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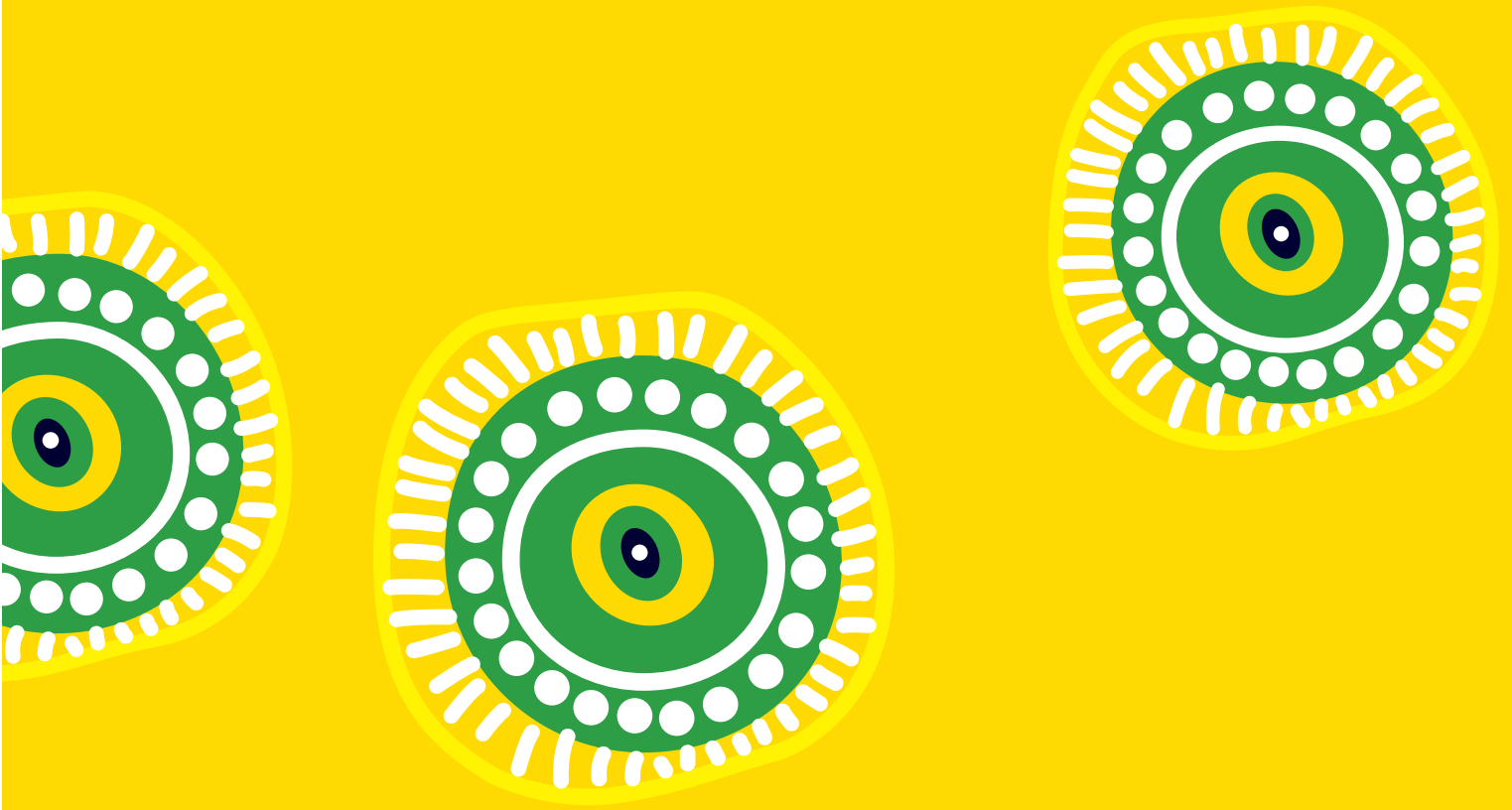
Australian Government
Australian Sports Commission



2025 Women Leaders in Sport Guidelines

Organisation Grants

Opening date and time:	Monday 24 February, 9.00am AEDT
Closing date and time:	Monday 7 April, 5:00pm AEST
Enquiries:	If you have any questions, contact wlis@ausport.gov.au
Grant opportunity type:	Open competitive



Australian Sports Commission Acknowledgement of Country

The Australian Sports Commission (ASC) acknowledges the Traditional Custodians of the lands where its offices are located, the Ngunnawal people and recognise any other people or families with connection to the lands of the ACT and region, the Wurundjeri Woi-wurrung people of the Kulin Nation, the people of the Yugambeh Nation and the Gadigal people of the Eora Nation.

