

Aboriginal Affairs NSW

# Cultural Grants Program

2024-2025 Program Guidelines



Grant Program Details	
Application opening date and time	10:00 am on Monday, 18 November 2024
Application closing date and time	4:00 pm on Friday, 21 March 2025 (or before if funds are fully expended)
Application outcomes	Minimum 10 Weeks from the application submission date
Project delivery timeframe (for successful applications)	1st January 2025 to 31 December 2025  Project must be delivered by recipient between 1 January 2025 to 31 December 2025 (this will be a condition of the grant funding).
Decision-maker	Minister for Aboriginal Affairs and Treaty
NSW Government Agency	Aboriginal Affairs NSW
Type of grant opportunity	Open, rolling, non-competitive
Grant value (total funding of the grant program, funding range of individual grant amounts, excluding GST)	Minimum grant amount: \$500 Maximum grant amount: \$20,000 Total funding pool: \$800,000  *Organisations can only receive one grant from the 2024-2025 Cultural Grant Program  An eligible organisation may also act as an auspice for a maximum of two projects of any unincorporated Aboriginal organisation/group, in addition to their own project/application.
Enquiries	For enquiries, contact your nearest regional office (please see section 6.2) or the AANSW Community Investments Team on 1800 019 998 or email <a href="mailto:grants@aboriginalaffairs.nsw.gov.au">grants@aboriginalaffairs.nsw.gov.au</a>

# Contents

<b>1</b>	<b>Overview of Cultural Grants Program.....</b>	<b>2</b>
1.1	Purpose and objectives.....	2
1.2	Funding.....	3
1.3	Eligible and Ineligible Project Costs.....	3
<b>2</b>	<b>Selection criteria.....</b>	<b>6</b>
2.1	Eligibility criteria .....	6
2.2	Assessment criteria.....	8
<b>3</b>	<b>Application Process.....</b>	<b>10</b>
3.1	How to apply .....	10
3.2	Supporting Documents.....	10
<b>4</b>	<b>Assessment Process.....</b>	<b>13</b>
4.1	Assessment of grant applications .....	13
4.2	Notification of application outcome .....	13
4.3	Publication of grants information .....	13
<b>5</b>	<b>Successful grant applications.....</b>	<b>15</b>
5.1	Grant agreement.....	15
5.2	Grant payment: All payments will be made after executing the Funding Agreement .....	15
5.3	Unspent funds .....	15
5.4	Variations.....	15
5.5	Reporting and acquittal requirements.....	16
<b>6</b>	<b>Additional information and resources.....</b>	<b>18</b>
6.1	Access to information.....	18
6.2	Ethical conduct.....	19

# 1

## 2024-2025 Cultural Grants Program Overview

# 1 Overview of 2024-2025 Cultural Grants Program

Aboriginal Affairs NSW (AANSW) 2024-2025 Cultural Grants is a rolling program where applicants can apply at any time during the open period via the online SmartyGrants platform.

Applications Open	10 am on Monday, 18 <sup>th</sup> November 2024
Applications Close	4 pm, Friday 21 <sup>st</sup> March 2025 (or before, if funds are fully expended)
Projects must start on or after	Wednesday 1 <sup>st</sup> January 2025
Projects must be completed on or before	Wednesday 31 <sup>st</sup> December 2025

An organisation can only receive one grant from the 2024-2025 Cultural Grant Program. An organisation may additionally act as an auspice for a maximum of two projects.

Applicants will be notified of the outcome of their applications within a minimum of ten weeks from applying.

The 2024-2025 Cultural Grants Program is a non-competitive program where applications will be assessed in the order they are received. Applications will be accepted at any time during the open period and the assessment panel will meet monthly to assess the applications.

**Late submissions** - Late applications will not be considered unless AANSW determines, at its sole discretion, that it is in the interest of the fairness of the program to accept the late submission. A late submission must have been started by the applicant prior to the closing date and time, and a request for late submission must be received by AANSW no later than one hour after the application closing date and time.

## 1.1 Purpose and objectives

The Aboriginal Affairs NSW (AANSW) 2024-2025 Cultural Grants Program aims to support Aboriginal community organisations and groups across NSW to celebrate Aboriginal culture and hold key cultural events and activities.

