

**22-23 Budget (March)**[Budget Paper No. 2](#) - p. 165Prime Minister and Cabinet | **Budget 2022-23****Strengthening Indigenous Leadership and Governance**

Payments (\$m)

	2021-22	2022-23	2023-24	2024-25	2025-26
National Indigenous Australians Agency	-	6.1	6.2	5.9	3.7

The Government will provide \$21.9 million over 4 years from 2022-23 to support the Australian Indigenous Mentoring Experience to help young Indigenous leaders undertake leadership roles, and for the Office of the Registrar of Indigenous Corporations to develop governance training materials for Indigenous organisations, and to provide scholarships for Indigenous Australians to undertake company directors courses. This measure aims to increase the number of existing and emerging Indigenous leaders in business, community and the public sector.

Further information can be found in the joint media release of 18 February 2022 issued by the Prime Minister and the Minister for Indigenous Australians.

**Prime Minister and Cabinet PBS**[Portfolio Budget Statements 2022-23](#) – p. 216**Budget 2022-23** | National Indigenous Australians Agency**Table 1.2: NIAA 2022-23 Budget measures (continued)**

	Program	2021-22 \$'000	2022-23 \$'000	2023-24 \$'000	2024-25 \$'000	2025-26 \$'000
McDonald v Commonwealth class action – discovery costs						
Departmental payment (b)	1.7	-	nfp	-	-	-
<b>Total</b>		-	nfp	-	-	-
Ngurra Cultural Precinct (c)						
Departmental payment	1.7	-	-	-	-	-
<b>Total</b>		-	-	-	-	-
Prioritising Mental Health (d)						
Departmental payment	1.7	-	440	442	446	-
<b>Total</b>		-	440	442	446	-
Remote Engagement Program (e)						
Administered payment	1.1	-	-	(901)	(229)	-
<b>Total</b>		-	-	(901)	(229)	-
Strengthening Indigenous Leadership and Governance						
Administered payment	1.1	-	5,084	4,944	4,482	2,456
Departmental payment	1.7	-	1,047	1,279	1,441	1,196
<b>Total</b>		-	6,131	6,223	5,923	3,652

**Joint Media Release**

[Media-Release-PM-Min-Wyatt-ATSI-leadership-governance-funding-18.2.22.pdf](#)



**The Hon. Scott Morrison MP**  
Prime Minister

**The Hon. Ken Wyatt AM, MP**  
Minister for Indigenous Australians

**JOINT MEDIA RELEASE**

Friday 18 February 2022

**STRENGTHENING INDIGENOUS LEADERSHIP AND GOVERNANCE**

The Morrison Government is today launching a \$21.9 million Indigenous Leadership and Governance package to support the next generation of Indigenous leaders.

The Indigenous Leadership and Governance package includes:

- \$13.5 million for the Australian Indigenous Mentoring Experience (AIME) to continue its operations and implement a strategic plan for expansion to support young Indigenous Australians to undertake leadership roles, further education and employment;

Attachment C

## STRENGTHENING INDIGENOUS LEADERSHIP AND GOVERNANCE

## MEDIA RELEASE

18 February 2022

Prime Minister, Minister For Indigenous Australians

The Morrison Government is today launching a \$21.9 million Indigenous Leadership and Governance package to support the next generation of Indigenous leaders.

The Indigenous Leadership and Governance package includes:

- \$13.5 million for the Australian Indigenous Mentoring Experience (AIME) to continue its operations and implement a strategic plan for expansion to support young Indigenous Australians to undertake leadership roles, further education and employment;
- \$6.7 million for Office of the Registrar of Indigenous Corporations (ORIC) to develop governance training materials for Indigenous organisations; and
- \$1.7 million to the National Indigenous Australians Agency (NIAA) to provide scholarships for Indigenous Australians to undertake company directors' courses, and to monitor and evaluate the entire package.

Prime Minister Scott Morrison said the \$21.9 million investment would support thousands of Indigenous individuals and many organisations to realise their potential.

“Our \$13.5 million investment in the Australian Indigenous Mentoring Experience program will extend this successful program by three years to 2025 and expand its support to 10,000 students a year, up from the current 6,000 students a year,” the Prime Minister said.

“This will ensure even more young Indigenous Australians can realise their leadership potential and career dreams through this proven mentoring and skills development program, and become the next generation of leaders in business, community and the public sector.

“In addition, Indigenous businesses will be strengthened with a \$6.7 million investment in governance, and we are providing \$1.7 million to deliver scholarships for Indigenous Australians to undertake company director courses to provide Aboriginal and Torres Strait Islander people with the skills to take their business to the next level or sit on the boards of our top companies.

“This is about maximising the burgeoning opportunities for Indigenous entrepreneurs and businesses, as well as the economic advancement of all Indigenous Australians. With the right supports and opportunities, even more Indigenous Australians will be able to launch from entry-level roles into higher-skilled and higher-paying technical, managerial and leadership careers.”

Minister for Indigenous Australians the Hon Ken Wyatt AM, MP said the package would help to realise the recently released National Roadmap on Indigenous Skills, Jobs and Wealth Creation.

“When I launched the Roadmap at the end of last year it was clear that we need to strengthen Indigenous leadership and governance capability across the nation,” Minister Wyatt said.

“This is about supporting the aspirations of Indigenous youth to dream big and thrive at no matter what they turn their minds to as well as providing the tools for all Indigenous businesses and business people to take the next step towards expansion or leadership roles.

“Since 2005, AIME, an Indigenous organisation, has supported more than 25,000 young Aboriginal and Torres Strait Islander people to further their education and kick-start their careers, with an average of 96.1 per cent of their participants attaining Year 12 and moving on to further education or employment.”

The recent Indigenous Australian Workforce Report delivered by Skills Australia confirmed that, on average, Indigenous people tend to work in high growth but lower skill level jobs.

“This funding will help turn that around, providing the launching pad Indigenous Australians need to develop leadership skills and network to support them on their journey,” Minister Wyatt said.

This package directly supports Priority Reforms Two and Three of Closing the Gap and contributes to the overarching aims of the Government’s Roadmap for Indigenous Skills, Jobs, and Wealth Creation.





Australian Government

National Indigenous Australians Agency

PROJECT SCHEDULE –  
GENERAL GRANTS  
CHILDREN AND SCHOOLING PROGRAMME

Executed by

the Commonwealth of Australia as represented by the National Indigenous Australians Agency  
(ABN 30 429 895 164)

AND

Australian Indigenous Mentoring Experience Indigenous Corporation (ABN 31 081 797 652)

Grant System Agreement number (System ID)	4-HS3T9TV
Project Schedule reference number (System ID)	4-HS3T9TZ
Provider reference number (System ID)	2-E0W9YT

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Version: September 2021

**How this Project Schedule works**

The Commonwealth has agreed to execute this Project Schedule, under which the Commonwealth will provide the Grant/s for the purpose of delivering one or more Project/s.

Once this Project Schedule has been executed, a separate contract is formed. That contract is called a **Project Agreement**.

The terms and conditions of this Project Agreement are as set out in:

- a) this Project Schedule;
- b) the Head Agreement; and
- c) any attachments to, or documents incorporated by reference into, either of those documents.

This Project Schedule contains terms and conditions that relate specifically to the Projects and Grants listed in this document. The document comprises:

- Part 1 – a summary of the Projects and Grants in this Project Schedule;
- Part 2 – terms and conditions applying to all Projects and Grants in this Project Schedule; and
- Part 3 – specific terms and conditions for particular Projects and Grants in this Project Schedule.

The Head Agreement contains general terms and conditions that apply to all Projects and Grants.

*(See also clauses 1 to 10 of the Head Agreement).*

**PART 1: PROJECT AND GRANT SUMMARY****1. List of Projects**

Project ID	Project name
4-HSJATWT	AIME Mentoring

**2. List of Grants**

Project ID – Project name	Amount (excl GST)	SACS (if applicable)	GST (if applicable)	Total (incl GST)
4-HSJATWT - AIME Mentoring	\$12,000,000.00	\$0.00	\$1,200,000.00	\$13,200,000.00
<b>TOTAL</b>	<b>\$12,000,000.00</b>	<b>\$0.00</b>	<b>\$1,200,000.00</b>	<b>\$13,200,000.00</b>

## PART 2: GENERAL INFORMATION, TERMS AND CONDITIONS FOR ALL PROJECTS IN THIS PROJECT SCHEDULE

### 1. Interpretation

- 1.1 Unless the contrary intention appears, words used in this Project Schedule have the same meaning as in the Head Agreement.
- 1.2 Information, terms and conditions in Part 2 of this Project Schedule apply to the Projects under this Project Agreement, unless the contrary intention appears in Part 3.

### 2. Programme

- 2.1 The Grants are provided under the **Children and Schooling** Programme.

### 3. Programme outcomes

- 3.1 For each Project, the Provider must contribute to or achieve the following programme outcomes to the extent they are not inconsistent with the Project:

#### Programme outcomes

- Support families to give children a good start in life through improved early childhood development, care, education and school readiness.
- Get children to school.
- Improve literacy and numeracy.
- Support successful transitions to further education and work.

- 3.2 The Provider agrees to deliver each Project under this Project Agreement so as not to conflict with or adversely impact upon the school attendance of children in the location/s at which the Project is being delivered.

### 4. Overview

- 4.1 The Provider is:

Provider	
Full legal name	Australian Indigenous Mentoring Experience Indigenous Corporation
Trading name	Not specified
ABN	31 081 797 652

- 4.2 This Project Agreement commences on the Project Agreement Start Date and ends on the Project Agreement End Date:

Project Agreement Start Date	The date on which both parties sign this Project Agreement
Project Agreement End Date	30 June 2026 or earlier termination date.

### 5. Strengthening Organisational Governance - one-off payment

- 5.1 If the Provider has been required to become incorporated pursuant to clauses 64 to 68 of the Head Agreement, the Commonwealth will pay a one-off payment of \$10,000 (excl GST) following:

- (a) the Provider changing its incorporation status in accordance with clauses 64 to 68 of the Head Agreement; and
  - (b) the Commonwealth receiving proof of the change in incorporation status.
- 5.2 The parties agree that this payment represents a genuine pre-estimate of the costs likely to be incurred by the Provider in complying with the incorporation requirement, and that the Commonwealth is not liable for any further amount. This payment is a one-off payment, and will be made only if the Provider has not received a similar payment under another Project Agreement.
- 5.3 The payment provided for under Part 2 item 5.1 is a Grant for the purpose of this Project Agreement.

