

Expression of Interest (EOI) Guidelines

EOI Guideline: Supporting Safe Access to Abortion Care Grant Fund

Community-based service provider grant opportunities

November 2025

Grant Program Details	
Opening date and time	26/11/2025
Closing date and time	16/02/2026 5:00pm
Submitting response to EOI (Application)	Applications may be submitted anytime from 12:00pm 12 January 2026 to 5:00pm 16 February 2026
Application outcome date	May 2026
Project delivery timeframe (for successful applications)	FY2025/26 – FY2028-29
Evaluation timeframe (for successful applications)	Successful grantees will provide biannual project reports throughout the lifecycle of the grant.
Decision-maker	EOI Decision-maker: Executive Director, NSW Ministry of Health, Health and Social Policy Branch Total value and purpose of the Grant Fund approved by the Minister for Health and Minister for Regional Health
NSW Government Agency	NSW Ministry of Health
Type of grant opportunity	Open, competitive
Grant value (total available funding for the grant and the available individual grant amounts, excluding GST)	<p>\$2,050,000 total funding available:</p> <ul style="list-style-type: none"> • 2025/26 - \$250,000 (available for initial implementation payments on execution of grant funding agreement(s)) • 2026/27 - \$600,000 • 2027/28 - \$600,000 • 2028/29 - \$600,000 <p>Funding may be allocated to multiple grants or a single grant up to the total value of the Grant Fund.</p>
Enquiries (EOI Contact Officer)	<p>If you have any questions about the grant that are not covered in these funding guidelines, please contact:</p> <p>MOH-WomensHealthGrants@health.nsw.gov.au</p>
Probity Advisor	<p>Rod Lambert, Procure Group</p> <p>Contact: rlambert@procuregroup.com.au</p>

NB: The above dates are proposed only and are subject to change. The Ministry of Health will notify applicants of any changes to timeframes and deadlines.

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Overview of grant fund

1 Overview of the EOI and Grant Fund

The NSW Government committed a total \$9.8 million across the 2023/24 and 2025/26 NSW Budgets to support measures to improve safe access to abortion care in NSW.

Under this commitment the Supporting Safe Access to Abortion Care Grant Fund (Grant Fund) provides funding opportunities to support non-government organisations (NGO) and community-based service providers (including not-for-profit and for-profit organisations) to address access barriers, particularly cost barriers, for women in NSW to access abortion care in a timely, safe and accessible manner.

The NSW Ministry of Health is seeking Expression of Interest (EOI) to deliver additional low-no cost services to support this commitment.

The allocation of funding under the Grant Fund is available to individual NGO and community-based service providers and consortium-based models. The Ministry of Health is encouraging consortium-based proposals to the EOI to enhance the geographic reach and service range and to support a stronger network of referral and service pathways and partnerships under the initiative. This includes consideration of consortia proposals which would utilise up to the total value of the Grant Fund. Any consortium-based response to the EOI must be submitted by one lead respondent, to be identified as the Lead Applicant of the response, and if successful would be the Lead Agency for the project.

Respondents must be aware of health practitioner and health service provider billing responsibilities under the Medicare Benefits Schedule (MBS), including section 19(2) of the Health Insurance Act 1973, and the use of NSW Government funding under this Grant Fund.

All respondents to the EOI are encouraged to read and understand all details in this EOI guide, including responding clearly to each selection criteria before applying.

1.1 Purpose and outcomes

The **purpose** of the Supporting Safe Access to Abortion Care Grant Fund (Grant Fund) is to support experienced non-government organisations and community-based service providers (eligible for not-for-profit and for-profit organisations) undertake activity that promotes NSW Health's policy objective to improve access to abortion care in a timely, safe and accessible manner.

Affordable and timely access to abortion services is a whole-of-sector responsibility shared by the public health system, private providers, primary care and accredited NGOs.

In most cases, medical and surgical abortion can be provided in the community or non-hospital settings – these include private providers, primary care (GPs) and accredited non-government providers.

The intended **outcome** of the Grant Fund is women in NSW who may experience barriers to safe and affordable abortion care services, particularly for socially, economically and geographically disadvantaged women, have greater access to additional low-no cost abortion care (both medical and surgical abortion services).

