Safer Communities Fund
Round 3 Early Intervention Grants

Version August 2018

This document shows the questions included in the online application form for this grant opportunity. It will help you prepare your responses and the mandatory attachments you need before you apply online.

Do not use this document as your application form. You will need to submit an application using the online form once the grant opportunity is open to applications.
About the Safer Communities Fund

The Safer Communities Fund will run over three years from 2017-18 to 2019-20. The Safer Communities Fund supports the Australian Government’s commitment to deliver safer communities by:

- boosting the efforts of local councils and community organisations to address crime and anti-social behaviour by funding crime prevention initiatives that benefit the wider community or community organisations (such as fixed and mobile CCTV and lighting)
- protecting community organisations that may be facing security risks associated with racial and/or religious intolerance.

The Australian Government has announced a total of $70 million over three years for the program.

About the Safer Communities Fund Round 3 – Early Intervention Grants opportunity

The objectives of the grant opportunity are to:

- contribute to the preservation of the safety of Australians through funding local crime prevention activities that address anti-social behaviour and/or racial or religious intolerance by at-risk youth
- help at risk marginalised young people aged 12 – 25 to develop life skills to prevent them from becoming entrenched in the criminal justice system and to promote inclusion and build community resilience.

This grant opportunity has approximately $12 million available over two years.

Completing this form

You should read the Safer Communities Fund Early Intervention grant opportunity guidelines (guidelines) before filling out this application.

This application form contains the following:

- Part A – Eligibility
- Part B – Contact details
- Part C – Applicant information
- Part D – Project details and funding
- Part E – Merit criteria
- Part F – Supporting documentation
- Part G – Applicant declaration

Disclosure of personal and confidential information

The Commonwealth’s use and disclosure of both your personal and confidential information (provided in this application or otherwise) is set out in the grant opportunity guidelines. Ensure that you have read this document and understand the information contained therein. For further
information regarding the Department of Industry, Innovation and Science’s (the department’s) obligations in accordance with the Privacy Act, refer to the department’s Privacy Policy.

Getting help

If you require assistance completing this application form or are unable to use the online form you can contact us on 13 28 46 or at business.gov.au. Our website and staff can help you with forms, finding information and services and allow you to provide feedback.

You should also ensure you have read the guidelines and sample grant agreement before seeking help. View these documents at business.gov.au.

Submitting your application

Applications may be submitted at any time up until 5.00pm AEST on 25 September 2018.

## A. Eligibility

### A.1. Eligible entities

*This section will help you determine whether you are an entity eligible for the grant opportunity.*

You are required to answer all questions in this section.

<table>
<thead>
<tr>
<th>Please select your type of eligible organisation from the list below</th>
</tr>
</thead>
<tbody>
<tr>
<td>- a state or territory peak Police Citizens’ Youth Club</td>
</tr>
<tr>
<td>- a state or territory peak Bluelight organisation</td>
</tr>
<tr>
<td>- Youth Off the Streets Limited</td>
</tr>
<tr>
<td><em>Local Police Citizens’ Youth Clubs or local Bluelight organisation are not eligible apply.</em></td>
</tr>
</tbody>
</table>

### A.2. Additional eligibility criteria

*This section will help you determine whether you comply with additional eligibility criteria for the grant opportunity.*

You are required to answer all questions in this section.

<table>
<thead>
<tr>
<th>Does your organisation have an ABN?</th>
<th>yes</th>
<th>no</th>
</tr>
</thead>
<tbody>
<tr>
<td>Will your project have at least $200,000 in eligible expenditure?</td>
<td>yes</td>
<td>no</td>
</tr>
</tbody>
</table>
Will your project include one or more youth engagement activities aimed at crime prevention which may occur at multiple locations?  

The delivery of youth engagement activities may include but is not limited to:

- services to youths who are, or are at risk of becoming, involved with the criminal justice system and/or
- programs that increase the levels of engagement youths have with their local communities, by building resilience, cultural connections and skills such as:
  - programs that assist young people prepare for the workforce
  - programs that facilitate activities directly related to crime prevention such as transition from detention
  - programs that provide opportunities for community involvement
  - assistance with vocational skills development, including support to address language and literacy issues, undertaking specific job training, as well as practical skills development such as gaining a driver’s licence
  - programs to improve foundation skills such as the ability to work in a team, communication skills, motivation and reliability.

