

Industry Partnerships Program

Grant Program Guidelines

2024 - 2025



Contents

1. Aim.....	1
2. Funding available.....	2
3. Eligibility.....	2
3.1 Eligible applicants.....	2
3.2 Ineligible applicants.....	4
3.3 Eligible expenditure.....	4
3.4 Ineligible expenditure.....	5
4 Assessment criteria.....	5
5. Timeframes.....	9
6. Contact details.....	10
7. How to apply.....	10
8. Application assessment.....	11
9. Funding agreement, reporting and payments.....	12
9.1 Funding agreement.....	12
9.2 Reporting.....	12
9.3 Grant payments.....	13
10. Appealing a decision.....	13
11. Taxation and financial implications.....	13
12. Publicity of grant assistance.....	14
13. True and accurate information.....	14
14. Right to information.....	14
15. Information collection and usage.....	14
16. Disclaimer.....	15

1. Aim

The aim of the Industry Partnerships Program is to deliver better quality training experiences for Tasmanian learners and improve the responsiveness of the training system to meet Tasmanian industry and business needs. To support this aim, the Program provides funding for equipment and resources needed for nationally recognised training and the contextualisation of training and assessment materials for delivery of nationally recognised training products.

The Program encourages partnerships, collaboration and innovation between Skills Tasmania endorsed Registered Training Organisations (RTOs) and Tasmanian businesses and industry groups. The goal is to help overcome barriers to Vocational Education and Training (VET) where access to equipment, technology, materials or facilities exist, or where contextualisation of training is needed to meet a specific industry or regional need.

The Program supports the Tasmanian Government's commitment to work collaboratively with industry through Industry Skills Compacts, improve engagement in the VET system and support stronger partnerships between RTOs and industry. The Program aligns with priorities under the *Tasmanian Skills Plan 2024-28*, including:

- Ensuring training is responsive and matched to industry need (Theme 1: Skills for jobs)
- Supporting place-based learning with the right delivery methods (Theme 2: Supporting learners to succeed)
- Supporting training providers in embracing new technologies, thinking innovatively and flexibly and delivering contextualised training (Theme 3: Building a stronger, more connected system).

Training-related equipment and resources

The Program funds projects to facilitate access to, purchase or use of equipment used to deliver accredited training programs.

Industry consultation highlights that training providers across several sectors lack access to contemporary equipment, facilities, resources and technology, and this issue emerged as a key theme in Industry Skills Compacts. The issue includes trainers and training providers being skilled in and able to access and use new industry and technologies and practices.

The issue is exacerbated across industries where there is increasing use of new technologies and high-tech equipment. It is challenging for training providers to keep up with technological developments and obtain access to high-cost equipment for training purposes. Technical literacy is increasingly important, from familiarisation with industry-current software through to having understanding and experience with sophisticated equipment and machinery.

This issue impacts significantly on industry's perception of and confidence in teaching quality, the training system in general and its relevance to businesses. It also impacts learner experience.

Contextualisation of training and assessment materials

The Program funds projects that will contextualise training and assessment materials for the delivery of existing nationally recognised training products to meet a Tasmanian industry need.

It is a commitment of the Tasmanian Government to invest in skills and training that is aligned with industry training needs and to ensure that more Tasmanians have the skills they need to take up new job opportunities and to be adaptable to changing economic conditions. Contextualisation of training is the cornerstone of these commitments and is supported through this Program to ensure that better training

opportunities are available for Tasmanian learners and the training system meets industry needs.

Through our engagement with industry through the Industry Skills Compacts process we heard that employers want to enhance the value of vocational education and training through greater contextualisation of training. It is jointly recognised that partnerships with employers and RTOs are essential to understand current industry practices, trends, and demands and to ensure current and future workforce development needs are met.

2. Funding available

A total of \$2 million in funding is available for allocation under the 2024-2025 round of the Program.

