



ACT Gambling and Racing Commission

# Gambling Harm Prevention Mitigation Fund – Grants Guidelines



**ACT**  
Government



## CONTACT US

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[www.gamblingandracing.act.gov.au](http://www.gamblingandracing.act.gov.au)

02 6207 0359 (Option 4)

## FOR HELP OR SUPPORT

[1800 858 858](tel:1800858858)

[www.gamblinghelponline.org.au](http://www.gamblinghelponline.org.au)

## About

The ACT Gambling and Racing Commission (the Commission) is an independent body established under section 5 of the *Gambling and Racing Control Act 1999*.

The prevention and reduction of gambling harm are core objectives of the Commission and this is guided by its five-year [\*Strategy for gambling harm prevention in the ACT: A public health approach 2019–2024\*](#). This Strategy relies on the development and delivery of evidence-based, co-ordinated activities and initiatives addressing harm as experienced by people who gamble, their families and the community.

## The Gambling Harm Prevention and Mitigation Fund –Grants Program

The Gambling Harm Prevention and Mitigation Fund (the Fund) was established under the *Gaming Machine Act 2004* (the Act). Payments to the Fund consist of a levy from gaming machine licensees as well as voluntary contributions from Tabcorp ACT, Casino Canberra and The Lottery Corporation.

Section 163C (2) of the Act provides that the Commission may only make payments from the Fund for a purpose the Commission is satisfied will assist in:

- alleviating gambling harm
- alleviating the disadvantages that arise from gambling harm,
- providing or ascertaining information about gambling harm.

Through the Fund, the Commission is now making available the Gambling Harm Prevention and Mitigation Fund Grants Program (the Grants Program). These grants must be delivered in the ACT for the benefit of ACT residents.

## Objectives of the Grants Program

The aim of the Grants Program is to support organisations to deliver projects that prevent and reduce gambling harm in the ACT.

Projects funded through the Grants Program must align with the scope of the Fund and the Commission's public health approach to preventing and reducing gambling harm.

Examples include:

- counselling for people experiencing gambling harm or their family
- education and awareness about harms caused by excessive gambling
- assisting people experiencing gambling harm to exclude themselves from gambling venues
- supporting the family of people experiencing gambling harm
- self-help information about gambling harm
- research about gambling harm.

## Eligibility

To be eligible to apply for the Grants Program applicants must:

- be an incorporated legal entity or be auspiced by an incorporated legal entity if they are an unincorporated organisation
- have an Australian Business Number (ABN)

- be registered for the Goods and Services Tax (GST) if applicable
- propose a project that will be delivered in the ACT for the benefit of ACT residents
- ensure that the declaration at the end of the application form is made by the Chief Executive Officer or equivalent, and
- provide evidence of Public Liability Insurance.

## Auspiced Funding

An auspicings organisation is one that accepts all legal responsibility, including financial accountability, for the delivery of a project. The auspicings organisation will be the applicant.

The auspicings organisation must provide a letter of support with the application stating they will:

- be the applicant for this grant funding and if successful contract directly with the Commission for the receipt of grant funding, and comply with all grant funding contractual obligations, including the provision of financial acquittal documentation
- be the entity that will accept the grant funding for the project and administer the funding in accordance with the Funding Guidelines and Deed of Grant, and
- disburse grant funding to the auspicied party in accordance with the Funding Guidelines and Deed of Grant and not unreasonably withhold funding from the auspicied party for the implementation of the project.

## Eligible Organisations

The following are examples of types of organisations eligible to apply to the Grants Program:

- Health, community and support services
- Not-for-profit organisations, including sporting, social or recreational associations
- ACT clubs and club groups
- ACT club industry peak body representatives or representative groups
- Australian State and Territory Government organisations or public health organisations
- Research organisations
- Sole traders, and
- Individuals (see information on Auspicied funding for non-legal entities).

## Funding exclusions

Funding will not be provided through the Grants Program for the following:

- Applications that do not contribute to the outcomes and objectives of the Grants Program
- Applications that do not align with the Commission's public health approach to preventing and reducing gambling harm
- Projects that occur outside the ACT
- Projects that are not for the benefit of ACT residents
- Projects that are primarily involved with fundraising, prizes, competitions and awards
- Travel and accommodation costs unless it is demonstrated that they are essential to the outcome of the project
- Costs associated with activities that have already taken place
- Costs of products or activities that are core business of the organisation. These include the infrastructure costs associated with running an organisation (e.g. employment of core staff, equipment, core programs, leasing or property maintenance).

## Application process

The Grants Program application process involves two stages:

Stage 1 - will be an initial expression of interest whereby applicants can pitch a project idea.

Stage 2 - Shortlisted applicants will be invited to submit a full application.

