



# Regional Development Australia (RDA) Committees Program Guidelines

<b>Opening date:</b>	Not applicable
<b>Closing date and time:</b>	Not applicable
<b>Commonwealth policy entity:</b>	Department of Infrastructure, Transport, Regional Development and Communications
<b>Administering entity</b>	Department of Infrastructure, Transport, Regional Development and Communications
<b>Enquiries:</b>	If you have any questions, contact RDA Program Management <a href="mailto:RDA@infrastructure.gov.au">RDA@infrastructure.gov.au</a> .
<b>Date guidelines released:</b>	26 February 2021
<b>Type of grant opportunity:</b>	Demand-driven (Eligibility-based)

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## 1. Regional Development Australia (RDA) Committees Program processes

### **The RDA Committees Program is designed to achieve Australian Government objectives**

This grant opportunity is part of the above grant program which contributes to the Department of Infrastructure, Transport, Regional Development and Communications' (the Department) Outcome 3.1: Regional Development. The Department works with stakeholders to plan and design the grant program according to the [\*Commonwealth Grants Rules and Guidelines\*](#).



### **The grant opportunity opens**

We publish the grant guidelines on [GrantConnect](#).

The grant is an ongoing Australian Government program with no specific opening date. The current funding period is to 30 June 2025. This is a demand-driven grant opportunity for RDA Committees and the Indian Ocean Territories Regional Development Organisation (collectively referred to as RDAs).



### **We enter into a grant agreement**

The Department will enter into a grant agreement with RDAs which sets out the terms and conditions of the grant. The Assistant Minister for Regional Development and Territories (the Minister) may decide to extend the existing grant agreement for a period.



### **Delivery of grant**

RDA Committees undertake the grant activity as set out in the grant agreement. The Department manages the grant by working with RDAs, monitoring their performance and making payments.



### **Evaluation of the RDA Committee Program**

The Department has developed a Monitoring and Evaluation Framework to manage the performance of RDA Committees and assist them to improve through the provision of targeted feedback and capacity building support. Under this Framework, the Department will undertake periodic effectiveness reviews as required and an evaluation of the RDA program as a whole at the end of each grant agreement period.

## 1.1 Introduction

These guidelines contain information for the RDA Committees program grants.

The Regional Development Australia Committees (RDA) program is a national network of 52 Committees and the Indian Ocean Territories Regional Development Organisation (collectively referred to in this document as RDAs). RDAs are made up of volunteer local leaders who work with all levels of government, business and community groups to support economic development in their regions.

This document sets out:

- The purpose of the grant program;
- The eligibility criteria;
- How grantees will be monitored and evaluated; and
- Responsibilities and expectations in relation to the opportunity.

## 2. About the grant program

The RDA Committees program was established in 2008 and is an Australian Government initiative that brings together all levels of government.

The objectives of the program are to:

- Enhance the development of Australia's regions.
- Build partnerships to develop strategies and deliver sustainable infrastructure and services in each Committee's region.

The intended outcomes of the program are:

- Increased economic opportunities and investment in each Committee's region.
- Increase trade and job creation.
- Cooperative effect with all levels of government, industry, community and other regional stakeholders, leading to improved economic development outcomes.
- Achieve Government program objectives and maximise access to Government programs and grants.
- Provide advice which supports development outcomes.

The Australian Government's relationship with each RDA is governed by a Grant Agreement<sup>1</sup> which defines the outcomes required and each RDA's reporting obligations.

In addition to the Commonwealth's funding, funding is also provided by the Victorian Government for Victorian RDAs and the South Australian Government and the Local Government Association of South Australia (LGASA) for South Australian RDAs. The Tasmanian and Northern Territory Governments provide in kind support for the RDAs in their respective jurisdictions.

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<sup>1</sup> <https://rda.gov.au/members/documents/index.aspx>

All RDAs (except those in Victoria) are independent incorporated associations. As RDAs are not for profit bodies, they are responsible for their own corporate governance (consistent with relevant state legislation) and determining their own activities, in line with their Grant Agreement obligations.