Have you met relevant state or territory legislation obligations related to working with children, and can you ensure that any person that has direct, unsupervised contact with children as part of a project under this program, has undertaken and passed a working with children check, if required under relevant State or Territory legislation? You are also responsible for assessing the suitability of the people you engage as part of your project to ensure children are kept safe.

If you answered ‘yes’ to all of the questions above you are eligible to apply for this grant opportunity.

Is your organisation a local Police Citizens’ Youth Club or local Bluelight organisation?

Only state or territory peak Police Citizens’ Youth Clubs or Bluelight organisations are eligible apply.

If you answered ‘yes’ to any of the questions above you are not eligible to apply for this grant opportunity.

For further information regarding eligibility requirements refer to the Safer Communities Fund – Early Intervention grant opportunity guidelines.
B. Contact details

B.1. Details of primary contact

*Person authorised to act on behalf of the applicant.*

*The fields below are mandatory except for title.*

Provide details of the primary contact.

<table>
<thead>
<tr>
<th>Title</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Given name</td>
<td></td>
</tr>
<tr>
<td>Family name</td>
<td></td>
</tr>
<tr>
<td>Position title</td>
<td></td>
</tr>
<tr>
<td>Phone number</td>
<td></td>
</tr>
<tr>
<td>Mobile number</td>
<td></td>
</tr>
<tr>
<td>Email address</td>
<td></td>
</tr>
</tbody>
</table>

Provide the postal address of the primary contact

<table>
<thead>
<tr>
<th>Address</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Suburb/town</td>
<td></td>
</tr>
<tr>
<td>State/territory</td>
<td></td>
</tr>
<tr>
<td>Postcode</td>
<td></td>
</tr>
<tr>
<td>Country</td>
<td>Australia</td>
</tr>
</tbody>
</table>

B.2. Contact’s relationship to applicant

Is the applicant the primary contact’s employer?  
☐ yes ☐ no

If you answered ‘yes’ go to the next question. If you answered ‘no’ complete the following table.

What is the relationship of the primary contact to the applicant?

Name of primary contact’s employer

Australian Business Number (ABN) of primary contact’s employer
Provide a contact for the applicant organisation

Title

Given name

Family name

Position title

Phone number

Mobile number

Email address

B.3.  How did you hear about the grant opportunity?

--- Please select ---

If Other, please specify:
C. Applicant information

C.1. Joint applications

*Joint applications are acceptable, provided you have a lead applicant who is the main driver of the project and is eligible to apply.*

Is this a joint application?  
☐ yes  ☐ no

If you answered ‘yes’ to this question the lead applicant must complete this form. If you are unsure whether your application should be a joint application contact us on 13 28 46 or at business.gov.au

C.2. Type of applicant

*In this section you must indicate your entity type.*

*All entities must have an ABN.*

Select your entity type

☐ a state or territory peak Police Citizens’ Youth Club  
☐ a state or territory peak Bluelight organisation  
☐ Youth Off the Streets Limited

C.3. Applicant details

*If you are applying as a trustee on behalf of a trust leave this question blank and go to the next question.*

Australian Business Number (ABN)

Australian Company Number (ACN)

If applicable

Entity name

*The entity name refers to the legal/registered name that appears on official business documents. The entity name may be different from the business name.*

Business/trading name

*Your organisation may have one or more registered business names. Provide any relevant business or trading names here.*

GST registered?  
☐ yes  ☐ no
## C.4. Trustee and trust details

**Australian Business Number (ABN) of the trustee**
*(if different to trust, otherwise leave blank)*

**Australian Company Number (ACN) of the trustee**

**Entity name of the trustee**

*The entity name refers to the legal/registered name that appears on official business documents. The entity name may be different from the business name.*

**Australian Business Number (ABN) of the trust**

**Entity name of the trust**

**Business/trading name**

*Your organisation may have one or more registered business names. Provide any relevant business or trading names here.*

**Is the trust GST registered?**

- [ ] yes
- [ ] no

If you are successful you may be required to provide us with the trust documents showing the relationship of the trustee to the trust. You may also attach these here.

## C.5. ANZSIC details

What is your organisation's main revenue earning activity under the Australian and New Zealand Standard Industrial Classification (ANZSIC)?