A successful respondent will propose a service and funding model that will enhance the provision of additional low-no cost abortion care beyond the service levels the respondent(s) currently provide. Proposed service models may include existing telehealth or virtual care services as part of the service mix; however, it is not an intended outcome of the Grant Fund to establish new, or significantly expand, early medical abortion telehealth or virtual care services.

Without limiting the content of the response, the EOI should include an outline as to whether the service model (Assessment Criteria 1), including services that would not be directly funded under the Grant Fund, will include:

- surgical and medical abortion
- ultrasound

- long acting reversible contraception (LARC) insertion and removal
- utilise an existing service and/or establish a new service(s)
- fly-in-fly-out staff and clinicians
- full time and/or periodic service
- remote outreach services
- establishing partnerships with other service providers, including regional based service providers, and what the partnership model would look like.

Outline any other approaches to deliver the services within the available budget (including any co-contributions [financial and in-kind]).

While it is not required that the locations of the services provided under the proposal includes statewide coverage, improving access for women from rural and regional areas is a key priority.

1.2 Scope

Proposals for three-years grant funding are sought until 30 June 2029.

See **2.2 Assessment Criteria** to be addressed in each application.

What the grant funding can be used for:

Service models can propose to utilise the Grant Fund to support an NGO/community-based provider through funding to increase capacity, capability and access to abortion services e.g. rent, minor clinic fit-outs, equipment or consumables, salaries for non-MBS billing clinical or non-clinical staff, administration, reception support, IT system, professional training and Continuing Professional Development, program communications, promotion, and pathways.

It could also provide support through the NGO/community-based provider to support patients through travel subsidies, accommodation or other supports. Eligible providers would be able to bill eligible MBS items under a funding arrangement of this nature.

What the grant funding cannot be used for:

Ensure MBS compliance (section 19(2) Health Insurance Act 1973)

All respondents and partners must be aware of health practitioner and health service provider billing responsibilities under the MBS, including section 19(2) of the Health Insurance Act 1973. Respondents should seek their own legal advice with regards to their proposal, use of NSW Health grant funding, and providing clinical services under MBS arrangements and compliance with their obligations and responsibilities under section 19(2).

In designing their proposed service model, respondents should ensure that:

- any eligible provider billing an MBS benefit (e.g. GP) is not receiving money from another source (e.g. the Grant Fund) for a salary or proxy salary (e.g. an 'availability' or 'on call' or 'incentive' payment); and
- all other MBS requirements are met, including ensuring each provider location has obtained a provider number through Services Australia.

Consortia Models

The Ministry of Health is encouraging consortium-based proposals to the EOI to enhance the geographic reach and service range and to support a stronger network of referral and service pathways and partnerships under the initiative. This includes consideration of consortia proposals which would utilise up to the total value of the Grant Fund.

Any consortium-based response to the EOI must be submitted by one lead respondent, to be identified as the Lead Applicant of the response, and if successful, as the Lead Agency of the grant (Grantee) under a grant funding agreement with the Ministry of Health. As part of any Lead Agency

application, all partners or consortium members are required to provide a letter addressed to the Ministry endorsing the Lead Agency's (Lead Applicant) response to the EOI (grant application), including the services and supports to be provided and the terms outlined in Lead Agency application (Endorsement Letter template guide is provided to support this requirement).

1.3 Grant value

Detail:

- Total value of the Grant Fund is **\$2,050,000** (excluding GST).
- Total value per financial year of the Grant Fund is limited as set out below:
 - 2025/26 - \$250,000 (available for initial implementation payments on execution of grant funding agreement(s))
 - 2026/27 - \$600,000
 - 2027/28 - \$600,000
 - 2028/29 - \$600,000
- The Ministry of Health may determine to allocate multiple grants or a single grant under the total value of the Grant Fund.
- The Ministry of Health may also determine to accept whole or part of a respondent's proposal, subject to negotiations with the respondent.
- There are no grant subcategories. There is a determined **minimum** value of individual grants of \$300,000. The **maximum** value per grant is the total value of the Grant Fund (\$2,050,000).
- There are no specified co-contribution obligations. However, respondents are encouraged to identify and demonstrate how funding under the Grant Fund would be leveraged to support the Grantee and partners increase timely and more affordable access to abortion care for socially, economically and geographically disadvantaged women.

