



The Australian  
**General Practice**  
Research Foundation

# **Grant application terms & conditions**

2026

1. These terms apply to all RACGP grant applications unless otherwise indicated. These terms and Conditions apply to all applications, whether incomplete or otherwise. Applicants agree to these terms and conditions by logging on to the Smartygrants portal.
2. In these Terms, the following words have these meanings:
  - “Applicant” means the parties listed on an application for a Grant;
  - “Conflict of Interest” means a conflict of interest as described in clause 3 of the RACGP Conflicts of Interest Guidance which can be found at [www.racgp.org.au/the-racgp/governance/organisational-policies/conflicts-of-interest-guidance](http://www.racgp.org.au/the-racgp/governance/organisational-policies/conflicts-of-interest-guidance);
  - “Grant Agreement” means the formal grant agreement signed by the RACGP and the Grant Recipient;
  - “Grant” means any grant, scholarship, award or other form of funding provided by the RACGP;
  - “Grant Recipient” means the organisation that will receive the funds and enter into a Grant Agreement with RACGP;
  - “Offer Date” means the date of the letter which notifies the Grant Recipient of the successful outcome of their application;
  - “RACGP”, “us” or “our” is a reference to The Royal Australian College of General Practitioners Ltd, including its philanthropic arm, the Australian General Practice Research Foundation;
  - “Terms” means these Grant Application Terms & Conditions;
  - “Uncommitted Funds” means any grant funds awarded that have not been legally committed for spending and that are not payable by the Grant Recipient to the RACGP as a current liability;
  - “you”, “your”, “they” or “their” is a reference to the Applicant.
3. The RACGP is committed to protecting your privacy. By applying for a Grant, Applicants consent to RACGP’s collection of the information provided by them in their application(s) to be used for the purpose of;
  - Assessing their application and, if successful, publicising their name(s), institution and title of their research project;
  - Sharing of their information with our funding partners, if necessary, for the purposes of assessing an application;
  - Logging in to the Smartygrants application platform;
  - Reporting on the outcomes of grants and projects to funding partners and governmental third parties;
  - Administering Foundation grants, awards and scholarship programs; and,
  - Promoting the research project applied for, the grant program through which the project is being funded, and/or the activities and impact of the Australian General Practice Research Foundation using RACGP’s various communications channels.
4. If you do not complete the application in full, then your application for a grant will be excluded from assessment. You may access the information RACGP collects from you, or you may make a complaint about breaches of the Privacy Act 1988 (Cth), by contacting the Privacy Officer ([privacy@racgp.org.au](mailto:privacy@racgp.org.au)). Further information about our collection, use, storage and disclosure of your personal information is available in our Privacy Policy which can be found at [www.racgp.org.au/privacy-policy](http://www.racgp.org.au/privacy-policy). If you no longer consent to the use of your personal information, please contact us on 1800 198 586 or by email at [privacy@racgp.org.au](mailto:privacy@racgp.org.au)
5. These Terms are governed and construed by the laws of the State of Victoria, Australia.
6. There will be no legally binding agreement between the RACGP and any Applicant in relation to a Grant unless and until a formal grant agreement is signed by the RACGP and the Grant Recipient.
7. Applicants acknowledge and agree they are independent of the RACGP and not an employee, and have no authority to bind the RACGP by contract or otherwise.
8. Applicants must declare any Conflict of Interest relevant to the Grant for which they are applying. Applicants must have reference to the Conflicts of Interest Guidance on the RACGP website which can be found at [www.racgp.org.au/the-racgp/governance/organisational-policies/conflicts-of-interest-guidance](http://www.racgp.org.au/the-racgp/governance/organisational-policies/conflicts-of-interest-guidance).
9. The RACGP accepts no liability for any cost incurred by an Applicant in relation to a Grant application.
10. The Grants process is overseen by Foundation Awards Panel on behalf of the RACGP.
11. The Foundation Awards Panel is responsible for the independent, objective evaluation and review of Grant applications. The Foundation Awards Panel may establish subcommittees to support its processes.
12. All decisions are final and no correspondence will be entered into. Decisions made in relation to grants are not subject to reconsideration, review or appeal.
13. The Foundation Awards Panel may ask Applicants to clarify in writing information contained in their application in order for the Foundation Awards Panel to assess their application.
14. The Foundation Awards Panel may remove an application from consideration during the selection process if it is considered uncompetitive, incomplete, misleading, incorrect or if the application does not meet the eligibility criteria.
15. Where an applicant identifies a Conflict of Interest in an application, the Foundation Awards Panel may specify how the conflict must be managed in order for the application to be considered, or may remove the application from consideration.
16. Where the Grant funds will only partially fund a project, Applicants must provide evidence they can still undertake a meaningful project in the event other grant applications are not successful. The Foundation Awards Panel may elect to not award grant funding for a project that is, or may be, funded from other sources. Applicants must notify the RACGP immediately if they receive funding from another source for a project that is the subject of a Grant application to the RACGP.
17. Unsuccessful Grant Applicants will be advised in writing; however detailed feedback will not be provided.
18. The Foundation Awards Panel in its sole discretion may decide not to award any Grants if the applications received are assessed as not meeting the required standard.
19. Grant Recipients must be incorporated bodies in Australia that have an ABN and ACN and not individuals, unless the Grant letter of offer specifies that individual support will be provided.
20. Grant funds awarded may only be used for direct research costs (including reasonable costs and project-related salaries) and not for any overhead or management fees of administering organisations.
21. Unless otherwise agreed in writing by RACGP, Grant Recipients will be required to provide reports to RACGP as detailed in the Grant Agreement and outlined in this handbook.
22. Unless otherwise agreed in writing by RACGP, Grant funds will be paid upon completion of relevant milestones to the satisfaction of RACGP, as detailed in the Grant Agreement and outlined in this handbook.
23. Grant Recipients will be required to repay to the RACGP all Uncommitted Funds within 14 days of submission of their final report.
24. Successful Grant Applicants will be required, as part of the Grant Agreement, to negotiate ownership of any intellectual property rights developed using the grant funds.
25. Successful Grant Applicants for the Therapeutic Guidelines Research Grant, will be required, as part of the Grant Agreement, to agree to provide joint ownership of any intellectual property rights developed using the grant funds to Therapeutic Guidelines Ltd.



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## Contacts

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