

# CONNECTING CARERS IN THEIR COMMUNITY

## SMALL GRANTS PROGRAM 2025/2026

### AUSPICE ARRANGEMENTS FAQs

This information is to support groups and organisations considering an application to the Connecting Carers in their Community 2025/2026 grant round.

<b>Why would I need an auspice partner?</b>	<p>The Connecting Carers in their Community grant encourages organisations that are not-for-profit or volunteer groups to apply.</p> <p>However, it is essential that groups must hold an ABN. If your volunteer group does not have an ABN, you will need to find an auspice partner to receive the grant funds and support your group to produce an end of activities financial report.</p>
<b>What is an auspice arrangement?</b>	<p>An auspice arrangement is a legal arrangement when a larger organisation, which is a legal entity with an ABN, supports a smaller group or organisation by providing administrative, financial, or governance oversight.</p> <p>The larger organisation is known as the auspice organisation. Your carer group or organisation is known as the grant recipient.</p>
<b>How do I find an organisation to auspice my grant application?</b>	<p>If you are not sure about who to approach about being an auspice or wish to discuss the use of an auspice partner, please contact Carers Victoria <a href="mailto:grants@carersvictoria.org.au">grants@carersvictoria.org.au</a>.</p>
<b>What are the responsibilities of the auspice partner?</b>	<p>If your grant application is successful your auspice partner will be responsible for:</p> <ul style="list-style-type: none"> <li>• signing the grant agreement</li> <li>• all legal and financial responsibility of the grant on your organisations behalf</li> </ul>

	<ul style="list-style-type: none"> <li>• receiving and distributing grant funds under the grant agreement</li> <li>• May provide insurance, financial administration, and governance support</li> <li>• providing the financial acquittals to you to include in your final report.</li> </ul>
<b>What are the responsibilities of the grant recipient?</b>	<p>If your grant application is successful the grant recipient (volunteer group) will be responsible for:</p> <ul style="list-style-type: none"> <li>• co-signing the grant agreement</li> <li>• ensuring all grant activities or events are completed</li> <li>• ensuring all grant funds are expended</li> <li>• report back to the auspicing partner, often providing project updates and budget reports.</li> <li>• complying with all grant recipient responsibilities (please refer to the grant guidelines)</li> <li>• Completing the final report.</li> </ul>
<b>When does my organisation need to confirm our auspice arrangement?</b>	<p>You will need to confirm your auspice arrangement when submitting your grant application.</p> <p>You will also need to provide:</p> <ul style="list-style-type: none"> <li>• contact details for the auspice</li> <li>• evidence of the arrangement such as a letter of agreement or a Memorandum of Understanding.</li> </ul>
<b>What is an auspice agreement?</b>	<p>The agreement typically outlines roles, responsibilities, timelines, how funds are handled, dispute resolution, and termination clauses.</p>
<b>Can we include the auspice fee in our grant application budget?</b>	<p>Yes. If the auspice organisation has agreed to manage your grant funds, they may ask for an auspice fee (which must be less than 10 percent of the total requested grant budget).</p> <p>You will need to include any auspice organisation fees in your grant application.</p>

	<p>Auspice fees may be for:</p> <ul style="list-style-type: none"> <li>• holding and distributing funds</li> <li>• insurance, administration or governance support.</li> </ul>
<b>Can Carers Victoria be an auspice partner for this grant?</b>	No, Carers Victoria cannot be a partner for this grant because we are administering the Connecting Carers in their Community grants on behalf of the Victorian Government.
<b>Questions</b>	If you have further questions, please contact Carers Victoria's Grants Team at <a href="mailto:grants@carersvictoria.org.au">grants@carersvictoria.org.au</a>