This funding is allocated under two grant types:

- **Small grants** from \$500 to \$50,000, and
- **Large grants** of between \$50,000 and \$250,000. A co-contribution is mandatory for large grants. Section 3.3.1 of these Guidelines outline the co-contribution requirements.

The Fund is administered by Skills Tasmania, a division of the Department of State Growth that manages the Government funded training and workforce development system in Tasmania in partnership with industry, training providers and employers, as set out in the *Training and Workforce Development Act 2013* (the Act).

This program has limited funding. Not all eligible applications will receive a grant.

3. Eligibility

3.1 Eligible applicants

To be deemed eligible, applications must:

- a) involve an existing or new partnership arrangement between a Skills Tasmania endorsed RTO and other participants in the Tasmanian training and workforce development system (i.e. a Tasmanian based employer, Tasmanian-based industry peak organisation, or peak organisation with a permanent physical presence in Tasmania).

The following entities are eligible to be a **lead or partner applicant**:

- Registered Training Organisation endorsed by Skills Tasmania
- Tasmanian-based industry peak organisation
- Industry peak organisation with a physical presence in Tasmania
- Tasmanian-based employer with turnover over \$500,000
- Community service or not-for-profit organisation
- Regional Jobs Hub (if the Jobs Hub is au spiced by another organisation, the au spicing organisation would need to be the lead organisation).

The following entities can be a **project partner only**:

- Registered Training Organisation not endorsed by Skills Tasmania
- TasTAFE *

- Industry peak organisation that does not have a permanent physical presence in Tasmania
- Tasmanian-based employer with turnover under \$500,000
- Tertiary education provider
- Eligible Government Entities include Local Government, Government Business Enterprises (GBEs) and State-Owned Companies (A co-contribution by Eligible Government Entities is mandatory for either small or large grants).

Note: an RTO must contribute to the partnership in their capacity as an RTO and not in any other role, such as a consultant.

- b) be financially viable for the duration of any grant made under the Program. A financially viable entity is one that is not under external administration, is not being wound up, dissolved, or trading while insolvent nor where a liquidator has been appointed. To demonstrate financial viability the applicant must be able to demonstrate the ability to generate sufficient income to meet operating costs, debt commitments and, where applicable, to allow for growth while maintaining service levels. Applicants will be required to provide financial statements for 2022 and 2023 financial years, and 2024 if available.

You may be asked to provide information or documentation to support your eligibility claims, either as part of the application process, or after you have submitted your application. This includes evidence to confirm permanent physical presence in Tasmania. The information you provide may be subject to authenticity checks using third party software.

Only one application per ABN / organisation is permitted per round of the Program.

* Where TasTAFE is identified as a partner applicant, TasTAFE will be required to independently confirm and demonstrate to Skills Tasmania that TasTAFE Deed funding will not be used to cross subsidise the proposed project (if approved). This requirement needs to be met before the application proceeds to assessment.

3.1.1 Previous applicants

Applicants who previously applied for a grant under the Program in 2023-24 and were unsuccessful are eligible to apply again for the same or different project.

Applicants that received funding under the Program in 2023-24 are eligible to submit an application under this grant round. Applicants in this circumstance are strongly encouraged to contact the Grant Program Manager to discuss their eligibility.

3.1.2 Submitting more than one application

A lead applicant can only submit one application at a time.

If the application is successful, the applicant is eligible to apply to the Program again under this grant round once the first project is complete and funds have been acquitted.

If the application is unsuccessful, the applicant is eligible to apply to the Program again at any time provided the application is for a different project.

Eligible applicants can be a partner in more than one project or can lead one project and be a partner in another.

3.2 Ineligible applicants

- State Government agencies are not eligible for this grant program.
- Tasmanian schools as defined in the Tasmanian *Education Act 2016*.
- Any business that is for sale, planning towards sale, trading insolvent, under external administration or bankruptcy at the time of submitting an application.

3.3 Eligible expenditure

Funding is available for nationally recognised training-related equipment and resources and the contextualisation of nationally recognised training products and assessment materials to meet Tasmanian industry needs.