### Program Objectives

The AANSW Cultural Grants program objectives are to

- support Aboriginal communities to strengthen, protect, and maintain traditional and contemporary expressions of Aboriginal culture
- support key contemporary Aboriginal cultural events and activities
- contribute to Aboriginal community wellbeing and healing through the use of Aboriginal culture and community connection
- facilitate sharing of Aboriginal cultural knowledge and skills between generations.

Please see Frequently Asked Questions (FAQs) for more information regarding Program Objectives.

---

## 1.2 Funding

To receive funding, projects must:

- Be delivered within NSW
- Meet the objectives of the Cultural Grants Program.

The following are a few examples of the types of activities that may be considered for funding, where they are aligned with the program objectives:

- Women's or Men's gathering on Country
- Culture and wellbeing camps for Aboriginal youth
- Create and digitise Aboriginal history of the local community
- State-wide or regional music and/or cultural festival
- A series of workshops

---

## 1.3 Eligible and Ineligible Project Costs

### 1.3.1 Funding can be used for:

- Consumables – such as catering, equipment items and materials for activities (excluding alcohol) – for the purposes of the project or event
- Hiring equipment to be used for the period of the project or event
- Engaging contractors such as facilitators, trainers and teachers
- Eligible costs associated with holding key state-wide and/or regional Aboriginal sporting and cultural events
- Purchasing minor equipment for event activities up to the value of \$5000 (please refer to the FAQ for guidance on minor equipment)
- Administering the project, with up to 10 percent of the requested AANSW funding amount being able to be used for this task or as auspice fees where there is an auspicing arrangement
- Eligible sole trader/business applicants may include up to 10 percent of the requested AANSW funding amount to cover remuneration costs. Refer to the Frequently Asked Questions (FAQs) for more information.
- Purchasing merchandise such hats, t-shirts, trophies, medals etc up to 10% of the requested AANSW funding amount.

### 1.3.2 Funding cannot be used for:

- Costs for sports teams or cultural groups to attend competitions or events
- Capital costs – any type of building, construction, major equipment, or capital works including renovations to a building, housing related costs or the purchase of land
- Purchase of vehicles
- Wages and salaries and on-costs for ongoing staff
- Wages, salaries and remuneration for sole traders or consultants
- Sitting fees, travel allowance or costs associated with membership of boards/councils
- Activities that may create an ongoing dependency on cultural grant funding, such as funding that is required over multiple years
- Costs that are not directly associated with the delivery of the project

- Activities related to NSW Aboriginal Rugby League Knockout or NAIDOC week events which has a separate funding program
- Retrospective funding for activities and events that have already been held
- International travel costs (proposals for domestic travel costs need to demonstrate the benefits of travel to the project, organisation, and community)
- Operational and business as usual costs.
- any gift vouchers or petrol vouchers etc.

### **Ticketed Events:**

Projected income from the sale of tickets to events must be spent on the same event. The information on income generated from the sale of tickets and spent on budget items must be included in the program budget table in the application form.

### **Sporting Events:**

Eligible costs associated with holding key state-wide and/or regional Aboriginal sporting and cultural events must align with at least one of the objectives of the Cultural Grants program and contribute to Aboriginal community wellbeing and healing.

The Grant Assessment Panel (GAP) will assess if the event/project meets the minimum assessment criteria.

Grant funding cannot be used to cover the costs for sports teams or cultural groups to attend competitions or events (E.G. entry fees to a sporting event, transport costs, accommodation or sponsorship etc.)

### **Annual/Recurring Events:**

Applications for annual or recurring events must meet all assessment criteria, there is no guarantee of funding based on a previous year's successful grant application.

**\*Any projects that require funding over multiple years are not eligible under the 2024-2025 Cultural Grants Program.**

---

# 2

## Selection Criteria

## 2 Selection criteria

---

### 2.1 Eligibility criteria

#### 2.1.1 Eligible applicants

**To be eligible for an Aboriginal Affairs NSW Cultural Grant you must be:**

- **A not-for-profit, Aboriginal Community Controlled Organisation (ACCO), working with Aboriginal communities in NSW, and one of the following organisation types**
  - an Aboriginal and/or Torres Strait Islander Corporation registered under the Corporations (Aboriginal and Torres Strait Islander) Act 2006 (Cth)
  - a company incorporated in Australia under the Corporations Act 2001 (Cth)
  - a Local Aboriginal Land Council (LALC) under the Aboriginal Land Rights Act 1983 (NSW)
  - an Incorporated Association (incorporated under state legislation, and commonly have 'Association' or 'Incorporated' or 'Inc' in their legal name)
  - an Incorporated Cooperative (incorporated under state legislation, and commonly have 'Cooperative' in their legal name)
  - an incorporated trustee on behalf of a trust;

