



# Australian Government

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## Funding Agreement

between the

**COMMONWEALTH OF AUSTRALIA**

as represented by the

**Minister for Education**

and

**Queensland University of Technology**

regarding funding

**under the *Higher Education Support Act 2003* in respect of the  
2021, 2022 and 2023 grant years**

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## Parties and Recitals

**THIS AGREEMENT** is made on the date on which it is executed by the Commonwealth of Australia

### BETWEEN

**THE COMMONWEALTH OF AUSTRALIA** represented by the Minister for Education ('the Commonwealth')  
[ABN 12 862 898 150]

AND

**Queensland University of Technology, GPO Box 2434 BRISBANE QLD 4001** ('Provider')  
[ABN 83 791 724 622]

### RECITALS

- A. The Provider meets the requirements of paragraph 30-1(1)(a) of HESA.
- B. This funding agreement meets the requirements under subsection 30-25(1) of HESA in respect of the 2021, 2022 and 2023 grant years.
- C. Entering into this agreement is a requirement under subparagraph 30-1(1)(a)(ii) of HESA for a Commonwealth Grant to be payable to the Provider under Part 2-2 of HESA.
- D. Subject to subsections 30-25(2A) and 30-25(2B) of HESA, this funding agreement specifies conditions to which the Commonwealth Grant is subject that are additional to the conditions that apply to the Commonwealth Grant under Division 36 of HESA.
- E. This agreement complements the mission-based compact between both parties setting out how the Provider's mission aligns with the Commonwealth of Australia's goals for higher education.
- F. This agreement also gives the Provider an overview of other Commonwealth funding provided under HESA and relevant legislative instruments. This overview is for information only and is set out in the 'Background and Description of Commonwealth Funding' section that follows.
- G. Under section 36-65 of HESA, the Provider must comply with this funding agreement.

### BACKGROUND AND DESCRIPTION OF COMMONWEALTH FUNDING

The Commonwealth of Australia will provide funding under the three broad streams below, as administered by the Department of Education, Skills and Employment (Department), subject to relevant HESA provisions, the conditions of this agreement, and the conditions of any grants provided under each funding stream, which provide the essential building blocks to support world-class teaching and research effort in line with this shared goal. The Provider agrees to use this funding as intended to drive quality higher education and research in the public interest.

#### 1. Teaching base grants

In accordance with Division 33 of HESA and as set out in Part A of this agreement, the Provider will receive a total basic grant amount (TBGA) in Commonwealth Grant Scheme funding, which is an amount up to the sum of the Provider's:

- maximum basic grant amount (MBGA) for higher education courses
  - may include funding for the Provider to partner with a Regional University Centre (RUC). This funding component is to be used to support the objectives of the RUC.
  - provides a flexible funding envelope within which funding can be moved between disciplines (excluding medicine) and course levels (sub-bachelor, bachelor and postgraduate).
- MBGA for designated higher education courses (currently only courses of study in medicine)

- any funding the Provider receives for demand driven higher education courses, calculated in accordance with section 33-5 of HESA and on the basis of the new funding cluster rates commencing on 1 January 2021.

The Provider may also receive other loading amounts as specified in paragraph 33-1(1)(b) of HESA, and worked out in accordance with the *Commonwealth Grant Scheme Guidelines 2020*. The Transition Fund Loading will be provided in accordance with the *Commonwealth Grant Scheme Guidelines 2020*.

## 2. *Research base grants*

The Research Block Grants are calculated in accordance with Part 2-3 (Other grants) and 2-4 (Commonwealth scholarships) of HESA and comprise two components:

- The Research Training Program (RTP), which supports the training of students undertaking Research Doctorate and Research Masters courses, as set out in the *Commonwealth Scholarships Guidelines (Research) 2017*.
- The Research Support Program (RSP), which provides a flexible funding stream to assist eligible providers with the systemic costs of university research, as set out in the *Other Grants Guidelines (Research) 2017*.

Grants for the relevant program will be made to eligible providers through the relevant instrument and on the conditions set out in the relevant instrument. If the provider reports any unspent RSP grant amounts to the Department in relation to the 2021 grant year, the Department will approve the rollover of any unspent amounts into the 2022 grant year. Further, if the Provider spends RSP grant amounts on RTP scholarships, the conditions set out in *Commonwealth Scholarships Guidelines (Research) 2017* apply to these scholarships.