## 6. Bank account details

- 6.1 The Provider's bank account for the purpose of clause 13 of the Head Agreement is as follows unless another account is specified for a particular Project in Part 3:

Bank / institution name	s 47G(1)(a)
BSB number	
Account name	
Account number	

## 7. Tax and invoices

*(Clauses 16 to 19 of the Head Agreement)*

- 7.1 The Commonwealth will issue recipient created tax invoices (**RCTIs**) and any adjustment notes for taxable supplies made by the Provider to the Commonwealth, within 28 days of determining the value of the taxable supplies in question. The Provider must not issue tax invoices or adjustment notes for taxable supplies covered by a RCTI.
- 7.2 Alternatively, the Commonwealth may direct the Provider to issue invoices to the Commonwealth. This direction can relate to all or part of a Project Agreement. Each invoice must be addressed to the relevant Commonwealth contact officer listed in this Project Schedule.
- 7.3 Each invoice issued by the Provider must contain:
- (a) the words 'tax invoice' or 'invoice', whichever is relevant, stated prominently;
  - (b) the Provider's name and ABN;
  - (c) the Commonwealth's name and address;
  - (d) the date of issue of the tax invoice or invoice;
  - (e) the name of the Project and this Project Schedule reference number (if any);
  - (f) the total amount payable (including GST if it is a taxable supply); and
  - (g) the GST amount shown separately, if it is a taxable supply.
- 7.4 An invoice issued by the Provider must not:
- (a) include amounts that are not properly payable under this Project Agreement; or



- (b) relate to a payment or include an amount in relation to which the Commonwealth has exercised its rights under clauses 79 - 81 (Withholding, Provider not entitled to amount or amount not spent in accordance with a Project Agreement, Unspent Grant amounts), 84 (Breach of Project Agreement), or 88 - 91 (Termination or reduction in scope - for default) of the Head Agreement.

7.5 The Commonwealth may require the Provider to reissue an invoice that does not meet the requirements of this Project Agreement.

## 8. Reporting

*(Clauses 52 to 58 of the Head Agreement)*

8.1 The Provider must provide to the Commonwealth the following reports for each Project in accordance with the timeframes set out in Part 3 of this Project Schedule:

Report	Details
<b>Performance report</b>	Performance reports must detail the progress and performance of the Project during the reporting period, including against the outcomes, objectives and performance targets set out in this Project Schedule. If there are significant issues affecting the progress of the Project, the Performance report must specify the actions being taken to address the issues.
<b>Expenditure report</b>	<p>The following information must be provided:</p> <ol style="list-style-type: none"> <li>1. A Financial Declaration: <ol style="list-style-type: none"> <li>a) verifying that the Grant was expended for the Project and in accordance with the Project Agreement;</li> <li>b) specifying any amount of the Grant that remains unspent for that Financial Year; and</li> <li>c) certified by the Provider's CEO, Board or authorised officer.</li> </ol> </li> </ol> <p>Financial declarations will be required only where requested by the Commonwealth. In accordance with clause 116 of the Head Agreement, Providers must keep full and accurate records relating to Grant expenditure.</p> <ol style="list-style-type: none"> <li>2. Expenditure Report <ol style="list-style-type: none"> <li>a) a detailed statement of income and expenditure relating to the Grant;</li> <li>b) a financial declaration as referred to above.</li> </ol> </li> </ol> <p>If audited, the report is to be audited in accordance with clauses 55-56 of the Head Agreement.</p> <p>Part 3 of this Project Schedule specifies whether the Expenditure report for a Project is to be unaudited or audited.</p>
<b>Working with Vulnerable People and Work Health and Safety Statement of Compliance</b>	<ol style="list-style-type: none"> <li>1. Annual statement of compliance with relevant Head Agreement obligations, including where identified, mandatory state and territory legislative requirements for the jurisdiction in which the Project is held, pertaining to: <ol style="list-style-type: none"> <li>a) Working with Vulnerable People, including children (WWVP); and</li> <li>b) Work Health and Safety (WHS).</li> </ol> </li> </ol>

- 8.2 On request, the Provider must provide to the Commonwealth a report for the Project by a date, and in such form, as may be specified in writing by the Commonwealth.

## **PART 3: SPECIFIC INFORMATION, TERMS AND CONDITIONS FOR PARTICULAR PROJECTS IN THIS PROJECT SCHEDULE**

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### **1. Interpretation**

- 1.1 Each of the Projects specified in this Project Schedule has its own sub-part under this Part 3, which sets out specific information, terms and conditions applying for that particular Project. To the extent of any inconsistency between Part 2 and Part 3 of this Project Schedule, Part 3 will take priority in relation to the relevant Project.

### 3: PROJECT ID - 4-HSJATWT - AIME Mentoring

## 2. Project description

### 2.1 The Provider must deliver the following Project:

Project description			
1.	The purpose of this Project is to support First Nations secondary students to engage with their schooling, achieve Year 12 attainment and transition to a successful post-school pathway.		
2.	The Provider will deliver mentoring and education engagement activities to support First Nations secondary students.		
3.	The Provider must aim to support Project participants to attain Year 12 certification at the same rate or above their non-Indigenous peers.		
4.	The Provider must support up to 4,110 First Nations secondary school students each year over the Project Period. The following targets will apply for each component of the Project, with the overall annual target shown in the 'Total' row:		
	2023	2024	2025
IMAGI-NATION {University} – University Student Ambassadors	300	350	450
IMAGI-NATION {University} – Teacher Ambassadors	300	500	700
IMAGI-NATION {University} - High School Student Ambassadors	40	50	60
MentorClass	200	500	600
IMAGI-NATION {TV}: Dreamspace	100	200	300
Making of a Hoodie Podcast	100	200	300
IMAGI-FACTORY	400	500	600
JOY	300	400	500
AIME Embassies	300	450	600
Total	2,040	3,150	4,110
<b>Delivery Mode</b>			
5.	The Project will support First Nations students through several methods of delivery:		
a.	IMAGI-NATION {University} – University Student Ambassadors		
b.	IMAGI-NATION {University} – Teacher Ambassadors		
c.	IMAGI-NATION {University} – High School Student Ambassadors		
d.	MentorClass		
e.	IMAGI-NATION {TV}: Dreamspace		
f.	Making of a Hoodie Podcast		
g.	IMAGI-FACTORY		

- h. Just your Organisation and You (JOY)
- i. AIME Embassies.

#### IMAGI-NATION {University}

6. University Student Ambassadors — each participating university campus will have five University Student Ambassadors. Ambassadors will undertake online courses and training. Ambassadors will recruit and train other university students to become mentors and build partnerships with high schools. Between June and December Ambassadors will be tasked with establishing regular Tutor Squads in partnered schools. The goal will be to provide academic support for First Nations students, with at least 10 sessions provided to each school. In addition, Ambassadors will also work to plan and host IMAGI-NATION {Factory} Days, which bring mentees from partner schools to the university campus. Targets are set out below:

Calendar Year	Universities	Schools	First Nations students
2023	12	30	300
2024	15	35	350
2025	18	45	450

7. Teacher Ambassadors — through IMAGI-NATION {University}, teachers will deliver AIME's Teach with Imagination content to First Nations students in their classrooms. Teachers are provided with the training and tools to host two or more IMAGI-NATION {Factory} Days. Teachers can also utilise video lessons paired with activities called *MentorClass*. Schools hosting a Teacher Ambassador will also host a High School Student Ambassador. Targets are set out below:

Calendar Year	Teachers	First Nations students
2023	30	300
2024	50	500
2025	70	700

8. High School Student Ambassadors — students will take on an Ambassadorship and will be given the training, tools and support to develop their own project for change that will alleviate educational inequity. With coaching and support from AIME staff, a learning journey plan will be developed, co-designed and implemented from May to December. Students will also be connected to a wide network of mentors and gain access to work experience and job opportunities. They will be mentored and coached throughout the year as they develop their skills in leadership, organisation and entrepreneurship. Schools hosting a Teacher Ambassador will also host a High School Student Ambassador. Targets are set out below:

Calendar Year	Schools	First Nations students
2023	40	40
2024	50	50
2025	60	60

#### MentorClass

9. MentorClass is a new digital resource designed to equip students with the creativity, adaptability and resilience required to forge a successful post-school career in the job market of the future. The project will see video mentoring lessons paired with teaching resources and activities for students and their teachers. Offered as a free platform, MentorClass will give teachers across Australia access to a suite of classes that will grow over time. The content will also include elements of co-design with teachers and students feeding their ideas back



to AIME so that more classes can be developed in the future. The following targets are in addition to the Teacher Ambassadors targets set out above:

Calendar Year	Schools	First Nations students
2023	20	200
2024	50	500
2025	60	600

#### IMAGI-NATION {TV}: Dreamspace

10. IMAGI-NATION {TV} uses Zoom to create a live YouTube show that brings together mentors from around the world and marginalised students. Dreamspace represents the next season of IMAGI-NATION {TV} and First Nations students will be given the opportunity to pitch a project that will benefit their school community. Each episode will feature one school, including a small group of students and one teacher, to work through a co-design session with AIME to identify a problem to be solved and create a solution. The students will share their projects during an IMAGI-NATION {TV} special, to a guest panel of experts, corporate executives and entrepreneurs, with the goal of finding ways to bring their dream to life. Targets are set out below:

Calendar Year	Schools	First Nations students
2023	10	100
2024	20	200
2025	30	300

#### Making of a Hoodie Podcast

11. AIME staff lead workshops First Nations students from high schools across Australia. Students from each participating school work through a design process to create a hoodie that represents their school, their story, their goals and the future they imagine. Students also participate in a podcast recording documenting the process. Targets are set out below:

Calendar Year	Schools	First Nations students
2023	10	100
2024	20	200
2025	30	300

#### IMAGI-NATION {Factory}

12. The IMAGI-NATION {Factory} is a physical location in Sydney offering Indigenous students the chance to experience the world of AIME first hand. Operating as AIME's new headquarters, the IMAGI-NATION {Factory} will serve as a place that can host the AIME program and welcome schools and mentors from across Australia and the world the opportunity to engage with the AIME program and the broader community. Targets are set out below:

Calendar Year	Schools	First Nations students
2023	40	400
2024	50	500
2025	60	600

## JOY (Just your Organisation and You)

13. Staff of corporate partners become mentors to Indigenous high school students. The model sees organisations, including major corporate partners, set up their own Tutor Squads with local high schools. Working through child protection requirements and AIME's Mentor Training, employees of engaged organisations will be able to provide regular academic support to Indigenous students in schools located near their place of work. As with the university program a Tutor Squad runs across 1–2 school terms and sees mentors work alongside students for one hour per session. AIME will provide ongoing support, networks and coaching to organisations engaged in JOY.

