

VICTORIAN COMMON FUNDING AGREEMENT

Schedule

Parties

Department of Education
(ABN 52 705 101 522)

and

<Name of organisation>

(<ACN or ABN> <number>)

Date: / /

Details

1. Department (clause 1.1) The **State of Victoria** as represented by the **Department of Education** (ABN 52 705 101 522) and any successor of the Department.
2. Organisation (clause 1.1) **<Organisation Name>** (<ABN or ACN> <number>)
3. Start Date (clause 1.1) <DD/MM/YYYY>
4. End Date (clause 1.1) <DD/MM/YYYY>
5. Dispute Resolution Officer (clause 1.1) <select Director/Regional Director/Executive Director of the Department/Not Nominated>
6. Organisation's Primary Contact (clause 1.1) <Name>
7. Organisation's address <Address>
8. Organisation's phone number <Number>
9. Organisation's email address <Address>
10. Department's Primary Contact (clause 1.1) <Name>
11. Department's address <Address>
12. Department's phone number <Number>
13. Department's email address <Address>

Schedule

Re: <Activity Name>

Schedule no: <Optional: Insert number OR n/a>

Item 1: Activity details

(read with 'Terms and conditions' clause on *Funding*)

1.1 What the Funding is for

<Insert Service/Project description being funded, OR the description the applicant submitted on their application form if applicable, OR briefly describe the Activity>

1.2 Why the Department is Funding this Activity

<Describe objectives of Activity and/or associated policy>

1.3 Activity start date and end date

The Activity described in this Schedule starts on <DD/MM/YYYY> and ends on <DD/MM/YYYY>.

1.4 The people/groups who are intended to benefit most from this Activity are:

<Insert Beneficiaries>

1.5 This Activity is intended to benefit people or groups living in the following places:

<Insert Name of LGAs, whole of Government regions or statewide>.

- <Insert any optional Clause Bank items – bulleted>

Item 2: Funding

(read with 'Terms and conditions' clause on *Funding*)

- The funding for the Activity comes from <Program Name/Funding Source>.
- The total funding for the Activity is \$<Amount>. This amount is excluding GST.
- <Insert optional Clause Bank items – bulleted>

Item 3: Activity deliverables and payments

(read with 'Terms and conditions' clause on *Funding*)

[SAMPLE TABLE PROVIDED]

Activity Deliverables and Payments Table			
Deliverable or milestone	Demonstrating the deliverable is complete	Evidence due date	Payment amount (excluding GST)
<Deliverable – free text>	<Indicator – free text>	<DD/MM/YYYY>	\$<Amount>
<Add rows as needed>	<Add rows as needed>	<DD/MM/YYYY>	\$<Amount>
<Add rows as needed>	<Add rows as needed>	<DD/MM/YYYY>	\$<Amount>
<Add rows as needed>	<Add rows as needed>	<DD/MM/YYYY>	\$<Amount>
<Add rows as needed>	<Add rows as needed>	<DD/MM/YYYY>	\$<Amount>

- <Insert optional Clause Bank items – bulleted>

Item 4: Budget

(read with 'Terms and conditions' clause on *Funding*)

- <Insert optional Clause Bank items – bulleted>

<BUDGET TABLE IS OPTIONAL. SAMPLE TABLE PROVIDED >

Budget Forecast Table	
Activity Income	\$ (excluding GST)
Funds from the Department	\$<Amount>
Funds from your Organisation	\$<Amount>
Funds from other contributors or partners	\$<Amount>
<ul style="list-style-type: none"> • Grants (Commonwealth) 	\$<Amount>
<ul style="list-style-type: none"> • Grants (State) 	\$<Amount>
<ul style="list-style-type: none"> • Grants (Other) 	\$<Amount>
<ul style="list-style-type: none"> • <Insert item> 	\$<Amount>
Total Activity Income	\$<Amount>
Activity Expenditure (Aligned to National Standard Chart of Accounts Headings)	\$ (excluding GST)
Expenditure against total Activity income	\$<Amount>
<ul style="list-style-type: none"> • <Insert item> 	\$<Amount>
<ul style="list-style-type: none"> • <Insert item> 	\$<Amount>
<ul style="list-style-type: none"> • <Insert item> 	\$<Amount>
Total Activity Expenditure	\$<Amount>
Activity costs met through in-kind contributions (approximate value)	\$ (excluding GST)
Total in-kind support	\$<Amount>

Item 5: Reporting requirements

(read with 'Terms and Conditions' clauses on *Reporting* and *Assets*)

<Insert optional Clause Bank items – bulleted>

Item 6: Activity specific requirements

6.1 Acknowledgement (to be read with 'Terms and Conditions' clause 4.17 Funding Acknowledgement)

The Organisation will acknowledge any financial and other support from the Victorian Government according to the *Acknowledgement and Publicity Guidelines* as amended from time to time, which can be found at <at: Attachment X OR on the Department's website at <URL>.

