

Aboriginal Affairs NSW

2025 NAIDOC Grants Program Guidelines

2025 NAIDOC Grants Program



Grant Program Details	
Opening date and time	10 March 2025, 10:00AM
Closing date and time	21 April 2025, 4:00PM
Application outcome date	9 June 2025
Project delivery timeframe (for successful applications)	1 July 2025 to 30 November 2025
Decision-maker	Deputy Secretary Aboriginal Affairs NSW
NSW Government Agency	Aboriginal Affairs NSW
Type of grant opportunity	Open, competitive
Grant value (total available funding for the grant and the available individual grant amounts, excluding GST)	<p>Minimum amount \$500</p> <p>Maximum amount \$5,000</p> <p>Maximum amount is dependent on applicant type, see Section 1.2 Grants Value.</p> <p>Total Funding \$300,000</p>
Enquiries	<p>AANSW Community Investments team email grants@aboriginalaffairs.nsw.gov.au or call on 1800 019 998</p> <p>Regional office enquiries, please see section 6.2 for details.</p>

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Overview of 2025 NAIDOC Grants Program

1 Overview of 2025 NAIDOC Grants Program

The *National Aborigines and Islanders Day Observance Committee* – NAIDOC - is celebrated nationally each year in the first full week of July (Sunday to Sunday). The committee was once responsible for organising national activities during NAIDOC Week and the acronym has since become the name of the week itself.

Aboriginal Affairs NSW (AANSW) supports NAIDOC Events across NSW, to celebrate and recognise the history, culture and achievements of Aboriginal and Torres Strait Islander peoples through an open and competitive grant funding opportunity. AANSW invites eligible community-based organisations to submit applications to the 2025 NAIDOC Grants Program.

The theme for NAIDOC week 2025 is *The Next Generation: Strength, Vision & Legacy*. Please follow link to see more at <https://www.naidoc.org.au/about/naidoc-theme>

NAIDOC 2025 events and activities funded under AANSW 2025 NAIDOC Grants Program must be held between 1 July 2025 and 30 November 2025.

1.1 Purpose and NAIDOC Grants Program objectives

To support the holding of events and activities in NSW to celebrate NAIDOC week (6 July 2025 to 13 July 2025) that:

- Celebrate Aboriginal and Torres Strait Islander history, culture and achievements
- Align with the theme of NAIDOC Week in 2025
- Promote a greater awareness and understanding of Aboriginal history and/or culture within the broader local or regional community

1.2 2025 NAIDOC Grants value

AANSW has allocated \$300,000 for the 2025 NAIDOC Grants Program

- Minimum grant amount \$500
- Maximum grant amount \$5,000 – refer below for eligible organisations
- Applicants may only apply for **one** grant from the 2025 NAIDOC Grants Program
- An eligible applicant may act as an auspice for **one** other applicant

AANSW will allocate tiered funding, informed by the eligibility of applicant organisation type;

- \$5,000 maximum allocation to Aboriginal Community Controlled Organisations and Unincorporated Aboriginal groups with an eligible auspice partner
- \$3,000 maximum allocation to Incorporated not-for-profit organisations and companies
- \$2000 maximum allocation to NSW local councils and Incorporated Cooperatives
- \$1000 maximum to NSW Public Schools if the applicant is an incorporated not-for-profit Parent & Citizens organisation or an incorporated local Aboriginal Education Consultative Group per school
- \$1000 maximum to incorporated trustees on behalf of a trust.

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2025 NAIDOC Grants Selection criteria

2 Selection criteria

Selection criteria for a grant includes both eligibility and assessment criteria. Aboriginal Affairs NSW 2025 NAIDOC Grants, where possible, are distributed to Aboriginal community run and controlled organisations.

2.1 Eligibility criteria

Eligible Applicants

- Incorporated not-for-profit organisations registered with NSW Fair Trading under the Associations Incorporation Act 2009 (NSW)
- Aboriginal Corporations registered under the Corporations (Aboriginal Torres Strait Islanders) Act 2006 (Cth)
- Not-for-profit companies incorporated in Australia under the Corporations Act 2001 (Cth)
- Local Aboriginal Land Councils established under the Aboriginal Land Rights Act 1983 (NSW)
- NSW local councils operating under the Local Government Act 1993 (NSW)
- Incorporated cooperatives (incorporated under state/territory legislation, and commonly have 'Cooperative' in their legal name)
- Incorporated trustees on behalf of a trust, including Catholic School trusts
- Unincorporated Aboriginal groups that have entered into an agreement with an eligible organisation to auspice the funding.