Calendar Year	Schools	First Nations students
2023	30	300
2024	40	400
2025	50	500

## AIME Embassies

14. This new initiative will see the AIME program delivered to regional and remote areas by AIME staff and partners. A team will travel by van and will be trained and equipped to deliver the AIME program to schools and communities across the country. This will offer First Nations students the opportunity to engage first hand with an imaginative and immersive experience in person. It will also give staff the chance to share in person our Ambassadorship opportunities for Indigenous high school students and teachers, connecting them to the wider AIME community.

Calendar Year	Schools	First Nations students
2023	10	300
2024	15	450
2025	20	600

## AIME staff and mentors

15. The Provider must deliver workshops and mentoring by trained AIME staff and volunteer mentors. The Provider must ensure that all staff and volunteers delivering workshops and mentoring have been trained to adequately fulfil the duties required of them.
16. The Provider must provide new staff employed to deliver the Project a rigorous induction and training process, and ongoing training for existing staff.
17. Each volunteer mentor must complete two rigorous, AIME-specific mentor training sessions for volunteer mentors to prepare them for working with students. The total training provided will be a minimum of three hours per mentor.

## General terms and conditions

18. To be eligible, students must identify as Aboriginal or Torres Strait Islander people.
19. The Provider must use funds only to meet the costs of delivering the project, including IT; employment of Provider staff; to meet reasonable costs of engaging speakers, Indigenous facilitators and university student mentors; and to meet reasonable expenses incurred developing project resources and delivering the workshops, including workshop materials, food and transport.
20. The Provider must submit to the Commonwealth, all reports specified in Clause 7 of this Project Schedule.

**Reviewing Delivery of the Project**

21. An evaluation may also be undertaken (by the Commonwealth or at your request) at any time during the Project Agreement, if there are any concerns about the Project's progress (see Clauses 20-28 of the Head Agreement).

**Additional Reporting Requirements**

22. With each performance report the Provider must include:
- a. a list of delivery locations (schools and universities)
  - b. participant numbers for each component of the Project (as listed at paragraph 4 of this Project Description)
23. A summary of progress and outcomes of each component of the Project, as listed at Part 3, Item.

**3. Key performance indicators**

- 3.1 The Provider must meet the performance targets for the following key performance indicators within the timelines shown in the table below:

Number	Key Performance Indicator	Target and data
1.	MKPI.M1 - Indigenous Employment	50 per cent of hours worked in the reporting period under the activity, are worked by an Indigenous person. Source: Service provider.
2.	MKDI.D1 - Employment Numbers	Number of Indigenous people employed and the total number of people employed, under the activity (by gender). Source: Service provider.
3.	MKDI.D2 - Hours Worked - Indigenous Staff	Number of hours worked in the reporting period by all Indigenous people employed under the activity. Source: Service provider.
4.	MKDI.D3 - Hours Worked - All Staff	Number of hours worked in the reporting period by all people employed under the activity. Source: Service provider.
5.	MKPI.M2 - Core Service Provision	Core activities or service being delivered meet or exceed requirements. Source: Agreement Manager review of Service Provider performance reporting.
6.	D206.01 - Participation Numbers	Number of unique students (by gender) participating in the funded activity(ies). Source: Service provider.
7.	D210.02 - Attainment Numbers	Number of Year 10 and Year 12 students (by gender) participating in the activity have attained their Year 10 or Year 12 certificate. Source: Service provider.

**4. Duration of Project**

- 4.1 The Project must be delivered from the Project Start Date until the Project End Date:

<b>Project dates</b>	
Project Start Date	The date on which both parties sign this Project Agreement

<b>Project dates</b>	
Project End Date	31 December 2025 or earlier termination date

- 4.2 The Commonwealth may, at its sole discretion, offer to extend the Project Agreement End Date and/or any Project End Date by one or more extensions up to a maximum of one year by giving notice to the Provider at least 60 business days prior to the end of the relevant Project or Project Agreement End Date.
- 4.3 If the Provider accepts the Commonwealth's offer under clause 4.2, the terms of any such extension are to be documented by way of a deed of variation on terms acceptable to the Agency and such extension will only be effective upon the formal execution of the deed of variation by the Commonwealth and the Provider.

## 5. Party representatives for notices

*(Clauses 134 – 135 of the Head Agreement)*

- 5.1 The parties' representatives are responsible for liaison and day-to-day Project management, as well as issuing and accepting any written notices relating to the Project:

Commonwealth	Details
Contact officer for Project	§ 47F
Physical / postal address(es) for notices	PO Box 2191 Canberra
Telephone	§ 47F
E-mail	§ 47F

Provider	Details
Contact officer / position for Project	§ 47F
Physical / postal address(es) for notices	PO Box 3093, REDFERN, NSW, 2016
Telephone	§ 47F
E-mail	§ 47F

## 6. Location

- 6.1 The Project is to be delivered at the following location/s:

Organisation venue name	Organisation venue address	Estimated Financial Attribution %
Australian Indigenous Mentoring Experience Indigenous Corporation	Gadigal House, 166 George Street, REDFERN, NSW, 2016	100%

6.2 The Provider warrants that it has the right to access and use all premises required for the purposes of delivering the Project.

## 7. Reporting and site visits

*(Clauses 52 - 58 of the Head Agreement and Part 2 item 8 of this Project Schedule)*

7.1 The Provider must submit the following reports to the Commonwealth, and where relevant facilitate site visits conducted by the Commonwealth, by the following due dates:

Report	Due date
WWVP and WHS Statement of Compliance	31 October 2022
Detailed Budget by Financial Year as required under Paragraph 10 of the Additional Conditions.	30 November 2022
Site visit, to be conducted by the Commonwealth in the three months leading up to the due date.	31 December 2022
Performance Report covering the period [01 July 2022 to 31 December 2022].	15 January 2023
Site visit, to be conducted by the Commonwealth in the three months leading up to the due date.	30 June 2023
Performance Report covering the period [01 January 2023 to 30 June 2023].	15 July 2023
Audited Expenditure Report covering the period [01 July 2022 to 30 June 2023].	30 September 2023
WWVP and WHS Statement of Compliance	31 October 2023
Site visit, to be conducted by the Commonwealth in the three months leading up to the due date.	31 December 2023
Performance Report covering the period [01 July 2023 to 31 December 2023]	15 January 2024



Report	Due date
Site visit, to be conducted by the Commonwealth in the three months leading up to the due date.	30 June 2024
Performance Report covering the period [01 January 2024 to 30 June 2024].	15 July 2024
Audited Expenditure Report covering the period [01 July 2022 to 30 June 2023.	30 September 2024
WWVP and WHS Statement of Compliance	31 October 2024
Site visit, to be conducted by the Commonwealth in the three months leading up to the due date.	31 December 2024
Performance Report covering the period [01 July 2024 to 31 December 2024].	15 January 2025
Site visit, to be conducted by the Commonwealth in the three months leading up to the due date.	30 June 2025
Performance Report covering the period [01 January 2025 to 30 June 2025].	15 July 2025
Audited Expenditure Report covering the period [01 July 2024 to 30 June 2025].	30 September 2025
WWVP and WHS Statement of Compliance	31 October 2025
Site visit, to be conducted by the Commonwealth in the three months leading up to the due date.	31 December 2025
Performance Report covering the period [01 July 2025 to 31 December 2025].	15 January 2026
Audited Expenditure Report covering the period [01 July 2025 to 31 December 2025].	31 March 2026

## 8. Grant payments

*(Clauses 11 and 12 of the Head Agreement)*

- 8.1 The Provider must use the Grant only for the purpose of this Project.
- 8.2 Grant payments will be made on the occurrence of the following events, outcomes or performance targets and subject to the terms and conditions of this Project Agreement:

Anticipated date	Description of event, outcome or performance target	Amount (excl GST)	SACS (if applicable)	GST	Total (incl GST)
31 October 2022	Payment on Execution of Project Schedule	\$2,250,000.00	\$0.00	\$225,000.00	\$2,475,000.00
31 January 2023	Submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the Providers performance.	\$2,250,000.00	\$0.00	\$225,000.00	\$2,475,000.00
30 July 2023	Submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the Providers performance.	\$2,000,000.00	\$0.00	\$200,000.00	\$2,200,000.00
31 January 2024	Submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the Providers performance.	\$2,000,000.00	\$0.00	\$200,000.00	\$2,200,000.00
30 July 2024	Submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the Providers performance.	\$1,750,000.00	\$0.00	\$175,000.00	\$1,925,000.00
31 January 2025	Submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the Providers performance.	\$1,750,000.00	\$0.00	\$175,000.00	\$1,925,000.00

Anticipated date	Description of event, outcome or performance target	Amount (excl GST)	SACS (if applicable)	GST	Total (incl GST)
31 July 2025	Payment upon submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the performance of the Provider.	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Grant payable:</b>		<b>\$12,000,000.00</b>	<b>\$0.00</b>	<b>\$1,200,000.00</b>	<b>\$13,200,000.00</b>

## 9. Bank account details

9.1 The Provider's bank account for the purpose of clause 13 of the Head Agreement for this Project is:

Bank / institution name	§ 47(3)(a)
BSB number	
Account name	
Account number	

## 4-HSJATWT - AIME Mentoring - Additional Conditions

The following additional conditions apply for this Project.

### **10. Detailed Budget**

- 10.1 Unless otherwise approved by the Commonwealth in writing and subject to item 10.2 below, the Provider must spend the Grant in accordance with the budget approved by the Commonwealth under Item 7 of Part 3.
- 10.2 The Provider may transfer amounts between categories of expenditure items within the budget which are less than 10% without seeking Commonwealth approval. The total amount of transfers in any financial year must not exceed 10% of the total value of Grant payments under the Project Agreement in that financial year. The Provider and the Commonwealth shall review the budget set out in item 10.1 annually on a date agreed by the parties. Any changes to the budget must be agreed in writing but without the requirement of a contract variation as set out in clause 141 "Variation" of the Head Agreement.

**EXECUTION PAGE**

This Project Schedule, together with the Head Agreement and any attachments to, or documents incorporated by reference into, either of them, forms a Project Agreement.

**Executed as an agreement:**

Commonwealth

**SIGNED for and on behalf of the Commonwealth of Australia as represented by the National Indigenous Australians Agency by:**

\_\_\_\_\_  
(Name of Agency Representative)

\_\_\_\_\_  
(Signature of Agency Representative)

\_\_\_\_\_  
(Position of Agency Representative)

....../....../....

\_\_\_\_\_  
(Name of Witness in full)

\_\_\_\_\_  
(Signature of Witness)

....../....../....

Provider

**Executed as an agreement:**

SIGNED for and on behalf of Australian Indigenous Mentoring Experience Indigenous Corporation, ABN 31 081 797 652 in accordance with its rules:

\_\_\_\_\_  
(Name of Signatory)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Position held by Signatory)

....../....../....

\_\_\_\_\_  
(Name of second Signatory / Name of  
Witness)

\_\_\_\_\_  
(Signature of second Signatory / Witness)

....../....../....