The Department reserves the right to publicise and report on awarding the Funding to the Organisation.

<Insert optional Department/program specific acknowledgment clause from the Clause Bank>.

<Insert any other relevant optional Clause Bank items – bulleted>

6.2 Repayment of Funds (to be read with 'Terms and Conditions' clause 4 Use of Funding)

[OPTIONAL CLAUSE – consider whether this clause should remain so that the Department can require repayment of any unspent Funding. INSERT N/A if not required]

The Department will be entitled to recover from the Organisation any part of the Funding which as at the Activity end date has not been:

- (a) expended; or
- (b) legally committed for expenditure by the Organisation in accordance with this Agreement and payable by the Organisation as a current liability (written evidence of which will be required); and

the Organisation must repay to the Department the unexpended or uncommitted part of the Funding within 60 days of demand by the Department.

6.3 Carry Forward Funding (to be read with 'Terms and Conditions' clause 4 Use of Funding)

[OPTIONAL CLAUSE – if the Term of this Activity is longer than 1 year, consider whether this clause should remain so that the Department can require any unspent Funding to be carried forward and repaid at the end of the Agreement. INSERT N/A if not required]

- (a) The Organisation must provide to the Department a financial acquittal report of all Funding expenditure at the end of each year within 30 days of that date and if any part of the Funding has not been:

- (i) expended; or
- (ii) legally committed for expenditure by the Organisation in accordance with this Agreement and payable by the Organisation as a current liability (written evidence of which will be required);

the amount of the unexpended or uncommitted part of the Funding will be carried forward and treated as part of the Funding paid by the Department to the Organisation for the following year.

- (b) Where any unexpended or uncommitted part of the Funding exists at the end of the final year of the Term of the Agreement, the Department will be entitled to recover and Organisation must repay to the Department, the unexpended or uncommitted part of the Funding, within 60 days of demand by the Department.

6.4 Intellectual Property (to be read with 'Terms and Conditions' clause 16 Intellectual Property)

[#OPTION 1 – Activity requires DE to own any Project IP. Delete Option 2 if choosing this option 1] The Department hereby gives written notice to the Organisation pursuant to clause 16.3(a) of the 'Terms and Conditions' that the Department is to own the Project Intellectual Property and grants a Licence to the Organisation to use, reproduce, adapt, modify, publish, distribute and communicate the

Project Intellectual Property to the extent needed to deliver the Activity under this Agreement.

[#OPTION 2 – Activity allows Organisation to own Project IP and DE accepts a Licence over the Project IP. Delete Option 1 if choosing this option 2] The Department hereby gives written notice to the Organisation pursuant to clause 16.3(b) of the 'Terms and Conditions' that the Department requires a Licence to use, reproduce, adapt, modify, publish, distribute and communicate the Project Intellectual Property to the extent needed to allow the Department to enjoy the full benefit of the Activity and this Agreement.

6.5 Child Safety (read with 'Terms and Conditions' clause 3.1 Service Delivery)

6.5.1 The following definitions apply:

Child-connected Work means work authorised by the Department under this Agreement in a physical, online or virtual environment where children are present or reasonably expected to be present or where the Organisation is handling the Personal Information and/or Health Information of children.

Child-related Work has the meaning given to it in the *Worker Screening Act 2020* (Vic).

Child Safe Standards means the standards made under the *Child Wellbeing and Safety Act 2005* (Vic) as amended from time to time.

Child Safety Laws means any Laws that in any way relate to child safety, including the *Child Wellbeing and Safety Act 2005* (Vic).

CSW Code of Conduct means the Department's child safety and wellbeing code of conduct as notified to the Organisation and amended from time to time.

CSW Policy means the Department's child safety and wellbeing policy as notified to the Organisation and amended from time to time.

