Home Affairs

Submission

For decision

PDMS Ref. Number: MS25-002990

Date of Clearance: 29/10/2025

To **Assistant Minister for Citizenship, Customs and Multicultural Affairs**

Subject **Approval - Supporting Multicultural Communities: Infrastructure - Grant Opportunity Guidelines**

Timing *For consideration by **6 November 2025** to progress the grant round as planned.*

Recommendations

That you:

1. **approve** the Grant Opportunity Guidelines (Guidelines) for the Supporting Multicultural Communities – Infrastructure (SMC – Infrastructure) grant opportunity at **Attachment A**; — agreed / not agreed
2. **note** the SMC – Infrastructure grant opportunity has been assessed by the Australian Government Solicitor as having 'medium' constitutional and legislative risk rating, as outlined at **Attachment B**; — noted / please discuss
3. **note** the timeframes to deliver the election commitment projects under the SMC – Infrastructure grant opportunity; and — noted / please discuss
4. **agree** that in approving the Guidelines, you have no conflicts of interest to declare. — agreed / not agreed

Assistant Minister for Citizenship, Customs and Multicultural Affairs

Signature.....

Date: 4 / 11 /2025

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Assistant Minister's Comments
1. Happy Melbourne Cup Day. 2. As per discussion ~~o~~ Dept, can advice be provided on whether I can / should provide advice to the Min for finance of 3 projects in my electorate (SMRC; Abu Talib; Afghan Islamic Centre). While I have no discretion not to include given policy authority + govt. commitments, as I am not the 'Approver' they will not otherwise be notified in the normal way.

Key Issues

1. This submission is seeking your approval of the Grant Opportunity Guidelines (Guidelines) (**Attachment A**) for the SMC – Infrastructure grant opportunity.

2. As part of the 2025 federal election, the Australian Labor Party made election commitments of $190.3 million over 2 years from 2025-26 to provide direct support to multicultural communities.
   - These election commitments are published under the Supporting Multicultural Communities (SMC) headline election commitment in *Labor's costed plan to Build Australia's Future*.

3. The SMC - Infrastructure grant opportunity will provide up to $109.38 million to 39 pre-identified community organisations. This is the third of 3 grant rounds for multicultural community Infrastructure projects within SMC.
   - On 14 October 2025, the Prime Minister, the Hon Anthony Albanese MP, agreed (**MC25-134155** refers) to amend the policy authority to deliver a portion of the SMC program via the one-off ad hoc grant process available under the *Commonwealth Grants Rules and Principles 2024* (CGRPs).
   - Two one-off ad hoc grant processes will be undertaken for the other 13 pre-identified community organisations (**MS25-003103** and **MS25-003319** refer).
   - A list of all applicants eligible to apply for funding under SMC – Infrastructure is detailed in Appendix A of the Guidelines (at **Attachment A**).

4. The objectives of this grant opportunity are to:
   - support multicultural organisations to deliver new construction or extend/upgrade existing infrastructure to provide access to purpose-built facilities
   - improve amenity and accessibility through investment in community infrastructure

5. The intended outcomes of the program are to:
   - maintain and enhance access to multicultural infrastructure and amenities
   - encourage and facilitate multicultural communities to connect and commune in a designated safe physical environment
   - improve equity outcomes and social inclusion.

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6. In accordance with the CGRPs, as the financial decision maker you are required to approve Guidelines for each grant round before they are published. The Guidelines for this grant are at **Attachment A**.
   - The Guidelines for the SMC - Infrastructure grant opportunity have been approved by the Department of Home Affairs (the Department), Department of Finance (Finance) and the Department of the Prime Minister and Cabinet (PM&C).

7. S. 42(1)

Background

8. The SMC – Infrastructure grant will run as a closed non-competitive grant opportunity, commencing in 2025-26 for up to 3 years with only invited organisations eligible to apply.
   - The Department considers the funding meets the CGRP definition for a closed non-competitive process, with applicants being identified to apply for the grant and applications being assessed against the selection criteria.

9. The following table shows the funding allocation per year for the SMC – Infrastructure grant opportunity.

	2025-26 $	2026-27 $	2027-28 $	Total $
SMC - Infrastructure	48,631,399	54,775,000	8,975,000	**109,381,399**

10. S. 47E(d)

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11. s. 47E(d)

Grant Timeframes

12. In accordance with Finance's Streamlining Government Grants Administration program, the Department has engaged the Department of Social Services (DSS) Community Grants Hub (the Hub) to administer this grant opportunity.

13. The expected timeframes of this grant opportunity are outlined below.

Activity	Timeframe
Submission period for applicants	14 November 2025 – 11 December 2025
Assessment of applications	15 December 2025 – 2 March 2026
Delegate approval	26 March 2026 – 2 April 2026
Distribution of outcome letters	6 April 2026 – 15 April 2026
Drafting of grant agreements	9 April 2026 – 6 May 2026
Grant agreements issued	7 May 2026 – 13 May 2026
Negotiation and execution of grant agreements	14 May 2026 – 12 June 2026
Activity start date and first payment	15 June 2026

14. If you require changes to be made to the Guidelines, Finance and PM&C will need to conduct an additional review. Please note, if the Guidelines **are not** approved by 6 November 2025, the timeframes outlined above will no longer be achievable.

    - Changes to the guidelines or delays in approval will increase administrative costs and the grant opportunity will need to be re-scheduled resulting in the process being delayed.

Retrospective costs

15. The Guidelines allow applicants to use grant funding to reimburse costs incurred between the outcome of the federal election (4 May 2025) and the execution of their grant agreement. Applicants may claim up to 40% of their grant amount, however, at the request of the Hon Julian Hill MP, Assistant Minister for Citizenship, Customs and Multicultural Affairs, Grant Opportunity Delegate (you), may also approve costs that exceed this threshold.

    - On 19 September 2025, you sent letters of comfort to all organisations being invited to apply for funding under the SMC program which included reference to retrospective costs (**MC25-037905** refers).

16. The inclusion of retrospective costs may create a perceived risk that organisations do not actually require Commonwealth funding to perform that component of the grant activity and an inability to determine whether retrospective costs were actually incurred.

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17. Mitigation measures have been implemented to reduce risks associated with retrospective costs, including:
    - The Guidelines specify that retrospective costs can only be incurred from 4 May 2025, the day following the 2025 Federal Election.
    - All expenditure, including retrospective costs, must relate to eligible activities as defined in the Guidelines and be consistent with the original intent of the election commitment.
    - Applicants will be required to provide detailed financial documentation to support any retrospective claims, including invoices, contracts and payment records.

Grant Opportunity Guidelines approval

18. As per EM 2024/36, the Guidelines must be approved by the Minister or the Departmental delegate before publishing on GrantConnect and sending invitations to apply to applicants.

19. In preparing the Guidelines and in line with EM 2024/36, the Department has:
    - ensured the Guidelines are consistent with the CGRPs and used the template for closed non-competitive grant opportunities;
    - ensured the planned spending is supported by legislative authority; and
    - completed a Self-Assessment Risk-Analysis (**Attachment C**) using the Finance template and implemented reasonable available steps to mitigate risks.

20. s. 42(1)

Next Steps

21. Subject to your approval of the Guidelines (**Attachment A**), the Department will:
    - in collaboration with the Hub, prepare for opening of the grant round and invite applicants listed in the Guidelines at **Attachment A** to submit an application for funding;
    - conduct a virtual information session for all invited applicants on the Guidelines and application process; and
    - develop communication products to support the delivery of the grant opportunity, including:
        i. updates to the Departments website;
        ii. talking points for departmental staff engaging with organisations; and
        iii. newsletters for organisations for general updates (with your clearance as required).

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22. Successful organisations will be offered a capital grant agreement, which will include the requirement to:
    - use the premises for the agreed purpose for a designated use period, outlined in Section 3.3 of the Guidelines, providing confirmation of such through an annual report to the Department; and
    - repay grant funding if the premises are sold or disposed of prior to the end of designated use period.

Consultation - Internal/External

External

23. The DSS Hub, Finance, AGS and PM&C have been consulted on the content of this submission and/or the attached documents.

24. Assistant Minister Hill's office.

Internal

25. The Chief Procurement Officer and Procurement and Contracts Support Branch have reviewed and cleared the grant policy aspects of this submission.

26. The Chief Finance Officer's delegate has cleared the financial information in this submission.

27. The Secretary was not consulted on this submission.

28. The ABF Commissioner was not consulted on this submission.

29. The Head of Immigration was not consulted on this submission

30. The Deputy Secretary, Immigration Programs was not consulted on this submission.

Client Service Implications

31. Nil.

Risks and Sensitivities

32. The information contained in this submission is classified and should not be publicly released without the authority of the Department. In accordance with our long-standing practices, should you wish for unclassified media lines to be prepared in relation to this issue please contact the Home Affairs Media Operations team at media@homeaffairs.gov.au.

Financial/systems/legal/deregulation/media implications

Financial Implications

33. During the 2025 federal election, the Australian Labor Party committed funding of $190.3 million over 2 years from 2025-26 for the *Supporting Multicultural Communities* election commitment.

34. All financial figures contained in this brief are Goods and Services Tax (GST) exclusive. If the entity receiving the funding is registered for GST, where applicable, GST will be added.

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Media Implications

35. The Guidelines state that organisations must notify the Department of events relating to the grant and provide an opportunity for the Minister or their representative to attend.

Attachments

Attachment A Grant Opportunity Guidelines

Attachment B AGS Advice

Attachment C Self-Assessment Risk Analysis

Authorising Officer
Cleared by: Sneha Chatterjee First Assistant Secretary Office for Multicultural Affairs, Immigration Group Date: 29/10/2025 Mob: s. 22(1)(a)(ii)

Contact Officer Malcolm McAllister, Assistant Secretary, Special Envoy Support and Grants Programs, Mob: s. 22(1)(a)(ii)

Through Chief Finance Officer delegate
Chief Procurement Officer

CC Minister for Home Affairs, Minister for Immigration and Citizenship, Minister for Cyber Security
Minister for Multicultural Affairs
DS Chief Operating Officer
DS Legal
Head of Immigration
DS Immigration Programs
Chief Finance Officer
Chief Procurement Officer

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Australian Government
Department of Home Affairs

Community Grants Hub
Improving your grant experience

Supporting Multicultural Communities - Infrastructure
Grant Opportunity Guidelines

Opening date:	**14 November 2025**
Closing date and time:	9:00 pm AEDT on 11 December 2025
Commonwealth policy entity:	Department of Home Affairs
Administering entity:	Community Grants Hub
Enquiries:	If you have any questions, contact Community Grants Hub[1] Email: support@communitygrants.gov.au Questions should be sent no later than 5:00 pm AEDT on 4 December 2025
Date guidelines released:	14 November 2025
Type of grant opportunity:	Closed non-competitive
Version:	September 2025

[1] https://www.communitygrants.gov.au/contact-us

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1. Supporting Multicultural Communities - Infrastructure process

The Supporting Multicultural Communities - Infrastructure is designed to achieve Australian Government objectives

This grant opportunity is part of the above grant program which contributes to the Department of Home Affairs' Program 2.5 Multicultural Affairs and Citizenship. The Department of Home Affairs works with stakeholders to plan and design the grant program according to the *Commonwealth Grants Rules and Principles 2024*[2] (CGRPs).

