



# Delivering the Tasmanian Women's Leadership Scholarship Grants Program 2026-27

## Guidelines

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# Acknowledgement of Aboriginal people and Country

In recognition of the deep history and culture of this Island, we acknowledge and pay our respects to all Tasmanian Aboriginal people, the past and present Custodians of the Land upon which we meet and gather. We particularly acknowledge Aboriginal women, who hold enduring roles in cultural leadership, community life and connection to Country.

## Introduction

The Department of Premier and Cabinet are responsible for these guidelines and are referred to as 'we', 'us', or 'our'.

All references to 'you', 'my', or 'I', may be an individual and/or a representative on behalf of an organisation.

### What are male-dominated contexts?

For the purposes of the Grants Program, these include, but are not limited to; mining, construction, forestry, fisheries, manufacturing, agriculture, science, technology, engineering and mathematics (STEM), electricity, water, gas and waste services and technical trades.

## Key dates

Applications must be received by 2pm on 2 April 2026. Late applications will not be accepted.

Description	Date
Program opens	2pm, 19 February 2026
Program closes	2pm, 2 April 2026
Notification of Program Outcomes (subject to change)	Early May 2026
Funding provided	By instalments
When your project must be completed by	2026 Program: 31 December 2026
	2027 Program: 31 December 2027
When your final report and acquittal will be due	31 January 2028 / 30 April 2028

# About the Delivering the Tasmanian Women's Leadership Scholarships Grants Program 2026-27

The Tasmanian Government is committed to advancing gender equality and creating systems that support women's full participation in all aspects of society.

The Delivering the Tasmanian Women's Leadership Scholarship Grants Program (the Program) has operated as a one-year delivery model since its inception in 2015.

For 2026, the Program will transition to a two-year delivery model, providing the successful provider with greater stability and sufficient time to design, deliver and evaluate two high-impact leadership development programs.

A provider will be selected through a competitive process. The successful applicant will receive \$200,000 to deliver the two programs, with:

- \$100,000 in the 2025–26 financial year to deliver one program in 2026
- \$100,000 in the 2026–27 financial year to deliver a second program in 2027.

The Program supports the vision and goals of the [Equal means Equal: Tasmanian Women's Strategy 2022 – 2027](#) (Equal Means Equal Strategy). The Equal Means Equal Strategy's vision is:

*'for a Tasmania where women and girls have access to equal choice, opportunity and resources to participate in our economic, social, political and community life.*

*Where gender equality is embedded in our culture, attitudes and practices, recognising the diversity of Tasmanian women and girls.'*

The Program contributes to the Equal Means Equal Strategy's goals of cultural change, empowerment, and visibility, with outcomes aligned to the focus areas of:

- Economic Security
- Leadership and Participation
- Safety
- Health and Wellbeing.

The Program builds the skills, confidence and resilience of Tasmanian women leaders, especially those working in male-dominated industries. It aims to deliver on the following objectives:

1. **Leadership progression:** Women build capabilities that support pathways to executive and board roles.
2. **Confidence and navigation of male-dominated contexts:** Women understand prevailing leadership norms and operate effectively within them.
3. **Sustained peer networks:** Participants form and maintain networks that support retention and career progression in male-dominated sectors.
4. **Employer engagement and value realisation:** Employers actively support participants, recognise program value, and encourage broader uptake.
5. **Industry leadership activation:** Sector leaders in male-dominated industries champion the program and support participants.

## What can the Grant be used for?

A total grant of \$200,000 is available to one successful applicant to deliver the two leadership programs over two calendar years.

Funding will be provided in two instalments of \$100,000:

- **Instalment 1 - \$100,000 (2025/26):** Provided before the end of the 2025–26 financial year to deliver one program before 31 December 2026.
- **Instalment 2 - \$100,000 (2026/27):** Provided before the end of the 2026–27 financial year to deliver a second program before 31 December 2027.

Grant funds must be used solely for the purpose of delivering the Program. This may include costs such as:

- Administration and coordination of the Program
- Staff salaries or contractor fees directly involved in delivery
- Venue hire or online platform costs for Program activities
- Costs to support participants (e.g. course fees, mentoring, travel subsidies).

### Important information regarding Instalment 2 funding for 2026/27

- **Quarterly release from 2026–27:** From 1 July 2026, funding will be released in four quarterly instalments across the financial year (instead of a single year-end payment). Quarterly payments will only be released following submission and approval of quarterly progress reports by the Department.

Financial year quarters:

- Quarter 1: 1 July – 30 September
- Quarter 2: 1 October – 31 December
- Quarter 3: 1 January – 31 March
- Quarter 4: 1 April – 30 June
- **Forward estimates are not a funding guarantee:** The Program is supported by an annual allocation of \$100,000 in the 2025–26 State Budget and maintained in the forward estimates to 2028–29.

The second \$100,000 (2026–27) can only be released if the 2026–27 State Budget confirms continued funding.

If funding is not continued, the Department will enact the termination for convenience clause in the Grant Deed, and the remaining funding will not be provided.