\_\_\_\_\_  
(Position held by second Signatory / Witness)



**Notes about the signature block:**

- if you are an **incorporated association**, the signatories can be any two members of the governing committee of the Association or a member of the governing committee and the Public Officer. Alternatively, the Grant Agreement could be executed using the Common Seal. Associations incorporated in the **Northern Territory** must affix their **Common Seal** unless the Rules of the Association authorise a person to enter into legally binding documents.
- if you are a **company**, generally two signatories are required – the signatories can be two Directors or a Director and the Company Secretary. Affix your **Company Seal**, if required by your Constitution.
- if you are a **company with a sole Director/Secretary**, the Director/Secretary is required to be the signatory in the presence of a witness. Affix your **Company Seal**, if required by your Constitution.
- if you are a **partnership**, a partner must be a signatory in the presence of a witness.
- if you are an **individual**, you must sign in the presence of a witness.
- if you are a **university**, the signatory can be an officer authorised by the legislation creating the university to enter into legally binding documents. A witness to the signature is required.
- if you are a **State or Territory Government**, the delegate must sign for the State/Territory Department/Agency acting on behalf of the State or Territory Government. The delegate must sign in the presence of a witness.



Australian Government

National Indigenous Australians Agency

PROJECT SCHEDULE –  
GENERAL GRANTS  
CHILDREN AND SCHOOLING PROGRAMME

Executed by

the Commonwealth of Australia as represented by the National Indigenous Australians Agency  
(ABN 30 429 895 164)

AND

Australian Indigenous Mentoring Experience Indigenous Corporation (ABN 31 081 797 652)

Grant System Agreement number (System ID)	4-HS3T9TV
Project Schedule reference number (System ID)	4-HS3T9TZ
Provider reference number (System ID)	2-E0W9YT

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Version: September 2021

**How this Project Schedule works**

The Commonwealth has agreed to execute this Project Schedule, under which the Commonwealth will provide the Grant/s for the purpose of delivering one or more Project/s.

Once this Project Schedule has been executed, a separate contract is formed. That contract is called a **Project Agreement**.

The terms and conditions of this Project Agreement are as set out in:

- a) this Project Schedule;
- b) the Head Agreement; and
- c) any attachments to, or documents incorporated by reference into, either of those documents.

This Project Schedule contains terms and conditions that relate specifically to the Projects and Grants listed in this document. The document comprises:

- Part 1 – a summary of the Projects and Grants in this Project Schedule;
- Part 2 – terms and conditions applying to all Projects and Grants in this Project Schedule; and
- Part 3 – specific terms and conditions for particular Projects and Grants in this Project Schedule.

The Head Agreement contains general terms and conditions that apply to all Projects and Grants.

*(See also clauses 1 to 10 of the Head Agreement).*

**PART 1: PROJECT AND GRANT SUMMARY**

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**1. List of Projects**

Project ID	Project name
4-HSJATWT	AIME Mentoring

**2. List of Grants**

Project ID – Project name	Amount (excl GST)	SACS (if applicable)	GST (if applicable)	Total (incl GST)
4-HSJATWT - AIME Mentoring	\$13,500,000.00	\$0.00	\$1,350,000.00	\$14,850,000.00
<b>TOTAL</b>	<b>\$13,500,000.00</b>	<b>\$0.00</b>	<b>\$1,350,000.00</b>	<b>\$14,850,000.00</b>

## PART 2: GENERAL INFORMATION, TERMS AND CONDITIONS FOR ALL PROJECTS IN THIS PROJECT SCHEDULE

### 1. Interpretation

- 1.1 Unless the contrary intention appears, words used in this Project Schedule have the same meaning as in the Head Agreement.
- 1.2 Information, terms and conditions in Part 2 of this Project Schedule apply to the Projects under this Project Agreement, unless the contrary intention appears in Part 3.

### 2. Programme

- 2.1 The Grants are provided under the **Children and Schooling** Programme.

### 3. Programme outcomes

- 3.1 For each Project, the Provider must contribute to or achieve the following programme outcomes to the extent they are not inconsistent with the Project:

#### Programme outcomes

- Support families to give children a good start in life through improved early childhood development, care, education and school readiness.
- Get children to school.
- Improve literacy and numeracy.
- Support successful transitions to further education and work.

- 3.2 The Provider agrees to deliver each Project under this Project Agreement so as not to conflict with or adversely impact upon the school attendance of children in the location/s at which the Project is being delivered.

### 4. Overview

- 4.1 The Provider is:

Provider	
Full legal name	Australian Indigenous Mentoring Experience Indigenous Corporation
Trading name	Not specified
ABN	31 081 797 652

- 4.2 This Project Agreement commences on the Project Agreement Start Date and ends on the Project Agreement End Date:

Project Agreement Start Date	The date on which both parties sign this Project Agreement
Project Agreement End Date	30 June 2026 or earlier termination date.

### 5. Strengthening Organisational Governance - one-off payment

- 5.1 If the Provider has been required to become incorporated pursuant to clauses 64 to 68 of the Head Agreement, the Commonwealth will pay a one-off payment of \$10,000 (excl GST) following:



- (a) the Provider changing its incorporation status in accordance with clauses 64 to 68 of the Head Agreement; and
  - (b) the Commonwealth receiving proof of the change in incorporation status.
- 5.2 The parties agree that this payment represents a genuine pre-estimate of the costs likely to be incurred by the Provider in complying with the incorporation requirement, and that the Commonwealth is not liable for any further amount. This payment is a one-off payment, and will be made only if the Provider has not received a similar payment under another Project Agreement.
- 5.3 The payment provided for under Part 2 item 5.1 is a Grant for the purpose of this Project Agreement.

## 6. Bank account details

- 6.1 The Provider's bank account for the purpose of clause 13 of the Head Agreement is as follows unless another account is specified for a particular Project in Part 3:

Bank / institution name	S 47G(1)(a)
BSB number	
Account name	
Account number	

## 7. Tax and invoices

*(Clauses 16 to 19 of the Head Agreement)*

- 7.1 The Commonwealth will issue recipient created tax invoices (**RCTIs**) and any adjustment notes for taxable supplies made by the Provider to the Commonwealth, within 28 days of determining the value of the taxable supplies in question. The Provider must not issue tax invoices or adjustment notes for taxable supplies covered by a RCTI.
- 7.2 Alternatively, the Commonwealth may direct the Provider to issue invoices to the Commonwealth. This direction can relate to all or part of a Project Agreement. Each invoice must be addressed to the relevant Commonwealth contact officer listed in this Project Schedule.
- 7.3 Each invoice issued by the Provider must contain:
- (a) the words 'tax invoice' or 'invoice', whichever is relevant, stated prominently;
  - (b) the Provider's name and ABN;
  - (c) the Commonwealth's name and address;
  - (d) the date of issue of the tax invoice or invoice;
  - (e) the name of the Project and this Project Schedule reference number (if any);
  - (f) the total amount payable (including GST if it is a taxable supply); and
  - (g) the GST amount shown separately, if it is a taxable supply.
- 7.4 An invoice issued by the Provider must not:
- (a) include amounts that are not properly payable under this Project Agreement; or



- (b) relate to a payment or include an amount in relation to which the Commonwealth has exercised its rights under clauses 79 - 81 (Withholding, Provider not entitled to amount or amount not spent in accordance with a Project Agreement, Unspent Grant amounts), 84 (Breach of Project Agreement), or 88 - 91 (Termination or reduction in scope - for default) of the Head Agreement.

7.5 The Commonwealth may require the Provider to reissue an invoice that does not meet the requirements of this Project Agreement.

## 8. Reporting

*(Clauses 52 to 58 of the Head Agreement)*

8.1 The Provider must provide to the Commonwealth the following reports for each Project in accordance with the timeframes set out in Part 3 of this Project Schedule:

Report	Details
<b>Performance report</b>	Performance reports must detail the progress and performance of the Project during the reporting period, including against the outcomes, objectives and performance targets set out in this Project Schedule. If there are significant issues affecting the progress of the Project, the Performance report must specify the actions being taken to address the issues.
<b>Expenditure report</b>	<p>The following information must be provided:</p> <ol style="list-style-type: none"> <li>1. A Financial Declaration: <ol style="list-style-type: none"> <li>a) verifying that the Grant was expended for the Project and in accordance with the Project Agreement;</li> <li>b) specifying any amount of the Grant that remains unspent for that Financial Year; and</li> <li>c) certified by the Provider's CEO, Board or authorised officer.</li> </ol> </li> </ol> <p>Financial declarations will be required only where requested by the Commonwealth. In accordance with clause 116 of the Head Agreement, Providers must keep full and accurate records relating to Grant expenditure.</p> <ol style="list-style-type: none"> <li>2. Expenditure Report <ol style="list-style-type: none"> <li>a) a detailed statement of income and expenditure relating to the Grant;</li> <li>b) a financial declaration as referred to above.</li> </ol> </li> </ol> <p>If audited, the report is to be audited in accordance with clauses 55-56 of the Head Agreement.</p> <p>Part 3 of this Project Schedule specifies whether the Expenditure report for a Project is to be unaudited or audited.</p>
<b>Working with Vulnerable People and Work Health and Safety Statement of Compliance</b>	<ol style="list-style-type: none"> <li>1. Annual statement of compliance with relevant Head Agreement obligations, including where identified, mandatory state and territory legislative requirements for the jurisdiction in which the Project is held, pertaining to: <ol style="list-style-type: none"> <li>a) Working with Vulnerable People, including children (WWVP); and</li> <li>b) Work Health and Safety (WHS).</li> </ol> </li> </ol>

- 8.2 On request, the Provider must provide to the Commonwealth a report for the Project by a date, and in such form, as may be specified in writing by the Commonwealth.

### **PART 3: SPECIFIC INFORMATION, TERMS AND CONDITIONS FOR PARTICULAR PROJECTS IN THIS PROJECT SCHEDULE**

---

#### **1. Interpretation**

- 1.1 Each of the Projects specified in this Project Schedule has its own sub-part under this Part 3, which sets out specific information, terms and conditions applying for that particular Project. To the extent of any inconsistency between Part 2 and Part 3 of this Project Schedule, Part 3 will take priority in relation to the relevant Project.