## 3. *Engagement base grants*

There are three grants available to eligible providers under this funding stream that have been established as programs under the *Other Grants Guidelines (Education) 2012*:

- The National Priorities and Industry Linkage Fund (NPILF) which supports the vital functions of engagement with industry, development of industry-relevant course material, optimisation of the course mix for local economies, and provision of work-integrated learning opportunities for students.
- The Indigenous, Regional and Low Socio-Economic Status Attainment Fund (IRLSAF) which supports initiatives to improve access and participation for groups in the population with lower participation and attainment rates, including Indigenous persons, students from low socio-economic backgrounds, and those from regional areas and remote areas. Refer to Appendix 2 for further details.
- The National Institutes Program which provides funding to eligible providers to support national institutes.

Conditions applying to the relevant program are set out in the *Other Grants Guidelines (Education) 2012* and the conditions of grant (if any) made by the Minister. Grants under the relevant program will be made to eligible providers under the *Other Grants Guidelines (Education) 2012*.

Eligible providers may also receive grants under Part 2-3 (Other grants) of HESA in relation to the Tertiary Access Payment (TAP). The TAP provides a one-off, non-indexed, means-tested payment to school-leavers from outer regional or remote areas who relocate more than 90 mins to undertake full-time, higher-level tertiary education (Certificate IV or above). Conditions applying to grants for the TAP will be set out in the conditions of grant made by the Minister.

The Provider may also receive other grants for ad hoc programs or projects under Part 2-3 (Other grants) of HESA and/or the *Other Grants Guidelines (Education) 2012*. Conditions applying to these grants are set out in the *Other Grants Guidelines (Education) 2012* and/or the conditions of grant (if any) made by the Minister.

*Indicative maximum funding amounts*

Indicative maximum funding amounts for each of these funding streams are shown in the following table. The table does not include amounts for any ad hoc grants made under Part 2-3 (Other grants) of HESA and/or the *Other Grants Guidelines (Education) 2012*. The amounts in the table are included for reference only and are not intended to pre-empt or otherwise affect the making of any grant under, or in accordance with, HESA, the *Commonwealth Grant Scheme Guidelines 2020*, the *Other Grants Guidelines (Education) 2012*, the *Other Grants Guidelines (Research) 2017* or the *Commonwealth Scholarships Guidelines (Research) 2017*. The amount of funding the Provider actually receives will be calculated based on HESA and the relevant legislative instrument.

**Table 1: Summary of indicative maximum funding amounts**

Funding	2021 (\$m)	2022 (\$m)	2023 (\$m)
<b>1. Teaching</b>			
Higher education courses (MBGA funding envelope, including an amount contingent on meeting performance-based funding requirements)	\$281,646,227	\$277,372,223	\$280,660,580
<i>Additional amounts for RUCs (included in the Provider's MBGA for higher education courses shown above)</i>	N/A	N/A	N/A
MBGA for designated higher education courses (medicine)	\$0	\$0	\$0
Any funding for demand driven higher education courses (amounts to be paid based on actual student enrolments)	\$779,743* Will be paid on actuals	Will be paid on actuals	Will be paid on actuals
Loading amounts (including Transition Fund Loading)	\$12,861,713	\$0	\$0
<b>2. Research</b>			
Research Training Program	\$30,830,923	To be determined prior to 2022	To be determined prior to 2023
Research Support Program	\$42,025,986	To be determined prior to 2022	To be determined prior to 2023
<b>3. Engagement</b>			
NPILF	\$8,750,000		
IRLSAF	\$3,909,111		
Tertiary Access Payment	\$1,094,500**	To be determined prior to 2022	To be determined prior to 2023
<b>Total</b>	<b>\$381,898,203</b>		

**\*Demand driven higher education courses funding note:** The initial demand driven higher education courses advance payment has been based on the University's equivalent full-time student load estimate provided to the Department in December 2020. This advance payment will be revised based on estimates received from the University in April and October 2021. The demand driven advance is expected to be reconciled against actual data in mid-2022.

**\*\* The TAP grant funds are in two parts:**

- (a) grant funds for scholarships to students of \$995,000 for 199 scholarships
- (b) grant funds for TAP program administration of \$99,500 to undertake promotion, administration and reporting activities
- (c) To ensure as many students as possible have access to a payment, the Department will assess the utilisation of scholarships at all universities in April 2021 and reallocate unused scholarships proportionately to universities with excess demand.