OR
- **An Aboriginal sole trader or business whose primary business activity relates to cultural expression or revitalisation (noting project applied under Cultural Grants Program must not be profit making in nature);**

OR
- **A not -for-profit unincorporated Aboriginal community group with an eligible not-for-profit auspice organisation. Applicants or their auspice organisation must also:**
  - Be an eligible legal entity located in NSW, and able to enter into a funding Deed with Aboriginal Affairs NSW (AANSW), Premier's Department and have an Australian bank account;
  - Have public liability insurance of at least \$10 million per claim or be willing to purchase it and include the cost of insurance as part of the asked project budget within their application.

#### 2.1.2 Eligible applicant definitions

##### **Aboriginal Community-Controlled Organisation (ACCO)**

For the purpose of this grant, an Aboriginal Community-Controlled Organisation working with Aboriginal communities in NSW delivers services that build the strength and empowerment of Aboriginal and Torres Strait Islander communities and people is:

- Incorporated under relevant legislation
- Not-for-profit
- Controlled and operated by Aboriginal and/or Torres Strait Islander people
- Connected to the community or communities in which they deliver the services and
- Governed by a majority (>50%) Aboriginal and/or Torres Strait Islander governing body.

Applicants are encouraged to provide documentation with the application to support the ACCO status, otherwise the eligibility check conducted by AANSW will be based on the available information and deemed as final. *Please see Frequently Asked Questions (FAQs) for more information.*

### Unincorporated Aboriginal Groups

Unincorporated Aboriginal Groups must be Aboriginal community groups – that is, they must be led by Aboriginal people.

If an unincorporated Aboriginal group wishes to apply under the 2024-2025 Cultural Grant Program, they will need to partner with a not-for-profit organisation to receive and administer the funding. An eligible auspice organisation may only act as an Auspice for two applicant organisations in addition to their own application.

### Eligible Auspice Organisations

An auspice organisation can be a non-Aboriginal organisation. An auspice organisation must be a not-for-profit organisation of one of the following:

- an Aboriginal and/or Torres Strait Islander Corporation registered under the Corporations (Aboriginal and Torres Strait Islander) Act 2006 (Cth)
- a company incorporated in Australia under the Corporations Act 2001 (Cth)
- a Local Aboriginal Land Council under the Aboriginal Land Rights Act 1983 (NSW)
- an Incorporated Association (incorporated under state legislation, typically has 'Association' or 'Incorporated' or 'Inc' in their legal name)
- an Incorporated Cooperative (incorporated under state legislation, typically has 'Cooperative' in their legal name)
- an incorporated trustee on behalf of a trust

## 2.1.3 Ineligible applicants

You are **not** eligible to apply if you are:

- An individual (unless you are an Aboriginal sole trader whose primary business activity relates to cultural expression or revitalisation)
- Non-Aboriginal groups or organisations (except for eligible auspice organisations auspicing an unincorporated Aboriginal community group)
- Incorporated not-for-profit organisations not controlled or operated by Aboriginal and Torres Strait Islander people
- Federal and State Government agencies and bodies, including NSW public schools and hospitals
- Unincorporated organisations or groups without an eligible auspicing organisation
- Organisations that have not met project requirements, including acquitting and reporting for any grant funding received from Aboriginal Affairs NSW (AANSW) in the previous two years.
- Organisations with redress sanctions as described in the National Redress Scheme.

### Eligible project/event locations

Projects must take place within NSW and applicants must deliver a service to Aboriginal communities within NSW.

**Note:** Application must be submitted by an authorised contact from the applicant organisation. For more information, please refer to the Frequently Asked Questions (FAQs).

## 2.2 Assessment criteria

The 2024-2025 AANSW Cultural Grants Program is non-competitive program where applications are assessed individually against the assessment criteria without reference to the comparative merits of other applications. Only applications meeting all minimum assessment criteria will be recommended for funding.

Applications will be assessed by the Grant Assessment Panel in the order they are received.

The recommendations made by the Grant Assessment Panel will be final and there will be no appeal to the recommendations or the decision made by the grant decision maker.