Small grant - under \$50,000 (co-contribution optional)

- Purchase, development or lease of specialised machinery, equipment, or technology necessary for the delivery of nationally recognised training
- Costs associated with establishing shared access to privately-owned equipment (including legal costs, lease or rental costs, insurance)
- Establishing or upgrading training facilities
- Developing or upgrading teaching materials, tools or resources, including by using new technology
- Contextualisation of training and assessment materials for delivery of nationally recognised training products.

Large grant - between \$50,000 and \$250,000 (co-contribution mandatory*)

Contribution towards:

- Purchase, development or lease of specialised machinery, equipment, or technology necessary for nationally recognised training
- Costs associated with establishing shared access to privately-owned equipment (including legal costs, lease or rental costs, insurance)
- Establishing or upgrading training facilities
- Contextualisation of training and assessment materials for delivery of nationally recognised training products.

Payment of wages or salaries is an eligible expenditure only where it is an essential component of using or accessing the equipment or resource, or where contracting expertise is considered an essential component of the project.

Examples of eligible expenditure are available in the Industry Partnerships Program - Frequently Asked Questions.

3.3.1 Mandatory co-contribution

A co-contribution is mandatory for large grant applications.

The co-contribution must be a minimum of 25 per cent of the total requested grant amount. The contribution can be either monetary or in-kind (donated equipment and material, professional services). Salaries, wages and overheads are considered in-kind contributions.

In-kind contributions are required to be outlined in the mandatory budget template (Assessment Criterion 3) and evidenced.

Eligible Government Entities must also make a mandatory contribution if they are a partner applicant for small or large grants.

3.3.2 Ownership of equipment or resources

For small grants, the preference is for equipment or resources to be owned by the training provider, business/employer or industry body.

For large grants, the preference is for high-cost equipment or resources to be owned by the business/employer or industry body.

The Program may fund costs of establishing shared access to privately-owned equipment.

The Tasmanian Government will not own the equipment and is not responsible for future repairs, maintenance, or resale.

3.4 Ineligible expenditure

The following activities are not eligible to be funded:

- Training costs (alternative funding may be available from other Skills Tasmania programs)
- Payment of wages or salaries (unless it is an essential component of the project and evidence can be provided to support the justification, as referred to in Section 3.3 - Eligible Expenditure)
- Recurrent operational costs associated with 'business as usual'
- Purchase of land or property
- Consumables or materials used for training
- Projects awarded funding through other Government funding programs
- Retrospective activities or purchases incurred prior to the execution of a Grant Deed under the Industry Partnerships Program
- Repayment of loan or debt
- Workforce development activities.

4 Assessment criteria

Applications will initially be assessed against the eligibility criteria.

Applications will then be competitively assessed against the assessment criteria with a specific focus on the ability to achieve the programs objectives/aims and the quality of the project proposal.

Applicants are required to submit an application via SmartyGrants. The SmartyGrants application form requires the applicant to address each criterion individually and to attach relevant evidence to support claims made in addressing the criterion.

The online application form will ask applicants to select if their project relates to either training related equipment and resources or contextualisation of training and assessment materials. The assessment criteria are different for each project type, or combined if both project types are selected.

Criterion 1 – Project impact (weighting 45%)

How will the project deliver on the aims of the Industry Partnerships Program? The aims are outlined in section 1 of these Guidelines.

- A. What are you seeking funding for?
- B. Who are you working with and what will each partner contribute?
- C. Who is the target student cohort?
- D. How will the project result in better quality training experiences for Tasmanian learners and how will you know?
- E. How will the project better meet Tasmanian industry and business training needs and how will you know?
- F. How will the project benefit others beyond your immediate organisation and partners?

Equipment and resources (where applicable)

- G. What is the need or problem you are seeking to address through equipment/resources?
- H. How will the equipment/resources address that need?