## **NOW IT IS AGREED** as follows:

### **PART A: Commonwealth Grant Scheme funding**

#### *Commonwealth Grant Scheme funding amount and payment arrangements*

1. The Commonwealth will pay to the Provider the CGS funding amount for the 2021, 2022 and 2023 grant years, calculated in accordance with Division 33 of HESA.
2. The Commonwealth will notify the Provider before the start of the relevant Grant Year covered by this agreement about the CGS advances in respect of amounts expected to become payable to the Provider for the relevant Grant Years under subsection 164-10(1) of HESA for:
  - 2.1. higher education courses;
  - 2.2. designated higher education courses; and
  - 2.3. demand driven higher education courses.
3. Amounts payable as CGS advances may be adjusted throughout the relevant Grant Year based on information provided to the Commonwealth by the Provider.
4. CGS advances made in respect of a Grant Year will be reconciled with CGS funding payable to the Provider for the relevant year. This reconciliation will occur in the year following the Grant Year when actual student enrolment data for the Grant Year is finalised and provided to the Commonwealth. If the amount of an advance paid to the Provider exceeds the amount that becomes payable to the Provider, the Commonwealth will seek recovery of the overpaid amount from the Provider under subsection 164-10(1A) of HESA.
5. To ensure the Provider is able to keep operating and employing staff in the aftermath of the COVID-19 pandemic, the Commonwealth has created the Higher Education Continuity Guarantee (HECG) as a program under the *Other Grants Guidelines (Education) 2012*. The Commonwealth will provide grants to eligible providers under the HECG for the Grant Years 2021, 2022 and 2023. The HECG has colloquially been referred to as the 'CGS funding guarantee' for the relevant Grant Years.

#### *Estimates of Commonwealth supported places*

6. The Provider must provide accurate and timely estimates of Commonwealth supported places, including the number of grandfathered students and non-grandfathered students expected to study in Commonwealth supported places, for the current year and future years, as required by the Commonwealth.

#### *Provision of other data*

7. The Provider must provide data relating to revised transparency arrangements as requested, including in relation to admissions processes and the cost of teaching and scholarship. This includes providing the data in the form and at the times required by the Commonwealth to support the national admissions platform.

### **Section One: Higher education courses**

#### *Maximum basic grant amount for higher education courses*

8. The maximum basic grant amounts for higher education courses, specified for the purposes of paragraph 30-27(1)(a) of HESA, for the Grant Years covered by this agreement, are set out in Table 1a of Appendix 1. Appendix 1 also contains additional conditions in relation to the maximum basic grant amount for higher education courses with which the Provider must comply.

*Trading Commonwealth supported places with another provider*

9. The Provider may trade Commonwealth supported places for its higher education courses with another Provider, subject to the transaction being cost neutral and receiving approval from the Commonwealth.
10. If a trade occurs, both providers must notify the Commonwealth in writing by 31 March of the year for which the trade applies and in advance of the census date for the traded places.
11. Both providers must demonstrate arrangements are in place to take into account the number of places required in the pipeline of enrolments beyond the transfer to ensure students can complete their courses.
12. If approved by the Commonwealth, each Provider's funding agreement will be updated to reflect the trade (including to make changes to each Provider's MBGA for higher education courses). The trade will not be effective until the required changes are made to each Provider's funding agreement.

**Section Two: Transition Fund Loading**

*Amount of Transition Fund Loading payable to the Provider*

13. The amount of Transition Fund Loading payable to the Provider for the relevant Grant Years is calculated using the formula in the CGS Guidelines and is estimated as:
  - For 2021: \$12,861,713
  - For 2022: \$0
  - For 2023: \$0



**PART B: Other conditions and requirements***Clinical placements and practicums*

14. For a course that is accredited under section 49 of the National Law, the Provider must ensure that each student enrolled in the course has access to clinical placements in accordance with the approved accreditation standard for the profession.
15. For a course that provides a pathway to professional certification or registration, where that certification or registration requires the completion of a clinical or practicum placement (for example in initial teacher education, engineering, social work) the Provider must ensure that each student enrolled in that course has access to clinical placements or practicums in accordance with the relevant professional accreditation standards.

*New campuses and campus closures*

16. The Provider must obtain the Commonwealth's prior written approval if the Provider proposes to enrol Commonwealth supported students in a course of study that is, or is to be undertaken, primarily at an educational facility, other than one of the Provider's campuses listed below in [Table 2](#) or approved educational facilities listed below in [Table 3](#).
17. Similarly, if the Provider proposes to close a campus or approved educational facility where Commonwealth supported students are enrolled, the Provider must obtain the Commonwealth's prior written approval.