Ministerial Order means Ministerial Order 1359 (as amended or replaced from time to time).

Reportable Allegation has the same meaning as reportable allegation as defined in the *Child Wellbeing and Safety Act 2005* (Vic).

Reportable Conduct Scheme has the same meaning as detailed in the *Child Wellbeing and Safety Act 2005* (Vic).

School Child Safety Policies means any relevant school policies, codes, guidelines or associated documents that in any way relate to child safety, including any policies, codes, guidelines or associated documents that the school produces for the purpose of meeting its minimum child safety standards pursuant to the Ministerial Order.

School Premises means the physical campus of, or the online or virtual environment made available by, a Victorian government school.

Working with Children Clearance (WWCC) means the successful outcome of the Working With Children Check process under the *Worker Screening Act 2020* (Vic) which assesses or reassesses whether a person is suitable to engage in Child-related Work.

Personnel of a party includes the officers, employees, agents, contractors, volunteers and permitted subcontractors of that party, who are involved in providing the funded Activity.

Note: Unless a clause in this section specifies that a requirement is only for Child-related Work then the following clauses apply to both Child-related Work and Child-connected Work

6.5.2 Working with Children Checks

- (a) Where the Activity requires the Organisation's Personnel to deliver Child-related Work, these Personnel must have a valid WWCC.
- (b) Where the Activity requires the Organisation's Personnel to deliver Child-connected Work, these Personnel must have a valid WWCC if requested by the Department.

- (c) If required, the Organisation warrants that it has verified and recorded that the WWCC of its Personnel are valid at the Start Date.
- (d) If required, at least once annually during the Term, the Organisation must verify and record the WWCC status of all its Personnel delivering the Activity.

6.5.3 Child safety screening for Child-related Work

- (a) Where the Activity requires the Organisation's Personnel to deliver Child-related Work, the Organisation warrants that all its Personnel delivering the Activity under this Agreement have:
 - (i) provided the Organisation with proof of identity;
 - (ii) the essential or relevant qualifications to deliver the Activity;
 - (iii) undergone appropriate reference checks to ensure suitability to work with children and deliver the Activity.
- (b) If requested by the Department, the Organisation must at the Start Date and then at least once annually during the Term, check with the Department's Conduct and Integrity Division (**C&I Check**) to confirm whether any of its Personnel delivering the Activity have any employment limitations, child safety concerns, or have been otherwise considered as unsuitable to deliver the Activity.
- (c) The process for conducting a C&I Check is emailing: CSCO@education.vic.gov.au, quoting the Agreement details and providing the full names of any Personnel delivering the Activity, and noting this is a personnel screening check for the purposes of this Agreement.
- (d) The Organisation must provide the Conduct and Integrity Division with any further information reasonably requested in order to perform the C&I Check.
- (e) Where the Department considers, in its absolute discretion, that any Personnel is unsuitable to deliver the Activity, following a C&I Check, the Organisation must remove that Personnel from delivering the Activity in any way, including ensuring that the relevant Personnel does not have access to any Department Records or Department Confidential Information.

6.5.4 Compliance with CSW Code of Conduct and CSW Policy

- (a) The Organisation must comply with the CSW Code of Conduct and CSW Policy for the Term of this Agreement.
- (b) The Organisation must ensure that its Personnel delivering the Activity have been provided with, read, and comply with the CSW Code of Conduct and CSW Policy.
- (c) If the Organisation becomes aware of an actual or suspected breach of the CSW Code of Conduct and CSW Policy by its Personnel, it must immediately notify the Department's Primary Contact.

6.5.5 Notification and other child safety obligations

- (a) The Organisation must immediately notify the Department's Primary Contact and provide any reasonably requested further information, if it becomes aware of any of the following:
 - (i) historical or current allegations made and/or concerns raised against of its Personnel delivering the Activity that relate to a sexual offence, sexual misconduct, or physical violence committed against, with or in the presence of a child; behaviour causing significant emotional or psychological harm to a child; or significant neglect of a child;
 - (ii) historical or current child abuse allegations relating to child safety raised against its Personnel delivering the Activity;
 - (iii) any criminal charges, investigations or convictions of its Personnel delivering the Activity; and
 - (iv) any allegations relating to child safety raised against its Personnel delivering the Activity.
- (b) The Organisation must immediately contact Victoria Police if it suspects a criminal offence has occurred in connection with the Activity, even if the Organisation believes the allegation has already been reported to Victoria Police, and provide the Department's Primary Contact with relevant information of the reported offence unless the Organisation has a lawful excuse not to.
- (c) If requested by the Department, the Organisation must take any additional steps reasonably requested by the Department, including but not limited to
 - (i) removing its Personnel from delivering the Activity under this Agreement; and