### 3: PROJECT ID - 4-HSJATWT - AIME Mentoring

## 2. Project description

### 2.1 The Provider must deliver the following Project:

Project description			
1.	The purpose of this Project is to support First Nations secondary students to engage with their schooling, achieve Year 12 attainment and transition to a successful post-school pathway.		
2.	The Provider will deliver mentoring and education engagement activities to support First Nations secondary students.		
3.	The Provider must aim to support Project participants to attain Year 12 certification at the same rate or above their non-Indigenous peers.		
4.	The Provider must support up to 4,110 First Nations secondary school students each year over the Project Period. The following targets will apply for each component of the Project, with the overall annual target shown in the 'Total' row:		
	2023	2024	2025
IMAGI-NATION {University} – University Student Ambassadors	300	350	450
IMAGI-NATION {University} – Teacher Ambassadors	300	500	700
IMAGI-NATION {University} - High School Student Ambassadors	40	50	60
MentorClass	200	500	600
IMAGI-NATION {TV}: Dreamspace	100	200	300
Making of a Hoodie Podcast	100	200	300
IMAGI-FACTORY	400	500	600
JOY	300	400	500
AIME Embassies	300	450	600
Total	2,040	3,150	4,110
<b>Delivery Mode</b>			
5.	The Project will support First Nations students through several methods of delivery:		
a.	IMAGI-NATION {University} – University Student Ambassadors		
b.	IMAGI-NATION {University} – Teacher Ambassadors		
c.	IMAGI-NATION {University} – High School Student Ambassadors		
d.	MentorClass		
e.	IMAGI-NATION {TV}: Dreamspace		
f.	Making of a Hoodie Podcast		
g.	IMAGI-FACTORY		

- h. Just your Organisation and You (JOY)
- i. AIME Embassies.

#### IMAGI-NATION {University}

6. University Student Ambassadors — each participating university campus will have five University Student Ambassadors. Ambassadors will undertake online courses and training. Ambassadors will recruit and train other university students to become mentors and build partnerships with high schools. Between June and December Ambassadors will be tasked with establishing regular Tutor Squads in partnered schools. The goal will be to provide academic support for First Nations students, with at least 10 sessions provided to each school. In addition, Ambassadors will also work to plan and host IMAGI-NATION {Factory} Days, which bring mentees from partner schools to the university campus. Targets are set out below:

Calendar Year	Universities	Schools	First Nations students
2023	12	30	300
2024	15	35	350
2025	18	45	450

7. Teacher Ambassadors — through IMAGI-NATION {University}, teachers will deliver AIME's Teach with Imagination content to First Nations students in their classrooms. Teachers are provided with the training and tools to host two or more IMAGI-NATION {Factory} Days. Teachers can also utilise video lessons paired with activities called *MentorClass*. Schools hosting a Teacher Ambassador will also host a High School Student Ambassador. Targets are set out below:

Calendar Year	Teachers	First Nations students
2023	30	300
2024	50	500
2025	70	700

8. High School Student Ambassadors — students will take on an Ambassadorship and will be given the training, tools and support to develop their own project for change that will alleviate educational inequity. With coaching and support from AIME staff, a learning journey plan will be developed, co-designed and implemented from May to December. Students will also be connected to a wide network of mentors and gain access to work experience and job opportunities. They will be mentored and coached throughout the year as they develop their skills in leadership, organisation and entrepreneurship. Schools hosting a Teacher Ambassador will also host a High School Student Ambassador. Targets are set out below:

Calendar Year	Schools	First Nations students
2023	40	40
2024	50	50
2025	60	60

#### MentorClass

9. MentorClass is a new digital resource designed to equip students with the creativity, adaptability and resilience required to forge a successful post-school career in the job market of the future. The project will see video mentoring lessons paired with teaching resources and activities for students and their teachers. Offered as a free platform, MentorClass will give teachers across Australia access to a suite of classes that will grow over time. The content will also include elements of co-design with teachers and students feeding their ideas back

to AIME so that more classes can be developed in the future. The following targets are in addition to the Teacher Ambassadors targets set out above:

Calendar Year	Schools	First Nations students
2023	20	200
2024	50	500
2025	60	600

#### IMAGI-NATION {TV}: Dreamspace

10. IMAGI-NATION {TV} uses Zoom to create a live YouTube show that brings together mentors from around the world and marginalised students. Dreamspace represents the next season of IMAGI-NATION {TV} and First Nations students will be given the opportunity to pitch a project that will benefit their school community. Each episode will feature one school, including a small group of students and one teacher, to work through a co-design session with AIME to identify a problem to be solved and create a solution. The students will share their projects during an IMAGI-NATION {TV} special, to a guest panel of experts, corporate executives and entrepreneurs, with the goal of finding ways to bring their dream to life. Targets are set out below:

Calendar Year	Schools	First Nations students
2023	10	100
2024	20	200
2025	30	300

#### Making of a Hoodie Podcast

11. AIME staff lead workshops First Nations students from high schools across Australia. Students from each participating school work through a design process to create a hoodie that represents their school, their story, their goals and the future they imagine. Students also participate in a podcast recording documenting the process. Targets are set out below:

Calendar Year	Schools	First Nations students
2023	10	100
2024	20	200
2025	30	300

#### IMAGI-NATION {Factory}

12. The IMAGI-NATION {Factory} is a physical location in Sydney offering Indigenous students the chance to experience the world of AIME first hand. Operating as AIME's new headquarters, the IMAGI-NATION {Factory} will serve as a place that can host the AIME program and welcome schools and mentors from across Australia and the world the opportunity to engage with the AIME program and the broader community. Targets are set out below:

Calendar Year	Schools	First Nations students
2023	40	400
2024	50	500
2025	60	600



## JOY (Just your Organisation and You)

13. Staff of corporate partners become mentors to Indigenous high school students. The model sees organisations, including major corporate partners, set up their own Tutor Squads with local high schools. Working through child protection requirements and AIME's Mentor Training, employees of engaged organisations will be able to provide regular academic support to Indigenous students in schools located near their place of work. As with the university program a Tutor Squad runs across 1–2 school terms and sees mentors work alongside students for one hour per session. AIME will provide ongoing support, networks and coaching to organisations engaged in JOY.

Calendar Year	Schools	First Nations students
2023	30	300
2024	40	400
2025	50	500

## AIME Embassies

14. This new initiative will see the AIME program delivered to regional and remote areas by AIME staff and partners. A team will travel by van and will be trained and equipped to deliver the AIME program to schools and communities across the country. This will offer First Nations students the opportunity to engage first hand with an imaginative and immersive experience in person. It will also give staff the chance to share in person our Ambassadorship opportunities for Indigenous high school students and teachers, connecting them to the wider AIME community.

Calendar Year	Schools	First Nations students
2023	10	300
2024	15	450
2025	20	600

## AIME staff and mentors

15. The Provider must deliver workshops and mentoring by trained AIME staff and volunteer mentors. The Provider must ensure that all staff and volunteers delivering workshops and mentoring have been trained to adequately fulfil the duties required of them.
16. The Provider must provide new staff employed to deliver the Project a rigorous induction and training process, and ongoing training for existing staff.
17. Each volunteer mentor must complete two rigorous, AIME-specific mentor training sessions for volunteer mentors to prepare them for working with students. The total training provided will be a minimum of three hours per mentor.

## General terms and conditions

18. To be eligible, students must identify as Aboriginal or Torres Strait Islander people.
19. The Provider must use funds only to meet the costs of delivering the project, including IT; employment of Provider staff; to meet reasonable costs of engaging speakers, Indigenous facilitators and university student mentors; and to meet reasonable expenses incurred developing project resources and delivering the workshops, including workshop materials, food and transport.

20. The Provider may use funds to support development of the NATION virtual platform (software). The NATION must be included in the Provider's asset register.
21. The Provider must submit to the Commonwealth, all reports specified in Clause 7 of this Project Schedule.

#### Reviewing Delivery of the Project

22. An evaluation may also be undertaken (by the Commonwealth or at your request) at any time during the Project Agreement, if there are any concerns about the Project's progress (see Clauses 20-28 of the Head Agreement).

#### Additional Reporting Requirements

23. With each performance report the Provider must include:
- a. a list of delivery locations (schools and universities)
  - b. participant numbers for each component of the Project (as listed at paragraph 4 of this Project Description)
24. A summary of progress and outcomes of each component of the Project, as listed at Part 3, Item.

### 3. Key performance indicators

- 3.1 The Provider must meet the performance targets for the following key performance indicators within the timelines shown in the table below:

Number	Key Performance Indicator	Target and data
1.	MKPI.M1 - Indigenous Employment	50 per cent of hours worked in the reporting period under the activity, are worked by an Indigenous person. Source: Service provider.
2.	MKDI.D1 - Employment Numbers	Number of Indigenous people employed and the total number of people employed, under the activity (by gender). Source: Service provider.
3.	MKDI.D2 - Hours Worked - Indigenous Staff	Number of hours worked in the reporting period by all Indigenous people employed under the activity. Source: Service provider.
4.	MKDI.D3 - Hours Worked - All Staff	Number of hours worked in the reporting period by all people employed under the activity. Source: Service provider.
5.	MKPI.M2 - Core Service Provision	Core activities or service being delivered meet or exceed requirements. Source: Agreement Manager review of Service Provider performance reporting.
6.	D206.01 - Participation Numbers	Number of unique students (by gender) participating in the funded activity. Source: Service provider.
7.	D210.02 - Attainment Numbers	Number of Year 10 and Year 12 students (by gender) participating in the activity have attained their Year 10 or Year 12 certificate. Source: Service provider.

#### 4. Duration of Project

4.1 The Project must be delivered from the Project Start Date until the Project End Date:

Project dates	
Project Start Date	1 July 2022
Project End Date	31 December 2025 or earlier termination date

4.2 The parties acknowledge that the Provider commenced conducting the Project for the purposes of this Project Agreement on the Project Start Date.

4.3 The parties agree:

- a) the terms and conditions of this Project Agreement apply on and from the Project Start Date; and
- b) the work performed on and from the Project Start Date will be considered to be part of the Project under this Project Agreement and the terms and conditions of the Project Agreement apply to this work.

4.4 The Commonwealth may, at its sole discretion, offer to extend the Project Agreement End Date and/or any Project End Date by one or more extensions up to a maximum of one year by giving notice to the Provider at least 60 business days prior to the end of the relevant Project or Project Agreement End Date.

4.5 If the Provider accepts the Commonwealth's offer under clause 4.2, the terms of any such extension are to be documented by way of a deed of variation on terms acceptable to the Agency and such extension will only be effective upon the formal execution of the deed of variation by the Commonwealth and the Provider.

#### 5. Party representatives for notices

*(Clauses 134 – 135 of the Head Agreement)*

5.1 The parties' representatives are responsible for liaison and day-to-day Project management, as well as issuing and accepting any written notices relating to the Project:

Commonwealth	Details
Contact officer for Project	§ 47F
Physical / postal address(es) for notices	PO Box 2191 Canberra
Telephone	§ 47F
E-mail	§ 47F

Provider	Details
Contact officer / position for Project	§ 47F
Physical / postal address(es) for notices	PO Box 3093, REDFERN, NSW, 2016

Provider	Details
Telephone	S 47F
E-mail	S 47F

## 6. Location

6.1 The Project is to be delivered at the following location/s:

Organisation venue name	Organisation venue address	Estimated Financial Attribution %
Australian Indigenous Mentoring Experience Indigenous Corporation	Gadigal House, 166 George Street, REDFERN, NSW, 2016	100%

6.2 The Provider warrants that it has the right to access and use all premises required for the purposes of delivering the Project.

