



One-off ad hoc grants

Commonwealth Grants Rules and Principles 2024

Overview

This fact sheet explains the requirements for officials under the *Commonwealth Grants Rules and Principles 2024* (CGRPs) for using one-off ad hoc selection processes when developing grant opportunities.

The requirements relating to one-off ad hoc grants are set out at **paragraph 2.4c and the glossary** in the CGRPs.

Using one-off ad hoc grants

The CGRPs make clear that competitive, merit-based selection processes **should** be used unless a minister, accountable authority or delegate has specifically agreed otherwise. You can read more about the principle of merit-based selection in the fact sheet on the 2 new key principles.

However, the use of one-off ad hoc grants **may** be appropriate when **all** the following circumstances apply:

- there is an urgent need for payment to a person or organisation to address an unexpected or unforeseen need
- there is no opportunity to establish a competitive or other non-competitive process to consider potential applicants
- the grant will be made available only to one, or a very small number of, people or organisations, **and**
- the grant is not expected to be repeated or made on an ongoing basis.

The decision to use a one-off ad hoc grant **should** be documented appropriately and the rationale for using this approach explained in the grant opportunity guidelines.

If a grant opportunity does not meet the requirements for a one-off ad hoc grant, you can use one of these selection processes:

- open competitive (preferred)
- targeted or restricted competitive
- non-competitive, open
- closed non-competitive
- demand-driven.

Developing one-off ad hoc grant opportunity guidelines

Grant opportunity guidelines **must** be developed for all grant opportunities, including for one-off ad hoc grants.

Publishing one-off ad hoc grants on GrantConnect

One-off ad hoc guidelines **must** be published on GrantConnect, unless the Minister for Finance agrees to an exemption. Details of the grants awarded **must** also be published and linked to the published guidelines.

To seek an exemption from publishing, your minister **must** write to the Minister for Finance. Exemptions are limited to situations where publishing details could undermine the achievement of policy outcomes or where there is a specific policy reason not to publish.

Please contact grants@finance.gov.au to discuss any potential request for an exemption.

For more information visit www.finance.gov.au/government/commonwealth-grants or email grants@finance.gov.au.