NSW Public Schools

- While NSW Public schools are not eligible to apply to the Program, projects may be held on NSW Public School grounds and/or for the benefit of a school community where the applicant is an eligible organisation (e.g. an incorporated not-for-profit **Parents & Citizens organisation** or incorporated local **Aboriginal Education Consultative Group**).

Unincorporated groups

- If an unincorporated Aboriginal group wishes to apply for a 2025 NAIDOC Grant, it will need to partner with an eligible organisation to receive and administer the funding. The eligible organisation must apply on behalf of the unincorporated group.

Other eligibility requirements

- Be an eligible entity located in NSW, and able to enter into a funding agreement with Aboriginal Affairs NSW Premier's Department
- Have an Australian bank account and an Australian Business Number (ABN)
- Projects must be delivered within NSW
- Applicants must have public liability insurance of at least \$10 million per claim

Ineligible Applicants

You are not eligible to apply if you are

- An Individual
- Federal or State Government agencies and bodies, this includes public schools and hospitals
- For-profit organisations including Aboriginal businesses

- Unincorporated Aboriginal organisations or groups who do not have an eligible auspice partnership
- An applicant or auspice who has been banned due to non-compliance with AANSW Grant requirements
- An organisation with redress sanctions in place, as described in the National Redress Scheme

2.2 Eligible costs for NAIDOC projects and events

Funding is to be used for activities and events that are held in NSW and meet the objectives of the 2025 NAIDOC Grants Program.

The following are examples of the types of NAIDOC Week activities and events that have previously received funding:

- community festivals and fun days
- public exhibitions
- community gatherings
- cultural workshops
- NAIDOC-themed sporting activities or competitions
- school community-based activities
- women's, men's and Elders-only activities

More examples of previously funded projects are available on the NSW grants finder website <https://www.nsw.gov.au/grants-and-funding>

Funding can be used -

- to purchase materials and consumables such as art supplies or catering supplies (excluding alcohol) – for the project or event
- to pay for workshop facilitators, artists and Elders
- for hire fees for the purposes of the activity

Purchasing merchandise

NAIDOC grants funding **can only be used** to purchase merchandise where it is

- NAIDOC themed and
- part of a uniform or outfit to be worn by performers, volunteers or organisers of a NAIDOC event or activity, or
- created as part of an art activity – for example, an artist working with a group of children to develop a local NAIDOC-themed artwork that is printed on bags for the children and/or community.

The total cost of the merchandise **cannot be more than 50%** of the total funding requested from Aboriginal Affairs NSW.

Merchandise must be purchased from recognised Aboriginal businesses. Please visit Supply Nation at <https://supplynation.org.au> for a list of Aboriginal Businesses if you're unable to source your items through local Aboriginal owned and operated suppliers.

Ineligible Costs

- retrospective funding for activities and events that have already been held
- activities that are the responsibility of government agencies
- activities that are exclusively for the benefit of the applicant organisation and its staff, such as cultural capability workshops or training
- activities and events held outside NSW
- capital purchases – any type of building, construction or capital works, including renovations to a building, housing-related costs or the purchase of land
- purchasing equipment such as office equipment, tents and IT equipment
- gifts, including gift cards and merchandise to distribute as gifts
- Activities or events that allow alcohol, tobacco or gambling.
- private events such as those open only to members of a specific organisation
- sitting fees, travel allowances or costs associated with the membership of boards/councils
- operating and administrative costs such as rent, utilities or wages
- costs that are not directly associated with the activity or event

Examples of where **funding cannot be used** to purchase merchandise include:

- items to hand out to people attending an event or participating in activities, such as flags or branded shirts
- items branded with an organisation's name or logo

See the Frequently Asked Questions (FAQs) for further information on what can and cannot be funded.