## 7. Reporting and site visits

*(Clauses 52 - 58 of the Head Agreement and Part 2 item 8 of this Project Schedule)*

7.1 The Provider must submit the following reports to the Commonwealth, and where relevant facilitate site visits conducted by the Commonwealth, by the following due dates:

Report	Due date
WWVP and WHS Statement of Compliance	31 October 2022
Detailed Budget by Financial Year as required under Paragraph 10 of the Additional Conditions.	30 November 2022
Site visit, to be conducted by the Commonwealth in the three months leading up to the due date.	31 December 2022
Performance Report covering the period 1 July 2022 to 31 December 2022.	15 January 2023
Site visit, to be conducted by the Commonwealth in the three months leading up to the due date.	30 June 2023
Performance Report covering the period 1 January 2023 to 30 June 2023.	15 July 2023
Audited Expenditure Report covering the period 1 July 2022 to 30 June 2023.	30 September 2023

Report	Due date
WWVP and WHS Statement of Compliance	31 October 2023
Site visit, to be conducted by the Commonwealth in the three months leading up to the due date.	31 December 2023
Performance Report covering the period 1 July 2023 to 31 December 2023	15 January 2024
Site visit, to be conducted by the Commonwealth in the three months leading up to the due date.	30 June 2024
Performance Report covering the period 1 January 2024 to 30 June 2024.	15 July 2024
Audited Expenditure Report covering the period 1 July 2022 to 30 June 2023.	30 September 2024
WWVP and WHS Statement of Compliance	31 October 2024
Site visit, to be conducted by the Commonwealth in the three months leading up to the due date.	31 December 2024
Performance Report covering the period 1 July 2024 to 31 December 2024.	15 January 2025
Site visit, to be conducted by the Commonwealth in the three months leading up to the due date.	30 June 2025
Performance Report covering the period 1 January 2025 to 30 June 2025.	15 July 2025
Audited Expenditure Report covering the period 1 July 2024 to 30 June 2025.	30 September 2025
WWVP and WHS Statement of Compliance	31 October 2025
Site visit, to be conducted by the Commonwealth in the three months leading up to the due date.	31 December 2025
Performance Report covering the period 1 July 2025 to 31 December 2025.	15 January 2026
Audited Expenditure Report covering the period 1 July 2025 to 31 December 2025.	31 March 2026

## 8. Grant payments

*(Clauses 11 and 12 of the Head Agreement)*

8.1 The Provider must use the Grant only for the purpose of this Project.



8.2 Grant payments will be made on the occurrence of the following events, outcomes or performance targets and subject to the terms and conditions of this Project Agreement:

Anticipated date	Description of event, outcome or performance target	Amount (excl GST)	SACS (if applicable)	GST	Total (incl GST)
31 October 2022	Payment on Execution of Project Schedule	\$2,250,000.00	\$0.00	\$225,000.00	\$2,475,000.00
31 January 2023	Submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the Providers performance.	\$2,250,000.00	\$0.00	\$225,000.00	\$2,475,000.00
30 July 2023	Submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the Providers performance.	\$2,000,000.00	\$0.00	\$200,000.00	\$2,200,000.00
31 January 2024	Submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the Providers performance.	\$2,000,000.00	\$0.00	\$200,000.00	\$2,200,000.00
30 July 2024	Submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the Providers performance.	\$1,750,000.00	\$0.00	\$175,000.00	\$1,925,000.00
31 January 2025	Submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the Providers performance.	\$1,750,000.00	\$0.00	\$175,000.00	\$1,925,000.00



Anticipated date	Description of event, outcome or performance target	Amount (excl GST)	SACS (if applicable)	GST	Total (incl GST)
31 July 2025	Payment upon submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the performance of the Provider.	\$1,500,000.00	\$0.00	\$0.00	\$0.00
<b>Total Grant payable:</b>		<b>\$13,500,000.00</b>	<b>\$0.00</b>	<b>\$1,350,000.00</b>	<b>\$14,850,000.00</b>

## 9. Bank account details

9.1 The Provider's bank account for the purpose of clause 13 of the Head Agreement for this Project is:

Bank / institution name	[REDACTED]
BSB number	
Account name	
Account number	

## 4-HSJATWT - AIME Mentoring - Additional Conditions

The following additional conditions apply for this Project.

### **10. Detailed Budget**

- 10.1 Unless otherwise approved by the Commonwealth in writing and subject to item 10.2 below, the Provider must spend the Grant in accordance with the budget approved by the Commonwealth under Item 7 of Part 3.
- 10.2 The Provider may transfer amounts between categories of expenditure items within the budget which are less than 10% without seeking Commonwealth approval. The total amount of transfers in any financial year must not exceed 10% of the total value of Grant payments under the Project Agreement in that financial year. The Provider and the Commonwealth shall review the budget set out in item 10.1 annually on a date agreed by the parties. Any changes to the budget must be agreed in writing but without the requirement of a contract variation as set out in clause 141 "Variation" of the Head Agreement.

**EXECUTION PAGE**

This Project Schedule, together with the Head Agreement and any attachments to, or documents incorporated by reference into, either of them, forms a Project Agreement.

**Executed as an agreement:**

Commonwealth

**SIGNED for and on behalf of the Commonwealth of Australia as represented by the National Indigenous Australians Agency by:**

_____	_____
(Name of Agency Representative)	(Signature of Agency Representative)

_____	...../...../.....
(Position of Agency Representative)	

_____	_____
(Name of Witness in full)	(Signature of Witness)
	...../...../.....

Provider

**Executed as an agreement:**

SIGNED for and on behalf of Australian Indigenous Mentoring Experience Indigenous Corporation, ABN 31 081 797 652 in accordance with its rules:

_____	_____
(Name of Signatory)	(Signature)

_____	...../...../.....
(Position held by Signatory)	

_____	_____
(Name of second Signatory / Name of Witness)	(Signature of second Signatory / Witness)
	...../...../.....

_____
(Position held by second Signatory / Witness)

**Notes about the signature block:**

- if you are an **incorporated association**, the signatories can be any two members of the governing committee of the Association or a member of the governing committee and the Public Officer. Alternatively, the Grant Agreement could be executed using the Common Seal. Associations incorporated in the **Northern Territory** must affix their **Common Seal** unless the Rules of the Association authorise a person to enter into legally binding documents.
- if you are a **company**, generally two signatories are required – the signatories can be two Directors or a Director and the Company Secretary. Affix your **Company Seal**, if required by your Constitution.
- if you are a **company with a sole Director/Secretary**, the Director/Secretary is required to be the signatory in the presence of a witness. Affix your **Company Seal**, if required by your Constitution.
- if you are a **partnership**, a partner must be a signatory in the presence of a witness.
- if you are an **individual**, you must sign in the presence of a witness.
- if you are a **university**, the signatory can be an officer authorised by the legislation creating the university to enter into legally binding documents. A witness to the signature is required.
- if you are a **State or Territory Government**, the delegate must sign for the State/Territory Department/Agency acting on behalf of the State or Territory Government. The delegate must sign in the presence of a witness.



Australian Government

National Indigenous Australians Agency

PROJECT SCHEDULE –  
GENERAL GRANTS  
CHILDREN AND SCHOOLING PROGRAMME

Executed by

the Commonwealth of Australia as represented by the National Indigenous Australians Agency  
(ABN 30 429 895 164)

AND

Australian Indigenous Mentoring Experience Indigenous Corporation (ABN 31 081 797 652)

Grant System Agreement number (System ID)	4-HS3T9TV
Project Schedule reference number (System ID)	4-HS3T9TZ
Provider reference number (System ID)	2-E0W9YT

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Version: September 2021

**How this Project Schedule works**

The Commonwealth has agreed to execute this Project Schedule, under which the Commonwealth will provide the Grant/s for the purpose of delivering one or more Project/s.

Once this Project Schedule has been executed, a separate contract is formed. That contract is called a **Project Agreement**.

The terms and conditions of this Project Agreement are as set out in:

- a) this Project Schedule;
- b) the Head Agreement; and
- c) any attachments to, or documents incorporated by reference into, either of those documents.

This Project Schedule contains terms and conditions that relate specifically to the Projects and Grants listed in this document. The document comprises:

- Part 1 – a summary of the Projects and Grants in this Project Schedule;
- Part 2 – terms and conditions applying to all Projects and Grants in this Project Schedule; and
- Part 3 – specific terms and conditions for particular Projects and Grants in this Project Schedule.

The Head Agreement contains general terms and conditions that apply to all Projects and Grants.

*(See also clauses 1 to 10 of the Head Agreement).*



**PART 1: PROJECT AND GRANT SUMMARY**

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**1. List of Projects**

Project ID	Project name
4-HSJATWT	AIME Mentoring

**2. List of Grants**

Project ID – Project name	Amount (excl GST)	SACS (if applicable)	GST (if applicable)	Total (incl GST)
4-HSJATWT - AIME Mentoring	\$13,500,000.00	\$0.00	\$1,350,000.00	\$14,850,000.00
<b>TOTAL</b>	<b>\$13,500,000.00</b>	<b>\$0.00</b>	<b>\$1,350,000.00</b>	<b>\$14,850,000.00</b>

## PART 2: GENERAL INFORMATION, TERMS AND CONDITIONS FOR ALL PROJECTS IN THIS PROJECT SCHEDULE

### 1. Interpretation

- 1.1 Unless the contrary intention appears, words used in this Project Schedule have the same meaning as in the Head Agreement.
- 1.2 Information, terms and conditions in Part 2 of this Project Schedule apply to the Projects under this Project Agreement, unless the contrary intention appears in Part 3.

### 2. Programme

- 2.1 The Grants are provided under the **Children and Schooling** Programme.

### 3. Programme outcomes

- 3.1 For each Project, the Provider must contribute to or achieve the following programme outcomes to the extent they are not inconsistent with the Project:

#### Programme outcomes

- Support families to give children a good start in life through improved early childhood development, care, education and school readiness.
- Get children to school.
- Improve literacy and numeracy.
- Support successful transitions to further education and work.

- 3.2 The Provider agrees to deliver each Project under this Project Agreement so as not to conflict with or adversely impact upon the school attendance of children in the location/s at which the Project is being delivered.