↓

The grant opportunity opens

We publish the grant guidelines on GrantConnect[3].

↓

You complete and submit a grant application

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

↓

We assess all grant applications

We assess the applications against eligibility criteria and notify you if you are not eligible. If you are eligible, we then assess your eligible application against the assessment criteria including an overall consideration of value with money. A Selection Advisory Panel will be convened to contribute to the review of applications.

↓

We make grant recommendations

We provide advice, through the Selection Advisory Panel, to the decision maker on the merits of each application.

↓

Grant decisions are made

The decision maker, either the Minister for Multicultural Affairs or the Assistant Minister for Citizenship, Customs and Multicultural Affairs, decides which 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 enter into a grant agreement

We enter into a grant agreement with you if successful. The type of grant agreement is based on the nature or complexity of the grant and is proportional to the risks involved.

↓

[2] https://www.legislation.gov.au/F2024L00854/latest/text

[3] https://www.grants.gov.au/

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Delivery of grant

You undertake the grant activity as set out in your grant agreement. We manage the grant by working with you, monitoring your progress and making payments.



Evaluation of the Supporting Multicultural Communities - Infrastructure

We evaluate your specific grant activity and the grant opportunity as a whole. We base this on information you provide us and that we collect from various sources.

1.1 Introduction

These guidelines contain information for the Supporting Multicultural Communities - Infrastructure grant opportunity.

You must read these guidelines before filling out an application.

This document sets out:

- the purpose of the grant program/grant opportunity
- the eligibility and assessment criteria
- how grant applications are considered and selected
- how grantees are notified and receive grant payments
- how grantees will be monitored and evaluated
- responsibilities and expectations in relation to the opportunity.

This grant opportunity and process will be administered by the Community Grants Hub on behalf of the Department of Home Affairs (the department).

2. About the grant program

The Supporting Multicultural Communities - Infrastructure (SMC - Infrastructure) grant opportunity will run over 3 years from 2025–26 to 2027–28.

The program will fulfil the 2025 election commitments to support multicultural communities as outlined in *Labor's costed plan to Build Australia's Future*. These projects will provide direct support to multicultural community organisations demonstrating the Government's commitment to support both small and large communities and more diverse organisations with strong local links and who provide innovative support direct to their communities.

The SMC - Infrastructure grant opportunity is being provided under Program 2.5 Multicultural Affairs and Citizenship Program, within Outcome 2 of the Department of Home Affairs Portfolio Budget Statement[4].

- Outcome 2: Support a united and prosperous Australia through effective coordination and delivery of immigration and citizenship policy and programs underpinned by robust integrity and assurance.
- Program 2.5: Multicultural Affairs and Citizenship: To support a prosperous and inclusive society through the promotion, delivery and effective management of the Australian multicultural and citizenship programs.

[4] https://www.homeaffairs.gov.au/reports-and-publications/reports/budgets/portfolio-budget-2024-25

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The objectives of the program are to:

- support multicultural organisations to deliver new construction or extend/upgrade existing infrastructure to provide access to purpose-built facilities
- improve amenity and accessibility through investment in community infrastructure

The intended outcomes of the program are to:

- maintain and enhance access to multicultural infrastructure and amenity
- encourage and facilitate multicultural communities to connect and commune in a designated safe physical environment
- improve equity outcomes and social inclusion.

The Community Grants Hub administers the program according to the *Commonwealth Grants Rules and Principles 2024*[5] (CGRPs).

3. Grant amount and grant period

3.1 Grants available

The Australian Government has announced funding over 3 years from 2025–26 for the Supporting Multicultural Communities program.

For the SMC – Infrastructure grant opportunity, a total of up to $109.38 million (GST exclusive) is available over 3 years from 2025-26.

The SMC – Infrastructure grant opportunity will run from 14 November 2025 to 11 December 2025.

Funding will be available for Australian Government identified projects that are scheduled for completion with final payment made before 30 June 2028.

There is no minimum grant amount. A maximum amount available to each invited organisation is listed in **Appendix A** of this document. Funding will be provided in 2025–26, 2026–27 and 2027–28, depending on the nature of the project.

Requests for additional funding from the Australian Government will not be considered in this program. If your project is solely for the development of a business case, feasibility study, masterplan or similar, no additional funding is available for the construction phase of the project under this program.

The split of funding between financial years in the below table may change due to negotiation for multi-year funding agreements or projects not expected to commence until forward years. These changes will not affect the total funding amount.

Table 1: Available funding for this grant opportunity.

Financial Year	2025–26	2026–27	2027–28	Total
	45,631,399	54,775,000	8,975000	**109,381,399**

3.2 Grant period

The maximum period of this grant is 3 years.

[5] https://www.legislation.gov.au/F2024L00854/latest/text

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All projects must be completed no later than **30 June 2029**.

The department may approve up to a further 12-month extension provided you have met all of your reporting requirements and can display that your project has incurred at least one of the following:

- Natural disaster
- Change in scope
- Delays in development approvals

3.3 Delays in obtaining materials to complete your project.Designated Use Period

After the grant period, applicants will be expected to use the developed facility/ies for the agreed purpose from the date on the Certificate of Completion (or equivalent), until the end of the Designated Use Period (DUP), according to the schedule below:

Total Grant Value (GST exclusive)	Designated Use Period
Below $5 million	5 years
$5 million to $10 million	10 years
Above $10 million	15 years

During the DUP, any intention to change the use, ownership or lease arrangements of the property including if the facility is sold, novated, or otherwise disposed of by you, in part, or entirely, you must notify the department and you must inform the new owner/occupier of this requirement, and the remaining period.

4. Eligibility criteria

This is a closed non-competitive grant selection process. The department considers this is an appropriate type of selection process considering the nature of the grant opportunity is in response to the commitments made by the Government during the 2025 Federal Election campaign, addressing the needs of multicultural communities in local areas of Australia.

4.1 Who is eligible to apply for a grant?

To be eligible to receive a grant, you must be one of the invited organisations listed in **Appendix A** and have received an invitation to apply through GrantConnect.

The list of eligible applicants was determined by the Australian Government during the 2025 Federal Election. Eligible applicants hold relevant project knowledge, and are considered to possess:

- appropriate cultural awareness to deliver facilities that will meet the needs of multicultural communities
- an ability to work with multicultural communities to increase the uptake of Australian values, boost civic participation and enable connection through the use of community spaces
- a willingness to strengthen inclusion and social cohesion.

No further organisations will be invited to apply.

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4.2 Who is not eligible to apply for a grant?

You are not eligible to apply if you:

- have not received an invitation to apply through GrantConnect and your organisation is not listed as an eligible invited organisation in **Appendix A**
- are an organisation, or your project partner is an organisation, that is included on the National Redress Scheme's website[6] on the list of 'Institutions that have not joined or signified their intent to join the Scheme'
- are an organisation, or your project partner is an organisation, that is included on the Workplace Gender Equality Agency website[7] on the non-compliant list.

4.3 What qualifications, skills or checks are required?

If you are successful, all personnel working on the grant project may be required to meet certain qualifications, accreditation, registration or checks such as Working with Children check or Working with Vulnerable people registration. These requirements will be identified in the agreement.

5. What the grant money can be used for

5.1 Eligible grant activities

To be eligible, your grant activity or project must be included in **Appendix A** and:

- be consistent with the intent of the announced commitment
- have as a primary outcome the construction, upgrade (renovation), extension or purchase of infrastructure that provides benefit to multicultural communities
- not be located on privately owned land where you do not have a formal arrangement, such as a lease, for use of the land or building.

The decision maker makes the final decision on what are eligible grant activities and may also approve other activities.

5.2 Eligible expenditure

You can only spend the grant on eligible expenditure you have incurred on your eligible grant activity as detailed in **Appendix A**.

Expenditure must be a direct cost related to the project, and consistent with the policy intent announced by a Labor candidate prior to the federal election and not be listed as an ineligible expense.

Expenditure on your grant must be incurred on or after Sunday 4 May 2025. Any expenditure incurred prior to entering into your grant agreement, should not exceed **40%** of the total approved grant funding. Applicants will be required to provide detailed financial documentation to support any costs incurred prior to the execution of the grant agreement, including invoices, contracts and payment records. If costs are incurred prior to the execution of the grant agreement, and they exceed 40% of the total approved grant funding, the grant opportunity delegate will make a decision on the approval of these costs. You must complete the 'pre-incurred expenses' template and provide evidence such as quotes, receipts in your application.

[6] https://www.nationalredress.gov.au/

[7] https://www.wgea.gov.au/what-we-do/compliance-reporting/non-compliant-list

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Eligible expenditure items may include, but are not limited to:

- pre-construction and development activities, including architect services, design, surveying, planning, levies, zoning, environmental or other regulatory approvals costs, limited to 10% of the overall project costs
- costs associated with project management services for the delivery of the project
- materials for construction such as;
  - building materials
  - fit-out of the infrastructure, such as window dressings
  - fixed furniture, such as kitchen fit outs as part of the construction of a building
  - landscaping paths, outdoor areas, driveway, and parking areas
- labour costs for wages and salaries for workers undertaking eligible project activities
- connection of sewage, water and electricity or other services and/or upgrades to utility services
- costs associated with preserving and protecting the infrastructure, including ensuring users accessing the venues are safe
- excavation, site clearance/demolition and asbestos removal
- hired/leased plant equipment for the project period only
- safety compliance costs and insurances that are specifically required to cover the grant, during the activity period
- fees paid to the Commonwealth, state, territory and local governments to obtain planning, environmental or other regulatory approvals (for example Final Certificate of Occupancy)
- financial auditing of project expenditure (maximum 5% of total eligible project expenditure).

This is not a definitive list. Other expenditure may be eligible. The decision maker makes the final decision on eligible expenditure.

We may update the guidelines on eligible and ineligible expenditure from time to time. If your application is successful, the version in place when you submitted your application applies to your project.

If your application is successful, we may ask you to verify project costs that you provided in your application. You may need to provide evidence such as quotes for major costs.

Not all expenditure on your project may be eligible for grant funding. The decision maker makes the final decision on what is eligible expenditure.