2.3 Assessment criteria

All applications will be assessed on the following criteria, including 2025 NAIDOC Program objectives

Criteria	What we are looking to see	Weighting
Alignment with 2025 NAIDOC theme	The activity or event supports the 2025 NAIDOC theme	25%
Alignment with the purpose of NAIDOC	The event or activity celebrates Aboriginal and Torres Strait Islander history, culture and achievements	25%
Organisation's capacity to deliver event or activity	Aboriginal people are involved in the development and delivery of the activity or event, as leads and/or in partnership arrangements	25%
Value for money	Show capacity to complete activity or event, including reasonable budget and reporting requirements	25%

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2025 NAIDOC Grants
Application process

3 Application process

3.1 How to apply

Applications are to be completed online at the Aboriginal Affairs NSW online grants platform: aboriginalaffairs.smartygrants.com.au.

Applications will only be accepted by using SmartyGrants. Applicants should give themselves enough time to submit applications using the SmartyGrants online system and to allow for unexpected delays.

For assistance, please refer to the Applicant's Guide (<https://applicanthehelp.smartygrants.com.au/help-guide-for-applicants>)

Applicants can submit a video response to application questions about project objectives and outcomes. Aboriginal Affairs NSW regional staff, who are not involved in the assessment process, are available to support applicants with recording and preparing a file for upload if required.

Regional office contact details are listed at the end of these program guidelines.

One application per applicant/organisation is eligible each calendar year.

Applications must be submitted by 4:00 pm Friday, 11 April 2025.

Applicants must provide a declaration that the information in the application is true and correct, penalties may apply for false or misleading information.

See **FAQs** for more details.

3.1.1 Late submissions or variations to projects

Late applications will not be considered or accepted.

AANSW will only consider variations to funded project budget, timeline and/or scope if:

- the changes align with the original objectives of the grant program and project,
- are within the grant amount, and
- are deliverable within the delivery dates for the program.

3.1.2 Supporting Documents:

Essential documents

- Certificate of currency for **public liability insurance** of minimum **\$10 million**

Recommended documents

- Evidence of budget items, may include invoices or quotes
- Applicants are encouraged to provide supporting documents including evidence of successfully delivering other projects, detailed project plan, reasonable budget etc
- Non-Aboriginal applicant organisations should demonstrate local Aboriginal community support and/or partnerships, (partnership agreements, statements or letters etc must be current and specific to the project)

3.2 Support available to applicants

Applicants can contact the AANSW Community Investments team for information via email or phone grants@aboriginalaffairs.nsw.gov.au or 1800 019 998

Applicants can contact AANSW Regional offices by phone to be directed to staff who can provide support as they will not be involved in making recommendations or decisions about the grant application. *

AANSW Regional Office	Phone number
Illawarra Southern Batemans Bay	02 9288 5575
New England and North-west Tamworth	02 8575 1172
Greater Northern Coffs Harbour	02 9566 8318
Murdi Paaki Broken Hill & Bourke	02 9228 4877
Binaal Billa Dubbo	0455 187 697
Hunter/ Central Coast Newcastle	02 9228 3402
Greater Sydney Sydney	02 8229 2389

Guidelines and Frequently Asked Questions can be accessed online via the AANSW website <https://www.nsw.gov.au/departments-and-agencies/aboriginal-affairs-nsw> and via the SmartyGrants platform aboriginalaffairs.smartygrants.com.au

*AANSW staff must record what support was given to the applicant and the reasons for providing that support in SmartyGrants or Objective as appropriate.

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2025 NAIDOC Grants
Assessment process

4 2025 NAIDOC grants assessment process

4.1 Assessment of 2025 NAIDOC grant applications

Demand for the open and competitive NAIDOC Grants Program is always high. Applications will be assessed and scored against set criteria, those with the highest scores are more likely to be funded.

Applications will be screened for eligibility by Community Investments staff.

Eligible applications will then be assessed by a regional staff member followed by the Regional Managers' panel discussion to confirm recommendations for tiered funding to the Deputy Secretary AANSW.

Type	Assessment	Assessor
Eligibility Checks	Confirmation of applicant eligibility	AANSW Community Investments
Project assessment	Assessment of application, scored against the assessment criteria	AANSW Regional staff
Regional Managers' Panel	Review assessments and allocate tiered funding recommendations to the Deputy Secretary Aboriginal Affairs NSW	AANSW Regional Managers (or delegates)
Decision-maker	Final decision on application based on the regional managers' panel recommendations	Deputy Secretary AANSW

All assessment recommendations will be provided in writing to the Deputy Secretary AANSW. The Deputy Secretary is the final decision-maker considering the recommendations of the assessment panel.