The ASC extends this acknowledgment to all the Traditional Custodians of the lands and First Nations Peoples throughout Australia and would like to pay its respects to all Elders past, present and future.

The ASC recognises the outstanding contribution that Aboriginal and Torres Strait Islander peoples make to society and sport in Australia and celebrates the power of sport to promote reconciliation and reduce inequality.



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1. Program description

The Australian Sport Commission (ASC) has a strong focus on gender equity and continues to strive for women in all their diversity to be actively engaged and equally contributing within the sporting sector. The Women Leaders in Sport (WLIS) programs have supported thousands of women advance their careers, however making systemic changes to achieve gender equity is now a major priority of the ASC.

The WLIS programs have supported more than 28,000 women and over 800 sporting organisations to elevate women leaders in sport. Funded by the Australian Government and managed by the ASC, the WLIS programs aim to make the necessary systemic change to reduce gender inequality and support more women to advance into leadership roles within the sport ecosystem.

The objectives of the program are:

- Support organisations in the development and/or enhancement of policies, practices, systems and behaviours that lead to a sector that is more equitable and inclusive, particularly in the promotion and advancement of women leaders.
- Provide education and training opportunities for eligible organisations to advance their progress towards their gender equity goals and commitments. Education and training are to be grounded in the principles of intersectionality.
- Address systemic and cultural barriers to inclusion within the sport sector.

1.1 Introduction

These guidelines contain information for the 2025 WLIS organisation grants. Applicants should thoroughly 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 for funding
- 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 program and process will be administered by the ASC's Women Leaders in Sport and Grants teams.



2. Application process



The grant program opens 9:00am (AEDT) Monday 24 February 2025

The grant guidelines will be published on the [ASC's Grants and Funding website](#).



Check eligibility

To be considered for a grant, it is important applicants check the eligibility criteria before submitting an application – refer to section 4.1



Submit grant application by 5:00pm* (AEST) Monday 7 April 2025

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



Eligibility check

We will assess applications against the eligibility criteria. Applications that do not meet the eligibility criteria will not progress to further assessment. You will be notified if not eligible.



Assessment

Grant applications will be assessed against the assessment criteria and shortlisted for approval.



Approval

The WLIS delegate will approve the recommended applications



Notification of outcome – June 2025

Successful applications will be notified via email. We may not notify unsuccessful applicants until grant agreements have been executed with successful applicants.



Agreements and payment – June 2025

We will enter into a grant agreement with you if you have been successful.



Grant reporting

Organisations will be required to provide updates to the ASC as directed. A final report and financial acquittal will be required upon completion of the project.



3. Grant amount and grant period

3.1 Grants available

In 2025, a total of \$170,000 (GST excl.) will be available with \$15,000 (GST excl.) the maximum funding amount available per organisation.

The following conditions must be considered:

Organisations are required to contribute towards the grant project, which can be in the form of financial resources, staff contribution or other relevant resources. Additionally, the organisation is responsible for covering all project administration costs.

Grant amounts awarded will be determined as part of the assessment process and may not be the same amount applied for. Amounts will be allocated to make the most effective use of the WLIS program funds

Only one application per organisation will be accepted. If more than one application is submitted, the last submitted application will be assessed.

Successful organisations will receive an ASC funded Diversity, Equity and Inclusion training workshop, with senior leader participation required to champion the initiative.

3.2 Project period

Projects must commence in 2025 and conclude by 30 June 2026. Upon project completion, and within 30 days, organisations must complete an acquittal report and provide proof of payment using the template provided by the ASC.

If an extension or variation to the grant project is required, you must contact the WLIS team as soon as possible to discuss – refer to section 12.4.