2

Selection criteria

2 Selection criteria

All responses under the EOI for the Grant Fund will be assessed against the EOI selection criteria and may be compared with other applications to finalise ranking respondents.

The Ministry of Health may undertake a stage-two approach to market if required, with a second stage rapid Request for Proposal (RFP) from short-listed respondents to the EOI to respond to an additional request for information.

Notwithstanding the option to undertake a second stage RFP, respondents should be aware that the Ministry, in conducting the EOI evaluation process, is seeking to proceed to direct negotiation phase with preferred respondent(s). Respondents should therefore ensure that they submit their best offer in this EOI invitation.

2.1 Eligibility criteria

Who can apply under the EOI:

To be eligible for grant funding under the Supporting Safe Access to Abortion Care Grant Fund you must:

- Be an organisation incorporated under relevant legislation. EOIs must be submitted by a legal entity with the capacity to contract (includes by one legal entity if a consortium). The Ministry will only enter into a proposed contract with such legal entity.
- Consortium proposals require a single organisation to submit the EOI response as the Lead Applicant. If successful in receiving funding, the Lead Applicant will be the Lead Agency of the consortium and will receive the grant funding to administer the grant, with any required third party arrangements also the responsibility of the Lead Agency.
- Ensure the activity or service location where grant funds will be utilised is within NSW, and that the proposed service model is aligned with the intended grant outcomes.
- Submit your application by the due date (applications received after the due date will be marked as a late submission and may only be considered by the assessment panel in extenuating circumstances).
- Submit your application in full, providing all required documents and completing all relevant fields (incomplete application forms may not be assessed), including:
 - A mandatory EOI Response Cover Sheet and Respondents Information Form must be completed
 - Include Letters of Endorsement from all consortium or partners to any Lead Applicant response to the EOI (Template guide)
 - EOI proposal and response to the Assessment Criteria. The format of this document is at the respondent's discretion. Responses to the assessment criteria should be concise and should be no longer than 20 pages. Respondents may wish to include references and attach further appended information to support their response. The assessment panel is under no obligation to read or consider any of the appended information.

Who cannot apply under the EOI:

You cannot apply if you are:

- an individual/s
- an unincorporated organisation or group
- a Federal, State or local government agency or body

Terms and conditions to apply to the grant - Alignment with policies and standards of care:

The successful respondent(s) will be responsible for compliance with all regulatory and accreditation requirements for providing the services under the successful proposal and service model, activities and services provided under this grant, or supported under this grant, must be safe, accessible, and welcoming and align with a range of NSW Health, Commonwealth and other agency guidelines and agreements, specifically:

- NSW Health Policy Directive Framework for Termination of Pregnancy in New South Wales (PD2025_026) as a statutory guideline for the purpose of section 14 of the Abortion Law Reform Act 2019, and applies to all registered health practitioners in NSW who perform, or assist in the performance of, a termination of pregnancy
- NSW Health Notification of termination of pregnancy secure online notification system. To comply with the Abortion Law Reform Act 2019, details of each termination of pregnancy must be submitted to the NSW Ministry of Health within 28 days via the secure online notification system
- Private Health Facilities Act 2007 and Private Health Facilities Regulation 2024
- Health Insurance Act 1973, noting section 19(2) regarding Medicare benefit not payable in respect of certain professional services.

Grant Fund timelines (indicative):

Date	Milestone
26 November 2025	Applications open
8 December 2025	Respondent/Stakeholder Virtual Briefing
16 February 2026	Applications close
March 2026	Assessment panel meets
April 2026	Successful respondents are notified of the outcome of their application
May 2026	Grant agreement finalised
May 2026	Unsuccessful Respondents are notified of the outcome of their application
May-June 2026	Implementation funding issued (FY2025-26) and grant activities commence
September 2026	Initial project/implementation plan/progress report due. FY2026-27 grant funding issued on Ministry of Health acceptance and approval of the report.
Financial year 2026-27 to 2028-29	Biannual projects report due each financial year (final report end September 2029)

2.2 Assessment criteria

This is an open and competitive grants application process. All assessment criteria must be addressed.

We want to make the process as easy as possible for applicants, please keep responses succinct and directly address each assessment criterion.