- (ii) working collaboratively with the Department in relation to taking any action required to manage child safety risks including notifying any students, families or school if required to manage such risks

6.5.6 Where the Activity is delivered on School premises

- (a) Where any part of the Activity is delivered on School Premises, the Organisation and its Personnel must:
 - (i) comply with the School Child Safety Policies given to it;
 - (ii) only enter the School Premises with the prior consent of the school (or its representative at the School Premises);
 - (iii) comply with any other reasonable directions given to it by the school in relation to child safety, including but not limited to removing any Organisation Personnel from the School Premises if directed by the school to do so.

6.5.7 Child safety training

- (a) The Organisation must provide, and ensure that its Personnel delivering the Activity have undertaken, the following training upon induction for delivering the Activity:

[Option: INSERT relevant training that DE requires the Organisation to undertake under this Agreement]

(i) ...;

(ii) ...;

(iii) ...; and

(iv)

- (b) Refresher training of any of the training specified in clause 6.5.7(a) above must be provided as reasonably requested by the Department, but no more than once per year during the Term.
- (c) The Organisation must keep and maintain records of all child safety training undertaken by its Personnel involved in the delivery of the Activity and must make copies available of such records to the Department on the receipt of a written request to do so from the Department.

6.5.8 Compliance with Child Safe Standards

- (a) Where the Organisation is an entity or individual required to comply with the Child Safe Standards, it warrants that:
 - (i) it is compliant with, and will continue to comply with the Child Safe Standards during the Term, or has a valid exemption; and
 - (ii) it will immediately provide the Department's Primary Contact with copies of any documents or information in respect to any compliance action taken by any regulatory authority in connection with child safety against the Organisation or its Personnel.

6.5.9 Compliance with Reportable Conduct Scheme

- (a) Where the Organisation is an entity or individual to which the Reportable Conduct Scheme applies, it warrants that:
 - (i) it will comply with the Reportable Conduct Scheme;
 - (ii) if it becomes aware of a Reportable Allegation against any of its Personnel it will, unless it has a lawful excuse not to:
 - (A) immediately provide the Department's Primary Contact with details of the Reportable Allegation;
 - (B) as soon as practicable, provide any further information relating to the Reportable Allegation reasonably requested by the Department to support management to child safety risks to students;
 - (C) conduct an investigation as required under the *Child Wellbeing and Safety Act 2005* (Vic) and inform the Department's Primary Contact of any outcome and disciplinary action taken within 3 Business Days following the conclusion of the investigation; and

- (D) work collaboratively with the Department in relation to taking any action required to manage foreseeable child safety risks arising from the Reportable Allegation, including notifying any students, families or school if required to manage such risks.

6.5.10 Termination for child safety reasons

- (a) The Department may terminate this Agreement immediately if, in the Department's reasonable opinion, it determines at any time that:
 - (i) there is a breach of the child safety requirements contained in this Schedule, or any Child Safety Laws caused by or in any way connected with, the Organisation or its Personnel; or
 - (ii) the Organisation or any of its Personnel are not suitable to engage in Child-related Work or Child-connected Work for the purposes of delivering the Activity and ensuring compliance with the CSW Code of Conduct and CSW Policy.

6.6 Family Violence Risk Assessment and Risk Management Framework (read with 'Terms and conditions' clause 3.1 *Service Delivery*)

- (a) The following definitions apply:

Agency means a provider of services under a contract entered into with the Department relevant to family violence risk assessment or family violence risk management.

Alignment (and correspondingly Align) means actions taken by Framework organisations to effectively incorporate the four pillars of the Framework into existing policies, procedures, practice guidance and tools, as appropriate to the roles and functions of the prescribed entity and its place in the service system.

Approved Framework means the Family Violence Risk Assessment and Risk Management Framework as amended from time to time approved under section 189 of the FVP Act.

Framework Organisation means a body prescribed to be a framework organisation for the purposes of Part 11 of the FVP Act.