4. Eligibility criteria

4.1 Who is eligible to apply for a grant?

To be eligible you must satisfy all of the following criteria:

- Be a national sporting organisation, a national sporting organisation for people with disability, or be a state/territory sporting organisation of a national body that is recognised by the ASC (Australian Sports Directory), the Australian Olympic Committee or Commonwealth Games Association. Have the commitment of, and a letter of support from the Chair or CEO
- Organisation has no overdue WLIS acquittal or reporting requirements with the ASC
- Have not received a WLIS Organisation Grant through the WLIS program within the last 12 months (Please note: this does not include WLIS Executive Program)
- Organisation is not named on the Workplace Gender Equity Equality Agency website as declined to join or are unresponsive to the scheme.
- Organisation is not named by the National Redress Scheme for Institutional Child Sexual Abuse on its list of “Institutions that have not joined or signified their intent to join the Scheme”.



5. What the grant money can be used for

5.1 Eligible expenditure

The expenditure items must be clearly detailed in the budget table within the [online application form](#).

Examples of eligible expenditure items include, but are not limited to:

- External consultants (including organisational change/presenters/translators/interpreters) fees
- Course or training fees
- Long distance travel (>200km) for presenters and participants

5.2 What the grant money cannot be used for

You cannot use the grant for the following activities:

- Projects where travel costs use more than 30% of the grant funding
- Projects that supplement the recurrent or ongoing costs of an organisation i.e. Staff wages
- Project administration costs
- Venue hire
- Catering
- Accommodation
- Purchasing of equipment, materials or organisation membership fees
- Competition fees

5.3 Types of grant projects

Organisations are required to detail how the funding will be allocated to support one of the following:

- Projects focused on assessing, developing and implementing cultural change strategies with a particular focus on gender equity and inclusion.
- Projects aimed at enhancing the recruitment and retention process for women of all diversity, both on and off the field and across various roles i.e., reviewing talent recruitment processes and ensuring barriers are removed for all women including women with a disability and/or from diverse cultural backgrounds.
- Projects focused on educating senior leaders (Board, CEO, Executive team) on promoting, prioritising, and allocating resources for permanent and systemic change that benefits gender equality within the organisation i.e., Audits, participation in indexes, gender equity consultation.
- Projects focused on creating psychosocial safety in the workplace. For example, training programs that address discrimination and harassment and implement safe and confidential reporting processes.
- Projects dedicated to developing leadership pathways for women i.e., formalised mentorships, partnerships or observerships.
- Projects that engage women (and girls) in all their diversity, facing greater barriers to participation are strongly encouraged, including:



- women and girls who are Aboriginal and/or Torres Strait Islander
 - women and girls from culturally and linguistically diverse communities (CALD)
 - women and girls with disability
 - women and girls in regional and rural communities
 - the LGBTQ+ community and/or
 - women and girls from socio-economically disadvantaged backgrounds
- Projects fostering the development of new or enhancement of existing policies, practices, and processes, that embed gender equity within the organisation i.e., undertaking a gender equity/ pay gap audit.

Organisations that can effectively illustrate the alignment of their project with their strategic direction and demonstrate their commitment to supporting, encouraging, and promoting women in the workplace beyond the project completion will be assessed favourably. Organisations should research and seek out acceptable providers, facilitators, and subject matter experts to assist in the delivery of the project (where required).

5.4 Grant project design considerations

We strongly encourage organisations to ensure women's voices and gender equity is built into the organisations thinking, when applying for this grant program. To guide the development of your project, consider the following design questions:

- Does it recognise the individual and unique attributes, abilities and needs of women of all backgrounds at different stages of life?
- Which women might it inadvertently exclude?
- How are you accounting for the diverse and intersectional needs of women?
- Does it drive sustained change and impact?

In line with these considerations, we highly recommend organisations review and utilise relevant national frameworks and standards focused on organisational change towards gender equality. These standards can serve as valuable tools for ensuring your project's design fosters gender equity in a meaningful and sustained way. Some key frameworks to consider are:

- [Positive Duty | Preventing Workplace Sexual Harassment](#) Positive Duty 7-Standards
- [An **all-inclusive** approach to governance and leadership in Australian Sport](#)
- [National Work + Family Standards](#) (Family Friendly Workplaces)
- [Working for Women – A Strategy for Gender Equality](#) – Australian Government
- [Champions of Change 7-Switches: A Guide for inclusive gender equality by design](#)
- [Workplace Gender Equality Agency](#) (WGEA) 6 Gender Equity Indicators
- [Fixing the leaky pipeline action plan](#) - Women in High Performance coaching



6. The assessment criteria

Applicants must address all the following assessment criteria in the application.

