

Introduction

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About the eSafety Dedicated Project Officer grant opportunity

Our Office

The eSafety Commissioner (eSafety) was established in July 2015 as the government agency committed to keeping Australian citizens safer online. eSafety is an independent statutory office supported by the Australian Communications and Media Authority (ACMA). eSafety has various functions and powers, under Australian Government legislation, to foster online safety.

eSafety's functions include the administration of complaints and reporting schemes for online content, cyberbullying and the non-consensual sharing of intimate images.

eSafety also provides strategic leadership and guidance through the delivery of evidence-based resources and outreach programs, to educate Australians about online safety. The [eSafety Strategy](#) (2019-2022) guides our work.

The [eSafety Women program](#) aims to empower Australian women to manage technology risks and abuse, and to facilitate their positive participation online. The program provides training and resources for women experiencing technology-facilitated abuse and the domestic and family violence frontline workers who are supporting them. More information about our work is available at [eSafety Women program](#).

Our Program

In March 2019, the Australian Government announced a total of \$2.5 million over three years for the development and implementation of the Aboriginal and Torres Strait Islander Technology-Facilitated Abuse Resources Program (the Program). This grant opportunity forms one element of the Program and will provide \$368,550 in grant funding over two years (2020-2021 to 2021-2022).

We will Fund:

Up to nine Aboriginal Controlled Community Organisations (ACCOs), located in targeted urban, regional and remote areas, who specialise in domestic and family violence service provision or support women in vulnerable circumstances, to engage a part time DPO (0.2 Full Time Employment) to work on the grant activity to develop resources and training

Who should apply?

The grant opportunity is a targeted, competitive grant opportunity, only available to invited ACCOs in selected locations that meet the eligibility requirements. eSafety, in consultation with the National Indigenous Australians Agency (NIAA), has determined the locations and ACCOs to be targeted for this grant opportunity.

Please Note: only ACCOs who have been invited to apply are eligible to submit an application.

The objectives of this grant opportunity are to:

- build capacity and capability within the targeted ACCOs to deal with technology-facilitated abuse in a domestic and family violence setting

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- enable ACCOs to assist Aboriginal and Torres Strait Islander women within their community to identify, report and protect themselves and their children from technology-facilitated abuse as an extension of domestic and family violence; and
- enable ACCOs to implement place-based approaches to address technology-facilitated abuse in their community.

Before you begin

IMPORTANT: Please read the information below to assist you in completing your application online.

Before applying, you must read and understand the guidelines.

These documents may be found at [GrantConnect](#).

Any alterations and addenda^[1] will be published on GrantConnect and by registering on this website, you will be automatically notified of any changes. GrantConnect is the authoritative source for grants information.

You must submit your grant application in English using the application form, which can be downloaded from eSafety's online grants management system. By registering, you will be automatically notified of any alterations and amendments.

Our application form is only available online and your application must be submitted electronically. eSafety will not provide application forms or accept applications for this grant opportunity by fax, mail or email.

Please ensure you save as you go.

For queries about the guidelines, deadlines, or questions in the form, please contact us via email at eSafetyDPOgrants@esafety.gov.au and quote your application number. [Click here](#) to view and download the DPO Grants application FAQ.

If you need more help using this form, download the SmartyGrants Help Guide for Applicants or check out the SmartyGrants Applicant Frequently Asked Questions (FAQs).

NAVIGATING (MOVING THROUGH) THE APPLICATION FORM

On the right-hand side of every screen, there is a box which links directly to every page of the application. Click the link to jump directly to page you want. You can also click 'next page' or 'previous page' on the top or bottom of each page to move forward or backward through the application.

SAVING YOUR DRAFT APPLICATION

If you wish to leave a partially completed application, press 'save' and log out. When you log back in and click on the 'My Applications' link at the top of the screen, you will find a list of any applications you have started or submitted. You can reopen your draft application and start where you left off.

You can also download any application, whether draft or completed, as a PDF. Click on the 'Download' button at the bottom of the application navigation panel.