### Stage 1 – Expression of Interest (EOI)

All Grant applicants will need to complete the Expression of Interest application form, which is available on the Commission's website. The completed application form and any related attachments must be submitted by email to [gamblingharmprevention@act.gov.au](mailto:gamblingharmprevention@act.gov.au).

The assessment and shortlisting of Stage 1 applications will be undertaken by a panel from within the Gambling & Harm Prevention Team (GaHP). The GaHP will assess each application to ensure they align with objectives of the fund and make recommendations to the appropriate delegate.

### Stage 2 – Full Grant Application

Successful applicants that are shortlisted to proceed to Stage 2 will be provided with the Grants Program Stage 2 (Full Application) Deed of Grant application form to complete.

All applications will be assessed against each other using a competitive, merit-based selection process, based on the assessment criteria set out below. Applicants should note that progression to Stage 2 does not necessarily mean their application will be funded.

The assessment of Stage 2 applications will be undertaken by a panel comprised of ACT Government staff and may also include an external panel member. The panel's recommendations for applications that should be funded will be provided to the Commission's Board for approval.

## Grants Process

The table below outlines the stages for the Grants Program. Key dates for each Grant round will be available on the Commission's website.

Grant Program Stages
Advanced Grant Notification
Stage 1 (Expression of Interest) opens
Stage 1 (Expression of Interest) closes (4 weeks after Open Date)
Assessment and shortlisting of Stage 1 (Expression of Interest) applications
Shortlisted applicants invited to apply to Stage 2 (Full Application)
Stage 2 (Full Application) closes
Assessment of Stage 2 (Full Application) applications
Notification about outcome of application

## Accepting a grant

Successful applicants will be required to enter into a Deed of Grant with the Commission setting out the terms and conditions for which funding will be provided, including acquittal requirements within the agreed timeframe.

The Deed of Grant identifies certain legal obligations associated with the grant, including your project proposal, the use of grant funds, and project and financial reporting. You will have 24 months from the date of your written offer to complete your project.

## Grants Assessment Criteria

All shortlisted proposals will be assessed based on (i) merit, (ii) viability, (iii) Learnings and (iv) Budget. The descriptions below are provided to guide the application process.

\*Mandatory criteria for all applications

\*\*Mandatory criteria for research applications

### Merit (30%)

The extent to which the proposal:

- aligns with the objectives and principles of the [Strategy for gambling harm prevention in the ACT: A public health approach](#)\*
- alleviates gambling harm and/or the disadvantages that arise from gambling harm; or provides or ascertains information about gambling harm\*
- clearly identifies a *need or gap* and explains how the project will address this
- identifies what is already available and explains why the project provides a better way of meeting the identified need
- sets out the *benefits* of the project—identified the overall impact and who specifically would benefit from the proposed activities
- is of benefit to ACT residents\*

### Viability (30%)

The extent to which the proposal:

- has an achievable project scope, methodology, deliverables and timeline
- articulates both the *output* and *outcomes* of the project
- brings together a project team with the appropriate skills and knowledge to ensure success
- will be managed by an organisation with a successful track record in delivering similar projects
- involves relevant partnerships to complement the project

### Learnings (20%)

The extent to which the proposal:

- provides a demonstrated understanding of the current opportunity or issue the project intends to address
- supports and builds the evidence base for gambling harm prevention strategies and initiatives in the ACT\*\*
- incorporates an evaluation plan and final report with project findings and/or learnings\*
- incorporates the dissemination of learnings to relevant stakeholders

## Budget (20%)

The extent to which the proposal:

- offers value for money and appropriate use of government funds
- is based on realistic estimated costs

## Important Information for Applicants

### Accessibility

The ACT Government is committed to making its information, services, events and venues, accessible to as many people as possible.

If you have difficulty reading a standard printed document and would like to receive this publication in an alternative format – such as large print or audio – please telephone Access Canberra Contact Centre – 13 22 81.

If English is not your first language and you require the Translating and Interpreting Services (TIS) please telephone 131 450.

If you are deaf or hearing impaired and require the National Relay Service, please telephone 131 677 then ask for 133 427.

Any additional information provided by the Commission as part of the Grants Program will be posted online at <https://www.gamblingandracing.act.gov.au/funding/gambling-harm-prevention-and-mitigation-fund>.

### Confidentiality

All material submitted to the Commission is provided in confidence. However, the Commission may promote successful applicants for the mutual benefit of the applicant and the Grants Program. Details of applications will not be made available to third parties without permission. However, applicants should be aware that the provisions of the *Freedom of Information Act 2016* apply to documents in the Commission's possession.

## Contact details for more information

If you require more information about anything related to the Grants Program, please contact the Gambling and Harm Prevention team at [gamblingharmprevention@act.gov.au](mailto:gamblingharmprevention@act.gov.au) or on 02 6207 0359 (option 4).