**Table 2: Provider's campuses**

Name of campus	
Brisbane (Gardens Point)	Kelvin Grove

**Table 3: Approved educational facility**

Name of educational facility
N/A

*Closures of courses*

18. Before closing any of the following types of undergraduate and postgraduate courses of study in which Commonwealth supported students have been enrolled for more than two years (including a major within a course of study), the Provider must consult the Commonwealth and obtain the Commonwealth's approval for the closure of the course:
  - 18.1. courses that prepare students for entry to any occupation that is experiencing a Skills Shortage;
  - 18.2. courses the closure of which would be likely to create a Skills Shortage in an occupation because the Provider is the sole or dominant provider of the national skill base for that occupation;
  - 18.3. specialised courses directed at the regional economy, the closure of which is likely, in the Commonwealth's opinion, to create serious detriment to the skills base of a regional economy; and
  - 18.4. courses in areas of priority under the Job-ready Graduates package, for example in science, engineering, computing, allied health, education and languages.
19. In making a decision to approve a course closure under clause 18, the Commonwealth will:
  - 19.1. seek to reach a mutually agreeable arrangement with the Provider regarding the course closure;
  - 19.2. have regard to student demand for the course, the financial viability of the course, the justification provided for a proposed course closure by the Provider and other relevant factors;
  - 19.3. assist the Provider to explore options to retain the course, including through cooperation with another provider or the movement of Commonwealth supported places to another provider

(where applicable); and

- 19.4. not unreasonably withhold approval for a course closure so as to place an unreasonable financial burden on the Provider or place the Provider in a financially unviable position in regard to the Provider's overall financial status.

*Applicable law and jurisdiction*

20. The laws of the Australian Capital Territory apply to the interpretation of this agreement.
21. The parties agree to submit to the non-exclusive jurisdiction of the courts of the Australian Capital Territory and any courts which have jurisdiction to hear appeals from any of these courts in respect to any dispute under this agreement.

*Entire agreement, variation and severance*

22. This agreement and the HESA record the entire agreement between the parties in relation to its subject matter. Any previous agreement covering the relevant Grant Years is terminated and replaced by this agreement on the date this agreement is made.
23. Except for action the Commonwealth is expressly authorised or required to take elsewhere in this agreement or HESA, no variation of this agreement is binding unless it is agreed in writing and signed by the parties.
24. If a court or tribunal says any provision of this agreement has no effect or interprets a provision to reduce an obligation or right, this does not invalidate, or restrict the operation of, any other provision.

*Notices*

25. A party giving notice under this agreement must do so in writing or by Electronic Communication:
  - 25.1. if given by the Provider, marked for the attention of the First Assistant Secretary of the Higher Education Division of the Department of Education, Skills and Employment or other person as notified in writing by the Commonwealth to the Provider; or
  - 25.2. if given by the Commonwealth, marked for the attention of the Vice-Chancellor and President or other person as notified in writing by the Provider to the Commonwealth;

and must be hand delivered or sent by pre-paid post or Electronic Communication to the address specified in this clause.

The address for notices to the Commonwealth is:

First Assistant Secretary  
Higher Education Division  
Department of Education, Skills and Employment  
50 Marcus Clarke Street  
GPO Box 9880  
CANBERRA ACT 2601  
Email: [cgs@dese.gov.au](mailto:cgs@dese.gov.au)

The address for notices to the Provider is:

GPO Box 2434  
BRISBANE QLD 4001  
[vc@qut.edu.au](mailto:vc@qut.edu.au)

26. A notice given under clause 25 is taken to be received:
- 26.1. if hand delivered, on delivery;
  - 26.2. if sent by pre-paid post, 6 business days after the date of posting; or
  - 26.3. if sent by Electronic Communication, at the time that would be the time of receipt under section 14A of the *Electronic Transactions Act 1999*.