Supporting documents, in addition to any mandatory requirements, may be included in the applications and may be considered by the assessment panel, however the assessment panel is under no obligation to read or consider any of the supporting documents. Supporting documents must be of appropriate recency and relevance to the eligibility or assessment criteria, the requirements of the service model, or to demonstrate partnership with other organisations.

Proposals will demonstrate the grant funding will be utilised to support women to access abortion care and increase service provider capacity and capability, provide value for money, and in general promote women's access to appropriate and effective community-based health services.

In addressing each assessment criterion, responses will demonstrate how the proposal will assist the Target Group. The Target Group is women from priority cohorts, as identified and determined by the respondent(s) in the proposal (Criterion 1), who face barriers, particularly cost barriers, to accessing time critical abortion care.

ASSESSMENT CRITERIA

Criteria	Specific information and evidence required	Weighting
Criterion 1: Service model	<p>You should demonstrate this through providing an interim Service and Project Plan outlining the proposed service model and methodology to support the grant purpose, outcome, and scope. The service model will identify:</p> <ul style="list-style-type: none"> Type of services and service levels - Type and number of additional low-no cost service levels to be provided, inclusive of services supported but not directly funded under the Grant Fund, including, but not limited to: <ul style="list-style-type: none"> medical abortion and/or surgical abortion services to be provided, and by gestation of pregnancy Locations - Location of service by type and by availability. and where there are multiple locations, how these services may coordinate care where required <ul style="list-style-type: none"> <i>While it is not required that the service model includes statewide coverage, improving access for women from rural and regional areas is a key priority under the Grant Fund</i> Target Group - The Target Group and eligibility criteria for women to access services under the service model, and the out-of-pocket cost to these clients accessing services. Provide clear indication of proposed Intake and Assessment arrangements <ul style="list-style-type: none"> How the proposal will improve access for eligible women (Target Group), beyond the service levels the respondent(s) currently provide The Target Group may include, but not necessarily limited to: <ul style="list-style-type: none"> Women from remote, rural and regional NSW Holders of a health care card or concession card Evidence of financial hardship Victims of sexual assault, victims of family or domestic violence, including reproductive coercion Aboriginal and Torres Strait Islander people Young people aged 24 years or less Referral pathways - The referral pathways for women to access abortion care under the service model, including: <ul style="list-style-type: none"> How transparent and accessible referrals to partner and other services will be managed How referral pathways to care for women who may require a higher level of care than can be supported under the service model Risk management - A high-level risk management framework which reviews potential risks and how these will be mitigated, including describing the challenges and how those challenges will be managed. 	45%

ASSESSMENT CRITERIA

Criterion 2: Service delivery experience:	<p>You should demonstrate this through identifying:</p> <ul style="list-style-type: none"> • Demonstrated experience in the development and successful delivery of reproductive health services to be provided • Demonstrated capacity and experience in delivering to a range of client populations, in different locations, with social and economic disadvantage • Demonstrated capability, capacity and readiness to implement the service model proposed to deliver the full range of services required under the service model, including that of any relevant service partners and/or referral service providers • Demonstrated experience ensuring appropriate employment and recruitment diversity to reflect service clientele • The infrastructure and technical capacity to fulfil the service model requirements. 	30%
Criterion 3: Personnel	<p>You should demonstrate this through identifying:</p> <ul style="list-style-type: none"> • Demonstrated skills and experience of key personnel to support the proposed service model, including those of any proposed service partners • Knowledge and experience providing project management in accordance with the proposed service model. 	10%
Criterion 4: Value for money	<p>How the service model demonstrates value for money and promotes a sustainable service model across the term of the grant funding</p> <p>Provide initial indicative price and budget, including:</p> <ul style="list-style-type: none"> • Proposed budget - total cost to fund the service model, including: <ul style="list-style-type: none"> ○ Income and funding (including this grant) ○ Staff costs (including staffing mix, training and development costs) ○ Rent and leasing costs ○ Administrative costs including staff travel and accommodation, motor vehicles ○ Any additional establishment costs (from FY2025-26 funding allocation) • In addition to the budget, provide a preliminary costing breakdown for key components of the service model structure, including any related/complementary service under the proposed service model that would not access any direct Grant Funds (any co-contributions [including in-kind], including by service partners) <ul style="list-style-type: none"> ○ <i>Noting NSW Health grant funding cannot be used to directly fund a clinical service also claiming a Medicare rebate, or a clinician's salary providing a service claiming a Medicare rebate</i> • Financial arrangements between any partners • Any cost offsets or revenue that will be used to support the model. 	15%

3

Application process

3 Application process

3.1 How to apply

Applications for this Grant will be open for an extended period of more than 11 weeks to allow for the end of year/new year period and to support respondents making consortia arrangements. Applications will be assessed following the application process below.