Contextualisation (where applicable)

- I. What are the current limitations of the training product that is the subject of your application and how will you overcome these through contextualisation?
- J. How have you engaged with industry and employers to identify the need and test the viability of the proposed response to that need?
- K. How will you ensure the project outcome will be inclusive to and reflect the diversity of all Tasmanians?

Evidence guide

Evidence for this criterion may include (noting the list is not exhaustive, nor prescriptive):

- A Memorandum of Understanding or similar document that demonstrates a solid, formalised partnerships and collaboration agreement between the RTO and partners.
- Evidence of data analysis showing the need or barrier relating lack of access to or use of resources and equipment.
- Letters from employers, industry groups and other entities directly supporting the project.
- Data analysis showing need or constraints.
- Results from stakeholder engagement activity that supports the need or problem you are seeking to address.
- Letters of support from Tasmanian employers supporting the need to contextualise the training product.
- Results from other consultative processes.

Assessment elements for this criterion include:**Equipment and resources**

- The project aligns with the objectives of the Program and the rationale for the need for the project response is clear.
- The application demonstrates solid, formalised partnerships and collaboration between training providers and Tasmanian industry groups or employers, or the capacity to build these. Preference will be given to applications that include an industry peak body as a partner.
- The application includes clear descriptions of outcomes for improved training experience for learners and meeting industry and business needs, and how these will be measured.

- The application demonstrates benefit beyond the applicant organisation and partners, and how many people will or potentially benefit from the project.

Contextualisation

- There is a demonstrated process taken to engage with industry and employers in identifying the training need and to verify the appropriateness of the proposed response through contextualisation.
- The application demonstrates how it will ensure that training will be inclusive to and reflect the diversity of all Tasmanians.
- The application demonstrates benefit beyond the applicant organisation and partners, and how many people will or potentially benefit from the project.

Criterion 2 – Organisation capability and capacity (weighting 25%)

A. Provide a Project Plan and Risk Analysis on the template provided (large grants) or respond to the questions below (small grants), covering:

- what steps will you take and when
- who is responsible for each step (including partners)
- who are the key personnel and what experience and expertise do they bring
- how you will manage stakeholder engagement, and
- what risks are there, and what steps will you take to mitigate them.

B. How will you ensure this project succeeds? What capacity and capability do you have to make it work?

C. Who will own the equipment and resources, /training and assessment materials and why?

D. How will the use of the resources or equipment/resources/training and assessment materials be shared? What legal / contractual arrangements will be required (if any)?

E. For how long will the resources or equipment/training and assessment materials remain current and relevant? What happens when they become obsolete?

Evidence guide

Mandatory – large grants

- a completed Project Plan and Risk Analysis supplied on the template provided.

Optional – small grants

- a Project Plan and Risk Analysis is optional for small grant applications.

Other evidence for this criterion may include (noting the list is not exhaustive, nor prescriptive):

- Supporting documents from partners confirming sharing arrangements if a partner will own the equipment. quotes, costings or lease agreements
- Evidence that supports the methods identified in the project plan that will be carried out.
- Specific service delivery methods, including timeframes and Training and Assessment Strategies (where applicable).
- Supporting documents from partners confirming sharing arrangements if a partner will own the equipment.
- Any other evidence supporting the application, e.g. stakeholder management plan.

Assessment elements for this criterion include:

- The project plan is detailed, clear, realistic and achievable.
- The applicant demonstrates relevant project experience.
- The applicant and partners demonstrate sufficient organisational capacity and capability to implement activities outlined in the application (including, but not limited to key personnel, project management experience).
- The application identifies and addresses comprehensive risks including personnel changes / issues, legal requirements, equipment lifecycle.
- There is a plan for when equipment or resources become obsolete.
- The applicant demonstrates experience in relevant training development and/or delivery, or relevant project experience, existing resources and infrastructure (where relevant).
- Demonstrated financial viability of the applicant to support the successful delivery of the project (including any co-contribution).

Criterion 3 – Budget (weighting 20%)

A. Provide a detailed budget in the template provided that clearly outlines how much the project will cost, including the co-contribution amount (if applicable).

