

Grants and Awards

2023 TERMS AND CONDITIONS

1. NOTIFICATION AND ACCEPTANCE OF SCHOLARSHIP OR GRANT

- 1.1 Where Australian College of Nursing (ACN) approves an application for a scholarship or grant under the ACN Foundation Grants and Awards program, ACN will advise the applicant by letter of that approval together with particulars of the approved scholarship or grant and of any special terms to which the scholarship or grant is subject.
- 1.2 For the purpose of these Terms and Conditions 'award' shall refer to either a scholarship or grant that has been awarded. 'Recipient' refers to the person who has been offered such an award.
- 1.3 Payment of award monies is subject to:
 - a. receipt of the acceptance form and acceptance of the terms and conditions of the award
 - b. evidence of enrolment in the proposed educational program or activity or evidence of the research program being funded where applicable
 - c. evidence of ethics approval where applicable.

2. USE OF THE AWARD

- 2.1 The award is granted as a contribution to the activity or course as described in the recipient's application.
- 2.2 Expenditure of award monies shall be in accordance with the application and associated budget (where applicable), and these Terms and Conditions. A request to depart from these during the period of the award must be forwarded in writing to ACN for approval.

3. ETHICAL APPROVAL

- 3.1 Evidence of ethical approval (if required for the project) must be provided to ACN prior to any payment being made.

4. COPYRIGHT AND PUBLICATION

- 4.1 Unless agreed otherwise:
 - a. All publications resulting from the award shall acknowledge that the work has been supported by an award from ACN, and if applicable, the sponsor of the scholarship.
 - b. Publications shall also include a statement to the effect that the views expressed in that publication do not necessarily represent those of ACN or the sponsor.
- 4.2 The recipient will provide a report to ACN for publication in one or more of ACN's own publications.

- 4.3 The recipient agrees to allow ACN to publish their name, photograph, short biography and details of the project/course/activity in any or all ACN publications, when, and as ACN chooses.
- 4.4 For sponsored scholarships, the recipient agrees to allow:
- a. ACN to share their name, photograph, short biography, and details of the course/program with the sponsor for their records and publication.
 - b. The sponsor to publish in any or all their publications, when and as they choose.

5. PAYMENT OF AWARDS

- 5.1 Payments to recipients will be made on the receipt of the acceptance form and documentary evidence of enrolment if applicable or documentary proof of the activity or project being undertaken and the banking details form.
- 5.2 Payments will only be made by direct deposit.
- 5.3 Graduate Certificate Scholarships (sponsored by HESTA and J&J)
- Recipients must complete enrolment documentation for the ACN Graduate Certificate they have been awarded. Further information regarding enrolment will be provided on submission of the acceptance form.
 - Course fees will be paid directly by the scholarship
 - No funds will be paid to the recipient.
- 5.4 Mid-Career Nurse Leadership scholarships (sponsored by Regal Health and David and Jennie Sutherland Foundation) and Nurse Unit Manager Scholarships
- Recipients must complete enrolment documentation for the program. Further information regarding enrolment will be provided on submission of the acceptance form.
 - Program fees will be paid directly by the scholarship
 - No funds will be paid to the recipient.

6. TERMINATION OF AWARD

- 6.1 ACN may terminate an award if, in the opinion of ACN:
- a. satisfactory progress is not made, or reporting on the studies undertaken is unsatisfactory
- or
- b. the recipient is unable to demonstrate that the studies undertaken continue to pursue the objectives for which the award was originally granted.
- 6.2 Failure by the recipient to meet the conditions of the award, including the submission of written reports by the due dates, will result in ACN taking measures to retrieve all monies paid to the recipient of the award.
- 6.3 Upon completion or termination of the course/research/activity, monies already paid to the recipient and not duly expended or committed shall be returned to ACN.

7. PROJECT REPORTS

- 7.1 The recipient shall provide a final report at the completion of the project or activity within two months of completing the activity. If an award is approved for a period of greater than 12 months a progress report shall be required 12 months from receipt of the award in addition to the final report.

One electronic copy of the final report, detailing the outcomes of the project which should conform to normal academic or organisational reporting standards, shall be submitted to ACN. Electronic reports are to be sent to ACNGrants@acn.edu.au

8. TAX INFORMATION

- 8.1 Where personal expenses are incurred in undertaking a scholarship award, the recipient should establish with the Australian Tax Office whether such expenses are deductible under the Australian Income Tax Law. ACN cannot assist in providing any advice on any representations to the Commissioner of Taxation.

9. RELEASE OF INFORMATION

- 9.1 ACN will release de-identified information including your state/territory, course and institution to the ACN Grants and Award Committee. ACN may also use de-identified information for the purposes of promoting and publicising ACNS. Personal Information may be disclosed to the a subsequent Administrator for the purposes of administering the ACNS Grants and Awards.

You agree to participate in any surveys that may be conducted by ACN or a third party acting on behalf of ACN to collect information relevant to your scholarship.

10. PRIVACY STATEMENT

- 10.1 The Australian College of Nursing (ACN) is regulated by the Privacy Act 1988 (Cth), which protects the privacy of your personal information. The purpose of this Privacy Collection Notice is to let you know what information is collected about you and how the information is used by ACN. ACN takes all reasonable steps to protect personal information held in its possession against loss, unauthorised access, use, modification, disclosure or misuse.

Please click [here](#) to view ACN's privacy collection notice.

The Privacy Commissioner who has power to award compensation against the Administrator, in appropriate circumstances, may investigate complaints about acts or practices of the Administrator.