*The ANZSIC codes and titles are available from the Australian Bureau of Statistics (ABS) website. Phone 13 28 46 if you require assistance.*

## C.6. Address details

Provide your **organisation's street address** (Australian head office).

**Address**

**Suburb/town**

**State/territory**

**Postcode**

Provide your **organisation's postal address**.

- [ ] Same as your street address, go to next section.
- [ ] Different to your street address, provide details below.

**Address**
<table>
<thead>
<tr>
<th>Suburb/ town</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>State/ territory</td>
<td></td>
</tr>
<tr>
<td>Postcode</td>
<td></td>
</tr>
<tr>
<td>Country</td>
<td>Australia</td>
</tr>
</tbody>
</table>

**C.7. Website address**

Provide your organisation’s website address.

---

**C.8. Project site address**

Will your project’s activities occur solely at the above listed head office address? □ yes □ no

If you answered ‘yes’ go to the next question. If you answered ‘no’ complete the following table.

*A project site address must be a street address not a postal address.*

**Site address 1** – where the majority of project activities will occur.

<table>
<thead>
<tr>
<th>Address</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Suburb/ town</td>
<td></td>
</tr>
<tr>
<td>State/ territory</td>
<td></td>
</tr>
<tr>
<td>Postcode</td>
<td></td>
</tr>
<tr>
<td>Country</td>
<td>Australia</td>
</tr>
</tbody>
</table>

**Site address 2**

<table>
<thead>
<tr>
<th>Address</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Suburb/ town</td>
<td></td>
</tr>
<tr>
<td>State/ territory</td>
<td></td>
</tr>
<tr>
<td>Postcode</td>
<td></td>
</tr>
<tr>
<td>Country</td>
<td>Australia</td>
</tr>
</tbody>
</table>

**Site address 3**

<table>
<thead>
<tr>
<th>Address</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Suburb/ town</td>
<td></td>
</tr>
<tr>
<td>State/ territory</td>
<td></td>
</tr>
<tr>
<td>Postcode</td>
<td></td>
</tr>
<tr>
<td>Country</td>
<td>Australia</td>
</tr>
</tbody>
</table>
C.9. Latest financial year figures

Has your organisation existed for a complete financial year? □ yes □ no

If you answered ‘yes’, enter the latest completed financial year, then complete the table below.

*Example entry 2013-14*

If you answered ‘no’, enter the number of months your organisation has existed, then complete the table below.

We collect the following data from all applicants across all grant programs. We use this data to better understand your organisation and to help us develop better policies and programs.

All amounts in the table below must show a whole dollar value e.g. $1 million should be presented as $1,000,000. The turnover value must be that of the entity that is making the grant application (the ‘applicant’), regardless of whether the entity belongs to a consolidated group for tax purposes.

These fields are mandatory and entering $0 is acceptable if applicable for your organisation. If they clearly do not apply to your organisation you may select ‘not applicable’.

<table>
<thead>
<tr>
<th>Recent trading performance</th>
<th>Check box if the indicator is not applicable to your organisation</th>
<th>Figures for the latest full financial year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sales revenue (turnover)</td>
<td>□ n/a</td>
<td>$</td>
</tr>
<tr>
<td><em>Total revenue from the sale of goods and services, as reported in your organisation’s Business Activity Statements (BAS).</em></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Export revenue</th>
<th>□ n/a</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td><em>Total revenue from export sales, as reported in your organisation’s BAS.</em></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>R&amp;D expenditure</th>
<th>□ n/a</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td><em>Expenditure on research and development, i.e. creative work undertaken on a systematic basis in order to increase the stock of knowledge, including knowledge of man, culture and society, and the use of this stock of knowledge to devise new applications.</em></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Taxable income</th>
<th>□ n/a</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td><em>Taxable income or loss as reported in your organisation’s income tax return form.</em></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Employees, including working proprietors and salaried directors (headcount)</th>
<th>□ n/a</th>
</tr>
</thead>
<tbody>
<tr>
<td><em>Number of individuals who are entitled to paid leave (sick and holiday), or generate income from managing your organisation.</em></td>
<td></td>
</tr>
</tbody>
</table>
Recent trading performance

Independent contractors (headcount) [ ] n/a

*Number of individuals engaged by your organisation under a commercial contract (rather than an employment contract) to provide employee-like services on site.*

C.10. Ultimate holding company

Does your company have an ultimate holding company? [ ] yes [ ] no

If you answered ‘yes’ complete the following table. If you answered ‘no’ go to next question.