Evidence guide

Mandatory:

- a completed budget (including co-contribution amounts if required).

Note that a co-contribution is not mandatory for small grants but will attract higher assessment scores.

Other evidence for this criterion may include (noting the list is not exhaustive, nor prescriptive):

- Evidence of co-contributions (if applicable) from the applicant and/or project partners.
- Documentation relating to rent or lease agreements.
- Insurance costs.
- Quotes and costings.

Assessment elements for this criterion include:

- The application includes a clear and detailed budget with supporting documentation (for example, quotes for resources, costing details, including comparative quotes).
- There is evidence of a co-contribution from the applicant and/or project partners (if applicable).
- The applicant demonstrate value in terms of the overall cost of the project in the context of the identified need and likely benefits for learners and industry/employer.

Criterion 4 – Measuring success (weighting 10%)

A. How will you know if it has been a success?

Evidence guide

B. How will you measure the impact of the project?

Evidence for this criterion may include (noting the list is not exhaustive, nor prescriptive):

C. How will benefits be sustained? How will you and others benefit from the resources or equipment after the first year?	<ul style="list-style-type: none"> • Examples of outcome and experience measures/tools/approaches used in previous projects. • A cost recovery plan or similar that demonstrates sustainability of the purchase beyond the first year including who will pay ongoing costs.
<p>Assessment elements for this criterion include:</p> <ul style="list-style-type: none"> • The applicant outlines a clear process for measuring success. • The application demonstrates that the project will have a measurable and sustainable impact, beyond the life and funding of the project. 	

Note: Supporting evidence

Applicants are strongly encouraged to attach evidence to support any claims made in their application.

The assessment criteria include an evidence guide. The list is not exhaustive, nor prescriptive.

Where no evidence is provided, the assessment score will be affected.

Any evidence provided must be attached to the relevant criterion, should have a clear document title and be referred to in the text in the application by name and section/page number. Do not repeat information in the application that is already included in the supporting documentation.

5. Timeframes

No applications will be accepted after the closing date.

There is a limited budget for this program and applications submitted late in the application period may risk the budget being fully allocated.

Description	Date/time
Program opens	27 November 2024 10:00 am
Program closes	30 June 2025 2:00 pm or until funds are fully allocated.
	<p>1 May 2025 <i>deadline for large grant proposals</i></p> <p>Applicants seeking a large grant must submit a short form proposal prior to 1 May 2025.</p>
Applications assessed and applicants notified	Full applications will be assessed in the order that they are received. You will be advised of the outcome of your application within four weeks of lodgement.

Finalisation of projects	<p>Projects must be completed within the following timeframes from the date of execution of the grant deed:</p> <ul style="list-style-type: none"> • Small projects within 12-months. • Large projects in within 24-months.
--------------------------	---

6. Contact details

For information about the Industry Partnerships Program, contact:

- Grant Program Manager, Skills Tasmania
- ipp@skills.tas.gov.au
- 03 6166 3403

7. How to apply

Applications must be submitted using the SmartyGrants online grant management system.

Applicants must register with SmartyGrants before making an application. There is a Help Guide for Applicants available from Smarty Grants. This can be accessed via the SmartyGrants website at: <https://applicanthelp.smartygrants.com.au/help-guide-for-applicants/>.

This is a competitive, merit-based process. Meeting the eligibility criteria will not automatically result in a successful outcome.

These are the steps:

1. **Prepare:** Read the Grant Program Guidelines and the [Frequently Asked Questions](#) (FAQs) before starting your application. The application form is designed to help structure applicants' responses to the eligibility and assessment criteria as set out in the Guidelines.

The Department of State Growth publishes a help guide for grant applicants which is available [here](#).

2. **Start**

- a. **Small grants:** Applications can be submitted at any time up until 30 June 2025.

The small grants application form is available at <https://stategrowthtas.smartygrants.com.au/IPP2024>

- b. **Large grants:** Applicants wishing to apply for a large grant are required to submit a short form proposal to respond to eligibility and merit assessment questions prior to starting a full application, and prior to 1 May 2025.

