Centenary of ANZAC Grants Program

Guidelines

Background

The Tasmanian Government is committed to supporting the Centenary of ANZAC and recognising Tasmanians who served during the Great War 1914-18. The Government also recognises the contribution and sacrifice made by individuals who in the time since the Great War have undertaken operational service or local service as members of the Australian Defence Force. ¹

The Tasmanian Veterans’ Advisory Council (TVAC) provides support to the Tasmanian Government on issues affecting the serving and ex-service members of the Australian Defence Force and their families, by providing advice on:

- Strategies to promote the wellbeing of serving and ex-service members of that community.
- Providing a forum for the serving and ex-service community to communicate directly with the Government.
- Encouraging cooperation across all ex-service organisations in Tasmania.
- Monitoring and providing advice about matters relating to the recognition and commemoration of the service of ex-service men and women.

Purpose

The Centenary of ANZAC Grants Program provides funding to projects that commemorate the Centenary of ANZAC in Tasmania. Projects may include, but are not limited to, community events and activities, research, the preservation of Tasmanian World War One memorabilia and militaria, and interpretation of sites and buildings.

The Grants Program is aligned with TVAC’s strategic purpose of monitoring and providing advice about matters relating to the recognition and commemoration of the service of ex-service men and women.

Funding

The Centenary of ANZAC Grants Program 2014-15 has a total funding pool of $50,000 available, with individual grants of up to a maximum of $5,000 available to each application. Eligible organisations can apply for funding through a competitive application process.

¹ The Tasmanian Government acknowledges that the Australian Government has primary responsibility for delivering services and support to veterans.
A similar grants program will be run each Financial Year of the Great War centenary period, ending in 2017-18.

**Priority Areas for 2014-15**

Applications may be submitted for funding for commemoration programs/activities relevant to the Centenary of World War One, particularly those with a focus on the early stages of the conflict.

Applications for projects and activities that commemorate significant events in Australia’s/Tasmania’s involvement in international conflicts since World War One will also be considered.

Priority consideration will be given to projects that:

- Commemorate the centenary of the landings at Gallipoli including the involvement of Tasmanian units and individuals;
- Have an educational value, such as school projects, exhibitions, and other projects that give a detailed account of World War One and the involvement of Tasmanians;
- Are a lasting tribute and acknowledgement of Tasmanians who fought in World War One; and/or
- Commemorate Australia’s/Tasmania’s involvement in international conflicts over time.

**Timeframe**

Applications to the Centenary of ANZAC Grants Program 2014-15 must be received by 5.00pm on 24 October 2014.

It is anticipated that funding for successful applications will be provided in December 2014 and will be acquitted by the applicant by 31 October 2015.

**Principles**

Proposals should be based on a sound project plan that includes timelines, required resources and skills and a detailed budget.

Partnerships between organisations to deliver project outcomes are strongly encouraged.

Events and activities that enable the participation and engagement of the broader community, as well as the service and ex-service community are supported.
Assessment Criteria

Applications must address each of the following assessment criterion:

1. **Community benefit and consultation.** The application should demonstrate the benefit to the serving and ex-service community, local community and relevant stakeholders and how they have been involved in the planning and development of the project proposal.

2. **Commemorating the service and sacrifice of Tasmanians.** The application should clearly outline how the service of Tasmanians will be commemorated and acknowledged.

3. **Explain how your project will demonstrate the ANZAC spirit and how that spirit is displayed and represented in contemporary Tasmania.** The Australian War Memorial describes the ANZAC spirit as encompassing endurance, courage, integrity, good humour and mateship.

4. **Value for money.** The application should include a realistic budget that enables the delivery of objectives within the proposed timelines. All sources of funding for the project must be included in the application.

**Funding conditions**

Funding is subject to acceptance by organisations of a Letter of Offer.

Funding must be used for the purposes outlined in the application and the subsequent Letter of Offer. Any changes to the purpose of funding must be requested in writing to the Department of Premier and Cabinet (DPAC).

Applications must demonstrate that the project or activities to be undertaken will be done by appropriately qualified and experienced people who have any needed insurance cover.

Applicants must have appropriate levels of Public Liability Insurance for the purpose of the proposal. A copy of the applicant’s current Public Liability Insurance cover is required to be attached to the application.

**Eligibility**

Not-for-profit, incorporated community organisations may apply for funding under this Grants Program. Not-for-profit organisations that are not incorporated may also apply but must be sponsored by an incorporated organisation. In this case, the application must include written confirmation from the sponsoring organisation that it will accept the relevant legal and financial responsibilities of the application and funding.

Tasmanian Government agencies are not eligible to apply for funding. However, consideration will be given to applications for projects where a Government agency has partnered with local organisations or groups to deliver the project.
Government and non-government schools are eligible to apply for funds and must demonstrate that they do not have a dedicated source of funds to undertake the proposed project/activities.

Local councils are eligible to apply for funding under the Grants Program.

The following entities are not eligible to apply for funding under the Grants Program:

- Australian Government agencies;
- tertiary institutions;
- political parties;
- for-profit organisations and businesses; and
- individuals.

Organisations that are currently in receipt of grant funding from DPAC and have not met their reporting and acquittal obligations, will not receive funding until those obligations have been resolved.

Application process

Applications must be made on the appropriate application form, which is available online at http://www.dpac.tas.gov.au/divisions/csrt/grants_and_community_engagement by email at cdgrants@dpac.tas.gov.au or by telephone at 1800 204 224.

Organisations may submit applications for more than one project but must use separate application forms for each.

Applications can be submitted electronically at cdgrants@dpac.tas.gov.au or in hard copy by post to:

Centenary of ANZAC Grants Program 2014-15
Communities, Sport and Recreation Tasmania
Department of Premier and Cabinet
GPO Box 123
HOBART TAS 7001

Applicants will be contacted within five working days to acknowledge the receipt of applications. If this does not occur, applicants should contact 1800 204 224.
Assessment

A selection panel will assess each application against the assessment criteria and make recommendations to the Parliamentary Secretary to the Premier for approval.

The selection panel will comprise, but not be limited to:

- Members of the Centenary of ANZAC Steering Committee; and
- Members of the Tasmanian Veterans Advisory Council

Advice may be sought from relevant external agencies as part of the assessment process.

Applicants must ensure that written consent and approvals have been received from all relevant stakeholders associated with their proposal.

Reporting and evaluation

Organisations that receive funding through the Grants Program are required to complete a Final Report using a template that will be provided by DPAC. Information gathered from all reports will be used to evaluate the Grants Program and for DPAC’s reporting requirements (e.g., Annual Report, Budget reporting).

The Final Report must include an explanation of how the grant funds were used including a financial statement outlining how funds were spent. Organisations may also be required to complete a Statement of Compliance declaring that the grant has been spent in accordance with the grant application and agreed purpose of funding.

If an organisation has received $50,000 or more from DPAC in any financial year, an audited financial statement must be provided to the Department.

Publishing details of successful grant applications

The details of all successful applicants, including the amount of the grant they receive, will be made publicly available at


Personal information

Personal information will be managed in accordance with the Personal Information Protection Act 2004. You can request access to your personal information from DPAC. Further information about DPAC’s policy on Personal Information Protection is available at

www.dpac.tas.gov.au/department/about_us/personal_information_and_protection

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2 Steering Committee and TVAC members will not assess applications from organisations for which they are a member.
Right to information (RTI)

Information provided to DPAC is subject to the provisions of the Right to Information Act 2009. To find out more about this Act and what it means, go to www.dpac.tas.gov.au/rti.