SUBMITTING YOUR APPLICATION

You will find a 'Review' button at the bottom of the Navigation Panel. You need to review your application before you can submit it. Once you have reviewed your application you can submit it by clicking on 'Submit' at the top of the screen or on the navigation panel. You will not be able to submit your application until all the compulsory questions are completed. Once you have submitted your application, no further editing or uploading of support

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materials is possible. When you submit your application, you will receive an automated confirmation email with a copy of your submitted application attached. This will be sent to the email you used to register. If you do not receive a confirmation of submission email then your submission has NOT been received.

ATTACHMENTS AND SUPPORTING DOCUMENTS

To support your application, you will be required to upload the following documentation:

- evidence of your organisation's financial viability to continue operating for the length of the program; for example, your accountant's statement to this effect
- evidence in the form of a letter from your board (CEO, Chair or equivalent) that the grant activities are supported, and that you can complete the commitments within the timeframe. This evidence should also indicate that any ordinary costs with running your organisation will not be covered by the grant funding.
- a statement identifying any limitations that the COVID-19 virus may have on your ability (if required) to physically access communities to deliver grant activities and outcomes.

You must attach supporting documentation to the application form in line with the instructions provided within the form. You should only attach requested documents.

You will need to upload/submit attachments to support your application. This is very simple but requires you to have the documents saved on your computer, or on a zip drive, or similar. You need to allow enough time for each file to upload before trying to attach another file. Files can be up to 25MB each; however, we do recommend trying to keep files to a maximum of 5MB – the larger the file, the longer the upload time. If you are not able to upload a document, please contact us for support eSafetyDPOgrants@esafety.gov.au

COMPLETING AN APPLICATION IN A GROUP/TEAM

A number of people can work on an application using the same log in details, as long as only one person at a time works on the application.

Ensure you save as you go.

SPELL CHECK

Most internet browsers (including Firefox v74.0 and above; Safari; and Google Chrome) have spell checking facilities built in – you can switch this function on or off by adjusting your browser settings.

[\[1\]](#) Alterations and addenda include but are not limited to:

- corrections to currently published documents,
- changes to close times for applications,
- Questions and Answers (Q&A) documents and Frequently Asked Questions (FAQ) documents

Guidelines

Have you read the DPO grants guidelines and the draft agreement? *

Yes

No

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Please ensure you read and understand the guidelines and sample grant agreement found on [GrantConnect](#). If you are successful, we will use the Commonwealth Simple Grant Agreement as outlined in section 10.1 of the Guidelines.

Organisation Details

* indicates a required field

Please note: On this page you will be required to enter your organisation's contact details, including your ABN, ACN, ICN and a primary contact for the application. You must have a ABN and ACN to be deemed eligible.

Organisation Details

Please enter all your organisation's details.

Did your organisation receive an invitation to apply for the DPO grants program?

*

Yes No

If you have selected no to this answer, you are not eligible for this grant opportunity.

Are you an Aboriginal Community Controlled Organisation (ACCO)? *

Yes No

If you have selected no to this answer, you are not eligible for this grant opportunity.

Please outline the services you provide relating to domestic and family violence or working with women in vulnerable circumstances? *

Word count:

Must be between 10 and 500 words.

Please provide details covering brief outline of your organisation eligibility

Organisation Name *

Organisation Name

Organisation Postal Address *

Address

Address Line 1, Suburb/Town, State/Province, and Postcode are required.

Does your organisation have an Australian Business Number (ABN)? *

Yes No

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4.1 Eligible Entities An applicant who does not meet one or more of these eligibility criteria will be ineligible and we are unable to waive the eligibility criteria in any circumstances.

ABN *

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main business location	

Are you registered with the Office of the Registrar of Indigenous Corporations (ORIC) and have an Indigenous Corporation Number (ICN)? *

Yes No

Please provide your ICN *

Must be a number.

Is your organisation registered for the purposes of GST? *

Yes No

4.1 Eligible Entities An applicant who does not meet one or more of these eligibility criteria will be ineligible and we are unable to waive the eligibility criteria in any circumstances.