*Interpretation*

27. In this agreement including Attachment A and appendices, unless the contrary intention appears:
- 'ABN'** has the same meaning as in section 41 of the *A New Tax System (Australian Business Number) Act 1999*;
- 'CGS'** means Commonwealth Grant Scheme;
- 'Commonwealth Grant'** is the grant payable to the Provider under Part 2-2 (Commonwealth Grant Scheme) of HESA;
- 'course of study'** has the same meaning as in subclause 1(1) of Schedule 1 of HESA;
- 'demand driven higher education course'** has the same meaning as in subclause 1(1) of Schedule 1 of HESA;
- 'designated higher education course'** has the same meaning as in subclause 1(1) of Schedule 1 of HESA;
- 'EFTSL'** has the same meaning as in subclause 1(1) of Schedule 1 of HESA;
- 'Electronic Communication'** has the same meaning as in subsection 5(1) of the *Electronic Transactions Act 1999*;
- 'funding clusters'** has the same meaning as set out in subclause 1(1) of Schedule 1 of HESA;
- 'Grant Year'** has the same meaning as in subclause 1(1) of Schedule 1 of HESA;
- 'higher education course'** has the same meaning as in clause 1 of Schedule 1 of HESA;
- 'HESA'** means the *Higher Education Support Act 2003*;
- 'Indigenous person'** has the same meaning as in subclause 1(1) of Schedule 1 of HESA;
- 'maximum basic grant amount' or 'MBGA'** has the same meaning as in subclause 1(1) of Schedule 1 of HESA;
- 'National Law'** means (a) for a state or territory other than Western Australia – the Health Practitioner Regulation National Law as set out in the Schedule to the *Health Practitioner Regulation National Law Act 2009 (Qld)* as it applies (with or without modification) as a law of the State or Territory; and (b) for Western Australia – the legislation enacted by the *Health Regulation National Law (WA) Act 2010* that corresponds to the Health Practitioner Regulation National Law;
- 'number of Commonwealth supported places'** has the same meaning as in subclause 1(1) of Schedule 1 of HESA;
- 'regional area'** has the same meaning as in subclause 1(1) of Schedule 1 of HESA;
- 'remote area'** has the same meaning as in subclause 1(1) of Schedule 1 of HESA;
- 'total basic grant amount'** has the same meaning as in subclause 1(1) of Schedule 1 of HESA.

28. In this agreement, unless the contrary intention appears:

- 28.1. words in the singular include the plural and vice versa;
- 28.2. clause headings or words in bold format are inserted for convenience only, and have no effect in limiting or extending the language of provisions;
- 28.3. all references to dollars are to Australian dollars;
- 28.4. unless stated otherwise, a reference to legislation is to legislation of the Commonwealth, as amended from time to time;
- 28.5. an uncertainty or ambiguity in the meaning of a provision of this agreement will not be interpreted against a party just because that party prepared that provision;
- 28.6. where a word or phrase is given a defined meaning, any other part of speech or grammatical form of that word or phrase has a corresponding meaning; and
- 28.7. where a word or phrase is not specifically defined in this agreement and the word or phrase occurs in the *Higher Education Support Act 2003*, the word or phrase will have the same meaning as in that Act.

**SIGNED for and on behalf of**

THE COMMONWEALTH OF AUSTRALIA

by Danielle Donegan, Acting First Assistant Secretary, Higher Education Division of the Department of Education, Skills and Employment as delegate of the Minister for Education.

**Signed by**

Danielle Donegan

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**Date:** 13 January 2021

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**In the presence of:**

**Signed by**

Drew Menzies-McVey

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**Position of witness**

Assistant Secretary

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**SIGNED for and on behalf of**

Queensland University of Technology

**Signed by**

Margaret Sheil

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**Position**

Vice-Chancellor and President

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**In the presence of:**

**Signed by**

Kym Woods

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**Position or profession of witness**

Executive Assistant

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**Table 1a. MBGA for 2021-23 grant years for higher education courses**

	Base MBGA	National Priority Places	Innovative Places	Short Courses	Total MBGA
<b>2021</b>	\$276,427,352	\$1,397,000	\$0	\$3,821,875	\$281,646,227
<b>2022</b>	\$276,303,518	\$1,068,705	\$0	\$0	\$277,372,223
<b>2023</b>	\$279,843,021	\$817,559	\$0	\$0	\$280,660,580

**Maximum basic grant amount for higher education courses**

1. The maximum basic grant amount for higher education courses is calculated by:
  - 1.1. applying indexation consistent with the methodology set out in Part 5-6 of HESA; and
  - 1.2. applying the growth factors in the following table for each of the Provider's campuses.

