

Viability Grant guidelines

Grant overview

In March 2019, the NSW Government committed \$120 million to ensure that all parents with children at public primary schools have access to before and after school care (BASC) by 2021. As part of this commitment, a \$40 million Rental Subsidy Fund was announced, which the Viability Grant Program is a component of.

Viability Grant objectives

The objectives of the Viability Grant are to:

1. Support approved BASC services that are at immediate risk of closure
2. Ensure continued access for NSW Government primary school students to approved BASC services

Viability Grant Program description

The Viability Grant Program is designed to provide short-term financial relief to services that are experiencing financial stress, and have a demonstrable risk of immediate closure.

The total funding pool available through the Viability Grant Program is \$5,000,000 (Including GST), and applicants may seek up to \$30,000 (Including GST) to fund recurrent expenses, as detailed in these guidelines.

Applications may be submitted on an ongoing basis however, funds are limited. Grant approval is dependent upon sufficient funds being available.

Each application will be reviewed strictly in order of receipt and assessed according to the applicant's ability to meet the Viability Grant Program's priorities and objectives as outlined in these guidelines.

Applications for the Viability Grant Program will open on **10 June 2021**.

Applications can be submitted on or after this date through the [BASC Reform website](#). Applicants will then be directed to the SmartyGrants online grants management system to start their applications. Applicants will need to register online if they have not used SmartyGrants before, and registration is free and easy.

Key dates

Applications open on 10 June 2021, and will close once all available funding has been committed.

Grant amounts

Applicants may seek up to \$30,000 per application (including GST). In general, the funding request should not exceed the financial loss identified in any supporting financial documentation.

Eligibility

- Applicants must be an approved Out of School Hours Care (OSHC) provider.
- The application must benefit one (1) approved OSHC service operating in NSW, and one application is required per service location.

- Providers may submit multiple applications that benefit other services they manage; however, applications that are clearly duplicates will not be considered.
- Providers must demonstrate that their service provides access to students from NSW public schools. If current enrolments do not include NSW public school students, the applicant must provide evidence that this access is available.
- The applicant must provide financial statements (e.g., profit and loss statement or balance sheet signed by a treasurer/accountant) demonstrating a sustained loss over a twelve-month period (i.e., financial year 2019-20 or calendar year 2020).
- The applicant must provide evidence of a decline in enrolments, as a percentage, over the past 12 months.
- Applications must be submitted by an authorised officer: a person legally able to enter into agreements on behalf of the approved service provider.

Assessment criteria

At its discretion, the NSW Department of Education (the Department) may prioritise applications against some or all of the following criteria:

- The loss sustained by the service as a percentage of its total income
- The decline in enrolments as a percentage of the total enrolments
- The number of NSW Public School students as a percentage of total enrolments
- Whether the service is operating in a geographical area of low socio-economic advantage, as categorised by the [SEIFA](#) Index of Relative Socio-Economic Advantage and Disadvantage



What expenses can be funded?

Funding support is available for any recurrent expenses, including:

- License fees
- Rental fees
- Staffing costs and wages
- Consumables
- Utilities
- Food.

All grant funding must be spent within twelve (12) months of receiving the funds.

What expenses will not be funded?

Funding is not available through this program for non-recurrent expenses, such as:

- Capital works, including fit-outs, extensions or new builds

- Equipment purchases, including office equipment, play equipment, seating and shading
- Office space
- Costs related to marketing, project management or increased staffing
- Purchase or lease of motor vehicles.

Please note that support for these kinds of expenses may be available through subsequent grant programs. Successful applicants through this program will be eligible to apply for funding through these new grant programs.

In addition, the following cannot be supported:

- Reimbursement for activities that have already occurred, or purchases that have already been made
- Applications that benefit services that have already benefited from a successful Viability Grant
- Activities that are not aligned with NSW Department of Education policies
- Expenditure that does not represent value for money
- Activities that are not within the scope of the National Quality Framework.

The application process

What needs to be included in the application?

Applicants will have the opportunity to review the application form and its questions once the round opens. The form will request the following documentation, which applicants are advised to prepare before starting to fill out the form.

- Financial reports, signed by a treasurer, accountant or other qualified person, demonstrating sustained loss
- Deed of variation or correspondence from SINSW confirming reduction of license fees
- Letters of support from the principals of public schools whose students attend the approved service that is the subject of this application.

Tax and legal implications

The Department has received the following advice regarding the GST and its BASC Reform grants programs:

As the Department is not receiving any material benefit in return for the grant payment, and there is only a commitment, not a binding obligation, on the grant recipient to provide specified services, GST will not apply.

Accordingly, there is no requirement for the grant recipients to provide a tax invoice.

All grant funding requests should include GST. GST will NOT be added to any grant payment.

Grants under this program may result in financial, taxation, legal or other impacts. It is strongly recommended that you to seek independent financial advice on any impacts of receiving a grant. You may also seek advice from the Australian Tax Office on 1800 806 218 if you have further questions about your individual situation.

Disclaimer

While every reasonable effort has been made to ensure that the facts contained within this document are correct at time of printing, the NSW Department of Education, its agents and employees, disclaim any and all liability to any person in respect of anything or the consequences of anything done or omitted to be done in reliance upon the whole or any part of this document.

The NSW Department of Education may, at its sole discretion, and at any stage of the application process, do all or any of the following:

- require additional information from an applicant or sponsor
- change the scope of the requirements of these guidelines
- vary, amend (including by replacement) or terminate the application process.

Applicants may be contacted to provide feedback on this Grants Program as part of the evaluation of the program.

Contact us

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Website: <https://education.nsw.gov.au/basc>