The Grant was released publicly on the NSW Government [Grant Finder website](#) and on the NSW Health website www.health.nsw.gov.au/women/Pages/reproductive-health-grants.aspx on 26 November 2025, and via targeted email notification of the EOI release to key peak stakeholders.

The Ministry of Health uses the NSW Government Grant Finder website to publish notifications of approach to market in relation to open request to grant processes. All EOI documents are made available on or can be accessed via the NSW Health section of this website and on the NSW Health website.

Respondents are to ensure that they have registered their details at the NSW Government Grant Finder website and monitor the NSW Health website to ensure that they can access any documents and they are kept informed of any changes that may arise in this EOI and so that they may lodge their application.

All applications must be submitted via email to MOH-womenshealthgrants@health.nsw.gov.au by the **closing date, 5:00pm 16 February 2026**.

Respondents should not wait until the nominated closing time to lodge their responses to avoid encountering difficulties in submitting, as the upload of large files sizes or volumes may prevent submission.

Step 1. Confirm your organisation's eligibility

Ensure your organisation's grant proposal meet the Eligibility Criteria outlined in Section 2.1.

EOIs must be submitted by a legal entity with the capacity to contract (includes by one entity if a consortium). The Ministry will only enter into a proposed contract with such legal entity.

Applications must be complete and signed by the Chief Executive Officer (CEO), or appropriate senior management.

Any EOI which is submitted by a Lead Applicant on behalf of a combination of two or more organisations, a consortium or otherwise, must include in the response:

- Endorsement Letter from each partner organisation (consortium member or formal referral partner) signed by the CEO, or appropriate senior management, to the Lead Applicant (Lead Agency) submitting the application
- Respondent information for each member of the group (only the submitting respondent is required to complete the EOI response Cover Sheet and Respondents Information Form
- A clear statement of the nature of the association between the members of the group and the basis upon which they propose to contract with the Ministry of Health; and
- A statement that each member of the group understands and confirms acceptance that the Lead Agency of the group is fully liable for the performance of all members of the group under the resultant grant funding agreement.

The Ministry will undertake organisation eligibility checks. Organisations that do not meet the eligibility criteria will not progress to assessment by the assessment panel.

Step 2. Information session - Respondent and Stakeholder Virtual Briefing

Respondents and partner organisations are encouraged to read these guidelines before applying.

A virtual briefing session will be held for interested respondents on **Monday 8 December 2025** between 2:15pm – 4:00pm. The briefing will refer to the details outlined in the EOI Guidelines. Ministry of Health representatives involved in this EOI will be available at the session to answer queries regarding this EOI and the approach to market process.

Register for the virtual briefing

All organisations and partners interested in making an application are encouraged to register for the virtual briefing by 12:00pm **Thursday 4 December 2025** at MOH-womenshealthgrants@health.nsw.gov.au to receive the link to access the virtual briefing.

Names and email address of persons attending the briefing session must be provided to the EOI Secretariat Contact Officer at the above contact by 12:00pm Thursday 4 December 2025.

While it is not mandatory for interested respondents to register to attend the briefing session in order to submit an EOI, it is highly encouraged.

Step 3. Prepare your application

Respondents and partner organisations are encouraged to read these guidelines before applying.

Respondents are encouraged to check the [Grant Finder website](http://www.health.nsw.gov.au/women/Pages/reproductive-health-grants.aspx) and NSW Health website www.health.nsw.gov.au/women/Pages/reproductive-health-grants.aspx frequently for any amendments to the EOI that may be issued as there may be limited capacity to respond to individual enquiries.

Respondents should not assume the grant assessment panel has prior knowledge of any organisation or the service it provides. Please respond to the grant requirements in detail within the stated page count guide.

