



THE SARGOOD FOUNDATION

SCI Family and Friends Support Grant Funding Agreement

1. The recipient acknowledges that the funds provided must be completely expended on the funded project by June 30th 2024 . If the project has not commenced or been completed by this date, the The Sargood Foundation may require repayment of the funding or any unspent balances at its discretion.
2. Any variation to the project, as detailed in the Guidelines for The Sargood Foundation Grant in support of the Families of people who are living with SCI, must be agreed to in writing by the The Sargood Foundation and the recipient.
3. The recipient agrees that access to the funding can only be obtained by signing and returning this Funding Agreement within 14 days.
4. If, for whatever reason, the recipient is unable to proceed with the agreed project, the recipient will inform the The Sargood Foundation as soon as possible in writing and immediately repay the funding to the The Sargood Foundation.
5. The funding must not be used for any purpose other than that for which it was approved.
6. The applicant group agrees to indemnify the Sargood Foundation in respect of the project or activity being undertaken. Should the actual total project costs be more than the proposed project costs, the Sargood Foundation will not be responsible nor obliged to pay any monies additional to the notified grant amount.
7. Should the actual total project costs be less than the proposed project costs, the applicant group must repay the difference to the Sargood Foundation at the time of funding acquittal.
8. If the applicant expends the funding for a purpose different to the approved purpose without the prior written consent of the Sargood Foundation, or fails to expend the funding at all, or fails to acquit the funds within the timeframe specified, then:
 - a. the Sargood Foundation is not required to make any further payment to the group and, in respect of any payments that have been made, the group is required to repay the said monies to the Sargood Foundation; and
 - b. The group will be prohibited from receiving any further funds from the Sargood Foundation, commencing from the date of receiving from the Sargood Foundation written notification of future ineligibility
9. If Funding Agreement conditions are not met, the organisation may be required to pay back to the Sargood Foundation the funding amount and/or be ineligible to apply for further funding.
10. The payment schedule will be agreed as per application milestone payment request and subsequent discussions.

11. If your project is reliant on other funding sources, please note that we reserve the right to only release approved grants funds once other contingent funding has been secured.
12. The recipient will provide the the Sargood Foundation with:
 - a. 6 monthly informal monitoring -- via phone call, site meeting etc - to confirm progress towards milestones.
 - b. Annual progress reports on the funded project and a detailed statement of income and expenditure or at any time on request by the Sargood Foundation.
 - c. A written Acquittal Report on the achievements and acquittal of the project against agreed objectives and outcomes within one month of completion of the funded project this also includes an Income and Expenditure Statement together with a signed Statement of Compliance.
13. Acquittal is a formal condition of funding. An Acquittal Report which provides reporting on how grant was spent and the outcomes, as well as financial information - is required at the end of the funding period. This Acquittal Report must be submitted to the Sargood Foundation no later than 30 days after project end date.
14. Any applicant group who apply for projects for young people must ensure that persons working with children must have had a Working with Children Check and possess a current 'suitability card' through the Commission for Children and Young People.
15. Any work being undertaken by a community organisation/supplier/contractor must be carried out by a certified/licensed person(s) in accordance with relevant legislation and relevant Australian/Industry standards.
16. All applicants must provide an organisation Australian Business Number (ABN) and Bank/State/Branch (BSB) number and valid tax invoice.
17. Applications will only be considered if organisation is based in NSW.
18. Applicants will be required to provide evidence that adequate and relevant insurances are in place to carry out the funded activity - public liability and/or professional indemnity.
19. The details of successful applicants, including organisational name; the value of the grant awarded; and a brief description of the purpose for the grant, will be released by the Sargood Foundation to the public and the media, and may be placed on the Sargood Foundation website, including for use of promotional purposes.
20. Successful applicants must supply documentation including photographs, videos, catalogues, press clippings or programs, which should acknowledge the Sargood Foundation funding where appropriate.
21. By completing an application, you understand and agree to the way in which the Sargood Foundation and its third party service providers collect and manage your personal information.
22. All financial assistance is granted at the discretion of the Sargood Foundation and available funding. No appeal or correspondence will be entered into.

Signature for (recipient organisation)

Signature for the Sargood Foundation

Name

Name

Position of signatory

Position of signatory