5.3 What the grant money cannot be used for

You cannot use the grant for the following activities:

- costs associated with the purchase of land, existing infrastructure or vehicle, unless specified in the activity description in **Appendix A**
- costs associated with the development, construction or fit-out of a childcare centre, unless it directly relates to a broader construction project
- costs associated with the maintaining and running the facility during the Designated Use Period
- costs associated with:

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  - employees of your organisation including wages or employee on-costs such as superannuation, holiday loading, overheads, except where they are undertaking eligible project activities
  - consumables such as paper, printer cartridges, office and kitchen supplies, brochures and other marketing materials
  - routine operational expenses, including communications, accommodation, printing and stationery, postage, legal and accounting fees and bank charges
- subsidy of general ongoing administration, such as electricity, phone and rent
- costs relating to the ongoing maintenance of any fit-out items purchased with grant funding
- costs relating to construction or fit out of any accommodation or domiciles
- relocation costs
- ongoing upgrades, updates and maintenance of existing ICT systems, the cost of ongoing subscription-based software, and IT support memberships and warranties for purchases
- domestic or overseas travel
- funding to develop or deliver ongoing training or educational courses
- funding to purchase items that will not remain the property of the organisation, including items to be given away
- purchase and installation of manufacturing equipment
- project overhead items, including office equipment, or mobile capital equipment. Examples include trucks and earthmoving equipment and the applicant's internal plant operating costs
- costs incurred in the preparation of a grant application or related documentation for example business case development and feasibility studies
- making donations, gifts and sponsorships
- activities for which other Commonwealth, state, territory or local government bodies have primary responsibility.

6. The assessment criteria

You must address all of the following assessment criteria in the application.

All the assessment criteria are equally weighted.

The application form includes character limits – up to 3,500 characters (approximately 525 words) per criterion.

The application form will not accept characters beyond this limit. Please note spaces are included in the character limit.

The amount of detail and supporting evidence you provide in your application should be relative to the size, complexity and grant amount requested.

In assessing your responses to each of the criteria below, the Panel will rate the response as:

- fully meets the criterion
- partially meets the criterion
- does not meet the criterion.

Applicants must at least partially meet each of the criteria in order to be deemed suitable.

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Fully meets the criterion	Partially meets the criterion	Does not meet the criterion
• All sub-criteria have been addressed. • A good case has been made by the applicant through clear and convincing arguments that are supported by evidence. • The applicant has provided relevant information for all of the sub-criteria. • All the claims made are reasonable, generally convincing and well explained. • All the claims made are supported by evidence. • All the claims made and evidence provided generally link back to the grant activities and objectives/outcomes. • All the evidence provided is relevant. • Very limited areas of relevant weakness may have been identified.	• Some or most of the sub-criteria have been addressed. • A satisfactory case has been made by the applicant through information that is generally relevant. While some information is ambiguous, overall a clear picture emerges. • The applicant has provided some or mostly relevant information. • Some or most of the claims made are reasonable and supported by some evidence. • Some or most of the evidence provided is relevant. • Some areas of relevant weakness have been identified.	• No real case has been made against the criterion or any of the sub-criteria. • No relevant information has been provided or the response field is blank. • No analysis has been provided or the sub-criteria are largely repeated. • A very poor case has been made with limited information supplied. • Any claims made may be inadequate, ambiguous or not clearly explained. • Critical areas of weakness have been identified.

Criterion 1: Project need

Describe how your proposed project will contribute to the objectives and intended outcomes of this grant opportunity (refer to section 2) and why it is needed.

When addressing the criterion, strong applicants will:

- Describe the need your project will meet for your community
- Describe the community that will benefit from the project
- Outline how your project will support multicultural communities connect and commune in a safe physical environment.
- Describe your project outcomes and how you will know the project has been successful.

Criterion 2: Organisation Capability

Describe how you will manage grant funds while completing your project.

When addressing the criterion, strong applicants will:

- Provide a budget, on the mandatory template as specified in section 7.1, outlining the total cost of the project, how you will allocate the grant funding to complete the project.
- Describe how you will ensure the success of your project, which should include:
  - project designs and costings, such as quotes or tender documents

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- details of any consultation with your community on your project, including design
- sustainability once construction is complete including maintenance and upkeep of buildings, fit-outs and/or vehicles.

- Describe how you will manage the project to ensure it is successfully completed.
- Provide details of how your project can be delivered in isolation of funds from other sources.

7. How to apply

Before applying, you must read and understand these Grant Opportunity Guidelines and the questions and answers. These documents are found on the GrantConnect website. Any changes to grant documentation are published as addenda[8] on GrantConnect.

All other grant opportunity documentation (including the online application form) will only be available to invited applicants via GrantConnect. By registering on this website, you will be automatically notified of any changes. GrantConnect is the authoritative source for grants information.

If your organisation is listed against multiple activities in Appendix A, you must submit a separate application for each listed activity. If more than one application is submitted from a single applicant for the same Activity, the latest accepted application form will progress.

To apply, you must:

- complete the online application form on GrantConnect[9]
- provide all the information requested
- address all eligibility criteria and assessment criteria
- include all necessary attachments
- submit your application to the Community Grants Hub by 9:00 pm AEDT on 11 December 2025.

We will not provide application forms or accept applications for this grant opportunity by fax or mail.

The application form includes help information. You are responsible for making sure your application is complete and accurate. Giving false or misleading information is a serious offence under the *Criminal Code Act 1995*[10] and we will investigate any false or misleading information and may exclude your application from further consideration.

If you need more help about the application process, submitting an application online, have any technical difficulties or find an error in your application after submission, but before the closing date and time, you should contact the Community Grants Hub immediately by email support@communitygrants.gov.au or by visiting the Community Grants Hub's Contact Us[11] page. The Community Grants Hub does not have to accept any additional information, or requests from you to correct your application after the closing time.

[8] Addenda can include changes to existing grant opportunity documentation and/or publishing additional documents. Changes include but are not limited to corrections to currently published documents, changes to close times for applications and system outage notices.

[9] https://www.grants.gov.au/

[10] http://www8.austlii.edu.au/cgi-bin/viewdoc/au/legis/cth/consol_act/cca1995115/sch1.html

[11] https://www.communitygrants.gov.au/contact-us

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You cannot change your application after the closing date and time.

If we find an error or something missing, we may ask you for clarification or additional information. This will not change your application. However, we can refuse to accept any additional information from you that would change your application after the closing time.

You should keep a copy of your application and any supporting documents submitted.

You will receive an automated notification acknowledging the receipt of your application.

7.1 Attachments to the application

All of the following documents listed as mandatory must be attached to your application for it to be considered compliant and for it to proceed to assessment. Templates are provided for your use with the grant opportunity documents as specified.

- Detailed grant activity budget – mandatory template provided – mandatory.
- Project and Risk Management plan – mandatory template provided - mandatory.
- If applicable, pre-incurred expenses table – mandatory template provided.
- If applicable, evidence of pre-incurred expenses, such as quotes and/or receipts.
- Evidence of land ownership or approval from land owner to complete the project and carryout the designated use for the designated use period on the property, such as, Certificate of Title or a letter agreeing to enter into a Use Agreement from land owner– mandatory.
- Evidence of regulatory and development approvals, where available – non-mandatory.

Your application may be considered non-compliant and may not proceed to assessment if the required attachments are not provided and/or the mandatory templates are not used.

At any time during the assessment and decision making process, the department or its representative may request additional details or evidence to support an attachment you provided.

You must attach supporting documentation according to the instructions provided within the application form. You should only attach requested documents. We will not consider information in attachments we have not asked for. Mandatory documents form part of the application and will be used to support assessment of the application.

Please note: There is a 2 MB limit for each attachment.

7.2 Timing of grant opportunity processes

You must submit an application between the published opening and closing dates.

Late applications

We will not accept late applications unless an applicant has experienced exceptional circumstances that prevent the submission of the application. Broadly, exceptional circumstances are events characterised by one or more of the following:

- reasonably unforeseeable
- beyond the applicant's control
- unable to be managed or resolved within the application period.

Exceptional circumstances will be considered on their merits and in accordance with probity principles.

How to lodge a late application

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Applicants seeking to submit a late application will be required to submit an email request to the Community Grants Hub via support@communitygrants.gov.au. Where appropriate, applicants may provide supporting evidence to verify the claim of exceptional circumstances. Email requests are required within **3 business days** of the grant opportunity closing. There will be no further consideration of requests made outside of the 3 business days.

Upon receipt of a late application email request, the Community Grants Hub will send a link to the late application form, which will detail the due date and time for submitting the late application.

The late application form will prompt applicants to provide a detailed explanation of the exceptional circumstances, which prevented submission of their application prior to the closing date and time.

The Community Grants Hub will provide all exceptional circumstances for consideration to the Grant Opportunity Delegate[12] or their appointed representative. The Grant Opportunity Delegate or their appointed representative will determine based on the merits of the exceptional circumstances, in accordance with probity principles, whether a late application is accepted.

The Grant Opportunity Delegate or their appointed representative's decision will be final and not subject to a review or appeals process.

Expected timing for this grant opportunity

If you are successful, you will be expected to start your grant activity around June 2026.

Table 3: Expected timing for this grant opportunity

Activity	Timeframe
Assessment of applications	Within 10 weeks from the closing date
Approval of outcomes of selection process	Within 16 weeks from the closing date
Notification to applicants	Within 18 weeks from the closing date
Negotiations and award of grant agreements	Within 20 weeks from the closing date
Earliest start date of grant activity	4 May 2025
Grant Activity must end no later than	30 June 2029

7.3 Questions during the application process

Only invited applicants' questions will be answered during the application submission period. Please contact the Community Grants Hub by email support@communitygrants.gov.au or by visiting the Community Grants Hub's Contact Us[13] page.

The Community Grants Hub will respond to emailed questions within 5 working days. The Questions and Answers document will be updated to include answers to questions and addenda will be published on GrantConnect[14].

The question period will close at 5:00 pm AEDT on 4 December 2025. Following this time, only questions about using and/or submitting the application form will be answered.

[12] This may be the department's delegate or nominated staff member at the EL2 level or above.

[13] https://www.communitygrants.gov.au/contact-us

[14] https://www.grants.gov.au/

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8. The grant selection process

8.1 Assessment of grant applications

Applications will be assessed based on the eligibility and assessment criteria as set out in these Grant Opportunity Guidelines.

The Community Grants Hub will first review all applications for eligibility and compliance against the requirements of the application process. Applicants will be rated as eligible or ineligible, compliant or not compliant. The Grant Opportunity Delegate will provide a final determination on eligibility and/or compliance. Eligible applications will move to the next stage (assessment).

If eligible and compliant, the department will then assess your application through a closed non-competitive grant process against the assessment criteria (see section 6). Your application will be considered on its merits, based on:

- how well it meets the criteria
- whether it provides value with relevant money.