### 2.2.1.1 Assessment will be based on the following criteria:

Criteria	Specific information and evidence required
<p><b>Project Quality</b></p> <p>The project aligns with the program aims and objectives.</p>	<p><b>You must show:</b></p> <ul style="list-style-type: none"> <li>that the project meets and addresses the program aims and objectives</li> <li>A detailed project plan</li> <li>A detailed description of activities</li> </ul>
<p><b>Project impact</b></p> <p>Clear description of the project objective, how it will be delivered, how the project will benefit the community, and will make tangible contribution to the cultural health and wellbeing of Aboriginal people in local areas within NSW, along with a list of project activities.</p>	<p><b>You must demonstrate this by submitting:</b></p> <ul style="list-style-type: none"> <li>An explanation of the level of need with information about who will be involved, who the project will benefit, and how this will be achieved.</li> </ul> <p><b>You may also upload:</b></p> <ul style="list-style-type: none"> <li>Evidence of support from the local Aboriginal community i.e. local community groups, or elders. Any Letter of support (LoS) must be current and clearly supporting the organisation and project. The purpose of the LoS is to confirm that the applicant is recognised in the local community and is able to hold the event/project.</li> </ul>
<p><b>Organisation's capacity to deliver the project</b></p> <p>The ability of the organisation to deliver the project objectives based on experience and resources, community supports such as partnerships with other organisations and participation in other community projects</p>	<p><b>You must show your:</b></p> <ul style="list-style-type: none"> <li>Experience managing previous projects, and the outcomes achieved</li> <li>Detail the resources to deliver the project and/or the relevant training and experience of key staff involved in the project</li> <li>Capacity to assess risk and create mitigation plans. For example, if there are any potential risks associated with funding and mitigation plans to manage the risks.</li> </ul>
<p><b>Value for money</b></p> <p>How the implementation of the project/event/activity will achieve high quality outcomes for Aboriginal communities in a cost-effective way</p>	<p><b>You must show this by:</b></p> <ul style="list-style-type: none"> <li>Clearly demonstrating how budget items contribute to the project outcomes.</li> <li>Building a budget that is reasonable and realistic</li> <li>Including any quotes to support the budget line items</li> <li>Submitting a detailed budget aligned with the project activities and plan</li> <li>An implementation plan with explanation of what the funding will do and how it will be spent</li> </ul>

# 3

## Application Process

## 3 Application Process

---

### 3.1 How to apply

Applications must submit a completed application online via Smarty Grants, the Aboriginal Affairs NSW (AANSW) online grants platform (<https://aboriginalaffairs.smartygrants.com.au/>).

Applicants are advised to visit the AANSW website to access Frequently Asked Questions (FAQs), and other available information.

Applicants are encouraged to contact their nearest AANSW Regional Office to discuss their project.

AANSW staff can be contacted at any time by applicants to seek clarity or further information regarding their application.

Unsuccessful applicants will be offered a feedback session if requested and may reapply under the program at any time during the open period.

Requests for feedback Sessions will only be accepted within two months from application notification date.

#### Video Response to Application questions

Applicants can choose to submit a video response to application questions on project objectives and outcomes. AANSW regional staff are available to support applicants with recording and preparing a file for upload if required.

### 3.2 Supporting Documents

The below documents are required before you submit your application:

Requirement	Criteria	Documents (example)
Mandatory	Public liability insurance (PLI) Minimum \$10 million per claim	<ul style="list-style-type: none"> <li>• Certificate of currency Or</li> <li>• Budget includes the purchase of public liability insurance</li> </ul>
Recommended	Evidence of local Aboriginal Community Support	<ul style="list-style-type: none"> <li>• Letter(s) of support from local Aboriginal community (members or organisations)</li> <li>• Letters must be current and specific to the project.</li> <li>• A letter of support from an Alliance or consortium should clearly demonstrate the backing of its membership base.</li> </ul>

Requirement	Criteria	Documents (example)
Recommended	Evidence of costs of goods and services for budget items such as venue hire, accommodation, catering, hiring and/or purchase of equipment (excluding cultural components/services)	<ul style="list-style-type: none"> <li>• Quotes</li> <li>Or</li> <li>• Screen shots of options available online</li> </ul>
Recommended	Evidence of the applicant organisation's ACCO Status	<p>This can include any of the following:</p> <ul style="list-style-type: none"> <li>• Certificate of ORIC registration,</li> <li>• Constitution or Rule book indicating governance structure</li> </ul>

# 4

## Assessment Process

## 4 Assessment Process

---

### 4.1 Assessment of grant applications

The 2024-2025 AANSW Cultural Grants Program is a non-competitive program where applications are assessed individually against the assessment criteria without reference to the comparative merits of other applications. Only applications that are deemed to meet all assessment criteria will be recommended for funding.