In accordance with section 6.3.2 of the Grants Administration Guide, the Deputy Secretary will not make any decisions about a grant without first receiving written advice from AANSW on the merits of the proposed grant.

Applicants may be offered partial funding if the application includes some ineligible activities or budget items.

AANSW staff may request further information and/or clarification from applicants at any time during the assessment process.

4.2 Notification of application outcome

All applicants will be informed in writing on the outcome of their application after the Deputy Secretary AANSW has approved the request for funding.

4.2.1 Feedback on applications

The applicant can contact the Community investments team at grants@aboriginalaffairs.nsw.gov.au or 1800 019 998 to request feedback on an unsuccessful application. Feedback sessions may be held via Teams meeting or phone call.

There is no appeal process for the 2025 NAIDOC Grants Program.

4.3 Publication of grants information

Details of successful applications including recipient name, funding amount and project location are required to be published on the NSW Government's grant and funding finder [at nsw.gov.au/grants-and-funding](https://nsw.gov.au/grants-and-funding) Details of successful applicants may also be included in

- Public media releases
- The Aboriginal Affairs NSW website and
- Aboriginal Affairs NSW social media

Applicants should be aware that information provided to Aboriginal Affairs NSW may be made publicly available under the *Government information (public access) Act 2009 (NSW)*. Information may also be made publicly available to the NSW legislative Council under Standing Order 52.

Before information is released in response to an application under *GIPA Act*, there will be an assessment of the public interest considerations in favour of and against disclosure of that information and there may be consultation requirements that apply.

All records in relation to this decision will be managed in accordance with the requirements of the *State Records Act 1998 (NSW)*.

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Successful 2025 NAIDOC
Grants applications

5 Successful grant applications

- Successful applicants will be notified in writing through the online SmartyGrants portal
 - An Acceptance of Offer and Funding Agreement form will be opened in the online SmartyGrants portal, to be completed by the successful applicant
-

5.1 Grant agreement

Successful applicants will be required to

- Accept the offer of funding and enter into a Funding Agreement with AANSW within 4 weeks of the offer being made
- Start and complete funded activities or events by the dates specified in the Acceptance of offer and funding Agreement form
- Notify AANSW of any proposed changes to the funded activity or event
- Acknowledge the support of Aboriginal Affairs NSW in accordance with the Funding Acknowledgement Guidelines (<https://www.nsw.gov.au/living-in-nsw/aboriginal-outcomes/grants-and-funding/acknowledging-aboriginal-affairs>)
- Report on outcomes from the activity and acquit the grant within one month of project completion
- Complete a project acquittal report detailing project activities and impact, as well as financial acquittal statement of income and expenditure detailing funds received and what funds were spent on. If the acquittal is not completed within the required timeframe, the applicant will not be eligible to apply for AANSW grants programs until all outstanding reporting and acquittals are completed.

Project variations may be accepted where the requested change aligns with the 2025 NAIDOC Grants Program Guidelines and the original intent of the approved project.

5.2 Grant payments

Some applicants may be approved for and offered partial funding.

All 2025 NAIDOC grant payments will be made after the applicant has submitted the Acceptance of Offer form with a completed Funding Agreement and confirmation of a valid Tax invoice (RCTI to be provided by Community Investments).

5.3 Unspent funds

The recipient must retain all invoices and receipts for the project in accordance with the acceptance of offer and Funding Agreement.

If the recipient is asked to return unspent funds, they must be returned to AANSW within one month of completion of the funded event or activity.

Unspent funds can be returned via Electronic Funds Transfer (EFT). AANSW Community Investments team will provide the bank details for the transfer of unspent funds in writing.

5.4 Indicative reporting and acquittal requirements

The recipient must submit an Acquittal and Completion report in SmartyGrants within one month of the project's end date, unless otherwise agreed to by Aboriginal Affairs NSW.

AANSW Community Investments will notify the recipient at least 1 week before the Acquittal and Completion report is due.

If the recipient does not acquit their project on time with the required information, this may affect their eligibility for future opportunities for AANSW grant funding.