A Selection Advisory Panel will then be convened by the department to review applications and assessment outcomes and make final recommendations to the decision maker as part of the selection process.

When assessing whether the application offers value with relevant money, the department will consider the following factors:

- the initial preliminary score against the assessment criteria
- the overall objective/s to be achieved in providing the grant
- whether the proposed project is in scope
- 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 of the SMC – Infrastructure grant opportunity
- how the grant activities will target groups or individuals
- the outcome of the financial viability assessment
- any and all risks whether actual or perceived that the applicant or project may pose to the department and/or the Commonwealth. This includes financial, fraud-related, reputational, and other relevant risks
- .

8.2 Financial viability

Applicants will be asked in their application to provide financial data from the last 2 full years' profit and loss statements and balance sheets (where available) in order to determine the organisation's financial risk. Based on the risk level, applicants may then be subject to a more in-depth financial viability assessment. You may be requested to provide further information or documentation to support this assessment.

The financial viability assessment can include:

- assessing the financial health of your organisation
- establishing whether you or relevant persons in your organisation (as applicable) have any adverse business history (for example, current or past bankruptcy).

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The outcome of the financial viability assessment will be considered when assessing and/or selecting applications.

8.3 Who will assess applications?

The department will undertake the assessment of eligible applications against the assessment criteria. The assessment will consider applications on their merits and provide a score for each eligible application to inform the deliberations of the Selection Advisory Panel who will then make final recommendations to the decision maker on which applications to approve for a grant.

The Selection Advisory Panel will be established by the department and may include a mix of employees of the department, experts from the sector, and other Commonwealth officers with relevant specialist expertise.

The department may ask external experts/advisors to inform the assessment process. Any expert/advisor who is not a Commonwealth official will be required/expected to perform their duties in accordance with the CGRPs. Experts/advisors will generally be those with specialised knowledge or experience in providing grants to infrastructure projects.

The Selection Advisory Panel may seek additional information about you or your application to support their assessment which may delay the completion of the selection process. This may include information received or requested within other Commonwealth and State or Territory agencies. The Selection Advisory Panel may also consider information about you or your application that is available through the normal course of business.

An independent probity advisor will attend all Selection Advisory Panel meetings.

A strategy for any potential conflict of interest that could be identified between the department or external officials and applicants will be in place. If any actual or perceived conflict of interest is identified, the staff member is required to immediately disclose the conflict to the department and agree to abstain from any decisions. All staff involved in the assessment process will be required to complete a Conflict of Interest form.

The Selection Advisory Panel may seek additional information from the applicant to assist in making its final recommendations.

8.4 Who will approve grants?

Based on the value of the grant opportunity, and in line with the Department's Financial Delegations, either the Minister for Multicultural Affairs or the Assistant Minister for Citizenship, Customs and Multicultural Affairs will be the decision maker for this grant opportunity. The decision maker decides which grants to approve based on the recommendations of the Selection Advisory Panel, taking into consideration any further information that may become known, including the availability of grant funds for the purposes of the grant program.

The decision maker's decision is final in all matters, including the:

- approval of the grant
- grant funding amount to be awarded
- approval of eligible expenditure incurred prior to the grant agreement execution
- risks that are acceptable to the department and/or the Commonwealth
- terms and conditions of the grant.

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

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9. Notification of application outcomes

We will write to you about the outcome of your application. If you are successful, you are advised of any specific conditions attached to the grant.

9.1 Feedback on your application

A general feedback summary will be published on the Community Grants Hub website to provide all organisations with easy access to information about the grant selection process and the main strengths and areas for improving applications.

Individual feedback will not be provided for this grant opportunity.

10. Successful grant applications

10.1 The grant agreement

You must enter into a legally binding grant agreement with the Commonwealth.

Your grant will be based on the Capital Works Grant Agreement.

Each grant agreement has general terms and conditions that cannot be changed. The type of grant agreement used and its specific conditions may also be determined by the assessment process or other considerations made by the decision-maker. We will identify these in the grant agreement.

We must execute a grant agreement with you before we can make any payments. We are not responsible for any of your expenditure until a grant agreement is executed.

Eligible expenditure must have been incurred on or after Sunday 4 May 2025. Any costs incurred after this date, but before the grant agreement is executed should not exceed 40% of the total approved grant funding. Applicants will be required to provide detailed financial documentation to support any costs incurred prior to the execution of the grant agreement, including invoices, contracts and payment records. If costs are incurred prior to the execution of the grant agreement, and they exceed 40% of the total approved grant funding, the grant opportunity delegate will make a decision on the approval of these costs. You must complete the 'pre-incurred expenses' template and provide evidence such as quotes, receipts in your application.

We may manage the grant agreement through our Grant Recipient Portal[15]. Accepting the agreement through the Grant Recipient Portal is the equivalent of signing a grant agreement. After you have accepted it, we will execute the agreement. Execute means both you and the Commonwealth have entered into the grant agreement. We will notify you when this happens and a copy of the executed agreement will be available through the portal. The agreement will not become binding until it is executed.

The Commonwealth may recover grant funds if there is a breach of the grant agreement.

Capital Works Grant Agreement

We will use a Capital Works Grant Agreement.

You will have 15 business days from the date of a written offer to sign and return this grant agreement. The grant agreement is not considered to be executed until both you and the Commonwealth have signed the agreement. During this time, we will work with you to finalise details.

[15] https://www.communitygrants.gov.au/grant-recipient-portal

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The offer may lapse if both parties do not sign the grant agreement within this time. Under certain circumstances, we may extend this period. We base the approval of your grant on the information you provide in your application.

10.2 Workplace Gender Equality Act 2012

The Australian Government has a commitment to effectively support cultural change in Australian workplaces and drive improved gender equality outcomes. Requirements have been implemented for fairer and more consistent measures to ensure the Government deals with organisations who comply with the *Workplace Gender Equality Act 2012*[16] (the WGE Act).

Applicants may need to satisfy a requirement to be compliant with the WGE Act.

- Applicants with 100 or more employees who are registered with the Workplace Gender Equality Agency (WGEA) and have been issued with a compliance letter are eligible to apply for a grant.
- Applicants with 100 or more employees who are **not** registered with WGEA will need to register to be issued with a compliance letter prior to applying for a grant.
- Applicants with less than 100 employees across their entire structure are not required to submit a report to WGEA; however, you are required to complete the registration form on the login page of the WGEA Portal[17]. WGEA will use the details provided in the registration form to issue your organisation with a tender letter, which must be attained prior to applying for a grant.

For your grant application to be deemed compliant:

- your organisation must not be included on the WGEA website on the non-compliant list or
- you must be able to provide your compliance or tender letter to the Community Grants Hub when requested.

If you are unable to provide your compliance or tender letter and appear on the non-compliant list, you will be deemed non-compliant and withdrawn from the grant process.

More information regarding reporting requirements can be found at the Workplace Gender Equality Agency website[18].

10.3 Commonwealth Child Safe Framework

The Royal Commission into Institutional Responses to Child Sexual Abuse highlighted the need for organisations to adopt child safe practices including appropriate screening of staff, mandatory reporting and adoption of the National Principles for Child Safe Organisations. The Australian Government committed to a new Commonwealth-wide framework to protect children and young people it is responsible for – the Commonwealth Child Safe Framework (CCSF).

The Australian Government has put in place ways to apply certain child safety requirements of the CCSF to grant recipients. A child safety clause will be included in a grant agreement where the Commonwealth considers the grant is for:

- services directly to children

[16] https://www.legislation.gov.au/C2004A03332/latest/text

[17] https://client-portal.wgea.gov.au/s/

[18] https://www.wgea.gov.au/reporting/reporting-guide

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- activities that involve contact with children that is a usual part of, and more than incidental to, the grant activity
- activities that involve possible contact with children that is irregular or unplanned.

The successful applicant will be required to comply with all child safety obligations included in the grant agreement prior to execution of the grant agreement. Irrespective of the child safety obligations in the grant agreement, you must always comply with state and territory legislative requirements for working with children and mandatory reporting.

10.4 Indigenous organisation type classifications

All Australian governments are working with Aboriginal and Torres Strait Islander people, their communities, organisations and businesses to implement the National Agreement on Closing the Gap (National Agreement) at the national, state and territory, and local levels. The National Agreement identifies 4 priority areas for reform within government. One of these is Priority Reform 2, building the Aboriginal and Torres Strait Islander community-controlled sector to deliver services to Aboriginal and Torres Strait Islander communities.

To assist government with improving and reporting on the level of community grant funding going to Aboriginal and Torres Strait Islander organisations, changes have been made to the way organisation data is collected. Aboriginal and Torres Strait Islander organisations will now be classified into 3 groups and asked to self-identify which group they fall under. The 3 groups and their definitions are:

Group 1: Aboriginal and Torres Strait Islander Community Controlled organisation	These are organisations that are incorporated, not for profit, at least 51% Aboriginal and Torres Strait Islander owned and at least 51% Aboriginal and Torres Strait Islander controlled (Board members or equivalent).
Group 2: Aboriginal and Torres Strait Islander Operated and Controlled organisation	These are organisations that are at least 51% Aboriginal and Torres Strait Islander owned and at least 51% Aboriginal and Torres Strait Islander controlled (Board members or equivalent).
Group 3: Other Aboriginal and Torres Strait Islander organisation	These are organisations that are at least 50% Aboriginal and Torres Strait Islander owned OR at least 50% Aboriginal and Torres Strait Islander controlled (Board members or equivalent).

10.5 Specific legislation, policies and industry standards

You must comply with all relevant laws, regulations and Australian government sanctions in undertaking your project. You must also comply with the specific legislation/policies/industry standards in your state or territory for the expenditure of public money and the procurement of good and services. It is a condition of the grant funding that you meet these requirements. We will include these requirements in your grant agreement.

In particular, you will be required to comply with:

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- *Workplace Gender Equality Act 2012*[19] reporting requirements[20]
- State/territory legislation in relation to working with children
- Working with Vulnerable People registration
- Building and construction requirements.

To be eligible for a grant, you must declare in your application that you comply with these requirements. You may need to declare you can meet these requirements in your grant agreement with the Commonwealth.

Where the Building Code or WHS Accreditation Scheme applies, construction activity must be undertaken by an accredited builder as specified under the Building Code and WHS Accreditation Scheme.

10.6 Multicultural access and equity

The Australian Government's Multicultural Access and Equity Policy obliges Australian Government agencies to ensure their policies, programs and services – including those provided by contractors and service delivery partners – are accessible to, and deliver equitable outcomes for, people from culturally and linguistically diverse (CALD) backgrounds.

Grant applicants should consider how they will ensure their services will be accessible to people from CALD backgrounds. For example, service delivery partners may require cultural competency skills. In addition, services, projects, activities or events may require the use of professional translating or interpreting services in order to communicate with clients who have limited English proficiency. Based on an assessment of the client target group, costs for translating and interpreting services should be factored into grant applications.