**Ultimate holding company ABN (if applicable)**

**Entity name of ultimate holding company**

The entity name refers to the legal/registered name that appears on official business documents. The entity name may be different from the business name.

**Country of registration of ultimate holding company**

C.11. Project partner details

If this is a joint application, provide details of your project partners in the following table.

<table>
<thead>
<tr>
<th>No</th>
<th>Australian Business Number</th>
<th>Australian Company Number</th>
<th>Organisation name</th>
<th>Entity type</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
<td></td>
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<td></td>
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<tr>
<td>4</td>
<td></td>
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<tr>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

You must attach a letter of support from each of the project partners involved in the project.
D. Project details and funding

D.1. Project title and description

If your application is successful, some project details will be published on the Department of Home Affairs website and GrantConnect. Published project details include:

- name of the applicant
- a project title
- a brief project description and its intended outcomes
- amount of funding awarded.

Provide a project title.

*Example project title: NSW PCYC's Youth Outreach Project*

70 character limit (including spaces)

Provide a brief project description for publication.

*Ensure your project description focuses on your project’s key activities and outcomes. Explain what it is you are going to do and how it will benefit your organisation.*

*Example project description: The NSW PCYC will use the grant to develop an outreach program targeting at risk youth in NSW to prevent them from getting involved in criminal activity by increasing their engagement in community activities such as sport and preparing them for job opportunities.*

750 character limit (including spaces)

D.2. Detailed project description and key activities

Provide a detailed description of your project including the project scope and key activities. Outline all the youth engagement activities your project will comprise of.

*This information will not be published.*

2000 character limit (including spaces)

D.3. Project outcomes

Provide a summary of the expected project outcomes.

*This information will not be published.*
1350 character limit (including spaces)

D.4. **Project milestones.**

Provide details on the project milestones, including the key activities occurring at each milestone. You must complete your project by 31 March 2020.

*The start date of milestone 1 is the expected project start date. The end date of your last milestone activity will be the project end date.*

*We expect grant agreements to be executed by January 2019 which is when you can start your project.*

<table>
<thead>
<tr>
<th><strong>Milestone 1</strong></th>
<th>Milestone title</th>
</tr>
</thead>
<tbody>
<tr>
<td>180 character limit (including spaces)</td>
<td>Milestone description</td>
</tr>
<tr>
<td>600 character limit (including spaces)</td>
<td>Milestone start date</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Milestone 2</strong></th>
<th>Milestone title</th>
</tr>
</thead>
<tbody>
<tr>
<td>180 character limit (including spaces)</td>
<td>Milestone description</td>
</tr>
<tr>
<td>600 character limit (including spaces)</td>
<td>Milestone start date</td>
</tr>
</tbody>
</table>
### Milestone 3

**Milestone title**

180 character limit (including spaces)

**Milestone description**

600 character limit (including spaces)

<table>
<thead>
<tr>
<th>Milestone start date</th>
<th>Milestone end date</th>
</tr>
</thead>
</table>

### D.5. Project duration

Enter your project start and end dates.

*Projects must be completed by 31 March 2020*

Your project start and end dates are a result of the dates you entered into your milestones. If they are not correct you will need to modify the start date for Milestone 1 and the end date for your last milestone.

<table>
<thead>
<tr>
<th>Project start date</th>
<th>Project end date</th>
</tr>
</thead>
</table>

### D.6. Project budget

Provide details on your eligible project costs over the life of the project. Enter the total eligible costs of all the youth engagement activities that your project is comprised of.

*If you are registered for GST, enter GST exclusive amounts. If you are not registered for GST, enter GST inclusive amounts.*

We only provide grant funding based on eligible expenditure. Refer to the guidelines for guidance on eligible expenditure.
### Eligible expenditure item

<table>
<thead>
<tr>
<th>Eligible expenditure item</th>
<th>FY 2018-19</th>
<th>FY 2019-20</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Labour costs</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Contractor costs</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Travel costs</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Participant costs</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Education and training materials costs</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Rental costs for buildings or facilities primarily used for project activities</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Costs of running workshops, camps and events</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Sports equipment</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Lease of motor vehicles</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Work experience costs including clothing and equipment</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Other eligible costs</td>
<td>(Please refer to appendix B and C of the guidelines)</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>

If your application is successful, you may be required to submit documentation to justify your estimated project costs.