### 4. Overview

- 4.1 The Provider is:

Provider	
Full legal name	Australian Indigenous Mentoring Experience Indigenous Corporation
Trading name	Not specified
ABN	31 081 797 652

- 4.2 This Project Agreement commences on the Project Agreement Start Date and ends on the Project Agreement End Date:

Project Agreement Start Date	The date on which both parties sign this Project Agreement
Project Agreement End Date	30 June 2026 or earlier termination date.

### 5. Strengthening Organisational Governance - one-off payment

- 5.1 If the Provider has been required to become incorporated pursuant to clauses 64 to 68 of the Head Agreement, the Commonwealth will pay a one-off payment of \$10,000 (excl GST) following:

- (a) the Provider changing its incorporation status in accordance with clauses 64 to 68 of the Head Agreement; and
  - (b) the Commonwealth receiving proof of the change in incorporation status.
- 5.2 The parties agree that this payment represents a genuine pre-estimate of the costs likely to be incurred by the Provider in complying with the incorporation requirement, and that the Commonwealth is not liable for any further amount. This payment is a one-off payment, and will be made only if the Provider has not received a similar payment under another Project Agreement.
- 5.3 The payment provided for under Part 2 item 5.1 is a Grant for the purpose of this Project Agreement.

## 6. Bank account details

- 6.1 The Provider's bank account for the purpose of clause 13 of the Head Agreement is as follows unless another account is specified for a particular Project in Part 3:

Bank / institution name	s 47G(1)(a)
BSB number	
Account name	
Account number	

## 7. Tax and invoices

*(Clauses 16 to 19 of the Head Agreement)*

- 7.1 The Commonwealth will issue recipient created tax invoices (**RCTIs**) and any adjustment notes for taxable supplies made by the Provider to the Commonwealth, within 28 days of determining the value of the taxable supplies in question. The Provider must not issue tax invoices or adjustment notes for taxable supplies covered by a RCTI.
- 7.2 Alternatively, the Commonwealth may direct the Provider to issue invoices to the Commonwealth. This direction can relate to all or part of a Project Agreement. Each invoice must be addressed to the relevant Commonwealth contact officer listed in this Project Schedule.
- 7.3 Each invoice issued by the Provider must contain:
- (a) the words 'tax invoice' or 'invoice', whichever is relevant, stated prominently;
  - (b) the Provider's name and ABN;
  - (c) the Commonwealth's name and address;
  - (d) the date of issue of the tax invoice or invoice;
  - (e) the name of the Project and this Project Schedule reference number (if any);
  - (f) the total amount payable (including GST if it is a taxable supply); and
  - (g) the GST amount shown separately, if it is a taxable supply.
- 7.4 An invoice issued by the Provider must not:
- (a) include amounts that are not properly payable under this Project Agreement; or

- (b) relate to a payment or include an amount in relation to which the Commonwealth has exercised its rights under clauses 79 - 81 (Withholding, Provider not entitled to amount or amount not spent in accordance with a Project Agreement, Unspent Grant amounts), 84 (Breach of Project Agreement), or 88 - 91 (Termination or reduction in scope - for default) of the Head Agreement.

7.5 The Commonwealth may require the Provider to reissue an invoice that does not meet the requirements of this Project Agreement.

## 8. Reporting

*(Clauses 52 to 58 of the Head Agreement)*

8.1 The Provider must provide to the Commonwealth the following reports for each Project in accordance with the timeframes set out in Part 3 of this Project Schedule:

Report	Details
<b>Performance report</b>	Performance reports must detail the progress and performance of the Project during the reporting period, including against the outcomes, objectives and performance targets set out in this Project Schedule. If there are significant issues affecting the progress of the Project, the Performance report must specify the actions being taken to address the issues.
<b>Expenditure report</b>	<p>The following information must be provided:</p> <ol style="list-style-type: none"> <li>1. A Financial Declaration: <ol style="list-style-type: none"> <li>a) verifying that the Grant was expended for the Project and in accordance with the Project Agreement;</li> <li>b) specifying any amount of the Grant that remains unspent for that Financial Year; and</li> <li>c) certified by the Provider's CEO, Board or authorised officer.</li> </ol> </li> </ol> <p>Financial declarations will be required only where requested by the Commonwealth. In accordance with clause 116 of the Head Agreement, Providers must keep full and accurate records relating to Grant expenditure.</p> <ol style="list-style-type: none"> <li>2. Expenditure Report <ol style="list-style-type: none"> <li>a) a detailed statement of income and expenditure relating to the Grant;</li> <li>b) a financial declaration as referred to above.</li> </ol> </li> </ol> <p>If audited, the report is to be audited in accordance with clauses 55-56 of the Head Agreement.</p> <p>Part 3 of this Project Schedule specifies whether the Expenditure report for a Project is to be unaudited or audited.</p>
<b>Working with Vulnerable People and Work Health and Safety Statement of Compliance</b>	<ol style="list-style-type: none"> <li>1. Annual statement of compliance with relevant Head Agreement obligations, including where identified, mandatory state and territory legislative requirements for the jurisdiction in which the Project is held, pertaining to: <ol style="list-style-type: none"> <li>a) Working with Vulnerable People, including children (WWVP); and</li> <li>b) Work Health and Safety (WHS).</li> </ol> </li> </ol>

- 8.2 On request, the Provider must provide to the Commonwealth a report for the Project by a date, and in such form, as may be specified in writing by the Commonwealth.

### **PART 3: SPECIFIC INFORMATION, TERMS AND CONDITIONS FOR PARTICULAR PROJECTS IN THIS PROJECT SCHEDULE**

---

#### **1. Interpretation**

- 1.1 Each of the Projects specified in this Project Schedule has its own sub-part under this Part 3, which sets out specific information, terms and conditions applying for that particular Project. To the extent of any inconsistency between Part 2 and Part 3 of this Project Schedule, Part 3 will take priority in relation to the relevant Project.



### 3: PROJECT ID - 4-HSJATWT - AIME Mentoring

## 2. Project description

### 2.1 The Provider must deliver the following Project:

Project description

1.

The purpose of this Project is to support First Nations secondary students to engage with their schooling, achieve Year 12 attainment and transition to a successful post-school pathway.

2.

The Provider will deliver mentoring and education engagement activities to support First Nations secondary students.

3.

The Provider must aim to support Project participants to attain Year 12 certification at the same rate or above their non-Indigenous peers.

4.

The Provider must support up to 4,110 First Nations secondary school students each year over the Project Period. The following targets will apply for each component of the Project, with the overall annual target shown in the 'Total' row:

	2023	2024	2025
IMAGI-NATION {University} – University Student Ambassadors	300	350	450
IMAGI-NATION {University} – Teacher Ambassadors	300	500	700
IMAGI-NATION {University} - High School Student Ambassadors	40	50	60
MentorClass	200	500	600
IMAGI-NATION {TV}: Dreamspace	100	200	300
Making of a Hoodie Podcast	100	200	300
IMAGI-FACTORY	400	500	600
JOY	300	400	500
AIME Embassies	300	450	600
Total	2,040	3,150	4,110

Delivery Mode

5.

The Project will support First Nations students through several methods of delivery:

a.

IMAGI-NATION {University} – University Student Ambassadors

b.

IMAGI-NATION {University} – Teacher Ambassadors

c.

IMAGI-NATION {University} – High School Student Ambassadors

d.

MentorClass

e.

IMAGI-NATION {TV}: Dreamspace

f.

Making of a Hoodie Podcast

g.

IMAGI-FACTORY

- h. Just your Organisation and You (JOY)
- i. AIME Embassies.

#### IMAGI-NATION {University}

6. University Student Ambassadors — each participating university campus will have five University Student Ambassadors. Ambassadors will undertake online courses and training. Ambassadors will recruit and train other university students to become mentors and build partnerships with high schools. Between June and December Ambassadors will be tasked with establishing regular Tutor Squads in partnered schools. The goal will be to provide academic support for First Nations students, with at least 10 sessions provided to each school. In addition, Ambassadors will also work to plan and host IMAGI-NATION {Factory} Days, which bring mentees from partner schools to the university campus. Targets are set out below:

Calendar Year	Universities	Schools	First Nations students
2023	12	30	300
2024	15	35	350
2025	18	45	450

7. Teacher Ambassadors — through IMAGI-NATION {University}, teachers will deliver AIME's Teach with Imagination content to First Nations students in their classrooms. Teachers are provided with the training and tools to host two or more IMAGI-NATION {Factory} Days. Teachers can also utilise video lessons paired with activities called *MentorClass*. Schools hosting a Teacher Ambassador will also host a High School Student Ambassador. Targets are set out below:

Calendar Year	Teachers	First Nations students
2023	30	300
2024	50	500
2025	70	700

8. High School Student Ambassadors — students will take on an Ambassadorship and will be given the training, tools and support to develop their own project for change that will alleviate educational inequity. With coaching and support from AIME staff, a learning journey plan will be developed, co-designed and implemented from May to December. Students will also be connected to a wide network of mentors and gain access to work experience and job opportunities. They will be mentored and coached throughout the year as they develop their skills in leadership, organisation and entrepreneurship. Schools hosting a Teacher Ambassador will also host a High School Student Ambassador. Targets are set out below:

Calendar Year	Schools	First Nations students
2023	40	40
2024	50	50
2025	60	60

#### MentorClass

9. MentorClass is a new digital resource designed to equip students with the creativity, adaptability and resilience required to forge a successful post-school career in the job market of the future. The project will see video mentoring lessons paired with teaching resources and activities for students and their teachers. Offered as a free platform, MentorClass will give teachers across Australia access to a suite of classes that will grow over time. The content will also include elements of co-design with teachers and students feeding their ideas back

to AIME so that more classes can be developed in the future. The following targets are in addition to the Teacher Ambassadors targets set out above:

Calendar Year	Schools	First Nations students
2023	20	200
2024	50	500
2025	60	600

#### IMAGI-NATION {TV}: Dreamspace

10. IMAGI-NATION {TV} uses Zoom to create a live YouTube show that brings together mentors from around the world and marginalised students. Dreamspace represents the next season of IMAGI-NATION {TV} and First Nations students will be given the opportunity to pitch a project that will benefit their school community. Each episode will feature one school, including a small group of students and one teacher, to work through a co-design session with AIME to identify a problem to be solved and create a solution. The students will share their projects during an IMAGI-NATION {TV} special, to a guest panel of experts, corporate executives and entrepreneurs, with the goal of finding ways to bring their dream to life. Targets are set out below:

Calendar Year	Schools	First Nations students
2023	10	100
2024	20	200
2025	30	300

#### Making of a Hoodie Podcast

11. AIME staff lead workshops First Nations students from high schools across Australia. Students from each participating school work through a design process to create a hoodie that represents their school, their story, their goals and the future they imagine. Students also participate in a podcast recording documenting the process. Targets are set out below:

Calendar Year	Schools	First Nations students
2023	10	100
2024	20	200
2025	30	300

#### IMAGI-NATION {Factory}

12. The IMAGI-NATION {Factory} is a physical location in Sydney offering Indigenous students the chance to experience the world of AIME first hand. Operating as AIME's new headquarters, the IMAGI-NATION {Factory} will serve as a place that can host the AIME program and welcome schools and mentors from across Australia and the world the opportunity to engage with the AIME program and the broader community. Targets are set out below:

Calendar Year	Schools	First Nations students
2023	40	400
2024	50	500
2025	60	600

**JOY (Just your Organisation and You)**

13. Staff of corporate partners become mentors to Indigenous high school students. The model sees organisations, including major corporate partners, set up their own Tutor Squads with local high schools. Working through child protection requirements and AIME's Mentor Training, employees of engaged organisations will be able to provide regular academic support to Indigenous students in schools located near their place of work. As with the university program a Tutor Squad runs across 1–2 school terms and sees mentors work alongside students for one hour per session. AIME will provide ongoing support, networks and coaching to organisations engaged in JOY.