10.7 Governance requirements

Successful applicants will be required to adhere to the below minimum requirements:

Grants not exceeding $10.0 million	Grantee is required to engage and utilise a qualified Project Manager
Grants in excess of $10.0 million	▪ Grantee is required to engage and utilise a Project Manager ▪ Establish a Project Control Group to: - facilitate communications - receive and consider all reports and information about the Activity and the Works - make all necessary approvals, notices, consents and decisions in relation to the Works - comprise, where appropriate, the following positions (i) one representative of the Grantee (ii) one representative of the architect (iii) one representative of the quantity surveyor (iv) one representative of the project manager (v) one representative of the building contractor (once engaged)

[19] https://www.legislation.gov.au/C2004A03332/latest/text

[20] https://www.wgea.gov.au/reporting/reporting-guide

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	(vi)	other representatives notified by the Commonwealth to the Grantee in writing.

10.8 How we pay the grant

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 costs, you must meet them yourself.

Your grant agreement will outline when your grant payment/s will be made.

We will either pay 100% of the grant at the commencement of the grant agreement.

OR

We will make an initial payment at the commencement of the grant agreement. We will make payments according to an agreed schedule set out in the grant agreement, usually upon completion of milestones reflecting the stage of construction. Payments are subject to satisfactory progress on the project.

You will be required to report how you spent the grant funds throughout your project and at the completion of your project.

10.9 Grants payments and GST

GST will be paid for this grant. If you are registered for the Goods and Services Tax[21] (GST), where applicable, we will add GST to your grant payment and issue you with a Recipient Created Tax Invoice[22].

If a government related entity is deemed successful, GST will apply.

Grants are assessable income for taxation purposes, unless exempted by a taxation law. We recommend you seek independent professional advice on your taxation obligations or seek assistance from the Australian Taxation Office[23]. We do not provide advice on your particular taxation circumstances.

11. Announcement of grants

If successful, your grant will be listed on the GrantConnect website no later than 21 calendar days after the date of effect as required by section 5.4 of the CGRPs[24].

We may also publish non-sensitive details of successful projects on websites managed by the department. This information may include:

- name of your organisation
- title of the project
- description of the project and its aims
- amount of grant funding awarded

[21] https://www.ato.gov.au/businesses-and-organisations/gst-excise-and-indirect-taxes/gst/registering-for-gst

[22] https://www.ato.gov.au/forms-and-instructions/recipient-created-tax-invoices

[23] https://www.ato.gov.au/

[24] https://www.finance.gov.au/government/commonwealth-grants/commonwealth-grants-rules-and-principles-2024

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- Australian Business Number
- business location
- your organisation's industry sector.

12. How we monitor your grant activity

12.1 Keeping us informed

You should let us know if anything is likely to affect your grant activity or organisation.

We need to know of any changes to your organisation or its business activities, particularly if they affect your ability to complete your grant, carry on business and pay debts due because of these changes.

You must also inform your Funding Arrangement Manager at the Community Grants Hub of any changes to your:

- organisation name
- ABN
- addresses
- contact person/s
- nominated contact details
- bank account details.

The details of your Funding Arrangement Manager will be included in your grant agreement.

If you become aware of a breach of the terms and conditions under the grant agreement, you must contact us immediately.

You must notify us of events relating to your grant and provide an opportunity for the Minister or their representative to attend.

12.2 Reporting

You must submit reports in line with the grant agreement. We will provide sample templates for these reports. We will remind you of your reporting obligations before a report is due. We will expect you to report on:

- progress towards achievement of outcomes
- expenditure of the grant.

The amount of detail you provide in your reports should be relative to the size and complexity of the grant and the grant amount.

We will monitor progress by assessing reports you submit and may conduct site visits or request records to confirm details of your reports if necessary. Occasionally we may need to re-examine claims, ask for more information or request an independent audit of claims and payments.

Activity Work Plan and Budget

You must submit a completed Activity Work Plan and Budget on the template provided by us after execution of the grant agreement. An Activity Work Plan and Budget will be used to outline the specific grant requirements. The Activity Work Plan and Budget documents planned deliverables,

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milestones, budget and outputs for the funded project as well as risk management and community engagement relevant to the funded project.

Successful applicants' progress and outcomes against the Activity Work Plan and Budget including any compliance requirements will be monitored throughout the grant through quarterly Activity Work Plan and Budget Reports.

Projects in receipt of $10.0 million or greater of grant funding will be required to establish a Project Control Group. The Project Control must provide quarterly Project Control Group reports as part of the quarterly Activity Work Plan reporting.

Annual Child Safe Statement of Compliance

You may be required to submit an annual Child Safety Statement of Compliance. This will be a statutory declaration on a form provided by the Hub affirming that you are compliant with the Child Safe Supplementary Term in your grant agreement.

Ad-hoc reports

We may ask you for ad-hoc reports on your grant. This may be to provide an update on progress, or any significant delays or difficulties in completing the grant activity or project.

Final report

When you complete the grant activity, you must submit a final report.

Final reports must:

- identify if and how outcomes have been achieved
- include the agreed evidence as specified in the grant agreement
- identify the total eligible expenditure incurred
- be submitted by the due date and in the format provided in the grant agreement.

Designated Use report

Your project will have a specified Designated Use Period commencing on the date of practical completion of the project. During this period, you must submit an annual Designated Use report, certifying the project is meeting the Designated Use requirements.

12.3 Acquitting your grant

Depending on the associated risks, value and complexity of each grant activity, we will ask you to provide one of the following:

Non-audited financial acquittal report

We may ask you to provide a non-audited financial acquittal report covering the entirety of the grant activity period. A financial acquittal report will verify that you spent the grant in accordance with the grant agreement and declare unspent funds. A non-audited financial acquittal report is an income and expenditure statement from grant recipient stating that grant funding was spent to perform the activity(ies) as set out in the grant agreement. If relevant, the grant recipient must include in the statement the details of any unspent funds. Non-audited financial acquittals must be certified by the Board, Chief Executive Officer or an authorised officer of the organisation.

Underspent funding must be returned to the department.

Or

Audited financial acquittal report

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We may ask you to provide an independently audited financial acquittal report covering the entirety of the grant activity period. A financial acquittal report will verify that you spent the grant in accordance with the grant agreement and declare unspent funds.

An Independently audited financial acquittal report is a report prepared independent to the grant recipient by a:

- Registered Company Auditor under the *Corporations Act 2001*
- certified Practising Accountant
- member of the National Institute of Accountants, or
- member of the Institute of Chartered Accountants

who is not a principal member, shareholder, officer or employee of the grantee or a related body corporate.

The report includes an income and expenditure statement, verifying that grant funding was spent to perform the activity(ies) as set out in the grant agreement. It must include details on spending against line item expenditure and, if relevant, detail reasons for any unspent funds. The report is to be accompanied by the audit opinion.

Underspent funding must be returned to the department.

12.4 Grant agreement variations

We recognise that unexpected events may affect your progress. In these circumstances, you can request a variation to your grant agreement. You can request a variation by contacting your Funding Arrangement Manager. Variations for increased funding amounts will not be considered.

You should not assume that a variation request will be successful. We will consider your request based on provisions in the grant agreement and the likely impact on achieving outcomes.

12.5 Compliance visits

We may visit you during or at the completion of your grant activity to review your compliance with the grant agreement. We will provide you with reasonable notice of any compliance visit.

12.6 Record keeping

We may also inspect the records you are required to keep under the grant agreement.

12.7 Evaluation

We will evaluate the grant opportunity to see how well the outcomes and objectives have been achieved. We may use information from your application and reports for this purpose. We may also ask you for more information to help us understand how the grant impacted you and to evaluate how effective the program was in achieving its outcomes.

We may contact you up to one year after you finish your grant for more information to assist with this evaluation.

12.8 Acknowledgement

Successful grantees will be required to comply with general guidelines for acknowledging funding received under the Supporting Multicultural Communities – Infrastructure grant opportunity. This includes notifying and inviting the relevant Minister or delegate of the Minister to the opening event for your completed project, or in print or publication by using the following wording:

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'This project is supported with grant funding from the Australian Government's Supporting Multicultural Communities – Infrastructure grant opportunity.'

13. Probity

The Australian Government will make sure that the grant opportunity process is fair, according to the published guidelines, incorporates appropriate safeguards against fraud, unlawful activities and other inappropriate conduct and is consistent with the CGRPs[25].

These guidelines may be changed by the department. When this happens, the revised guidelines are published on the GrantConnect[26] website.

13.1 Enquiries and feedback

Complaints about the grant process

Complaints about this grant process or the Community Grants Hub's service/s must be made in writing using the online complaints form[27] on the Department of Social Services[28] website, or by contacting the Department of Social Services complaints line.

Phone: 1800 634 035

Email: complaints@dss.gov.au

Mail: Complaints
GPO Box 9820
Canberra ACT 2601

Complaints about the Department of Home Affairs grant opportunity, selection process or grant decisions

The department's Complaints Procedures apply to complaints about the grant program, selection process or grant decisions.

This grant opportunity will be administered by the Community Grants Hub on behalf of the department. All complaints not specific to this grant opportunity or the Community Grants Hub's service/s (including the selection process and grant decisions) should be addressed to the department in writing to Compliments, complaints and suggestions[29].

Complaints to the Ombudsman

If you do not agree with the way the Community Grants Hub or the department has handled your complaint, you may complain to the Commonwealth Ombudsman[30]. The Ombudsman will not usually look into a complaint unless the matter has first been raised directly with the Community Grants Hub or the department.

The Commonwealth Ombudsman can be contacted on:

[25] https://www.legislation.gov.au/F2024L00854/latest/text

[26] https://www.grants.gov.au/

[27] https://www.dss.gov.au/contact/feedback-compliments-complaints-and-enquiries/feedback-form

[28] https://www.dss.gov.au/contact/feedback-compliments-complaints-and-enquiries/complaints-page

[29] https://www.homeaffairs.gov.au/help-and-support/departmental-forms/online-forms/complaints-compliments-and-suggestions

[30] https://www.ombudsman.gov.au/

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

13.2 Conflicts of interest

Any conflicts of interest could affect the performance of the grant opportunity or program. There may be a conflict of interest, or perceived conflict of interest, if the department and 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 or member of an external panel
- relationship with or interest in, an organisation, which is likely to interfere with or restrict the applicants from carrying out the proposed activities fairly and independently
- relationship with, or interest in, an organisation from which they will receive personal gain because the organisation receives a grant under the grant program/grant opportunity.

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

If you later think there is an actual, apparent, or perceived conflict of interest, you must inform the department and the Community Grants Hub in writing immediately.