Organisations are encouraged to seek support to prepare grant applications if needed; this may include referring to grant application resources and toolkits, and/or speaking with other organisations and agencies. When seeking support, it is important to note that specific grant questions can only be answered by the Ministry of Health, via the principal contact listed above.

Step 4. Submit the application

Organisations must submit applications **by 5:00pm 16 February 2026**. Only **one** organisation can apply as the Lead Agency on behalf of the consortium.

Applications must be submitted via email to MOH-womenshealthgrants@health.nsw.gov.au

Please use subject heading in your application email: **Submission - Supporting Safe Access to Abortion Care Grant Fund**.

Organisations may submit applications (response to EOI) anytime from 12:00pm, **12 January 2026 to 5:00pm 16 February 2026**.

Applications received after the closing date will be registered as a late response. The Ministry of Health may allow assessment of late responses if there is evidence that the late submission is due to circumstances outside the control of the applying organisation.

The Ministry of Health will provide confirmation of each received application via return email to the applying organisation. Organisations that do not receive confirmation of receipt of application are to consider the application incomplete and are responsible for contacting the Ministry of Health.

Applications must be submitted in full, inclusive of all completed required documents, in Microsoft Word format (with file name ending in “.doc” or “.docx”) or Microsoft Excel format (with file name ending in “.xls” or “.xlsx”)

Additional request for information – Optional second stage Request for Proposal (RFP)

The Ministry of Health may undertake a stage-two approach to market if required, with a second stage rapid Request for Proposal (RFP) from identified short-listed respondents to the EOI to respond to an additional request for information. If undertaken, the Secretariat on behalf of the assessment panel would contact short-listed respondents to the EOI with a request for additional information on their application. The RFP request for information would be uniform to each short-listed respondent.

Notwithstanding the option to undertake a second stage RFP, respondents should be aware that the Ministry, in conducting the EOI evaluation process, is seeking to proceed to direct negotiation phase with preferred respondent(s). Respondents should therefore ensure that they submit their best offer in this EOI invitation.

Validity Period

The application is to be valid for 3 months from the lodgement/closing date. Applicants are to note that applying for the grant is made at the organisation's own cost, and that NSW Health, whilst inviting applications in good faith, is not obliged to proceed with this project.

Contact details and questions and clarifications

To protect the integrity of the assessment process, all communications must be directed via email to the EOI Secretariat contact officer (see page 2).

Interested respondents are to refer all requests for information or advice regarding this EOI to the contact officer.

Please note that questions and answers of broad impact or significance will be communicated to all interested parties by issue of addenda through the NSW Government Grant Funder website and via the EOI guide page on the NSW Health website www.health.nsw.gov.au/women/Pages/reproductive-health-grants.aspx.

The final date for questions will be **5:00pm 10 February 2026**.

Applications cannot be changed once submitted. Applicants must not provide false or misleading information.

Probity adviser

An external Probity Adviser has been appointed for the EOI approach to market process and is independent of the evaluation process.

Respondents may contact the Probity Adviser directly if they have any probity issues that they may wish to raise.

Name	Rod Lambert
Company	Procure Group
Contact details	rlambert@procuregroup.com.au

4

Assessment process

4 Assessment process

4.1 Assessment of grant applications

This is an open and competitive grant process. Applications will be assessed over three phases:

- Phase 1 – EOI Secretariat will conduct an initial screening of all EOI responses (applications). Applications that do not comply with mandatory criteria or conditions of participation (as set out in the EOI Guidelines) can be set aside or eliminated from any further evaluation.
Phase 2 - Applicants will be assessed and scored against the weighted assessment criteria. Applications will be scored and competitively ranked against the assessment criteria below. All assessment criteria must be addressed. The assessment panel will identify a short-list of applications with the highest scores.
- Phase 3 - The Assessment Panel may undertake a final competitive comparative assessment of these short-listed applications to recommend the successful respondent(s) to the decision maker.

The Assessment Panel has the option to undertake a stage-two approach to market if required, with a second stage rapid Request for Proposal (RFP) from identified short-listed respondents to the EOI to respond to an additional request for information. Notwithstanding the option to undertake a second stage RFP, respondents should be aware that the Ministry, in conducting the EOI evaluation process, is seeking to proceed to direct negotiation phase with preferred respondent(s). Respondents should therefore ensure that they submit their best offer in this EOI.

