



Australian Government

Department of Infrastructure and Regional Development

File reference: SCP0001935

Ms Patricia Jones
Chair
Old Bega Hospital Reserve Trust
301 Princes Hwy
BEGA NSW 2550

Dear Ms Jones

RE: Grant Agreement - Old Bega Hospital Reserve Trust - SCP0001935 - Old Bega Hospital Toilet Renovations

I am pleased to advise that your application for funding of up to \$18,462 under the Stronger Communities Programme (SCP) for the Old Bega Hospital Toilet Renovations project has been approved, subject to this Letter of Offer.

Attached is a Letter of Acceptance, relating to the provision of this funding, which sets out the terms and conditions under which the funding is to be provided. Together, this Letter of Offer and the executed Letter of Acceptance will form the Grant Agreement. You will receive payment for your project in accordance with the Grant Agreement.

It is important that you familiarise yourself with the terms and conditions of the Grant Agreement and ensure that you understand the nature and extent of your obligations under the Grant Agreement before signing the Letter of Acceptance.

Once you are satisfied with the Grant Agreement please arrange for the Letter of Acceptance to be signed by the appropriate signatory, witnessed and returned to the Department.

To return the Letter of Acceptance to the Department you must either:

- Scan a copy of the executed Letter of Acceptance and email it to SCPContracting@infrastructure.gov.au, retaining the original signed copy for your records; or
- Send a copy of the executed Letter of Acceptance to the following address, retaining the original signed copy for your records:

Chris Ramsden
Stronger Communities Programme
Department of Infrastructure and Regional Development
GPO Box 594
CANBERRA ACT 2601

It is important to note that you should not make financial commitments for funded activities based on this Letter of Offer or public announcements by the Australian Government or your local Member of Parliament. Financial commitments entered into before a Grant Agreement is in place with the Department are done so at your own risk.

The offer to contract with the Commonwealth on the terms and conditions set out in the Grant Agreement will lapse if you fail to provide the required documents to the Department within four weeks of the date of this letter or other such date agreed by the Department. No changes are to be made to the Letter of Acceptance without the prior written agreement of the Department.

You should contact your local Member of Parliament regarding announcement of the funding decision, noting that all projects which have received funding under SCP will be listed on the Department's website at <https://infrastructure.gov.au/department/grants/index.aspx>.

Please note that you are required to keep evidence of expenditure for two years after completion of the project and, if requested, provide this and other information, to ensure compliance with the SCP Guidelines. If your project is selected for a compliance check, a Compliance Reporting Pack will be forwarded to you to complete and return to the Department.

If you have any questions regarding the offer, please contact Chris Ramsden on 02 6274 7256.

We wish you every success with your Old Bega Hospital Toilet Renovations project.

Yours sincerely

A handwritten signature in black ink that reads "Peter Elliott". The signature is written in a cursive style with a large, stylized initial "P".

Peter Elliott
Programme Manager
Stronger Communities Programme
24th May 2016