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

Organisation Grants	Weighting
1. Alignment to one or more of the program outcomes including how the project aligns with the organisation's commitment to gender equity.	15%
2. Clearly outlines how the program design will be: <ol style="list-style-type: none"> Underpinned by relevant national frameworks and standards; Informed by an intersectional* approach; and Centred in lived experiences and voices of women and girls 	40%
3. Clearly identifies all essential project management requirements including: <ol style="list-style-type: none"> Key deliverables and timeline for carrying out the project Expected number of participants Project risks including strategies to mitigate these risks Any external consultants, facilitators and subject matter experts that will be engaged (a) Details the proposed budget for the project, including the organisation's contribution to the project financially and/or in-kind (e.g. staffing resources). The proposed budget should be clear, realistic and demonstrate value for money.	15%
4. Clearly outlines how the project will support systemic and sustained gender equality outcomes. This should include evaluation methods and the steps the organisation will take to embed learnings post the completion of the project.	30%

* For information on intersectionality, please refer to the following resource: [An all-inclusive approach to governance and leadership in Australian sport.](#)

6.1 Supporting Documentation

A letter of support must accompany the Organisation Grant application (uploaded at time of application).

The following information needs to be addressed in the letter:

Please limit the supporting letter to one page

- Outline the support and commitment to the project on behalf of the organisation:
 - It is expected the Chair, CEO or member of the executive team have responsibility for championing this project
 - Diversity, Equity and Inclusion training which the ASC will advise and fund during 2025-26.



- c. Inclusion of senior leaders as participants in the Diversity, Equity and Inclusion training.
2. Identify how this project contributes to achieving the priorities of the organisation, include any relevant statistics and data
3. The letter must be signed by the CEO/ Chair/ or equivalent.

Please note: If you are the CEO applying on behalf of the organisation, please seek endorsement from Chair or Board member.

7. How to apply

Before applying, applicants must read and understand these guidelines.

To apply, applicants must:

- check eligibility
- complete the online grant application form on [Smartygrants](#)
- provide all the information requested
- address all eligibility criteria and assessment criteria
- include all necessary attachments
- submit your application via [Smartygrants](#) by 5.00pm* (AEST) Monday 7 April 2025.

Please ensure your application is complete and the information is accurate, prior to submitting it. Giving false or misleading information is a serious offence under the Criminal Code Act 1995 (Cth). We will investigate any false or misleading information and may exclude your application from further consideration.

If you find an error in your application after submitting it, you should contact us immediately at wlis@ausport.gov.au or by calling 02 6214 1463. **Please note: the ASC may not accept any additional information, nor requests from you, to correct your application after applications have closed.**

Application changes after the closing date and time are not permitted.

Applicants should keep a copy of the submitted application and any supporting documents.

An automated email from the ASC grant management system confirming receipt of your application will be generated after submission. If you do not receive an email, please contact us on the details below.

If you require any support or guidance with the application process or if you are unable to apply online, please contact us:

Email: wlis@ausport.gov.au or by calling 02 6214 1463



7.1 Timing of grant opportunity processes

You must submit an application between the published opening and closing dates. We cannot accept late applications.

2025 WLIS Organisation Grants Program	Timeframe
Applications open	9:00am (AEDT) Monday 24 February 2025
Applications close	5:00pm* (AEST) Monday 7 April 2025
Outcomes notified to all applicants	June 2025
Successful grants payment processed	June 2025

*Applications must be submitted before 5:00pm AEST. Late or incomplete applications will not be accepted.

Please note the closing times and time differences for each state below.

QLD, NSW, ACT, VIC, TAS: 5:00pm

SA & NT: 4:30pm

WA: 3:00pm

If you are successful, we expect you will be able to commence your grant project around July 2025.

Table 1: Expected timing for this grant opportunity

Activity	Timeframe
Assessment of applications	April/May 2025
Approval of outcomes of selection process	May/June 2025
Negotiations and award of grant agreements	June 2025
Notification to unsuccessful applicants	June 2025
Earliest start date of grant project	July 2025
End date of grant activity or agreement	30 June 2026



8. The grant selection process

8.1 Assessment of grant applications

Applications will first be assessed against the eligibility criteria.