## When must the project be delivered?

- Deliver one program before 31 December 2026
- Deliver a second program before 31 December 2027.

## What can't the Grant be used for?

Grant funding must only be used for the approved purpose, and unless we agree in writing, the below are examples of what grant funds must not be used for:

- Capital purchases (e.g. buildings, vehicles, laptops, projectors)
- General business costs not tied to Program delivery (e.g. rent, utilities, marketing)
- Investments or activities for commercial profit
- Costs incurred before funding is approved
- Any expenditure unrelated to the design, delivery or administration of the Program.

### **Please Note:**

- All expenses must benefit the community, not an individual.
- There may be special cases for costs that aren't usually covered. You will need to tell us why you're asking for them, and we may ask for more information to support what you've told us.
- You will need to demonstrate you have the capability and capacity to deliver the approved purpose and sustain any/all ongoing costs.

## Who can apply?

### Eligible applicants

Eligible organisations include:

- Individuals and/or sole traders
- For profit organisations and businesses
  - Preference will be given to organisations that demonstrate delivery of strong and measurable public benefit, alignment with community priorities and objectives of the Equal Means Equal Strategy, and reinvest outcomes into the Tasmanian community
- Aboriginal organisations
- An incorporated not-for-profit organisation
- A not-for-profit company registered under company law.

Applicants must have:

- A Tasmanian presence and the ability to deliver the Program in Tasmania.
- Employees/contractors engaged who have:
  - Undertaken Police checks,
  - Registered Working with Vulnerable People (RWVP) Tasmanian registration if participants are under 18
  - Have had no board disqualifications or similar;
- Uphold a zero-tolerance policy towards violence against any person in the workplace (including women);
- No perceived or actual conflicts of interest in relation to women who are provided scholarships (no pecuniary interests), i.e. a fair and reasonable process is undertaken to attract interest to potential applicants and no perceived or actual conflicts of interest which affect the supplier's ability to perform the contract diligently and independently
- Public liability insurance (a copy of your current public liability insurance cover must be included with the application).
- Hold a currently active Australian Business Number (ABN) or, if eligible, provide a Statement by Supplier Form from the Australian Tax Office (ATO).

**Please Note:** Applicants may be asked to supply documentation to support eligibility claims as part of the application process, or as part of an audit process to confirm claims were true and correct.

If an eligible applicant applies and also auspices another organisation(s) for this Grants Program, then the auspicee applies under their legal name and the application must include formal written confirmation from the auspicing organisation that it will accept the relevant administration, legal and financial responsibilities for the grant.

## Who can't apply?

### Ineligible Applicants

The following entities are not eligible to apply for funding under the Grants Program:

- Australian Government agencies
- Tasmanian Government agencies
- Schools or colleges (government or private)
- Political parties
- Organisations already receiving funding from the Tasmanian Government for the project.

## How to apply?

Visit DPAC's [Community Grants Page](#) and follow the link through to the online application form via our grants portal [SmartyGrants](#).

If you are having difficulty accessing the application form, or if you have any questions regarding the application process, please contact us before the Grants Program closes at [women@dpac.tas.gov.au](mailto:women@dpac.tas.gov.au) or 6270 5670.

### Can I use Generative AI tools for my application?

Yes, Artificial Intelligence (AI) is one of many resources you can use to complete your application.

If you use AI, or other external source material, in your application clearly label the source for this content within your application.

We recommend that you carefully review the content you create and include within your application, particularly when using AI, to ensure it is a true and accurate reflection of your organisation and the project/activities you will undertake.

We may also contact you to discuss and validate the details included within your application.

The information you provide in your application will be assessed and, if successful, used to monitor your performance in delivering the approved purpose and outcomes.

Find out more about [using AI from the National Artificial Intelligence Centre](#).

### I'm new to applying to grants – where can I get help?

We strongly encourage using SmartyGrants [Help Guide for Applicants](#) and [Applicant FAQ's](#) to manage their application.

You may also like to view the Tasmanian Government's Digital Ready for Daily Life basics [video series](#).

## Taxation and financial impacts

You must indicate whether you are registered for Goods and Services Tax (GST) in the grant application.

To help with understanding GST, you can visit the Community Grants [website](#).

If you do not have an Australian Business Number (ABN) you may be required to complete a 'Statement by a supplier' form. You can read about who is eligible to use and access the form through the [ATO website](#).

Contact the Australian Taxation Office (ATO) on 13 28 66 or [www.ato.gov.au](http://www.ato.gov.au) for any advice or clarification on GST.