In Victoria, RDAs are administered by the Victorian Government Department of Jobs, Precincts and Regions (DJPR). Regional Development Victoria (RDV), a statutory agency within the DJPR portfolio, administers regional RDAs and RDA Melbourne is administered by the Office of Suburban Development within DJPR. RDA staff are Victorian public servants based in RDV offices in the regional RDAs and within DJPR offices for the Melbourne RDA.

The Department provides support and advice to RDAs about their obligations under the Grant Agreement through the *Regional Development Australia Better Practice Guide*<sup>2</sup> and the *Regional Development Australia Appointments Guide*. These guides provide advice on appointments and planning, reporting and operational processes. The Better Practice Guide also includes a mandatory Code of Conduct and Ethics for Committee Members and Personnel that all RDAs must follow.

Many RDAs hold third party contracts to deliver outcomes on behalf of other Commonwealth and state government agencies. In addition, RDA Committees may choose to provide 'fee for service' for activities for stakeholders in their regions.

RDA Chair appointments are made by the Minister.

The Chair recommends Deputy Chair appointments to the Minister for agreement once appointment processes are completed. Members are appointed directly by their Chairs. In Victoria and South Australia jurisdictions, the appointment of Deputy Chairs must be agreed by the Minister and the relevant Victorian or South Australian Government Ministers and in the case of South Australian RDAs the President of LGASA.

The Department administers the program according to the [Commonwealth Grants Rules and Guidelines \(CGRGs\)](#)<sup>3</sup>

## 3. Grant amount and grant period

### 3.1 Grants available

The Australian Government provides ongoing funding for the program as published in Outcome 3.1 of the Department's Portfolio Budget Statements (PBS). The Australian Government has committed funding of \$86.5 million to 30 June 2025 for the RDA Committees program. There are two funding streams:

- funding to support the operational requirements for RDAs (\$83 million), and
- funding for administrative requirements, collaboration and capacity building and for ad hoc purposes as directed by the Minister (\$3.5 million).

The Australian Government has committed funding from 1 January 2021 to 30 June 2025 for the RDA Committees program.

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<sup>2</sup> <https://rda.gov.au/members/documents/index.aspx>

<sup>3</sup> <https://www.finance.gov.au/government/commonwealth-grants/commonwealth-grants-rules-and-guidelines>

The amount of funding provided to each RDA was originally determined based on historical allocations which took into account the operational requirements of the Committees, the geographic coverage of the region and the total amount of funding available under the Program. Ministerial approval to maintain historic allocations was provided in late-2017 and again in mid-2020. Noting the Minister has approved minor adjustments in October 2020 as a result of the change of role for standalone Capital City RDAs. Any changes to RDA funding allocations are to be approved by the Minister.

Approval is sought from the Minister under section 71 of *the Public Governance, Performance and Accountability Act 2013* (PGPA Act) for the Department to retain a portion of the funding to support networking opportunities, capacity building and network administration costs. The current amount retained by the Department is up to \$0.785 million per financial year to fund:

- Insurance coverage for the network
- Advertising of Chair vacancies
- Conducting a program which enhances collaboration and strategic alliances across RDAs and amongst stakeholders, builds the skills and capacity of RDAs (including by providing an Annual National Forum) and improves awareness of the RDA network
- Projects to address a specific need as directed by the Minister (refer to 3.2 for principles which guide the provision of project funding)
- Unforeseen or ad hoc RDA needs as directed by the Minister.

The Minister has discretion to vary the amounts allocated to the above streams. The Minister may also decide to extend the current funding period for a maximum of 12 months.

### 3.2 Project funding principles

The Minister may approve the provision of funding to individual RDAs, a group or alliance of RDAs or to all RDAs to undertake regional development project work which addresses a specific issue or need. In determining this the Minister will consider:

- The nature of the issue or need
- Whether the issue or need is specific to a region, a number of regions or relates to the whole of Australia
- If relevant RDA(s) have the capacity and capability to undertake the project work
- The amount of funding that is to be provided to an RDA(s) to complete a project, and
- The outcomes from the project and the associated reporting to be provided by RDA(s).