If eligible, we will assess your application against the assessment criteria (see Section 6) and against other applications. We consider your application on its merits, based on:

- how well it meets the criteria
- how it compares to other applications
- whether it provides value with relevant money.

When assessing the extent to which the application represents value for money, we will have regard to:

- the overall objective/s to be achieved in providing the grant.

the relative value of the grant sought.

the extent to which the evidence in the application demonstrates that it will contribute to meeting the objectives.

- how the grant activities will target groups or individuals.

8.2 Who will assess applications?

An internal assessment panel will convene and assess all eligible applications against the criteria and value for money. The assessment committee will be made up of ASC staff.

The assessment panel will make their recommendations to the Grant Approver, who is responsible for the final decision including:

- The approval of the grant recipients
- The grant amount to be awarded, and
- The terms and conditions of the grants.

8.3 Who will approve grants?

The 'Grant Approver for this grant program, is the ASC's Executive General Manager, Diversity, People and Culture. They will make the final decision as to the grant recipients and funding amounts, after considering the recommendations from the assessment panel and the availability of grant funds for the purpose of the WLIS organisation grants program.

The grant approver's decision is final in all matters, including:

- the approval of the grant
- the grant funding amount to be awarded
- the 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

The ASC will advise applicants of the outcome of applications in writing.

If successful, we will advise you of any specific conditions attached to the grant.

9.1 Feedback on your application

If your application is unsuccessful, you may ask for feedback within five (5) business days of being advised of the outcome. The ASC will provide written feedback within one month of the request.

10. Successful grant applications

10.1 The grant agreement

Successful National Sporting Organisation (NSO) applicants will enter into an NSO grant agreement with the ASC. Successful State Sporting Organisations (SSO) will be required to accept the terms and conditions of the grant program, as per Appendix A.

An NSO grant agreement must be executed with or SSO terms and conditions accepted, before we can make any payments. We are not responsible for any expenditure until an NSO grant agreement is executed or SSO terms and conditions are accepted.

The ASC may recover grant funds if there is a breach of the grant agreement or terms and conditions.

10.2 How we pay the grant

The grant agreement and/or terms and conditions will state the maximum grant amount to be paid.

We will not exceed the maximum grant amount under any circumstances.

10.2.1 Payment Structure

Single Upfront Payment

We will pay 100 per cent of the grant on execution of the grant agreement or acceptance of terms and conditions. You will be required to report how you spent the grant funds at the completion of the grant activity or project.

10.3 Grant payments and GST

If your organisation is GST-registered, where applicable, you will be paid the approved grant amount plus GST.

11. Announcement of grants

If successful, your grant will be listed on the ASC website no later than twenty-one calendar days after the date of effect.



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 project or organisation.

We need to know of any key 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.

You must also inform us of any changes to your:

- name
- addresses
- nominated contact details
- bank account details

If you become aware of a breach of terms and conditions under the grant agreement, you must contact the ASC in writing, immediately via wlis@ausport.gov.au.

12.2 Reporting

You must submit reports in line with the grant agreement and/or terms and conditions.

We will remind you of your reporting obligations before a report is due.

We will expect the following to be completed:

- Enter into an NSO grant agreement with the ASC or abide by the terms and conditions of the agreement (Appendix A).
- Ensure frequent communication with the WLIS team to facilitate discussions about the project, share progress updates, discuss its intended execution, and ensure its continued viability within the organisation.
- Present a case study and/or showcase at the conclusion of the project to demonstrate the outcomes and impact achieved.
- Complete an acquittal report and provide proof of payment using the template provided by the ASC including receipts within 30 days of completing the project.
- Complete the Diversity, Equity and Inclusion training workshop, which the ASC will advise and fund during 2025.
- Promote the project and ASC's contribution across the organisation's external channels (e.g., website, social media, press release etc.)

12.3 Financial declaration

We may ask you to provide a declaration that the grant money was spent in accordance with the grant agreement and to report on any underspends of the grant money.



12.4 Grant agreement variations

We recognise that unexpected events may affect the progress of a grant project. In these circumstances, you can request a variation to your grant agreement. You can request a variation by contacting the ASC in writing, via wlis@ausport.gov.au.

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 Record keeping

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

12.6 Evaluation

We may evaluate the grant program to measure how well the outcomes and objectives have been achieved. We may use information from your application and reports for this purpose. We may also interview you or 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 12 months after you finish your grant for more information to assist with this evaluation.