#### D.7. Grant amount

*Note, the minimum grant amount under the grant opportunity is $200,000 and the maximum grant amount is $2,000,000.*

The grant amount has been prefilled based on the project budget you entered above. You can edit the grant amount if required.

**Grant amount requested (A$)** $          

#### D.8. Conflicts of interest

Do you have any perceived or existing conflicts of interest to declare? □ yes □ no

Refer to the grant opportunity guidelines for further information on your conflict of interest responsibilities.
If yes, describe the perceived or existing conflict/s of interest and how you anticipate managing them.

750 character limit (including spaces)
E. Merit criteria

To be competitive you will need to score at least 50% against each merit criterion. Your application will be assessed against the indicators listed beneath each merit criterion. The merit criteria are weighted as indicated by the points.

You are not required to provide responses up to the maximum character limit. The amount of detail and supporting evidence you provide should be commensurate with the project size, complexity and grant amount requested. You should define, quantify and provide evidence to support your answers.

You may attach documents to support your claims made in relation to the merit criteria where indicated.

E.1. Merit criterion one (50 points)

The extent that your project will contribute to improved social cohesion and outcomes for at risk youth

You should demonstrate this by identifying

a. how your project will help at risk marginalised young people to develop life skills to prevent them becoming entrenched in the criminal justice system and to promote inclusion and build resilience. Include information on how many young people will benefit from your project, and how you will identify and encourage them to participate. (25 points)

2500 character limit (including spaces)

b. the extent that crime and/or anti-social behaviour (including that which is driven by racial or religious intolerance) is an issue in the communities targeted by your project. (25 points)

You should provide evidence to support your claims that is specific to each community’s location and may include:

- crime statistics
- letters of support from the local police
- police reports
- letters of support from the community or other organisations
- media articles
- photographs of recent criminal damage/vandalism
- a broader crime prevention strategy.

2,500 character limit (including spaces)

Attachment: Your application is likely to be more competitive if you attach evidence to support your claims that crime and/or antisocial behaviour is an issue in the communities targeted by your project. We strongly encourage you to do so.
E.2. Merit criterion two (30 points)

The impact of grant funding on your project

Demonstrate how the grant funding will assist your organisation by:

a. describing the likelihood the project would proceed without the grant and explain how the grant will benefit the size and timing of your project. If you have already received Commonwealth funding for improving community safety, explain why you need additional funding (10 points)

2,500 character limit (including spaces)

b. justifying the cost of your project with respect to its scale and intended benefits. You should attach evidence such as quotes to validate the costs of your project (20 points)

2,500 character limit (including spaces)

Attachment: Your application is likely to be more competitive if you attach evidence such as quotes to validate the costs of your project. We strongly encourage you to do so.

E.3. Merit criterion three (20 points)

Your capacity, capability and resources to deliver the project (20 points)

You should demonstrate this by describing:

a. your plan to manage the project and key risks. Include detail on the key personnel who will manage the delivery of the project (6 points)

1500 character limit (including spaces)

b. your track record managing similar projects (6 points)

1500 character limit (including spaces)

c. how you will measure the success of the project (8 points)

2000 character limit (including spaces)
F. Supporting documents

You should note any supporting documentation that you attach to the application here. You should only attach documents you have referred to in your application.

The following restrictions apply to attachments:

- total size of all attachments and this application form should not exceed 20MB
- file size of each attachment cannot exceed 2MB
- only files with the following file type extension can be uploaded (.pdf, .rtf, .doc, .docx, .xls, .xlsx)

For assistance with any technical issues experienced while completing this application form or attaching documents phone 13 28 46. Our staff can help you.

F.1. Attachment 01 – incorporated trustees

This is only for applicants where an trustee is applying on behalf of a trust, and is optional for those applicants.

<table>
<thead>
<tr>
<th>Part of application form</th>
<th>Type of attachments</th>
<th>Attached?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Part C4 - trustee and trust details</td>
<td>Trust documents showing the relationship of the trustee to the trust.</td>
<td>yes</td>
</tr>
</tbody>
</table>

Attachment 02 – letters of support from project partners

This is only for joint applications, but is mandatory for those applications.