Conflicts of interest for Australian Government staff will be handled as set out in the Australian Public Service Code of Conduct (section 13(7))[31] of the *Public Service Act 1999*[32]. Committee members and other officials including the decision maker must also declare any conflicts of interest.

We publish our conflict of interest policy on the Community Grants Hub website[33].

13.3 Privacy

We treat your personal information according to the *Privacy Act 1988*[34] and the Australian Privacy Principles[35]. This includes letting you know:

- what personal information we collect
- why we collect your personal information
- who we give your personal information to.

Your personal information can only be disclosed to someone else for the primary purpose for which it was collected, unless an exemption applies.

The Australian Government may also use and give out information about grant applicants and grant recipients under this grant opportunity in any other Australian Government business or

[31] http://www8.austlii.edu.au/cgi-bin/viewdoc/au/legis/cth/consol_act/psa1999152/s13.html

[32] https://www.legislation.gov.au/C2004A00538/latest/versions

[33] https://www.communitygrants.gov.au/conflict-intrest-policy

[34] https://www.legislation.gov.au/C2004A03712/latest/text

[35] https://www.oaic.gov.au/privacy/australian-privacy-principles

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function. This includes disclosing grant information on GrantConnect as required for reporting purposes and giving information to the Australian Taxation Office for compliance purposes.

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

As part of your application, you declare your ability to comply with the Privacy Act and the Australian Privacy Principles and impose the same privacy obligations on officers, employees, agents and subcontractors that you engage to assist with the activity, in respect of personal information you collect, use, store, or disclose in connection with the activity. Accordingly, you must not do anything, which if done by the department would breach an Australian Privacy Principle as defined in the Privacy Act.

13.4 Confidential information

Other than information available in the public domain, you agree not to give out to any person, other than us, any confidential information relating to the grant application and/or agreement, without our prior written approval. The obligation will not be breached where you are required by law, the Australian Parliament or a stock exchange to disclose the relevant information or where the relevant information is publicly available (other than through breach of a confidentiality or non-disclosure obligation).

We may at any time, require you to arrange for you; or your employees, agents or subcontractors to give a written undertaking relating to nondisclosure of our confidential information in a form we consider acceptable.

We will keep any information in connection with the grant agreement confidential to the extent that it meets all of the 3 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.

We will not be in breach of any confidentiality agreement if the information is disclosed to:

- 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.

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

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13.5 Freedom of information

All documents that the Australian Government has, including those about this grant opportunity, are subject to the *Freedom of Information Act 1982*[36] (FOI Act).

The purpose of the FOI Act gives people the ability to get information held by the Australian Government and its organisations. Under the FOI Act, people can ask for documents the Australian Government has. People may not be able to get these documents if these documents need to protect essential public interests and private and business affairs of persons who the information relates to.

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

By mail: Freedom of Information Team
Government and Executive Services Branch
Department of Social Services
GPO Box 9820
Canberra ACT 2601

By email: foi@dss.gov.au

14. Consultation

These guidelines have been developed by the department in consultation with:

- Department of Social Services
- Department of the Prime Minister and Cabinet
- Department of Finance
- Australian Government Solicitor

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[36] https://www.legislation.gov.au/C2004A02562/latest/versions

15. Glossary

Term	Definition
accountable authority	see subsection 12(2) of the *Public Governance, Performance and Accountability Act 2013* (PGPA Act)[37].
administering entity	when an entity that is not responsible for the policy, is responsible for the administration of part or all of the grant administration processes.
assessment criteria	are 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 grant opportunity, to determine application rankings.
commencement date	the expected start date for the grant activity.
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.
Commonwealth Grants Rules and Principles 2024[38] (CGRPs)	establish the overarching Commonwealth grants policy framework and articulate the expectations for all non-corporate Commonwealth entities in relation to grants administration. Under this overarching framework, non-corporate Commonwealth entities undertake grants administration based on the mandatory requirements and key principles of grants administration.
completion date	the expected date that the grant activity must be completed and the grant spent by.
date of effect	can be the date on 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.
decision maker	the person who makes a decision to award a grant.
eligibility criteria	refer to the mandatory criteria which must be met to qualify for a grant. Assessment criteria may apply in addition to eligibility criteria.
Funding Arrangement Manager	the officer responsible for the ongoing management of the grantee and their compliance with the grant agreement.

[37] https://www.legislation.gov.au/C2013A00123/latest/text

[38] https://www.legislation.gov.au/F2024L00854/latest/text

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Term	Definition
grant	for the purposes of the CGRPs, a 'grant' is an arrangement for the provision of financial assistance by the Commonwealth or on behalf of the Commonwealth: a. under which relevant money[39] or other Consolidated Revenue Fund[40] (CRF) money[41] is to be paid to a grantee other than the Commonwealth b. which is intended to help address one or more of the Australian Government's policy outcomes while assisting the grantee achieve its objectives.
grant activity/activities	refers to the project/tasks/services that the grantee is required to undertake.
grant agreement	sets out the relationship between the parties to the agreement, and specifies the details of the grant.
grant opportunity	refers to the specific grant round or process where a Commonwealth grant is made available to potential grantees. Grant opportunities may be open or targeted, and will reflect the relevant grant selection process.
grant program	a 'program' carries its natural meaning and is intended to cover a potentially wide range of related activities aimed at achieving government policy outcomes. A grant program is a group of one or more grant opportunities under a single Department of Home Affairs Portfolio Budget Statement program.
GrantConnect[42]	the Australian Government's whole-of-government grants information system, which centralises the publication and reporting of Commonwealth grants in accordance with the CGRPs.
grantee	the individual/organisation which has been selected to receive a grant.
National Redress legislation	means the *National Redress Scheme for Institutional Child Sexual Abuse Act 2018*[43].

[39] Relevant money is defined in the PGPA Act. See section 8, Dictionary.

[40] https://www.finance.gov.au/about-us/glossary/pgpa/term-consolidated-revenue-fund-crf

[41] Other CRF money is defined in the PGPA Act. See section 105, Rules in relation to other CRF money.

[42] https://www.grants.gov.au/

[43] https://www.legislation.gov.au/C2018A00045/latest/text

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Term	Definition
Portfolio Budget Statement (PBS) program	described within the entity's Portfolio Budget Statement[44], 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 Advisory Panel	provides strategic oversight, advice and recommendations to the decision maker on assessed applications from the program specific, service provider composition and service location perspectives.
selection criteria	comprise eligibility criteria and assessment criteria.
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.
value with money	refers to 'value with relevant money' which 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. When administering a grant opportunity, an official should consider the relevant financial and non-financial costs and benefits of each proposal including, but not limited to the: ▪ quality of the project proposal and activities ▪ fit for purpose of the proposal in contributing to government objectives ▪ absence of a grant is likely to prevent the grantee and government's outcomes being achieved ▪ potential grantee's relevant experience and performance history.

[44] https://budget.gov.au/

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Appendix A. list of Invitees

Ref	Organisation legal entity name	Org ABN	Activity description	2025–26	2026–27	2027–28	Total funding (excluding GST)
G48-R-000424	JEWISH ARTS QUARTER LTD	34 649 543 822	Construction of the Jewish Arts Quarter (JAQ) on Selwyn Street Melbourne, delivering a multi-purpose precinct including accommodating several key institutions, a performing arts theatre, co-working facilities and activated open areas to offer a rich and immersive community space.	$8,000,000.00	$10,000,000.00	$ 0	**$18,000,000.00**
G48-R-001530	THE TRUSTEES OF THE LEBANESE MARONITE MISSIONARY	90 233 549 241	The design and construction of a 2 storey community center with offices and amenities over a basement parking. Including concrete Slabs, metal roof frame and covering, brickwork and glazing, soundproofing, solar panels and an internal lift.	$2,000,000.00	$1,000,000.00	$ 0	**$3,000,000.00**
G48-R-001614	The Greek Orthodox Community of Oakleigh and District Inc	78446978431	Construction of a Greek Cultural Hub in Oakleigh, including site works	$500,000.00	$4,000,000.00	$ 0	**$4,500,000.00**
G48-R-001617	Trustee for Shree Swaminarayan Mandir Bhuj - Sydney Australia Trust	18973817136	Establish the Nilkanth Community Hub in Kings Park, converting a warehouse into a multipurpose space	$ 0	$1,300,000.00	$ 0	**$1,300,000.00**
G48-R-001693	CHUNG WAH ASSOCIATION	31 621 821 100	Construction of a new community centre in Bently, Western Australia. The two-storey facility will include a main performance hall, a dining hall, two dance studios, three activity rooms, office spaces, landscaped gardens, and a car park.	$750,000.00	$250,000.00	$ 0	**$1,000,000.00**
G48-R-001725	Turbans 4 Australia	64 704 364 097	Turbans 4 Australia to expand facilities into Adelaide, South Australia. The proposed new facilities in Adelaide will serve as multipurpose community centre, including a community kitchen and multicultural support centre	$1,600,000.00	$ 0	$ 0	**$1,600,000.00**
G48-R-001934	SRI KRISHNA BRUNDAVANA LTD	19 164 178 330	Construction of a state of the art cultural and multi-functional facility at Marsden Park, NSW. The project includes basement parking, a multi-purpose hall, kitchen, dining hall, outdoor dining area, basement car park, footpaths, a children's play area, additional hall and classrooms, and accommodation facilities. The design focuses on accessibility, sustainability, and safety, with features such as ramps, energy-efficient lighting, solar systems, and CCTV security.	$1,500,000.00	$750,000.00	$250,000.00	**$2,500,000.00**
G48-R-001992	WERRIBEE ISLAMIC CENTRE LIMITED	17286943994	Construction of a purpose-built library at the Werribee Islamic Centre, to support the development of a shared community space, library and gym facilities in addition to a recently completed mosque and childcare centre on-site	$350,000.00	$150,000.00	$ 0	**$500,000.00**
G48-R-002007	HINDU COUNCIL OF AUSTRALIA LIMITED	32 082 437 670	Upgrades to the Karma Kitchen, including new dining area and industrial kitchen, storage, bathroom facilities, landscaping and refurbishment of the existing house on site	$ 2,400,000.00	$ 0	$ 0	**$2,400,000.00**