This assessment stage is designed to confirm applicant eligibility and alignment of the proposed project with the objectives of the grant. Where there is insufficient information, applicants will be provided with one opportunity to provide additional information.

The short form proposal application form is available at
<https://stategrowthtas.smartygrants.com.au/IPP2024-proposal>

Once eligibility has been confirmed, you will be provided with a link to the large grant full application form.

3. **Confirm:** Ensure all information and documentation is accurate and attached. You may not be able to change an application or provide additional information after you submit your application.
4. **Submit:** You will receive an email notification after you submit your application. Keep this notification as confirmation of your submission.
5. **Assessment:** Applications will be assessed by us and an independent panel.

Applicants must have addressed the assessment criteria and included evidence to support claims made within their application. Incomplete applications will not be assessed and therefore will not be eligible for funding.

Grant recommendations will be made by the selection panel and presented in a report to the General Manager, Skills and Workforce to make a determination.

6. **Notification:** We will notify you with the outcome of your application in writing.

The decision will be final, all applicants will not be able to re-apply with the same request.

You may be asked to provide information or documentation after you have submitted your application. You must provide this information within three working days, unless otherwise advised. Failure to provide the information within the timeframe may result in the application being unsuccessful. The information you provide may be subject to authenticity checks.

Word limits apply to each assessment criteria. Applicants who choose to respond to each assessment criteria in another format, for example Microsoft Word or similar, will not be assessed.

8. Application assessment

The assessment process is conducted by an independent selection panel, using a structured framework and scoring methodology that aligns with the assessment criteria and the weightings outlined in Section 4 of these Guidelines. This process is overseen by the Grant Program Manager.

Each member of the selection panel independently evaluates every response to the assessment criteria employing the approved methodology and data recording tools.

An example of the scoring rubric used by each panel member is provided below.

Assessment rubric for Skills Tasmania Grant Program team						
		Evidence comprehensively supported all assessment elements	Evidence provided a mix of adequate and comprehensive support for all assessment elements	Evidence adequately supported all assessment elements or there was a mix of adequate and comprehensive support	Evidence barely supported the assessment elements or there was a mix of; no evidence, poor evidence, adequate evidence and or comprehensive evidence	No evidence provided for the assessment elements.
Assessment result for elements	Mark	5	4	3	2	1
All assessment elements were addressed comprehensively	5	10	9	8	7	6
Some assessment elements were addressed adequately and some comprehensively	4	9	8	7	6	5
All assessment elements were adequately addressed or there is a mix of comprehensive & poor responses	3	8	7	6	5	4
Some assessment elements were poorly addressed	2	7	6	5	4	3
All assessment elements were poorly addressed	1	6	5	4	3	2

Following the individual assessments, the panel convenes to discuss the applications and their respective scores. The total score for each application is calculated as an average of the scores provided by all panel members.

A benchmark score, representing an acceptable minimum standard of quality determined by the scoring rubric will determine the outcome. Applications that do not meet this benchmark are unlikely to be considered for funding.

9. Funding agreement, reporting and payments

9.1 Funding agreement

Applicants that are approved for funding will be required to enter into a legally binding funding agreement on behalf of the Crown in Right of Tasmania. Breaches of a grant condition/s may lead to amendment or cancellation of the agreement.

9.2 Reporting

If your application is successful, you will be required to provide a progress report(s) and a final report that includes a financial acquittal. Payment of grant instalments is subject to the submission of these reports and that each requirement is met to the satisfaction of Skills Tasmania.

9.2.1 Acquittal

We will send you an acquittal form using SmartyGrants. Your acquittal must include:

- a report on the activities completed and their outcomes
- a report on the income and expenditure, and
- evidence such as invoices, receipts and images.

We may ask you to provide a Statement of Expenditure certified by an independent, professional auditor. You will be responsible for the cost of obtaining the certified Statement of Expenditure.