Campus	Remoteness	2021 Factor	2022 Factor	2023 Factor
Brisbane	High metro	0.91%	1.61%	2.12%
Kelvin Grove	High metro	0.91%	1.61%	2.12%

2. The maximum basic grant amount for higher education courses for a year also includes the following amounts that are contingent on meeting performance-based funding requirements in each year:
  - In 2021, performance-based funding is \$3,429,882
  - In 2022, performance-based funding is \$6,844,904
  - In 2023, performance-based funding is \$10,147,234
3. If the provider does not meet the performance-based funding requirements, the Provider's MBGA for a year will be adjusted to remove the performance-based funding amount specified above. \
4. The maximum basic grant amount for higher education courses includes funding for short courses as set out below. The Provider must use the funding in Table 1b to deliver the short courses shown in the table.
5. Subject to the requirements of the *Higher Education Standards Framework (Threshold Standards) 2015*, the Provider commits to grant credit for units of study undertaken as part of any undergraduate certificate listed in Table 1b if those units may also contribute to a different higher education award that a student enrolls in subsequent to completing the undergraduate certificate, including but not limited to those set out in Table 1b.

**Table 1b. Allocated short courses**

<b>Course type</b>	<b>Course name</b>	<b>Course(s) the short course can articulate to</b>	<b>Total CGS funding for short courses</b>
Undergraduate Certificate	Undergraduate Certificate (Information Technology)	Bachelor of Information Technology	\$165,625
Undergraduate Certificate	Undergraduate Certificate (Nursing)	Bachelor of Nursing	\$406,250
Graduate Certificate	Graduate Certificate in Nursing		\$3,250,000
<b>Total</b>			<b>\$3,821,875</b>

**Indigenous, Regional and Low Socio-Economic Status Attainment Fund**

6. In 2021, the Indigenous, Regional and Low Socio-Economic Status Attainment Fund (IRLSAF) consists of five components:
- a) Higher Education Participation and Partnerships Program (HEPPP);
  - b) National Priorities Pool Program;
  - c) Regional Partnerships Project Pool Program;
  - d) Regional Loading Program (RLP); and
  - e) Enabling Loading Program (ELP);

**IRLSAF funding**

7. Grant amounts for the HEPPP, RLP and ELP in 2021 are calculated using the method specified for the relevant component in Divisions 1, 4 and 5 of Part 3 of Chapter 1 of the *Other Grants Guidelines (Education) 2012* (see paragraph 41-30(a) of the Act) and are estimated in Table 2a below.
- HEPPP funding for eligible providers is calculated using the formula specified at section 1.47 of Division 1 of Part 3 of Chapter 1 of the *Other Grants Guidelines (Education) 2012*.
  - The National Priorities Pool Program and Regional Partnerships Project Pool Program are subject to a competitive grants processes and any funding under these programs will be granted separately.
  - RLP funding for eligible providers is calculated using the formula specified at section 1.59 of Division 4 of Part 3 of Chapter 1 of the *Other Grants Guidelines (Education) 2012*.
  - ELP funding for eligible providers is calculated using the formula specified at section 1.61 of Division 5 of Part 3 of Chapter 1 of the *Other Grants Guidelines (Education) 2012*.

**Table 2a. 2021 HEPPP, RLP and ELP funding**

Program	2021
HEPPP*	\$3,909,111
RLP	\$0
ELP	\$0

**Allocation of places for the purposes of the ELP**

8. For the purposes of section 1.61.1 of Division 5 of Part 3 of Chapter 1 of the *Other Grants Guidelines (Education) 2012*, the number of Commonwealth supported places allocated to the Provider for 2021-2023 is 0.

**HEPPP reporting requirements**

9. For the purposes of section 1.50 of Division 1 of Part 3 of Chapter 1 of the *Other Grants Guidelines (Education) 2012*, the HEPPP reporting requirements in 2021 are as per Table 2b below. The Department will provide reporting templates to the Provider in early 2021 via email which the Provider must use when submitting the reports. All reports are to be submitted to [equity@dese.gov.au](mailto:equity@dese.gov.au).



**Table 2b. 2021 HEPPP reporting requirements**

<b>Report</b>	<b>Description</b>	<b>Due date</b>
Notice of unspent 2020 HEPPP funds	Request for rollover of unspent 2020 HEPPP grant amounts into 2021*	1 March 2021
2021 HEPPP Activities Plan	An overview of all planned HEPPP-funded activities for 2021, including planned expenditure of any unspent 2020 HEPPP funds requested for rollover.	1 March 2021
2020 HEPPP Activities Report	A report on all HEPPP-funded activities undertaken in 2020, including expenditure.	31 May 2021

\* The request for rollover of unspent 2020 HEPPP funds are subject to Delegate approval and may have written conditions attached regarding expenditure. As per the *Other Grants Guidelines (Education) 2012*, any grant amounts that are rolled from 2020 into 2021 will not be taken into account when determining the 2021 HEPPP grant amounts.