## 4. Eligibility criteria

Only RDAs are eligible for funding under the program.

RDAs are required to deliver a set of activities that have been outlined for them by the Australian Government in the RDA Charter (refer **Attachment A**).

At a minimum, to be eligible RDAs must:

- Have an Australian Business Number (ABN)
- Be registered for the purposes of GST
- Have an account with an Australian financial institution, and
- Be located in their region, be an incorporated association (other than in Victoria), an Australian local government body, an Australian State/Territory government body or an Aboriginal and/or Torres Strait Islander Corporation registered under the Corporations (Aboriginal and /or Torres Strait Islander) Act 2006.

## 5. What the grant money can be used for

### 5.1 Eligible grant activities

The funding is to be used to carry out the activities detailed in the RDA Charter (refer **Attachment A**) and deliver to the outcomes described in Section 2.

Funding can also be used to carry out other activities determined by the Minister and/or Department and advised to RDAs. Examples could include but are not limited to:

- Leadership development courses
- Customised governance training
- RDA network memberships to business organisations (eg Australian Institute of Company Directors), and
- RDA network attendance at specified events (eg Australian Local Government Association national congress).

### 5.2 Eligible locations

Grants to RDAs are for activities relating to their region. Regions are defined according to Local Government boundaries as published at <https://rda.gov.au/my-rda/find-my-rda.aspx>.

### 5.3 Eligible expenditure

Funding must be used in accordance with the terms and conditions specified in the Grant Agreement (as varied from time to time) and the Better Practice Guide (as varied from time to time).

Specifically, funding must only be used to carry out the activities and deliver the outcomes detailed in the RDA Charter provided at **Attachment A**. RDAs must agree expenditure items with the Department each financial year via an Annual Business Plan and Budget.

### 5.4 What the grant money cannot be used for

Unless the Department otherwise specifically agree in advance and in writing, funding must not be used to:

- Pay a Chair, Deputy Chair or Committee Member honoraria or sitting fees. Sitting fees or honoraria may be paid from funding sources other than the Department's funding where that source permits such fees to be paid from their funding, and where the RDA Committee's Constitution or Rules of Association allow such payments
- Establish a trust, partnership, subsidiary or entity or acquire shares in an entity

- Acquire real property or any interest in real property other than the lease of the premises at which RDAs undertake the Activity
- Pay for any aspect of a Committee Member's personal or business affairs that are not performed as part of the Activity
- Undertake any legal proceedings (including but not limited to those involving the Commonwealth)
- Make any gift of money or property to any person
- Pay for a sale and lease back arrangement or lease an item of property that an RDA owns
- Undertake any activity for which an RDA receives Other Contributions, or
- Pay the RDA an administrative or other fee that is calculated on a basis other than the costs RDAs actually incur in the performance of the Activity.

## 5.5 Recording program funding

RDAs must identify the receipt and expenditure of the program funding separately within their accounting Records so that at all times the funds are identifiable and ascertainable.

Any interest RDAs earn on the funding must be accounted for as program funding and used for eligible activities.

## 6. How to apply

The program is demand-driven to fund the operational requirements of the RDA Committees and therefore, unless there is a specific need, there are no application processes.

RDAs must read and understand these guidelines and the sample grant agreement.

These documents may be found at [GrantConnect](#). Any alterations and addenda<sup>4</sup> will be published on GrantConnect and by registering on this website RDAs will be automatically notified of any changes. GrantConnect is the authoritative source for grants information.

## 7. The grant selection process

The program will be considered through a demand-driven grant process.

All eligible RDAs will be considered to be successful provided sufficient grant funding is available.