12.7 Acknowledgement

The program logo should be used on all materials related to grants under the program. Whenever the logo is used, the publication must also acknowledge the Commonwealth as follows:

“The ASC manages the Women Leaders in Sport program which is an Australian Government initiative.

13. Probity

The Australian Government will make sure that the grant opportunity process is fair, is conducted according to the published grant opportunity guidelines, incorporates appropriate safeguards against fraud and corruption, unlawful activities and other inappropriate conduct and is consistent with the Commonwealth Grant Rules and Principles.

Applicants should be aware of their obligations under the National Anti-Corruption Commission Act 2022, noting that under the Act grantees will generally be considered ‘contracted service providers’ [see <https://www.nacc.gov.au/resource-centre/nacc-fact-sheets>].

13.1 Enquiries and feedback

The ASC welcomes your feedback and complaints. All complaints about a grant process must be provided in writing.

Any questions you have about grant decisions for this grant program should be submitted online to [Feedback and Complaints | Australian Sports Commission](#).

If you do not agree with the way the ASC has handled your complaint, you may complain to the Commonwealth Ombudsman. The Ombudsman will not usually consider a complaint unless the matter has first been raised directly with the ASC.

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 Conflict of interest

Any conflicts of interest, or perceived conflicts of interest can affect the performance of the grant opportunity or program. There may be a conflict of interest, or perceived conflict of interest, if ASC staff, any member of a committee or advisor and/or you or any of your personnel, including sub-contractors:

have a professional, commercial or personal relationship with a party who can influence the application selection process, such as an Australian Government officer [or member of an external panel]

- have a 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 or
- have a 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 interests or that, to the best of your knowledge, there are no conflicts of interest.

If you later identify an actual, apparent, or perceived conflict of interest, you must inform the ASC 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) of the Public Service Act 1999). Committee members and other officials including the decision maker must also declare any conflicts of interest.

13.3 Privacy

The ASC treats your personal information according to the Privacy Act 1988 and the Australian Privacy Principles. 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.

As part of your application, you declare your ability to comply with the Privacy Act 1988 and the Australian Privacy Principles and your intention to 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 ASC would breach an Australian Privacy Principle as defined in the Act.

13.4 Confidential information

Other than information available in the public domain, you agree not to disclose 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, 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 three conditions below:

5. you clearly identify the information as confidential and explain why we should treat it as confidential
6. the information is commercially sensitive
7. 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:

- the [committee] and other Commonwealth employees and contractors to help us manage the program effectively, including for an integrity purpose

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, Privacy Commissioner or National Anti-Corruption Commissioner, or staff of their agencies
- the responsible Minister or Parliamentary Secretary, or
- 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 in the possession of the Australian Government, including those about this grant opportunity, are subject to the Freedom of Information Act 1982 (FOI Act).

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

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

By email: foi.officer@ausport.gov.au



14. Glossary

Term	Definition
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.
contracted service provider	A contracted service provider is a person who is a party to a Commonwealth contract or is a party to a subcontract with a contracted service provider and is responsible for the provision of goods or services under contract, either directly or indirectly.
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.
eligibility criteria	refer to the mandatory criteria which must be met to qualify for a grant. Eligibility criteria should be developed to enable objective validation and are either 'met' or 'not met'. Assessment criteria may apply in addition to eligibility criteria.
grant	for the purposes of the Commonwealth Grant Rules and Principles, a 'grant' is an arrangement for the provision of financial assistance by the Commonwealth or on behalf of the Commonwealth: <ul style="list-style-type: none"> a. under which relevant money¹ or other Consolidated Revenue Fund (CRF) money² is to be paid to a grantee other than the Commonwealth; and 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 [entity] Portfolio Budget Statement Program.
grantee	the individual/organisation which has been selected to receive a grant.

¹ Relevant money is defined in the Public Governance Performance Act. See section 8, Dictionary.

² Other CRF money is defined in the Public Governance Performance Act. See section 105, Rules in relation to other CRF money.

**value for money**

value for money in this document refers to 'value for 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;
- fitness for purpose of the proposal in contributing to government objectives;
- that the absence of a grant is likely to prevent the grantee and government's outcomes being achieved; and

the potential grantee's relevant experience and performance history.