All applications will be screened for eligibility. Eligible applications will then be assessed against the assessment criteria by a Grant Assessment Panel (GAP) of AANSW staff.

All assessment recommendations will be provided in writing to the Minister for Aboriginal Affairs and Treaty (the Minister). The Minister is the final decision maker who will consider the recommendations of the Grant Assessment Panel (GAP).

Some applicants may be offered partial funding where budget includes ineligible items.

Applicants who are determined unsuccessful may reapply for funding at any time during the program opening period.

---

### 4.2 Notification of application outcome

All applicants will be notified on the outcome of their application through the AANSW online grant portal, SmartyGrants.

#### 4.2.1 Feedback on applications

If an applicant wishes to seek feedback about an unsuccessful application, they should contact the Community Investments team at [grants@aboriginalaffairs.nsw.gov.au](mailto:grants@aboriginalaffairs.nsw.gov.au) within 2 months of the application outcome date.

\*There is no appeal process under the 2024-2025 Cultural Grants Program.

---

### 4.3 Publication of grants information

The Grants Administration Guide requires that certain information is published in relation to grants awarded no later than 45 calendar days after the funding deed takes effect (see section 6.5 of the Guide and Appendix A to the Guide). This information is also open access information under the *Government Information (Public Access) Act 2009* (NSW) (GIPA Act), which must be made publicly available unless there is an overriding public interest against disclosure of the information.

In accordance with these requirements, relevant information about the grants awarded will be made available on the NSW Government Grants and Funding Finder as soon as possible after the grant funding is approved or declined.

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

# 5

## Successful Grant Applications

## 5 Successful grant applications

Successful applicants will be notified through the online grant portal, SmartyGrants, and will be invited to enter into a Funding Deed with AANSW. An Acceptance of offer form will be opened in the online grant portal Smarty Grants.

Successful applications including recipient name, funding amount and project location are required to be published on the NSW Governments Grant and Funding Finder at [nsw.gov.au/grants-and-funding](http://nsw.gov.au/grants-and-funding). Successful applicants may also be included in AANSW publications and website materials.

---

### 5.1 Grant agreement

#### Funding arrangements and reporting

Successful applicants will be required to:

- Enter into a Funding Agreement with AANSW within three weeks of the offer being made.
  - Start and complete funded activities and events by the dates specified in the Funding Agreement.
  - Notify AANSW of any proposed changes to your funded activity and complete a project variation request.
  - Acknowledge the support of AANSW in accordance with the [Funding Acknowledgement Guidelines](#).
- 

### 5.2 Grant payment

- **All payments will be made after executing the Funding Agreement.**
  - Some applicants may be offered partial funding where budget includes ineligible items, and as recommended by the grant assessment panel.
  - A signed and witnessed Funding Agreement and Tax Invoice must be submitted via the acceptance of offer form in SmartyGrants before payment will be made.
- 

### 5.3 Unspent funds

- If a grant recipient's project is completed and there are unspent funds remaining, these must be returned to Aboriginal Affairs NSW (AANSW), Premier's Department within one (1) month of completion of the funded event/activity.
  - Unspent funds can be returned via Electronic Funds Transfer (EFT). Contact your regional office or the Community Investments team to obtain the bank details.
- 

### 5.4 Variations

A variation is a change to the project that requires an amendment to the Funding Deed. Project variations may be accepted where the requested change aligns with the Program Guidelines and the original intent of the approved project.

The recipient may request a variation to use the funds for other items related to the project, ensuring these items are eligible under the Program Guidelines and are within the scope of the approved project.

The recipient may request a variation to change the project delivery date, provided the date is eligible under the Program Guidelines and aligns with the scope of the approved project.

It is important that you seek approval of any variation from AANSW before the changes are implemented. More information will be expected to support the variation request where the changes are more substantial.