Should contact details for the applicant change, they are required to advise AANSW as soon as is practical.

5.5 Evaluation

The Acquittal and Completion report will be reviewed by a Community Investments team member before evaluation by a nominated regional staff member. Additional information as supporting evidence of alignment with NAIDOC objectives, including specific financial information, may be requested by AANSW staff before the acquittal and completion report is accepted.

6

Additional information and
resources for 2025
NAIDOC Grants

6 Additional information and resources

6.1 Access to information

The GIPA Act provides for the proactive release of government information by agencies and gives members of the public an enforceable right to access government information held by an agency (which includes Ministerial offices). Access to government information is only to be restricted if there is an overriding public interest against disclosure.

The NSW Legislative Council has the power to order the production of State papers by the Executive Government. Standing Order 52 provides that the House may order documents to be tabled by the Government in the House. The Cabinet Office coordinates the preparation of the papers – that is, the return to order. The return to order may contain privileged and public documents. Privileged documents are available only to members of the Legislative Council.

Note that documents submitted as part of a grant application may be subject to an application under the GIPA Act or an order for papers under Standing Order 52.

6.2 Ethical conduct

6.2.1 Conflict of interest management

The following procedures will be put in place to manage any conflicts of interest between AANSW and applicants:

- Conflict of Interest declarations must be completed by all persons involved in performing functions related to the assessment process.
- Regional project officers who assist an applicant with their application will not be involved in assessment for the 2025 NAIDOC Grants Program

6.2.2 Confidentiality

Applicants must not make any press release, public announcement or other communication about Aboriginal Affairs NSW's contribution to their 2025 NAIDOC grant Project or the Funding, without consulting with and obtaining Aboriginal Affairs NSW written consent.

Please view this summary of how to acknowledge AANSW funding contribution in your promotional material

<https://www.nsw.gov.au/living-in-nsw/aboriginal-outcomes/grants-and-funding/acknowledging-aboriginal-affairs>

6.2.3 Aboriginal Cultural and Intellectual Property (ACIP)

Aboriginal Affairs NSW has developed an Aboriginal Cultural and Intellectual Property (ACIP) Protocol that aims to build awareness and respect for Aboriginal culture. The Protocol sets a standard for how Aboriginal Affairs NSW engages with Aboriginal people and communities in regard to their cultural and intellectual property and what we expect from the organisations we fund.

Any Aboriginal Cultural or Intellectual Property submitted in a grant application to Aboriginal Affairs NSW remains the property of the relevant community organisation or Aboriginal person. Aboriginal Affairs NSW will not distribute or communicate any ACIP contained in SmartyGrants and agrees to respect the cultural protocols of Aboriginal people which it may apply to.

6.2.4 Privacy and use of Information

In submitting an application form, the applicant agrees that

- If this project application is successful, the relevant details of the project will be made public, including details such as the names of the organisation (Applicant) and any partnering organisation (non-government organisation), project title, project description, location, anticipated time for completion and amount awarded
- The Department will use reasonable endeavours to ensure that any information received in or in respect of this application which is clearly marked 'Commercial-in-confidence' or 'Confidential' is treated as confidential, however, such documents will remain subject to the Government Information (Public Access) Act 2009 (NSW) (GIPA Act) and
- In some circumstances the Department may release information contained in this application form and other relevant information in relation to this application in response to a request lodged under the GIPA Act or otherwise as required or permitted by law.
- The person who makes an application that contains personal information is responsible for obtaining the consent of the person whom that information is about
- Aboriginal Affairs NSW will not disclose personal information to anybody else unless we are required to do so by law, for example if the information is needed in an emergency
- Information you provide may be shared when Aboriginal Affairs NSW is authorised or compelled to do so, for example, in response to an access request under the Government Information (Public Access) Act 2009 (NSW).
- Any person may request access to their personal information held by Aboriginal Affairs NSW at any time.
- Aboriginal Affairs NSW stores personal information in accordance with its Privacy Management Plan and the *Privacy and Personal Information Protection Act 1998 (NSW)*.

Disclaimer

Every effort has been made to ensure that this publication is free from error and/or omission at the date of publication. Nobody involved in the preparation of this publication has responsibility for the consequences of decisions made by people based on the information contained in these guidelines.