The assessment of applications will be undertaken as follows:

Type	Assessment	Assessor
Eligibility assessment	Assessment of individual application eligibility against eligibility criteria	EOI Secretariat comprised of Senior Ministry staff from Community Care and Priority Populations, Health and Social Policy Branch
Assessment panel	Assessment of all applications, scored against the assessment criteria and competitively ranked. Final recommendations to be provided to the Decision Maker	A grant assessment panel comprised of Senior Ministry of Health and regional NSW local health district staff
Decision Maker	Final decision on Successful Respondent(s,) based on assessment panel recommendations	Executive Director, Health and Social Policy Branch, NSW Ministry of Health

An independent Probity Adviser has been appointed for the EOI approach to market process and is independent of the assessment process. The Probity Adviser will observe meetings of the assessment panel to ensure fair and impartial assessment of all applications.

The decision maker will consider the recommendations of the assessment panel in this decision making and receive a Probity Report from the probity adviser on the assessment process. The

assessment panel may request additional information and/or clarification from applicants at any time during the assessment process.

The decision maker's decision is final in all matters, including:

- the approval of the grant
- the grant funding amount to be awarded, and
- the terms and conditions of the grant.

There is no appeal mechanism for decisions to approve or not approve a grant.

4.2 Notification of application outcome

This grant opportunity is administered by the EOI Secretariat within Health and Social Policy Branch (HSPB), Ministry of Health. The Secretariat will contact all applicants to confirm receipt of an application. If you do not receive acknowledgment from the Secretariat, please make contact using the EOI Secretariat contact above.

The Secretariat may contact you for further information as part of the application assessment process. Without limiting the rights of the Ministry of Health, the Ministry may, at its discretion, elect to conduct negotiations with preferred respondent(s) that submitted the most conforming EOI(s) based on the assessment criteria. The purpose of the negotiations will be advised by the Ministry of Health and made clear to the participants before the commencement of negotiations.

You (the respondent/applicant) accept that by applying for this grant you are in agreement with NSW Health abiding by the requirements for expenditure of public money in NSW, as well as laws and policies that govern ethical behaviour. In line with the NSW Government Grants Administration Guide, grants awarded will be published on the NSW Government Grants and Funding Finder at: www.nsw.gov.au/grants-and-funding.

Acceptance of an EOI or part EOI will be subject to the execution of a grant funding agreement with the Ministry of Health.

Announcements will not be made regarding grants awarded before the grantee has been informed.

It is expected that all respondents will be notified of the outcome of their grant application by end May 2026.

4.2.1 Feedback on applications

Unsuccessful applicants will receive a letter advising them of the outcome of their application. The Grant EOI Secretariat will facilitate debriefing of any applicant who requests such.

4.3 Publication of grants information

The NSW Grants Administration Guide requires that certain information is published in relation to grants awarded no later than 45 calendar days after the grant agreement takes effect (see section 6.5 of the Guide and Appendix A to the Guide). This information is also open access information under the Government Information (Public Access) Act 2009 (NSW) (**GIPA Act**), which must be made publicly available unless there is an overriding public interest against disclosure of the information.

In accordance with these requirements, relevant information about the grants awarded will be made available on the NSW Government Grants and Funding Finder as soon as possible after the grant funding is approved or declined.

All records in relation to this decision will be managed in accordance with the requirements of the State Records Act 1998 (NSW).

5

Successful grant
applications

5 Successful grant applications

5.1 Grant agreement

Successful respondents are required to enter into a grant funding agreement with NSW Health (as the auspicing body) for the funds awarded to be released. Grant agreements will include:

- agreed funding amount to be provided to the grantee, including dates for transfer of funding instalments pending required reporting documentation
- agreed implementation plan, including start and completion dates, along with key milestones of the project
- requirements regarding repayment of unspent funding
- grantees responsibility for costs above the agreed funding amount outside the agreed project scope
- acknowledgement of the support provided by the NSW Government in accordance with the funding acknowledgement guidelines.

Grant variations may be accepted where the requested change aligns with the original intent of the Grant Fund.

