

Funding Policy

Background

Therapeutic Guidelines Foundation is a charity that promotes the quality use of medicines and supports the creation and dissemination of independent, therapeutic information.

The Foundation aims to improve health outcomes in low- and middle-income countries by providing local health professionals with access to high quality guidelines and guideline development training programs.

As a Public Ancillary Fund endorsed for deductible gift recipient (DGR) status, the Foundation collects donations to distribute to other entities that are also endorsed for DGR status.

Each financial year, Public Ancillary Funds must distribute an amount equal to at least 4% of the new value of the fund at 30 June of the previous financial year.

Grants Program

The Foundation has established a grants program as the method by which this 4% distribution is paid.

Each year it invites eligible organisations to apply for grants to fund projects or programs that are consistent with the objects of the Foundation, with preference given to funding discreet activities related to therapeutic guidelines and activities in low- and middle-income countries.

Further information on the grants program, along with this Funding Policy, is published on the Foundation website < <https://tgfl.org.au/> >

Eligibility

The Foundation may only distribute funds to institutions that are endorsed for DGR status. In addition, the Foundation's governing documents specify that these institutions must be a fund, authority, institution or company in Australia:

- (a) which is charitable at law or the income of which is exempt from taxation; and
- (b) whose objects fall within the scope of the Objects (see Selection Criteria for the definition of the Foundation's Objects).

The Foundation maintains a register of eligible organisations and approaches a suitable number of relevant entities to apply for grants on an annual basis, subject to funding availability.

Funding applications may be made by invitation of the board only. Should an organisation wish to be considered for inclusion on the register, the Foundation welcomes enquiries from entities able to deliver upon its objectives.

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Selection Criteria

The selection criteria for project and program grants are the Objects of the Foundation:

Objects means the advancement of health care, treatment and/or medical knowledge through research, education and/or creation or dissemination of information, including the pursuit of such objects through association or cooperation with any other body, and includes the Principal Objects, provided always that such objects are charitable at law.

Principal Objects means the creation and/or distribution of therapeutic information independently of commercial interests which is evidence based and which promotes the quality use of medicines, diagnostics and other therapies.

Projects or programs that continue to have an impact beyond the period of the grant are highly regarded, as are applications that demonstrate an ability to evaluate outcomes against objectives.

Funding Principles

Applicants are asked to note the following funding principles that have been established by the Foundation:

- Preference is given to funding discreet activities related to therapeutic guidelines that occur in low- and middle-income countries.
- Airfares may be funded for people in-country or from low- and middle-income countries to attend an event, but they are generally not supported for people travelling from Australia or other high income countries.

Application and Assessment Process

The scope and extent of funding available changes from year-to-year, so the Foundation selects particular organisations to apply for grants that deliver either short projects or longer programs that meet the selection criteria and are consistent with the Foundation's current focus.

Grant application documentation is provided to those who are invited to apply. The Foundation Company Secretary coordinates the application process and ensures that applications receive timely consideration and assessment by the Board.

The minimum amount established for grant applications is \$2,500, with the maximum amount dependent on the funding available and outcomes required. In all cases, the level and duration of funding needs to be justified by the applicant.

Applications are assessed by the Foundation Board of Directors according to the selection criteria, the requirements of the proposal, costs associated with planned activities, value for money, and proposed outcomes.

Funding Agreements

Successful applicants are required to execute a funding agreement and funds are only provided when applicants have complied with all requirements, and terms and conditions outlined in those agreements. Every effort is made to make agreements for small grants as simple and straightforward as possible.

Applicants are asked to note that the procurement of public liability insurance is a condition of funding.

Quarterly progress reports on the use of the grant, the purposes for which it has been spent and the outcomes will be required. Future payments for multi-year grants are subject to satisfactory progress and reporting.

The recognition of relevant intellectual property ownership will be incorporated into the funding agreement.

Timeline

A timeline by which the funding application and assessment process takes place is provided below. Please note that the timeline for large grants is anticipated to take place approximately one year in advance of funding being provided:

Timeline	Action
September	Organisations on the register are invited to apply for grants.
October	Applications for grants due.
November	Assessment of grant applications.
December – February	Applicants notified of the outcome of assessment process of grant applications.
March	Subject to the execution of the funding agreement, funding is provided and recipients commence projects.
At completion of the project	Funding recipients report on outcomes at the time stated in the agreement.