New opportunities will only be considered in the event that an existing RDA is not able to carry out the grant activities. In this case, applications may be sought from other suitably qualified organisations to become an RDA. Where there are opportunities for new RDAs, there will be an application process and eligible organisations will need to address a

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<sup>4</sup> Alterations and addenda include but are not limited to: corrections to currently published documents, changes to close times for applications, Questions and Answers (Q&A) documents and Frequently Asked Questions (FAQ) documents

selection criteria based on the capacity and capability of the organisation to deliver the Charter requirements.

Opportunities to become an RDA will be published on [business.gov.au](http://business.gov.au) and [GrantConnect](#). RDAs will be advised by email about project specific and closed competitive grants as appropriate.

To apply for the above opportunities, interested organisations/RDAs will be required to:

- Complete an online application form which will be available on [www.rda.gov.au](http://www.rda.gov.au)
- Provide all the information requested
- Address all eligibility criteria, and
- Submit their application before the closing date and time.

It will be the applicants' responsibility to make sure their application is complete and accurate. Giving false or misleading information is a serious offence under the *Criminal Code 1995* (Cth). The Department may not process an application if it considers that false or misleading information has been provided. If applicants subsequently find an error in their application, the Department should be notified on 1800 505 938.

If the Department finds an error or information that is missing, the Department may ask for clarification or additional information that will not change the nature of an application. However, the Department can refuse to accept any additional information that would change the RDAs submission after the application closing time.

The Minister will be the decision maker for new RDA opportunities.

## 7.1 Who will approve grants?

If further funding becomes available, or there is surplus funding from within the administered program allocation, the Minister may decide to either allocate funding directly to an RDA or RDAs for specific projects. The Minister may also seek proposals from RDAs for projects which address a specific need. In this situation, project selection will be based on selection criteria which assesses an RDA's capacity and capability to deliver.

## 8. Notification of application outcomes

All eligible RDAs will be considered to be successful provided sufficient grant funding is available.

## 9. Successful grant applications

### 9.1 The grant agreement

RDAs must enter into legally binding grant agreements with the Commonwealth. The grant agreement for each RDA Committee sets out the funding that the Commonwealth provides, the terms and conditions attached to the provision of funding, and agreed Outcomes and Reports. The grant agreement also sets out standard obligations for RDA Committees.

Arrangements with State and Territory governments vary. In most jurisdictions, the grant agreement is between the Commonwealth of Australia (as represented by the Department) and each individual RDA Committee. In Victoria, a single grant agreement with the State of Victoria (as represented by DJPR) covers all Victorian RDA Committees.

The Commonwealth may terminate and cease providing funding to an RDA Committee if there is a breach of the grant agreement.

## 9.2 How the Department pays the grant

The Department will make payments according to an agreed schedule set out in the grant agreement. Payments will be made as soon as practicable after all the following have occurred:

- On receipt, acceptance and approval of all Reports and Plans that are due by the specified payment trigger date
- The specified payment trigger date having occurred, and
- On the Department's receipt of a correctly rendered tax invoice for the payment.

## 9.3 Grant Payments and GST

Payments will be GST exclusive.

Grants are assessable income for taxation purposes, unless exempted by a taxation law. The Department recommends RDAs seek independent professional advice on their taxation obligations or seek assistance from the [Australian Taxation Office](#).<sup>5</sup> The Department does not provide advice on any RDAs particular taxation circumstances.

## 10. Announcement of grants

All RDAs' grants will be listed on the [GrantConnect](#) website within 21 days after the date of effect<sup>6</sup> as required by section 5.3 of the [CGRGs](#).

## 11. How the Department monitors the grant activity

Reports and other required information must be submitted consistent with the timeframes in the grant agreement. Guidance and sample templates for these reports are available in the Guide. RDAs must provide the following reports/information:

- An Annual Business Plan and Budget – this details the RDA's activities for the coming financial year, including its work program, priorities and resources
- An Annual Report on Outcomes – which outlines the RDA's achievements against its Annual Business Plan and Budget, including whether the planned outcomes have been delivered and reporting against the performance measures detailed in the Grant Agreement, and

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<sup>5</sup> <https://www.ato.gov.au/>

<sup>6</sup> See glossary

- The Annual Audited Accounts/the Audited Financial Statements of the RDA – this allows the Department to determine if the financial management practices of the RDA have been effective, financial risks are being controlled and public monies are being spent appropriately.