If you do not satisfactorily acquit your grant by the due date you may be required to return the funding to the State Growth; and you may be ineligible for other grants from State Growth.

9.3 Grant payments

If your application is successful, you will be asked for your bank account details to receive your grant payment. The bank account must be in your name. You may be asked to provide a copy of your bank statement or a letter from your bank as confirmation. Providing incorrect bank account details may result in significant delays or not receiving your grant payment. We cannot guarantee the recovery of funds paid to an incorrect bank account.

Small and large grant payments will be paid in instalments depending on the size of the grant. Payments are tied to reporting requirements identified in the funding agreement and payments will require submission of an appropriate a tax invoice.

You will be required to return some or all the funds if:

- you do not complete the activities required under the funding agreement.
- you do not use any or all of the funding provided.
- your situation changes in a way that prevents completion of the grant.
- we find that the information provided to us is false or misleading.

10. Appealing a decision

If your application is unsuccessful, you may appeal the decision.

The appeals process ensures that all applicants have been treated fairly.

We will consider appeals that relate to administrative process issues in grants management.

All requests must be in writing and addressed to the Director, Purchasing Policy and Programs, Skills Tasmania. Your request must be received within 28 days from the date of State Growth notifying you of the decision about your application.

For further information about the process, contact the Grant Program Manager via email at ipp@skills.tas.gov.au.

11. Taxation and financial implications

Grants distributed under this program may be treated as income by the Australian Tax Office (ATO).

Grants distributed under this program attract Goods and Services Tax (GST). If you are registered for GST, the grant amount will include GST. A valid tax invoice must be supplied by the successful applicant to State Growth.

We strongly recommend that, prior to applying, you seek independent advice from a tax advisor, financial advisor and/or the ATO, about the possible tax implications for receiving the grant.

Information on invoices can be found on our Business Tasmania website:

www.business.tas.gov.au/manage_a_business/invoices.

12. Publicity of grant assistance

State Growth is accountable for its spending of public funds, including providing grants. As part of the accountability process, State Growth may publicise, without further notice, information about the grants provided, including the level of financial assistance, the identity of the recipient, and the purpose of the financial assistance.

If you have received a grant from State Growth:

- despite any confidentiality or intellectual property right subsisting in the grant funding agreement or deed, a party may publish all or any part of the grant funding agreement or deed without reference to another party, and you consent to the disclosure of your name in this context.
- all obligations under the Personal Information Protection Act 2004 (Tas) still apply.

The details of all successful applicants will be published on the Skills Tasmania website.

13. True and accurate information

You must take care to provide true and accurate information. Any information that is found to be false or misleading may result in action being taken and grant funds, if already provided, may be required to be repaid to State Growth.

14. Right to information

Information provided to State Growth may be subject to disclosure in accordance with the *Right to Information Act 2009*.

15. Information collection and usage

Personal information will be managed in accordance with the Personal Information Protection Act 2004. This information may be accessed by the individual to whom it relates, on request to State Growth.

State Growth may use and disclose the information you provide for the purposes of discharging its functions under the Program Guidelines and otherwise for the purposes of the program and related uses. State Growth may also use information received in applications and during the delivery of the project for reporting purposes.

16. Disclaimer

Although care has been taken in the preparation of this document, no warranty, express or implied, is given by the Crown in Right of Tasmania, as to the accuracy or completeness of the information it contains.

The Crown in Right of Tasmania accepts no responsibility for any loss or damage that may arise from anything contained in or omitted from or that may arise from the use of this document, and any person relying on this document and the information it contains does so at their own risk absolutely.

The Crown in Right of Tasmania does not accept liability or responsibility for any loss incurred by an applicant that are in any way related to the program.



Department of State Growth

4 Salamanca Place
Hobart TAS 7001 Australia

Phone: 03 6166 3403

Email: ipp@skills.tas.gov.au

Web: <https://www.skills.tas.gov.au/>

Version 1 Published 27 November 2024