Does your organisation have an account with an Australian financial institution? *

Yes No

4.1 Eligible Entities An applicant who does not meet one or more of these eligibility criteria will be ineligible and we are unable to waive the eligibility criteria in any circumstances.

Is your organisation a legal entity or consist of organisations that are legal entities?

Yes No

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A legal entity is any individual, company, business, or organisation that can legally enter into a binding contract with another legal entity.

Please upload a copy of your business, company or other legal entity certificate

Attach a file:

Contact details

Please provide a primary contact for the application. This person will receive all communication from the eSafety Commissioner in regards to this application.

Contact Name *

Title

First Name

Last Name

Position held *

Contact number (business hours) *

Must be an Australian phone number.

Contact email address. *

Must be a valid email address.

Eligibility

* indicates a required field

Please note: In order to be deemed eligible you are required to meet all the mandatory requirements listed below. For more information on eligibility please refer to section 4 of the guidelines

Can you provide or declare a commitment to develop child safety policy for your grant activities if it involves people under the age of 18 years *

Yes

No

If you have selected no to this answer please refer to section 4.2 of the guidelines

Child safety guidelines evidence document

Attach a file:

Please provide a copy of your child safety policy or a short (200 words) statement by your CEO with your intention to commit to develop this.

Child Safety Policy Statement

Short 200 Word Statement by CEO of intention to develop Child Safety Policy

Statement by CEO

Must be no more than 200 words.
Short statement by CEO

Can you supply evidence of Working with Vulnerable Persons registration (or state or territory based equivalent) in each state or territory of grant location? *

Yes No

If you have selected no to this answer please refer to section 4.2 of the guidelines

Working with Vulnerable Persons registration (or state or territory based equivalent) evidence document

Attach a file:

Please provide a copy of your Working with Vulnerable Persons registration (or state or territory based equivalent) evidence document

Can you supply evidence of Working with children check (or state or territory based equivalent) in each state or territory of grant location? *

Yes No

If you have selected no to this answer please refer to section 4.2 of the guidelines

Please upload your Working with Children check (or state or territory based equivalent) certification *

Attach a file:

A minimum of 1 file must be attached.

Please provide a copy of your Working with children check (or state or territory based equivalent) certification

Do you agree to comply with the Intellectual Property Licence (IPL) requirements? *

Yes No

Refer to draft Grant Agreement template G.5 Grant Activity Material & Commonwealth Grant Conditions Item 12. Intellectual Property

Can you supply evidence of Public Liability Insurance coverage? *

Yes No

If you have selected no to this answer please refer to section 4.2 of the guidelines

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Please supply evidence of Public Liability Insurance coverage

Attach a file:

Is your application supported by your Board (CEO or equivalent)? *

Yes No

Evidence of support (document)

Attach a file:

Please provide a copy of a supporting letter from your Board (CEO or equivalent).

Is the Grant amount requested up to \$40,950 GST excl? *

Yes No

Have you received other Commonwealth funding for your project? *

Yes No

If you have received funding for this project from another source of Commonwealth funding, your application will be deemed ineligible.

Project information

* indicates a required field

Project Title *

Name of project for marketing and reporting purposes

Project description *

Word count:

Must be between 25 and 500 words.

Provide a description of your project

Total grant amount requested (GST excl.) *

Must be a dollar amount no greater than \$40,950 excl GST. What is the total financial support you are requesting in this application?

Total Project Cost (GST excl.) *

Must be a dollar amount.

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What is the total project cost? (including your organisation's own contributions, the grant amount and if applicable any other financial contributions)

Will the project be implemented in the location you are based? *

- Yes No

Your project must be delivered in the location you are based. Your project must be based in Australia.

Geographic Indicator *

- Remote
 Rural
 Urban

Indicate the geographic profile of your project audience. Only 1 choice must be selected.