### 11.1 Evaluation

The Department has developed a Monitoring and Evaluation Framework for the RDA program. Under this framework, the Department will continuously monitor each RDA's performance by:

- Reviewing the RDA's planned activities and delivery of outcomes, as described in information provided by RDAs in their Annual Business Plan and Budget and Annual Report on Outcomes. Unless otherwise advised by the Department, Annual Business Plans and Budgets are due to be provided by 30 June each year and Annual Reports on Outcomes are due by 30 September each year. The documents are reviewed and feedback is provided within 28 days of receipt
- Regularly discussing each RDA's progress in delivering outcomes with relevant RDA staff. Progress discussions are held at least quarterly and the matters discussed are recorded for future reference by the Department
- Holding discussions and seeking feedback from stakeholders regarding how the work of the RDA has impacted the region. This occurs via an annual stakeholder feedback survey. The outcomes of the survey are shared and discussed with RDAs and opportunities for improvement should be incorporated into the future Annual Business Plans and Budgets of the RDAs. The outcomes also informs the design and implementation of the Department's capacity building program, and
- Providing feedback to RDAs during quarterly progress meetings regarding the delivery of outcomes and developing agreed action plans to address any performance issues.

In addition, the Department will undertake periodic effectiveness reviews as required and an evaluation of the RDA program as a whole at the end of each grant agreement period.

The Department may contact RDAs up to one year after the end of the grant for more information to assist the evaluation process.

Further information regarding these processes is provided in the Monitoring and Evaluation Framework. Details can be provided on request.

### 11.2 Acknowledgement

The RDA program logo is to 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:

'An Australian Government initiative'.

## 12. 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 CGRGs.

These guidelines may be changed from time-to-time by the Department. When this happens the revised guidelines will be published on GrantConnect.

### 12.1 Enquiries and feedback

The Department's [Feedback and Complaints Process](#) apply to complaints about this grant opportunity. All complaints about a grant process must be provided in writing.

Any questions about grant decisions for this grant opportunity should be sent to [rda@infrastructure.gov.au](mailto:rda@infrastructure.gov.au).

If a complainant does not agree with the way the Department has handled their complaint, they may complain to the [Commonwealth Ombudsman](#). The Ombudsman will not usually look into a complaint unless the matter has first been raised directly with the Department.

The Commonwealth Ombudsman can be contacted on:

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

### 12.2 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 staff, any member of a committee or advisor and/or RDA members and/or staff:

- 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
- has 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
- has 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.

RDA members will be asked to declare, as part of their membership application, any perceived or existing conflicts of interests or that, to the best of their knowledge, there is no conflict of interest.

If an RDA member later identifies an actual, apparent, or perceived conflict of interest, you must inform the RDA Committee and the Department in writing immediately.

Where a conflict of interest is declared, the RDA member must set out in writing to the Department how the conflict of interest will be managed and mitigated.

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.

The Australian Government publish their conflict of interest policy on the Australian Public Service Commission website <https://www.apsc.gov.au/conflicts-interest>.

### 12.3 Privacy

The Department treats all personal information according to the [Privacy Act 1988](#) and the [Australian Privacy Principles](#). This includes letting individuals know:

- what personal information is collected
- why the Department collected personal information, and
- who that personal information is given to.

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

RDAs are required, as part of their Grant Agreement, to declare that they will comply with the Australian Privacy Principles and impose the same privacy obligations on any subcontractors they engage to assist with the activity. Personal information can only be disclosed to someone else if RDAs and/or members are given reasonable notice of the disclosure; where disclosure is authorised or required by law or is reasonably necessary for the enforcement of the criminal law; if it will prevent or lessen a serious and imminent threat to a person's life or health; or if RDAs and/or members have consented to the disclosure.