A copy of the standard grant funding agreement is provided at **Appendix A** with standard terms and conditions **Appendix B**.

The agreement detail including milestones, payment schedule and performance indicators will be based on the successful grant respondent's application and developed in negotiation with successful respondent(s). The successful respondent(s) will be accountable for delivery of the service model that contribute to meeting the grant objectives.

5.2 Grant payment

The first payment will be paid to the successful respondent(s) upon acceptance of a final Services and Project Plan and Budget from the respondent, and execution of the grant funding agreement.

Following this, grants will be in 12-month instalments for the remainder of the 3 year grants program (2026-27, 2027-28 and 2028-29), pending receipt and acceptance of Annual Progress Reports from the Grantee.

5.3 Unspent funds

Any unspent grant funds remaining at completion of the activity must be returned to the Ministry.

Carry-over of unspent funds may be available to subsequent years of the program as per the Administration and NSW Health Grant Funding for Non-Government Organisations Policy, and the terms of the funding agreement.

If the Ministry of Health deems that carry-over of funds is not appropriate, then unspent funds should be returned to the Ministry.

5.4 Indicative reporting and acquittal requirements

Successful applicants will be required to provide regular reporting, and include the following at a minimum:

- biannual progress reports from FY2026-27 to FY2028-29.

It is expected that the minimum required reporting information will include:

- invoices / financial reports on how funds are spent
- key milestones or targets and progress towards these
- project/ program reporting requirements, including 6-monthly progress reports on agreed performance measures and project outputs
- information and data that captures and demonstrates reach and impact of the program
- regular communication with the Ministry throughout the grant period to advise the status of the project, changes or significant delays to project start or completion dates and on completion of the project.

5.5 Evaluation

The Ministry of Health will review the program in relation to the overall purpose and objectives of the Grant Fund.

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Additional information and
resources

6 Additional information and resources

6.1 Complaint handling

Any complaints may be sent in writing to MOH-womenshealthgrants@health.nsw.gov.au.

Respondents may contact the Probity Adviser directly if they have any probity issues that they may wish to raise at rlambert@procuregroup.com.au.

6.2 Access to information

The GIPA Act provides for the proactive release of government information by agencies and gives members of the public an enforceable right to access government information held by an agency (which includes Ministerial offices). Access to government information is only to be restricted if there is an overriding public interest against disclosure.

The NSW Legislative Council has the power to order the production of State papers by the Executive Government. Standing Order 52 provides that the House may order documents to be tabled by the Government in the House. The Cabinet Office coordinates the preparation of the papers – that is, the return to order. The return to order may contain privileged and public documents. Privileged documents are available only to members of the Legislative Council.

Note that documents submitted as part of a grant application may be subject to an application under the GIPA Act or an order for papers under Standing Order 52.

6.3 Ethical conduct

6.3.1 Conflict of interest management

The following procedures will be put in place to manage any conflicts of interest between the Ministry and applicants:

Conflicts of Interest are managed in accordance with the NSW Health code of conduct and Conflicts of Interest and Gifts and Benefits Policy, and declarations are made and recorded by all persons involved in performing functions related to the assessment process.

6.3.2 Confidentiality

Successful applicants may be required to keep the outcome of the application process confidential until the Government makes a public announcement.

The Ministry of Health follows all requirements of confidentiality required as part of the grants administration and assessment process as outlined in the NSW Grants Administration Guide.

Information relating to the successful applications may be included in:

- The NSW Grants finder website
- Communications sent to Peak bodies and other relevant stakeholders.

This information may include the name of the applicant and their business, a description of the funded project, and the funding amount.

Applicants should be aware that information provided to the Ministry may be made publicly available under the Government Information (Public Access) Act 2009 (NSW). Information may also be made publicly available as a result of an order for papers made by the NSW Legislative Council under Standing Order 52.

Before information is released in response to an application under the GIPA Act, there will be an

assessment of the public interest considerations in favour of and against disclosure of that information, and there may be consultation requirements that apply.

6.3.3 Disclaimer

Submission of an application **does not** guarantee funding.

Every effort has been made to ensure that this publication is free from error and/or omission at the date of publication. The authors, publisher and any person involved in the preparation of this publication take no responsibility for loss occasioned to any person acting or refraining from action as a result of information contained herein.