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Ref	Organisation legal entity name	Org ABN	Activity description	2025–26	2026–27	2027–28	Total funding (excluding GST)
G48-R-002008	VITRAAG JAIN SHWETAMBAR SANGH INCORPORATED	85422639495	Creation of a multipurpose community and cultural centre in Girraween, including an assembly hall with advanced AV systems, storage, and parent rooms; classroom facilities; a library; and supporting infrastructure including a commercial kitchen, over 100 car parking spaces, loading docks, offices, male and female amenities, and other essential services.	$2,000,000.00	$ 0	$ 0	**$2,000,000.00**
G48-R-002033	SANTHOM CULTURAL CENTRE LTD	74 675 516 257	Creation of the Santhom Community Hub and Resource Centre, a multipurpose facility including a South Indian migration museum and library showcasing Malayalam literature and resources.	$500,000.00	$3,500,000.00	$ 0	**$4,000,000.00**
G48-R-002190	SOUTHERN MIGRANT AND REFUGEE CENTRE INC	44 877 224 580	Establishment, including design and fit-out, of a permanent facility to house the Southern Migrant Resource Centre in east Victoria.	$ 0	$1,250,000.00	$ 0	**$1,250,000.00**
G48-R-002192	ABU TALIB COMMUNITY CENTRE INC.	43 598 795 591	Expansion of the Abu Talib Community Centre in Hallam.	$420,000.00	$ 0	$ 0	**$420,000.00**
G48-R-002240	HINDU ASSOCIATION OF WESTERN AUSTRALIA INC	52 149 783 309	To build a educational and cultural building to facilitate religious and community events inclusive of a car park at the Perth Hindu Temple.	$1,000,000.00	$ 0	$ 0	**$1,000,000.00**
G48-R-002242	The trustee for DUNNIEH ASSOCIATION TRUST	70 100 292 049	Upgrade Community Centre's internal facilities, including meeting spaces and new bathrooms.	$ 350,000.00	$325,000.00	$325,000.00	**$1,000,000.00**
G48-R-002243	Khalsa Shaouni Inc	77309098903	Construction of a new dining hall and commercial-grade kitchen and upgrades to existing amenities to ensure a safe, inclusive and sustainable environment.	$3,000,000.00	$ 0	$ 0	**$3,000,000.00**
G48-R-002244	MULTICULTURAL SERVICES CENTRE OF WESTERN AUSTRALIA INCORPORATED	18563729871	Establishment of the Multicultural Services Centre of Western Australia Women's Shed and Multicultural Hub.	$250,000.00	$200,000.00	$ 0	**$450,000.00**
G48-R-002257	Sydney Marae Alliance	54599783835	Establishment of a dedicated Māori Cultural Centre and Marae in Western Sydney, creating a dedicated space in the heart of South West Sydney for traditional ceremonies, festivals, exhibitions and education programs.	$1,000,000.00	$ 0	$ 0	**$1,000,000.00**
G48-R-002258	MULTICULTURAL SERVICES CENTRE OF WESTERN AUSTRALIA INCORPORATED	18563729871	Construction of a second storey and rooftop community garden at 20 Cobbler Place, Mirrabooka, principally to be used as a Multicultural Hub. The Hub will also provide a physical space for multicultural communities to connect and allow for facilitation of meetings, shared spaces for skills building, income earning opportunities for CaLD women and visual arts exhibitions for emerging CaLD artists	$300,000.00	$200,000.00	$ 0	**$500,000.00**
G48-R-002262	Shree Swaminarayan Temple (Mandir) Perth Australia Inc	40 589 248 982	Creation of a multipurpose multistorey facility at the Shree Swaminarayan Temple, including relocation of existing shed, service upgrade and foreshore management.	$3,250,000.00	$ 0	$ 0	**$3,250,000.00**
G48-R-002265	SAIVA MAHA SABAI OF WESTERN AUSTRALIA INCORPORATED	39 364 584 677	Building of a multicultural community centre in Mandogalup WA, to support cultural events, educational programs and social activities.	$ 0	$1,800,000.00	$ 0	**$1,800,000.00**
G48-R-002284	AUSTRALIA BUDDHIST BLISS CULTURE MISSION INC	37 683 727 239	Expansion of the current Australian Buddhist Bliss Culture Mission building, including improvements of existing facilities, a reconfigured courtyard and parking area, a kitchen relocation and technology upgrades	$400,000.00	$500,000.00	$700,000.00	**$1,600,000.00**

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Ref	Organisation legal entity name	Org ABN	Activity description	2025–26	2026–27	2027–28	Total funding (excluding GST)
G48-R-002285	THE GREEK ORTHODOX COMMUNITY OF MELBOURNE AND VICTORIA	14004258360	Creation of the St Dimitrios Multi Function Art Space in Windsor. This project will improve existing facilities and create a multi-function arts and community space that will provide versatile, inclusive space for community gatherings, educational activities and for local events	$123,000.00	$800,000.00	$300,000.00	**$1,223,000.00**
G48-R-002290	AL-MINIA CHARITABLE ASSOCIATION LTD	75 001 703 046	Build the Al Minia Charitable Association's new Indoor Sports Facility, including the construction of a purpose-built, multifunctional recreational facility designed to to support a variety of community-based sporting and social activities.	$700,000.00	$300,000.00	$ 0	**$1,000,000.00**
G48-R-002291	Holy Apostolic Catholic Assyrian Church of the East Property Trust	84 594 873 037	Establishment of a new 600 person St Yosip Parish community hall in Leppington, including site costs, services, parking, landscaping and construction of the community hall which will service both the wider community and church community.	$2,500,000.00	$2,500,000.00	$ 0	**$5,000,000.00**
G48-R-002294	THE MELBOURNE VINAYAGAR HINDU SANGAM INCORPORATED	50 275 645 361	Construction of the community hub at the Sri Vakrathunda Vinayagar Hindu Temple in The Basin, including adaptable spaces designed for multiple uses.	$1,800,000.00	$200,000.00	$ 0	**$2,000,000.00**
G48-R-002297	St Mary Antiochian Orthodox Church Incorporated	57330501152	Construction of a Youth and Community Centre at St Mary's the Nativity Orthodox Church in Mays Hill	$2,000,000.00	$ 0	$ 0	**$2,000,000.00**
G48-R-002313	AFGHAN ISLAMIC CENTRE AND OMAR-FAROOQ MOSQUE INC.	50 084 731 946	Construction of a new Afghan Islamic Centre & Omar Farooq Mosque (AICOM) community hub in Melbourne's southeast. The centre will feature a mosque, multipurpose hall, classrooms, offices, and support facilities	$1,000,000.00	$3,000,000.00	$1,000,000.00	**$5,000,000.00**
G48-R-002323	The Greek orthodox Community of New South Wales Ltd	50 000 018 128	Construction of the Hellenic Historical and Cultural Centre	$ 0	$4,500,000.00	$ 0	**$4,500,000.00**
G48-R-002324	Chaldean Catholic Dioces Incorporated	26 649 045 706	Establishment of the Chaldean Diocese youth centre that features meeting rooms, a library, a media room and a pastoral centre for assisting Chaldean Australians	$500,000.00	$2,000,000.00	$500,000.00	**$3,000,000.00**
G48-R-002326	TIGRAY ORTHODOX TEWAHEDO DEBRE AMIN ABUNE TEKLEHAIMANOT CHURCH INC	73 992 183 906	Construction of a multipurpose hall that will be used as a hub for our community, especially our youth, the multipurpose hall will provide a flexible, inclusive community event space, along with 130 car parking bays	$1,000,000.00	$ 0	$ 0	**$1,000,000.00**
G48-R-002328	UMA CENTRE LTD	65604205334	Construction of a Community Centre integrating sport, education and social services in Western Sydney.	$ 0	$10,000,000.00	$ 0	**$10,000,000.00**
G48-R-002332	SRI DURGA ARTS/CULTURAL & EDUCATIONAL CENTRE INC.	47799049841	Construction of a Community and Cultural Precinct on Neale Road, Deanside. The Centre will cater for a wide variety of immediate social needs and community activities.	$250,000.00	$2,500,000.00	$2,250,000.00	**$5,000,000.00**
G48-R-002334	The Trustees Of The Roman Catholic Church For The Diocese of Saint Maron Sydney	41 627 619 405	Lift infrastructure and shaft works at the St Joseph's parish site on Acton Street in Croydon	$500,000.00	$1,000,000.00	$ 0	**$1,500,000.00**

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Ref	Organisation legal entity name	Org ABN	Activity description	2025–26	2026–27	2027–28	Total funding (excluding GST)
G48-R-002354	City of Ryde Council	81621292610	Revitalisation and upgrade of the Eastwood Town centre.	$100,000.00	$250,000.00	$1,650,000.00	**$2,000,000.00**
G48-R-002356	The Trustees Of The Roman Catholic Church For The Diocese of Saint Maron Sydney	41 627 619 405	The development of the piazza forecourt and ANZAC Memorial above the car park that is being developed.	$500,000.00	$500,000.00	$1,000,000.00	**$2,000,000.00**
G48-R-002360	FEDERATION OF INDIAN COMUNITIES OF QUEENSLAND INCORPORATED	89 440 569 010	Establish a new 'House of India' community and cultural centre in South East Queensland including a dedicated hub for community activities and cultural events, as well as a meeting place for Indian community associations, and other multicultural and faith groups.	$2,500,000.00	$2,000,000.00	$1,000,000.00	**$5,500,000.00**
G48-R-002482	Turbans 4 Australia	64 704 364 097	Support the delivery of a multipurpose facilities in Thomastown Victoria. The proposed new facilities in Thomastown will include community kitchen and multicultural support centre	$988,399.00	$ 0		**$988,399.00**
G48-R-002505	Turbans 4 Australia	64 704 364 097	Support the delivery of a multipurpose facilities in Cowan Perth. The proposed new facilities in Cowan will include community kitchen and multicultural support centre	$1,600,000.00	$ 0	$ 0	**$1,600,000.00**

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AGENCY GUIDANCE

Self-Assessment Risk Analysis

Introduction

Entities must effectively manage risks as part of their administration of grant programs. When preparing new or revised Grant Opportunity Guidelines (Guidelines), entities must assess risks using the Self-Assessment Risk Analysis (SARA) template. The following may assist entities in undertaking this process.

Through the SARA, entities provide their assessment of the overall risk profile of the grant opportunity, reflecting constitutional, legislative authority and implementation risks and mitigations.

- The **constitutional and legislative authority risk** assessment component of the SARA must be based on advice provided by the Australian Government Solicitor (AGS).[1] The AGS advice must be less than 5 years old. In most cases the Constitutional and Legislation Assessment (CLA) for the program obtained as part of the New Policy Proposal process will be sufficient, except in the case of high risk Guidelines.
- The **implementation risk** component should consider experience from previous rounds of the same or similar programs, stakeholder sensitivities, grant size and complexity, potential reputational risks, risks from fraud or corruption and any other risks that may impact the successful delivery of the grant objectives.

The Department of Finance and the Department of the Prime Minister and Cabinet agree a final overall risk rating for the grant opportunity. The overall risk rating will reflect the highest residual risk rating of the implementation, constitutional and legislative authority risks of the opportunity.

Constitutional and Legislative Risk

Expenditure of public money outside of the ordinary and well-recognised functions of government **must** be supported by a constitutional head of power and legislative authority, in addition to an appropriation. It remains government policy that the preferred source of legislative authority for Commonwealth expenditure is legislation enacted for the purpose of the spending activity.