<table>
<thead>
<tr>
<th>Part of application form</th>
<th>Type of attachments</th>
<th>Attached?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Part C11 – project partner details</td>
<td>For joint applications, letters of support from project partners as outlined in the guidelines</td>
<td>yes</td>
</tr>
</tbody>
</table>

Attachment 03 – Merit Criterion 1

<table>
<thead>
<tr>
<th>Part of application form</th>
<th>Type of attachments</th>
<th>Attached?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Part E – Merit Criterion 1</td>
<td>Evidence to support your claims under merit criterion one that crime and/or anti-social behaviour is an issue in the communities targeted by your project</td>
<td>yes</td>
</tr>
</tbody>
</table>

F.2. Attachment 04 – Merit Criterion 2

<table>
<thead>
<tr>
<th>Part of application form</th>
<th>Type of attachments</th>
<th>Attached?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Part E – Merit Criterion 2</td>
<td>Evidence to validate the costs of your project under merit criterion two</td>
<td>yes</td>
</tr>
</tbody>
</table>
G. Applicant declaration

G.1. Privacy and confidentiality provisions

I acknowledge that this is an Australian Government program and that the department will use the information I provide in accordance with the following:

- Australian Government Public Data Policy Statement
- Commonwealth Grants Rules and Guidelines
- Safer Communities Fund Round 3 Early Intervention Grant Opportunity Guidelines
- applicable Australian laws.

Accordingly, I understand that the department may share my personal information provided in this application within this department and other government agencies:

a. for purposes directly related to administering the program, including governance, research and the distribution of funds to successful applicants and
b. to facilitate research, assessment, monitoring and analysis of other programs and activities unless otherwise prohibited by law.

I understand that where I am successful in obtaining a grant, the financial information that I provide for the purposes of payment will be accessible to departmental staff to enable payments to be made through the department's accounts payable software system.

I understand that information that is deemed ‘confidential’ in accordance with the guidelines may also be shared for a relevant Commonwealth purpose.

The department will publish information on individual grants in the public domain, including on the department’s website, unless otherwise prohibited by law.

G.2. Applicant declaration

I declare that I have read and understood the grant opportunity guidelines, including the privacy, confidentiality and disclosure provisions.

I declare that the proposed project outlined in this application and any associated expenditure has been endorsed by the applicant’s Board or person with authority to commit the applicant to this project.

I declare that the applicant will comply with, and require that its subcontractors and independent contractors comply with, all applicable laws.

I declare that the information contained in this application together with any statement provided is, to the best of my knowledge, accurate, complete and not misleading and that I understand that giving of false or misleading information is a serious offence under the Criminal Code 1995 (Cth).

I acknowledge that I may be requested to provide further clarification or documentation to verify the information supplied in this form and that the department may, during the application process, consult with other government agencies, including state and territory government agencies, about the applicant’s claims and may also engage external technical or financial advisors to advise on information provided in the application.

I understand that I am responsible for ensuring that I have met relevant state or territory legislation obligations related to working with children, and that any person that has direct, unsupervised
contact with children as part of a project under this grant opportunity, has undertaken and passed, a working with children check, if required under relevant state or territory legislation. I am also responsible for assessing the suitability of people I engage in this project to ensure children are kept safe.

I acknowledge that if the department is satisfied that any statement made in an application is incorrect, incomplete, false or misleading the department may, at its absolute discretion, take appropriate action. I note such action may include excluding an application from further consideration; withdrawing an offer of funding; using the information contained in the application for a fraud investigation that would be consistent with the Australian Government’s Investigations Standard and Commonwealth Fraud Control Framework and for management purposes and/or terminating any grant agreement between the Commonwealth and the recipient including recovering funds already paid.

I agree to participate in the periodic evaluation of the services undertaken by the department.

I declare that I am authorised to complete this form and acknowledge that by including my name in this application I am deemed to have signed this application.

I approve the information in this application being communicated to the department in electronic form.

☐ By checking this box I agree to all of the above declarations and confirm all of the above statements to be true

G.3. Signature

Name of signatory

Email address of signatory

Date

Signature