Appendix A: Terms and Conditions for 2025 WLIS Organisation Grants

1. If the Australian Sports Commission (ASC) decides to issue a grant (Grant) to the applicant under the Women Leaders in Sport Program (Program), the Grant will be made subject to these terms and conditions.
2. These terms and conditions, together with the notification from the ASC providing details of the Grant award (Successful Notification), will constitute an enforceable agreement between the ASC and the successful applicant (Recipient) upon the Recipient accepting the Grant offer, as required by the Successful Notification.
3. The ASC will make a single payment of the Grant amount to the Recipient subject to sufficient funding being available to the Program and the Recipient complying with this Agreement.
4. The Recipient must:
 - a. Complete the project activity as detailed in their Successful Notification (Activity);
 - b. Complete the Diversity, Equity and Inclusion training workshop, which the ASC will schedule and fund during 2025.
 - c. Promptly notify the ASC of anything reasonably likely to affect the completion of the Activity;
 - d. Comply with all applicable Commonwealth, state and territory laws in conducting the Activity, including anti-discrimination legislation;
 - e. Without limiting clause 4(c), comply with all state, territory and Commonwealth laws relating to the employment or engagement of people who work or volunteer with children or vulnerable people in relation to the Activity, including mandatory reporting and working with children and/or vulnerable people checks however described, and if requested, provide the ASC with evidence of compliance with this clause 4(d);
 - f. Meet the eligibility criteria relating to the [National Redress Scheme](#), set out under the Grant Program guidelines, at all times during the terms of this Agreement;
 - g. Have an anti-doping policy in place and/or adopt the Australian National Anti-doping Policy;
 - h. Not do anything to bring the Recipient, the Program or the ASC into disrepute;
 - i. Only use the Grant for the purpose of undertaking the Activity;
 - j. Keep records detailing the use and expenditure of the Grant, and make them available to the ASC or its authorised representatives, on request;
 - k. Provide to the ASC within 30 days of completion of the Activity:
 - (i) a statement and accompanying evidence in the form required by the ASC, verifying that the Activity has been successfully completed and the Grant has been spent in accordance with this Agreement; and
 - (ii) a report on the Activity, in the form required by the ASC;
 - l. If the Activity includes awarding accreditation or qualification to the participants of the Activity, provide to the ASC documentary evidence (including proof of completion) of the accreditation or qualification within 30 days of award; and
 - m. Promptly repay to the ASC, any amount of the Grant which has not been used on approved expenditure of the Activity.
5. Without limitation to any other rights of the ASC, if the ASC reasonably believes, at any time following the award of the Grant, that:
 - n. The Recipient has provided false or misleading information in the application process;
 - o. The Grant has been spent other than in accordance with this Agreement; or



- p. The Recipient will not complete the Activity or has otherwise breached any of their obligations under this Agreement,
 - q. then the ASC may by written notice, terminate this agreement and/or require the Recipient to repay to the ASC, at the ASC's absolute discretion, all or part of the Grant. The amount notified must be repaid within 30 days of any such notice.
6. When dealing with Personal Information (as defined in the *Privacy Act 1988*), in carrying out the Activity, the Recipient agrees not to do anything which, if done by the ASC, would be a breach of the *Privacy Act 1988*.
7. The details of the organisation (including name, state, sport, the value of the Grant awarded, a brief description of the purpose for the Grant, and any photo or video footage produced in connection with the Program) may be released by the ASC to the public and the media for the use of promotional and educational purposes.
8. The Recipient must, if requested by the ASC, cooperate with ASC activities for the purpose of education and/or review of the Programs' impact and success for future recipients.
9. The Recipient is responsible for obtaining all appropriate insurances with respect to undertaking the Activity and complying with these terms and conditions.
10. The Recipient agrees to indemnify the ASC and its officers, employees and contractors against any claim, loss or damage arising in connection with undertaking the Activity, or a breach of this Agreement. This obligation to indemnify the ASC will reduce proportionally to the extent that any act or omission involving fault on the part of the ASC, contributed to the claim loss or damage.
11. When acknowledging the ASC's Women Leaders in Sport grants please use the words below:

"The ASC manages the Women Leaders in Sport program which is an Australian Government initiative"
12. This Agreement does not create a relationship of employment, partnership or agency between the Recipient and the ASC.
13. This agreement is governed by the law of the Australian Capital Territory.



Australian Government
Australian Sports Commission



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