FVP Act means the Family Violence Protection Act 2008 (Vic).

- (b) If the Organisation is a Framework Organisation or an Agency under the FVP Act it warrants to the Department that:
 - (i) it has Aligned its relevant policies, procedures, practice guidance and tools with the Approved Framework as amended from time to time; and
 - (ii) it will maintain Alignment of its relevant policies, procedures, practice guidance and tools with the Approved Framework during the Term of this Agreement.

6.7 National Redress Scheme (read with 'Terms and conditions' clause 3.1 *Service Delivery*)

- (a) The Organisation warrants that it has not received notice that it was named in an application for redress (**Notice of Redress**) to the National Redress Scheme.
- (b) The Organisation acknowledges and agrees that:
 - (i) if at any time during the Term the Organisation receives a Notice of Redress, it will join the National Redress Scheme as soon as practicable and no later than three months after being issued a Notice of Redress; and
 - (ii) if, having received a Notice of Redress during the term of this Agreement and becoming a member of the National Redress Scheme, it will remain a member of the National Redress Scheme while any application for redress in which the Organisation was named, remains unresolved.
- (c) Where the Organisation becomes aware that it has breached clause (a) or (b) of this clause (**Redress Breach**) then it will:
 - (i) within 10 Business Days of becoming aware of the Redress Breach:
 - (A) notify the Department's Primary Contact in writing of the circumstances of the Redress Breach and of its intention to remedy the Redress Breach; and

- (B) provide particulars of the steps being taken by the Organisation, with documentary evidence, to remedy the Redress Breach within 60 days; and
- (ii) if the Department's Primary Contact is satisfied, in its reasonable discretion, that the Organisation has demonstrated it is actively taking steps to remedy the Redress Breach within 60 days, it will notify the Organisation that it may continue to deliver the Activity pursuant to this Agreement, subject to such conditions as the Department's Primary Contact may reasonably impose, in its absolute discretion; and
- (iii) in the event the Organisation fails to remedy the breach within 60 days of notifying the Department of the Redress Breach, the Department may immediately give notice in writing to the Organisation of the suspension of the delivery Activity by the Organisation, without liability to pay any Funding to the Organisation from the date of notice of such suspension.

6.8 Status of Organisation (read with clause 23.3 Status of Organisation)

- (a) The following definition applies:

Funding Guideline means the Victorian Funding Guideline for Services to Children dated 25 October 2018 implementing Recommendation 26.1 of the 2013 report of the Family and Community Development Committee of the Victorian Parliament, *Betrayal of Trust*.

Services to Children means, in accordance with the Funding Guideline, services provided by the Organisation in which the Organisation is responsible for the supervision of, or has authority over, a child. This includes the provision of care, education, services or activities for children. To avoid doubt, it does not include one-off activities or incidental or ad hoc contact with children.

- (b) If the funding offered in this Agreement is for Services to Children, if the Organisation, or any organisation that will receive funding under this Agreement, is not duly incorporated at the time of commencement of this Agreement, the Organisation warrants that it, and where applicable any organisation that will receive funding under this Agreement:
 - (i) was not able to finalise incorporation before entering into the Agreement but is actively working towards incorporation,
 - (ii) will continue to actively work towards incorporation, and
 - (iii) will be duly incorporated within twelve months of the commencement of this Agreement.

6.9 Insurance (read with 'Terms and conditions' clause 20.1 Insurance)

- (a) The following definitions apply:

Child Abuse means in accordance with the Funding Guideline, an occurrence, act or omission in relation to a person when the person is a minor that is physical abuse or sexual abuse, and psychological abuse that arises out of that occurrence, act or omission.

Child-related Work has the meaning given to it in the *Worker Screening Act 2020* (Vic).

Funding Guideline means the Victorian Funding Guideline for Services to Children dated 25 October 2018 implementing Recommendation 26.1 of the 2013 report of the Family and Community Development Committee of the Victorian Parliament, *Betrayal of Trust*.

Minimum Insured Amounts means in accordance with the Funding Guideline, a monetary aggregated claims amount of \$10 million per annum.

Services to Children means, in accordance with the Funding Guideline, services provided by the Organisation in which the Organisation is responsible for the supervision of, or has authority over, a child. This includes the provision of care, education, services or activities for children. To avoid doubt, it does not include one-off activities or incidental or ad hoc contact with children. Where the Activity involves Child-related Work, this will be deemed to be Services to Children.