In the SARA, entities must provide a summary of the AGS advice on constitutional and legislative authority risk and outline any actions that AGS indicates would lower or mitigate the risk. Entities should also outline the steps that they have taken or that are proposed to be taken to lower or mitigate the risk.

High (particularly vulnerable) risk opportunities

Where the AGS has assessed elements of a grant opportunity to have a **high (particularly vulnerable)** constitutional risk, Guidelines **cannot** be released until the risk level has been reduced through mitigations agreed by Cabinet.

[1] Entities must obtain a CLA for all new policy proposals that involve Commonwealth expenditure to inform consideration by the Cabinet or the Prime Minister (see the Budget Process Operational Rules at 1.15).

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High risk opportunities

If AGS assesses Guidelines as involving **high** constitutional risk, entities **must** consider options to reduce the constitutional risk where possible, including options to amend the scope. Additionally, entities must obtain specific AGS advice on the constitutional and legislative authority risk associated with the spending activity as set out in the Guidelines.

If the AGS assesses the Guidelines as involving a **high** legislative authority risk and has identified opportunities to mitigate this risk, entities **must** take steps to lower the legislative authority risk prior to the public release of the Guidelines. In urgent circumstances, the Minister for Finance may agree to the release of high legislative authority risk Guidelines prior to mitigations being implemented, subject to a commitment from the relevant minister to lowering the risk prior to grant agreements being entered into. Entities are encouraged to advise Finance of potentially urgent items as early as possible.

Where it is **not** possible to reduce high constitutional or legislative authority risk, ministers **may** seek the Minister for Finance's agreement to release Guidelines and should outline any other actions that their entity will take to manage risk.

Implementation Risks

In preparing the SARA, entities should consider and document a range of implementation risks. These may include:

• program/grant opportunity size and complexity • administrative and governance arrangements • legal issues, including in respect of indemnities/warranties, constitutional support and legislative authority • reputational risks • implementation timeframe (delays, approvals and complications) • stakeholder sensitivities (for example, community, regional, and media) • previous compliance issues within the entity or the sector related to the Guidelines • uniqueness of the program	• multi-agency involvement (for example, is responsibility shared between entities) • third party involvement (for example, state, territory, local government, third sector or industry) • work health and safety of third party involvement (for example, research participants, construction workers etc.) • grant not achieving its intended objectives • difficulty measuring the success of the grant (key performance indicators, progress reports, accountability) • qualifications/skills or checks required (for example, child safety requirements) • scope for fraud or misrepresentation.

The *Commonwealth Grants Rules and Principles 2024 (CGRPs)* state that entities should ensure they identify and consider all relevant risks throughout the lifecycle (paragraphs 3.5, 3.7 and 7.7). The CGRPs also list several specific risks to consider (paragraph 7.10), and the risk assessment should address these risks.

Quantum of funding

The quantum of funding can be an important consideration when assessing risk and potential mitigations. For example, the risk of requesting co-funding, funding multiple bodies or providing large amounts of funding to single organisations may all impact implementation risks and the likelihood of successfully achieving the policy outcomes.

History or sensitivities

In some instances, Guidelines may be considered high risk or sensitive due to an association with or similarity to a previous program/grant opportunity that attracted media, Australian National Audit Office or Parliamentary

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scrutiny. These sensitivities should be taken into consideration when assessing implementation risks and noted in the SARA. Conversely, a program might be a long-standing program, running successfully over many years which may demonstrate a low implementation risk.

Relevant legislation

Guidelines that involve spending activities that are governed by an industry code, industry standard or specific legislation may give rise to additional risk. Please ensure relevant details are provided, including how risks will be mitigated.

Mitigation Strategies

Where risks have been identified in the SARA, entities are expected to develop mitigation strategies for managing or ameliorating the identified risks. Where the AGS has advised that constitutional or legislative authority risks can be reduced, entities should take steps to implement mitigations. In particular, legislative authority risk mitigation steps must be taken for high-risk programs.

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Guidelines Self-Assessment Risk Analysis Template

Grant opportunity name	Supporting Multicultural Communities - Infrastructure
Program title	Supporting Multicultural Communities - Infrastructure
PBS outcome and program	Program 2.5: Multicultural Affairs and Citizenship: To support a prosperous and inclusive society through the promotion, delivery and effective management of the Australian multicultural and citizenship programs.
Entity	Department of Home Affairs
Grants administration hub	Community Grants Hub
Selection process type	Closed non-competitive

Total cost of the grant opportunity over the forward estimates:

Financial year	2025-26	2026-27	2027-28	Total
	$45,631,399	$54,775000	$8,975,000	$109,381,399

Indexation is not included in this funding.

Summary of grant opportunity

The Supporting Multicultural Communities - Infrastructure grant opportunity (SMC - Infrastructure) will run over 3 years from 2025-26 to 2027-28.

The program will fulfil the 2025 election commitments to support multicultural communities as reported in Labor's costed *plan to Build Australia's Future*. These projects will provide direct support to multicultural community organisations that demonstrate the Government's commitment to support both small and large communities and more diverse organisations with strong local links and who provide innovative support direct to their communities.

The SMC - Infrastructure grant opportunity is being provided under Program 2.5 Multicultural Affairs and Citizenship Program, within Outcome 2 of the Department of Home Affairs Portfolio Budget Statement[2].

- Outcome 2: Support a united and prosperous Australia through effective coordination and delivery of immigration and citizenship policy and programs underpinned by robust integrity and assurance.
- Program 2.5: Multicultural Affairs and Citizenship: To support a prosperous and inclusive society through the promotion, delivery and effective management of the Australian multicultural and citizenship programs.

The objectives of the program are to:

- support multicultural organisations to deliver new construction or extend/upgrade existing infrastructure to provide access to purpose-built facilities
- improve amenity and accessibility through investment in community infrastructure

[2] https://www.homeaffairs.gov.au/reports-and-publications/reports/budgets/portfolio-budget-2024-25

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The intended outcomes of the program are to:

- maintain and enhance access to multicultural infrastructure and amenity
- encourage and facilitate multicultural communities to connect and commune in a designated safe physical environment
- improve equity outcomes and social inclusion.

s. 34(3)

s. 42(1)

Implementation risks

Administration and Implementation risk

Key administrative and implementation risks identified by the department include:

- Possibility that the grant opportunity will not be delivered in expected timeframe due to;
    - complexities of delivering a capital grant opportunity
    - unforeseen delays and delays due to Christmas shutdown/leave
    - lack of Departmental resources
    - lack of Departmental knowledge in delivering projects that deliver physical infrastructure.
    - lack of engagement and information on projects from identified grant recipients
- Inaccurate information provided by the identified grant recipient, including;
    - provision of different information on the proposed project than what was announced during the election campaign.
    - seeking increased funding amounts to complete their projects
    - requesting to change the scope of the project that was announced during the election campaign.
    - insufficient funding, skills or experience by identified grant recipients to complete their projects
- Decision maker's availability and ability to progress elements of grant opportunity including making operational decisions.
    - Timeframes and deliverables are delayed due to disruptions which can lead to failure to deliver outcomes.

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- Possibility the overall policy outcomes for the grant opportunity may not be achieved.
- Pre-identified organisations have commenced work on their project incurring eligible expenses prior to the execution of the grant agreement.
- Difficulty in managing value for money after the commencement of the project.

The Department assesses this risk to be **medium** with mitigation approaches for these risks including:

- Drafting Grant Opportunity Guidelines that set our clear requirements of all parties.
- Early engagement with identified grant recipients on projects and requirements, including through a questionnaire and direct contact (phone calls and emails).
- Utilising a Grant project plan that will establish timeframes and requirements to plan and implement the grant opportunity.
- Ongoing liaison with PM&C and Finance on issues
- Clear communication of timeframes with Departmental executives and Ministerial Officers.
- Utilising a targeted (closed) grant opportunity whereby pre-identified organisations are targeted based on ability to deliver policy outcomes.
- Establishing stringent monitoring and reporting as well as regular stakeholder engagement to reduce the risk of not achieving policy outcomes.
- Limiting the percentage of eligible expenditure that is claimed prior to the execution of the grant agreement.
- Conduct robust independent assessment (ie not involved with the grant design or stakeholder engagement) of the application responses to criteria detailed in the grant opportunity guidelines.

Stakeholder Sensitivities

Key stakeholder sensitivities identified by the Department include:

- Identified grant recipients may
    - not supply the necessary information or be unavailable to provide the necessary information required within acceptable timeframes.
    - be disengaged from the grant process and not ready to apply for or commence grant activities.
- Details regarding the timeframes for project delivery are incorrect, including:
    - identified grant recipients require a different funding profile from the approved funding.
    - proposed grant payments do not align to the expenditure requirements of the grant recipients.
- Other organisations may complain about not having the opportunity to apply for funding.

The Department assesses this risk to be **medium** with the following risk mitigation strategies to be put in place to further mitigate the risks.

- Engagement as early as possible and ongoing communication with the grant recipients, including setting expectations for the grant process, and building an understanding of the purpose and outcomes of the grant funding.
- Conduct information sessions with identified grant recipients to clearly outline the process and requirements for organisations to apply for grant funding.
- Clearly specifying reporting requirements in the Grant Opportunity Guidelines to monitor and ensure funding is utilised appropriately.

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- The Community Grants Hub will assist with the grants design and management using standardised processes.
- Communications with the community and multicultural sector through the Department's website and other avenues, including Community Liaison Officers, about the grant and its purpose.
- The Department has an open, competitive grant opportunity for infrastructure projects commencing shortly that will be available for other organisations to apply for funding.

Reputational Risk

Key reputational risks may result in media/public scrutiny and impact on the reputation of the Government, in particular as they relate to the Home Affairs portfolio. These risks may include:

- The grants program:
  - does not address community needs or expectations.
  - funds an organisation that does not effectively work to deliver outcomes or achieve value with relevant money.
  - does not meet the policy objectives.
- Activities are not completed within the funding profile or specified timeframes.
- Grant funds may be used to commit fraud against the Department.

The Department assesses this risk to be **medium** and will engage with stakeholders and grant recipients to seek feedback to inform the design of grants to address gaps in funding and minimise negative community sentiment.

The Department considers the likelihood of grants being used inappropriately as low and notes that these grants will provide funding to prominent organisations to deliver projects that will have a visible presence in the community. The pre-identified grant recipients are established organisations who the Department will work closely with to ensure the grant objectives and outcomes are achieved.

Entity risk assessment

On balance, the risk for this grant opportunity has been assessed as **medium**, noting along with the above listed mitigations. The program is being administered in accordance with Commonwealth Grant Rules and Principles (CGRPs) by the Community Grants Hub.

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