Budget

Your budget should include all sources of funding for your project (grant amount, your organisation's contribution and if any other sources). These amounts should, along with associated expenditure (GST excl.), be identified in the table below. For information regarding eligible grant expenditure, please refer to section 5.3 of the guidelines on [GrantConnect](#).

Funding Source: Organisations own contribution

Expenditure Item	Expenditure Amount (GST excl.)
For example, development costs, delivery costs etc.	Must be a dollar amount.
	\$

Total Expenditure Amount (GST excl.)

\$

This number/amount is calculated.

Combined Project Total (GST excl.)

\$

This number/amount is calculated.

Is your organisation financially viable to operate for the length of the activity?

- Yes No

Please refer to Section 7.1 of the Guidelines for information on financial viability

Accountant Declaration *

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Attach a file:

This declaration should confirm that your organisation has adequate resourcing to deliver your project and that any ordinary costs with running your organisation will not be covered by the project grant funding.

Statement identifying any impact or limitations that the COVID-19 virus may have on your ability (if required) to physically access communities to deliver grant activities and outcomes.

Word count:

Must be between 25 and 500 words.

The World Health Organization has announced that COVID-19 is a pandemic. eSafety recommends ACCOs keep up to date on C19 developments via the Australian Government website.

Assessment Criteria

* indicates a required field

You must provide a response to each of the following assessment criteria. For information to assist you with addressing the criteria, refer Section 6 of the guidelines on [GrantConnect](#).

Your capability and capacity - Describe the specialist skills and knowledge of your organisation, and its capacity to deliver the project (40 points) *

Word count:

Must be between 25 and 500 words.

Please provide an information statement outlining key demonstratable abilities.

Value For Money - (30 points) Describe the impact of funding on your project and how it will achieve value for money *

Word count:

Must be between 25 and 500 words.

Please provide an information statement outlining key demonstratable abilities.

Reach and Impact - Describe how you will maximise the reach and impact of your project (30 points) *

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Word count:

Must be between 25 and 500 words.

Please provide an information statement outlining key demonstratable abilities.

Declaration and Privacy

* indicates a required field

Declaration

Certification of Authority to submit on behalf of Organisation

This MUST be completed by the applicant Organisation.

I certify that to the best of my knowledge the statements made within this application and the information provided are true and correct. I understand that if the eSafety Commissioner approves the grant, I will be required to accept the terms and conditions of the grant as outlined in the Grant Opportunity Guidelines and Agreement.

NOTE: It is preferred that the CEO/Director and another position holder of the Organisation sign the declaration. However, it is acknowledged that this is not always possible and in this situation another member of the Organisation may sign on their behalf. A written Minute providing a brief explanation for the delegation of authority to an alternate person should be uploaded with this application.

Name of CEO, Director or other position holder

Title First Name Last Name

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Position

I have read and agree to the above declaration *

Yes, I have read and agree No, I do not agree

Name of Secretary, Treasurer or Finance Officer

Title First Name Last Name

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Position

I have read and agree to the above declaration *

Yes I have read and agree No I do not agree

Date

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Must be a date.

Privacy

The eSafety Commissioner is committed to protecting your privacy and ensuring that all information provided in and arising from this grant application be kept confidential.

The eSafety Commissioner may need to collect, use and disclose information about the person, the organisation, the project or other relevant people stipulated in this grant application.

By ticking the box below, your consent is given to the eSafety Commissioner to disclose the information contained in and arising from this grant application to a third party so that the third party is able to assist the eSafety Commissioner in assessing the grant application.

If your application is successful, the project summary, name of the applying organisation and amount funded will be made public.

I have read and agree to the above privacy statement *

Yes, I have read and agree No, I do not agree

If you select no, your application will be deemed invalid.

Authorised Representative *

Title First Name Last Name

May be CEO, Director or other authorised representative of the organisation

Position

Date

Must be a date.

Feedback

Please indicate how you found the application process:

- Very easy
- Easy
- Neither
- Difficult
- Very difficult

How much time did it take you to complete this application?

You can fill this in amount of Days, Hours or Minutes

Please provide us with any improvements and/or additions to the application process/form that you think would improve it