# How will the application be assessed?

## Assessment criteria

What we're looking for:	What that means:	Weighting:
<b>Community benefits and strategic fit with policy directions.</b>	You demonstrate how your organisation's purpose and values align with the goals of the Equal Means Equal Strategy, and how your work demonstrates a commitment to equity and supporting women's leadership.	10 per cent
<b>Your project plan is clear and achievable</b>	<ul style="list-style-type: none"> <li>• Share your design, development and delivery of the Scholarship Program for 2026 and 2027.</li> <li>• The Scholarship Program must provide opportunities for women to:               <ul style="list-style-type: none"> <li>○ develop leadership skills</li> <li>○ access mentors</li> <li>○ establish networks</li> </ul> </li> <li>• The Scholarship Program must demonstrate how it will deliver and measure progress against the five Program Objectives:               <ul style="list-style-type: none"> <li>○ <b>Leadership progression:</b> Women build capabilities that support pathways to executive and board roles.</li> <li>○ <b>Confidence and navigation of male-dominated contexts:</b> Women understand prevailing leadership norms and operate effectively within them.</li> <li>○ <b>Sustained peer networks:</b> Participants form and maintain networks that support retention and career progression in male-dominated sectors.</li> <li>○ <b>Employer engagement and value realisation:</b> Employers actively support participants, recognise program value, and encourage broader uptake.</li> <li>○ <b>Industry leadership activation:</b> Sector leaders in male-dominated industries* champion the program and support participants.</li> </ul> </li> <li>• A minimum of 40 non-government participants should have access to the Program per year through fully subsidised Scholarships.</li> </ul>	50 per cent

<b>Your organisation has the capacity and capability to deliver its plan</b>	<p>Your application demonstrates:</p> <ul style="list-style-type: none"> <li>• Your relevant experience (10%) – including examples of previous programs your organisation has delivered (they do not need to be programs specifically targeted at women).</li> <li>• Your track record (10%) – including participant satisfaction, outcomes, and impact achieved in similar initiatives.</li> <li>• Your team’s expertise (10%) – governance structures, and how you will ensure the Program is accessible and supportive for all participants (10%).</li> <li>• Your proposed budget (10%) – showing that it is realistic, appropriate, and aligned with the Program Objectives.</li> </ul>	40 per cent
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During the assessment process DPAC may require further information to support or clarify an application. The requested information should be provided within 3 business days, otherwise it may result in the application being unsuccessful.

In making its final recommendation, the panel may consider previous DPAC grant funding history, to promote broad and fair access to funding.

## What happens if the application is successful?

If successful, you will receive a notification of the decision, so please ensure organisational contact details in SmartyGrants are current.

Please note that your organisation name, the title of your project and the amount of funding received will be available on the Community Grants webpage.

If you are successful you will need to enter into an agreement with us. The type and complexity of this agreement will depend on the activity you are being funded for. The agreement will include terms and conditions of the funding being offered and your obligations including reporting requirements.

For more information for successful grant recipients you can visit our website, [Tools and Resources | Service Tasmania](#)

## **What happens if our organisation is offered less than what was requested?**

Successful applicants may be offered partial funding.

Please consider this when completing the application form and clearly identify how all funding being applied for will be used.

## **What happens if our organisation already has a grant with DPAC?**

You can have more than one grant with DPAC.

However, if you have one or more overdue reports or acquittals, then the organisation must complete these before the invoice for this Grants Program can be approved for payment.

Please note that your organisation will not be eligible for the Grants Program if the project you are applying for already receives Tasmanian Government funding.

## **Reporting and Evaluation**

Organisations receiving funding through the Grants Program must complete

- Quarterly reports
- a Final Report.

This report must include a full statement of expenditure and activities against the grant funds provided and the approved purpose of the grant.

## **How will the information provided by our organisation be used?**

Your report can be used, reproduced, modified and adapted by DPAC.

Make sure anything you provide complies with the *Copyright Act 1968 (Cwlth)* and the *Personal Information Protection Act 2004*.

## What if the application is not successful?

Organisations will receive an email advising of the Grants Program's assessment decision, and who to contact if you would like to seek feedback on your application.

### How to make an appeal

You can ask for a review if you have reason to believe that:

- The persons making the decision had a direct or indirect financial interest in the outcome of the application; and/or
- The preparation of the application was affected adversely by incorrect advice provided by DPAC; and/or
- The persons making the recommendations discriminated against the applicant on irrelevant grounds, such as cultural, religious or linguistic background, race, gender, marital status, sexual orientation, or disability.

To seek a review, organisations must write to the Manager, Community Grants and Programs by email to [grants@dpac.tas.gov.au](mailto:grants@dpac.tas.gov.au). A request must be received within 28 days from the date that DPAC provides notification of the decision of the grant application.

## How will my information be kept safe?

Any information provided to DPAC or received from DPAC is managed under the conditions of the following Acts:

- *Archives Act 1983 (Tas)*
- *Personal Information Protection Act 2004*
- *Right to Information Act 2009*

Any worker in the Tasmanian State Service must also follow the rules of the State Service Principles and the *State Service Act 2000*. Who to contact about this grants program?

Contact with us for any of the following reasons can be directed to [women@dpac.tas.gov.au](mailto:women@dpac.tas.gov.au) or 6270 5670 (during business hours):

- Further information or advice on the Grants Program
- Assistance in making an application
- Further feedback on the decision of the application