Examples of Minor Variations	Examples of Major Variations
<ul style="list-style-type: none"> <li>• <b>Changes to the approved budget -</b> Minor adjustments within the budget table due to increase/decrease in price.</li> <li>• <b>Change the project delivery date (within the Guidelines) -</b> The new proposed project delivery date must be under the timeline mentioned in the Program Guidelines and within the scope of the approved project</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Additional budget line items -</b> To add or delete any of the approved budget items from the budget table.</li> <li>• <b>Change in project activities -</b> Alter any of the approved project activities.</li> <li>• <b>Change in location -</b> Change to the project delivery location.</li> </ul>

## 5.5 Reporting and acquittal requirements

The recipient will provide AANSW with a “Completion and Acquittal Report” by submitting an Acquittal form in Smarty Grants within one (1) month of the Project unless otherwise agreed to by AANSW.

The Completion and Acquittal form will be reviewed and evaluated by AANSW. AANSW may ask for invoices and/or receipts, financial statements or other evidence that the project was successful and benefited local community as outlined in the application form.

AANSW will email the recipient details on how to access the Completion and Acquittal Report on SmartyGrants at least 1 month before the Project completion date.

All acquittals will be reviewed by AANSW in line with the original funding agreement. AANSW reserves the right to ask for additional information to support the Completion and Acquittal report.

Supporting evidence can be uploaded in SmartyGrants and must include itemised project budget expenditure, as well as photos, social media coverage and links to video clips where relevant.

Where the recipient does not satisfactorily acquit their project, this may affect eligibility for future AANSW grant funding.

# 6

## Additional Information and Resources

## 6 Additional information and resources

### 6.1 Access to information

The *Government Information (Public Access) Act 2009* (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.

Provide any relevant contact details or other sources of information for individuals seeking information from the relevant agency about the GIPA Act and/or Standing Order 52.

#### Applicant Support and Contacts

For questions regarding the Aboriginal Affairs NSW (AANSW) Cultural Grants Program, please contact your nearest AANSW Regional Office on the phone numbers below or email the Community Investments team at [grants@aboriginalaffairs.nsw.gov.au](mailto:grants@aboriginalaffairs.nsw.gov.au)

Region/Office	Phone number
Illawarra Southern Batemans Bay	02 9228 5575
New England North-West Tamworth	02 8575 1172
Greater Northern Coffs Harbour	02 9566 8318
Murdi Paaki Broken Hill	02 9228 3345
Binaal Billa Dubbo	02 6588 7013
Hunter Central Coast Newcastle	02 9228 3402
Greater Sydney Sydney	02 8229 2389

While AANSW regional staff will be pleased to answer questions about the application process, they cannot comment on the content of the application.

---

## 6.2 Ethical conduct

### Other important information

#### 6.2.1 Aboriginal Cultural and Intellectual Property

AANSW 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 AANSW engages with Aboriginal and Torres Strait Islander people and communities regarding their cultural and intellectual property and what it expects from the organisations it funds.

Any Aboriginal Cultural or Intellectual Property submitted in a grant application to AANSW remains the property of the relevant community organisation or Aboriginal person.

AANSW will not distribute or communicate any ACIP contained in SmartyGrants and agrees to respect the cultural protocols of Aboriginal people to whom it may apply.

More information on [Aboriginal Cultural and Intellectual Property Protocol](#) (ACIP), including the Protocol is available on the AANSW website.

#### 6.2.2 Conflict of interest management

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

- Conflict of Interest declarations are to be signed by all persons involved in performing functions related to the assessment process.
- Regional project officers who assist an applicant with an application will not be involved in assessment for that grant program.

#### 6.2.3 Disclosure of information

Information relating to the successful applications will be included in:

- public media releases
- an announcement on the Aboriginal Affairs NSW (AANSW) website
- NSW Grants finder website
- Aboriginal Affairs NSW (AANSW) social media.

This information may include the name of the applicant and their business, a description of the funded project and the funding amount.

Applicants should be aware that information provided to AANSW may be made publicly available under the *Government Information (Public Access) Act 2009* (NSW). Information may also be made publicly available as a result of an order for papers made by the NSW Legislative Council under Standing Order 52.

Before information is released in response to an application under the 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.

#### 6.2.4 Disclaimer

Every effort has been made to ensure that this publication is free from error and/or omission at the date of publication. None of those involved in the preparation of this publication are responsible for the outcome of applications that are based on the information contained in these guidelines.