- (b) Without limiting clause 20.1, if the Organisation provides Services to Children, the Organisation warrants that at all times the insurance coverage obtained in accordance with clause 20.1(a) includes public and products liability insurance written on an occurrence basis covering legal liability

(regardless of how this liability arises) for death or bodily injury of any person and loss and destruction of, and damage to, any property, and includes liability for Child Abuse for the Minimum Insured Amounts.

- (c) For the avoidance of doubt, if the Organisation is not delivering Services to Children but engaging a permitted subcontractor to deliver Services to Children, the Organisation warrants that the Subcontracted organisation has the insurance coverage required in clause (b) above.
- (d) The Organisation will not be deemed to provide Services to Children provided that at all times when delivering the Activity to children:
 - (i) it is the responsibility of the school to ensure teaching staff are present during the delivery of the Activity;
 - (ii) the school staff shall at all times have the supervision of and exercise control over children participating in the Activity; and
 - (iii) the Organisation's personnel or its permitted subcontractors will at no time have the supervision of nor exercise control over children participating in the Activity and will follow the lawful directions of the school staff with respect to the children participating in the Activity.

6.10 Trustee Organisation (to be read with 'Terms and Conditions' clause 23 Status of Organisation)

If the Organisation enters into this Agreement in the capacity as trustee of any trust (Trust) under any trust deed, deed of settlement or other instrument (**Trust Deed**), then this clause applies and the Organisation also enters into this Agreement in its personal capacity.

The Organisation represents and warrants that:

- (a) it is the only trustee of the Trust and no action has been taken or is proposed to remove it as trustee of the Trust;
- (b) it has power under the Trust Deed and under its constitution to enter into and execute this Agreement and to perform the obligations imposed under this Agreement as trustee;
- (c) all necessary resolutions have been passed as required by the Trust Deed and by its constitution in order to make this Agreement fully binding on the Organisation;
- (d) the execution of this Agreement is for the benefit of the Trust;
- (e) the Organisation is not, and has never been, in default under the Trust Deed;
- (f) it has a right to be fully indemnified out of the Trust assets in respect of obligations incurred by it under this Agreement and the assets of the Trust are sufficient to satisfy that right of indemnity;
- (g) there is not now, and the Organisation will not do anything by virtue of which there will be in the future, any restriction or limitation on the Organisation's right to be indemnified out of the assets of the Trust; and
- (h) there is no material fact or circumstance relating to the assets, matters or affairs of the Trust that might, if disclosed, be expected to affect the decision of the Department, acting reasonably, to enter into this Agreement.

No change of trustee of the Trust (including any appointment of an additional trustee) will occur without the prior written consent of the Department, which consent will not be unreasonably withheld or delayed.

6.11 Counterparts

This Agreement may be executed in any number of counterparts all of which taken together will constitute one instrument. A party that has executed a counterpart of this Agreement may exchange that counterpart with another party by emailing it to the other party (or their legal representative) and, it is intended that such exchange is to take effect as delivery.

6.12 Electronic Signatures

- (a) The parties acknowledge and agree that this Agreement and any amendments to this Agreement may be executed by electronic signature which shall have the same force and effect as a handwritten signature. Without limiting this term 'electronic signature', whether digital or encrypted, will include scanned and transmitted versions (e.g. via pdf) of an original signature. An electronic signature is sufficient to indicate a party's approval of the terms of this Agreement and the parties agree to be so bound by their electronic signature and the terms of this Agreement.
- (b) If this Agreement is executed electronically, the Agreement will become binding upon receipt (electronically) by all parties of a fully executed copy of the Agreement. Where this Agreement is executed in a number of counterparts, the Agreement will become binding upon receipt (electronically) by all parties of executed counterparts of this Agreement.

6.13 Essential Terms (read with 'Terms and conditions' clause 14.3 *Termination by the Department*)

The Organisation acknowledges and agrees that a breach of the matters in Items 6 above, is a breach of an essential term in accordance with clause 14.3(f) of the Agreement.

Item 7: Attachments

Attachment 1 – VCFA 'Terms and Conditions'

Attachment 2 – <OPTIONAL if Activity involves Child-related Work or Child-connected Work> CSW Code of Conduct and CSW Policy

<Insert text: List additional attachments by number and name/s, eg. Attachment 2 – Report Template>