The Australian Government may also use and disclose 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.

The Department may share the information given to it with other Commonwealth entities for purposes including government administration, research or service delivery, according to Australian laws.

As part of an RDA's application, it declares its ability to comply with the *Privacy Act 1988* 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 collected, used, stored, or disclosed in connection with the activity. Accordingly, RDAs must not do anything, which if done by the Department would breach an Australian Privacy Principle as defined in the Act.

### 12.4 Confidential Information

Other than information available in the public domain, RDAs agree not to disclose to any person or organisation, other than the Department, any confidential information relating to the grant application and/or agreement, without prior written approval. The obligation will not

be breached where an RDA is required by law, Parliament to disclose the relevant information or where the relevant information is publicly available (other than through breach of a confidentiality or non-disclosure obligation).

The Department may at any time, require RDAs to arrange for members; or employees, agents or subcontractors to give a written undertaking relating to nondisclosure of the Department's confidential information in a form it considers acceptable.

The Department will keep any information in connection with the grant agreement confidential to the extent that it meets all the four 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, and
4. RDAs provide the information with an understanding that it will stay confidential.

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

- the RDA members and other 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, 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.

## 12.5 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 mail: Freedom of Information Coordinator  
Department of Infrastructure, Transport Regional Development and  
Communications  
GPO Box 594  
CANBERRA ACT 2601

By email: [foi@infrastructure.gov.au](mailto:foi@infrastructure.gov.au)

## 13. Glossary

Term	Definition
accountable authority	see subsection 12(2) of the <i>Public Governance, Performance and Accountability Act 2013</i> (PGPA Act)
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
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.
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.
<u><i>Commonwealth Grants Rules and Guidelines</i></u>	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.

Term	Definition
Department	the Department of Infrastructure, Transport, Regional Development and Communications
grant	for the purposes of the CGRGs, 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"> <li>a. under which relevant money<sup>7</sup> or other <u>Consolidated Revenue Fund</u> (CRF) money<sup>8</sup> is to be paid to a grantee other than the Commonwealth; and</li> <li>b. which is intended to help address one or more of the Australian Government's policy outcomes while assisting the grantee achieve its objectives.</li> </ul>
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
<u>GrantConnect</u>	is the Australian Government's whole-of-government grants information system, which centralises the publication and reporting of Commonwealth grants in accordance with the CGRGs
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

<sup>7</sup> Relevant money is defined in the PGPA Act. See section 8, Dictionary.

<sup>8</sup> Other CRF money is defined in the PGPA Act. See section 105, Rules in relation to other CRF money.

Term	Definition
PBS Program	described within the entity's <u>Portfolio Budget Statement</u> , 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
RDAs	Regional Development Australia Committees
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

## Appendix A. RDA Charter



**Australian Government**



### **STRONG, CONFIDENT AND VIBRANT REGIONS**

### **REGIONAL DEVELOPMENT AUSTRALIA CHARTER**

Regional Development Australia (RDA) is a national network of Committees made up of local leaders who work with all levels of government, business and community groups to support the economic development of their regions.

RDA Committees have an active and facilitative role in their communities with a clear focus on growing strong and confident regional economies that harness their competitive advantages, seize economic opportunities and attract investment.

Collaborating with other RDA Committees, all levels of government, and the private sector, RDA Committees will:

- a) Facilitate regional economic development outcomes, investment, local procurement and jobs.
- b) Promote greater regional awareness of and engagement with Australian Government policies, grant programs and research.
- c) Improve Commonwealth regional policy making by providing intelligence and evidence-based advice to the Australian Government on regional development issues.
- d) Co-ordinate the development of a strategic regional plan, or work with suitable existing regional plans that will align with the Commonwealth's regional priorities.

**Assistant Minister for Regional Development**

**28 October 2020**