Calendar Year	Schools	First Nations students
2023	30	300
2024	40	400
2025	50	500

**AIME Embassies**

14. This new initiative will see the AIME program delivered to regional and remote areas by AIME staff and partners. A team will travel by van and will be trained and equipped to deliver the AIME program to schools and communities across the country. This will offer First Nations students the opportunity to engage first hand with an imaginative and immersive experience in person. It will also give staff the chance to share in person our Ambassadorship opportunities for Indigenous high school students and teachers, connecting them to the wider AIME community.

Calendar Year	Schools	First Nations students
2023	10	300
2024	15	450
2025	20	600

**AIME staff and mentors**

15. The Provider must deliver workshops and mentoring by trained AIME staff and volunteer mentors. The Provider must ensure that all staff and volunteers delivering workshops and mentoring have been trained to adequately fulfil the duties required of them.
16. The Provider must provide new staff employed to deliver the Project a rigorous induction and training process, and ongoing training for existing staff.
17. Each volunteer mentor must complete two rigorous, AIME-specific mentor training sessions for volunteer mentors to prepare them for working with students. The total training provided will be a minimum of three hours per mentor.

**General terms and conditions**

18. To be eligible, students must identify as Aboriginal or Torres Strait Islander people.
19. The Provider must use funds only to meet the costs of delivering the project, including IT; employment of Provider staff; to meet reasonable costs of engaging speakers, Indigenous facilitators and university student mentors; and to meet reasonable expenses incurred developing project resources and delivering the workshops, including workshop materials, food and transport.

20. The Provider may use funds to support development of the NATION virtual platform (software). The NATION must be included in the Provider's asset register.
21. The Provider must submit to the Commonwealth, all reports specified in Clause 7 of this Project Schedule.

#### Reviewing Delivery of the Project

22. An evaluation may also be undertaken (by the Commonwealth or at your request) at any time during the Project Agreement, if there are any concerns about the Project's progress (see Clauses 20-28 of the Head Agreement).

#### Additional Reporting Requirements

23. With each performance report the Provider must include:
- a. a list of delivery locations (schools and universities)
  - b. participant numbers for each component of the Project (as listed at paragraph 4 of this Project Description)
24. A summary of progress and outcomes of each component of the Project, as listed at Part 3, Item.

### 3. Key performance indicators

- 3.1 The Provider must meet the performance targets for the following key performance indicators within the timelines shown in the table below:

Number	Key Performance Indicator	Target and data
1.	MKPI.M1 - Indigenous Employment	50 per cent of hours worked in the reporting period under the activity, are worked by an Indigenous person. Source: Service provider.
2.	MKDI.D1 - Employment Numbers	Number of Indigenous people employed and the total number of people employed, under the activity (by gender). Source: Service provider.
3.	MKDI.D2 - Hours Worked - Indigenous Staff	Number of hours worked in the reporting period by all Indigenous people employed under the activity. Source: Service provider.
4.	MKDI.D3 - Hours Worked - All Staff	Number of hours worked in the reporting period by all people employed under the activity. Source: Service provider.
5.	MKPI.M2 - Core Service Provision	Core activities or service being delivered meet or exceed requirements. Source: Agreement Manager review of Service Provider performance reporting.
6.	D206.01 - Participation Numbers	Number of unique students (by gender) participating in the funded activity. Source: Service provider.
7.	D210.02 - Attainment Numbers	Number of Year 10 and Year 12 students (by gender) participating in the activity have attained their Year 10 or Year 12 certificate. Source: Service provider.

#### 4. Duration of Project

4.1 The Project must be delivered from the Project Start Date until the Project End Date:

Project dates	
Project Start Date	1 July 2022
Project End Date	31 December 2025 or earlier termination date

4.2 The parties acknowledge that the Provider commenced conducting the Project for the purposes of this Project Agreement on the Project Start Date.

4.3 The parties agree:

- a) the terms and conditions of this Project Agreement apply on and from the Project Start Date; and
- b) the work performed on and from the Project Start Date will be considered to be part of the Project under this Project Agreement and the terms and conditions of the Project Agreement apply to this work.

4.4 The Commonwealth may, at its sole discretion, offer to extend the Project Agreement End Date and/or any Project End Date by one or more extensions up to a maximum of one year by giving notice to the Provider at least 60 business days prior to the end of the relevant Project or Project Agreement End Date.

4.5 If the Provider accepts the Commonwealth's offer under clause 4.2, the terms of any such extension are to be documented by way of a deed of variation on terms acceptable to the Agency and such extension will only be effective upon the formal execution of the deed of variation by the Commonwealth and the Provider.

#### 5. Party representatives for notices

*(Clauses 134 – 135 of the Head Agreement)*

5.1 The parties' representatives are responsible for liaison and day-to-day Project management, as well as issuing and accepting any written notices relating to the Project:

Commonwealth	Details
Contact officer for Project	§ 47F
Physical / postal address(es) for notices	PO Box 2191 Canberra
Telephone	§ 47F
E-mail	§ 47F

Provider	Details
Contact officer / position for Project	§ 47F
Physical / postal address(es) for notices	PO Box 3093, REDFERN, NSW, 2016



Provider	Details
Telephone	S 47F
E-mail	S 47F

## 6. Location

6.1 The Project is to be delivered at the following location/s:

Organisation venue name	Organisation venue address	Estimated Financial Attribution %
Australian Indigenous Mentoring Experience Indigenous Corporation	Gadigal House, 166 George Street, REDFERN, NSW, 2016	100%

6.2 The Provider warrants that it has the right to access and use all premises required for the purposes of delivering the Project.

## 7. Reporting and site visits

*(Clauses 52 - 58 of the Head Agreement and Part 2 item 8 of this Project Schedule)*

7.1 The Provider must submit the following reports to the Commonwealth, and where relevant facilitate site visits conducted by the Commonwealth, by the following due dates:

Report	Due date
WWVP and WHS Statement of Compliance	31 October 2022
Detailed Budget by Financial Year as required under Paragraph 10 of the Additional Conditions.	30 November 2022
Site visit, to be conducted by the Commonwealth in the three months leading up to the due date.	31 December 2022
Performance Report covering the period 1 July 2022 to 31 December 2022.	15 February 2023
Audited Expenditure Report covering the period 1 July 2022 to 31 December 2022	30 April 2023
Site visit, to be conducted by the Commonwealth in the three months leading up to the due date.	30 June 2023
Performance Report covering the period 1 January 2023 to 30 June 2023.	15 July 2023

Report	Due date
WWVP and WHS Statement of Compliance	31 October 2023
Site visit, to be conducted by the Commonwealth in the three months leading up to the due date.	31 December 2023
Performance Report covering the period 1 July 2023 to 31 December 2023	15 February 2024
Audited Expenditure Report covering the period 1 January 2023 to 31 December 2023	30 April 2024
Site visit, to be conducted by the Commonwealth in the three months leading up to the due date.	30 June 2024
Performance Report covering the period 1 January 2024 to 30 June 2024.	15 July 2024
WWVP and WHS Statement of Compliance	31 October 2024
Site visit, to be conducted by the Commonwealth in the three months leading up to the due date.	31 December 2024
Performance Report covering the period 1 July 2024 to 31 December 2024.	15 February 2025
Audited Expenditure Report covering the period 1 January 2024 to 31 December 2024	30 April 2025
Site visit, to be conducted by the Commonwealth in the three months leading up to the due date.	30 June 2025
Performance Report covering the period 1 January 2025 to 30 June 2025.	15 July 2025
WWVP and WHS Statement of Compliance	31 October 2025
Site visit, to be conducted by the Commonwealth in the three months leading up to the due date.	31 December 2025
Performance Report covering the period 1 July 2025 to 31 December 2025.	15 February 2026
Audited Expenditure Report covering the period 1 January 2025 to 31 December 2025.	30 April 2026

## 8. Grant payments

*(Clauses 11 and 12 of the Head Agreement)*

8.1 The Provider must use the Grant only for the purpose of this Project.

8.2 Grant payments will be made on the occurrence of the following events, outcomes or performance targets and subject to the terms and conditions of this Project Agreement:

Anticipated date	Description of event, outcome or performance target	Amount (excl GST)	SACS (if applicable)	GST	Total (incl GST)
31 October 2022	Payment on Execution of Project Schedule	\$3,000,000.00	\$0.00	\$300,000.00	\$3,300,000.00
28 February 2023	Submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the Providers performance.	\$1,500,000.00	\$0.00	\$150,000.00	\$1,650,000.00
30 July 2023	Submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the Providers performance.	\$2,000,000.00	\$0.00	\$200,000.00	\$2,200,000.00
28 February 2024	Submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the Providers performance.	\$2,000,000.00	\$0.00	\$200,000.00	\$2,200,000.00
30 July 2024	Submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the Providers performance.	\$1,750,000.00	\$0.00	\$175,000.00	\$1,925,000.00
28 February 2025	Submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the Providers performance.	\$1,750,000.00	\$0.00	\$175,000.00	\$1,925,000.00

Anticipated date	Description of event, outcome or performance target	Amount (excl GST)	SACS (if applicable)	GST	Total (incl GST)
31 July 2025	Payment upon submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the performance of the Provider.	\$1,500,000.00	\$0.00	\$0.00	\$0.00
<b>Total Grant payable:</b>		<b>\$13,500,000.00</b>	<b>\$0.00</b>	<b>\$1,350,000.00</b>	<b>\$14,850,000.00</b>

## 9. Bank account details

9.1 The Provider's bank account for the purpose of clause 13 of the Head Agreement for this Project is:

Bank / institution name	s 47(1)(a)
BSB number	
Account name	
Account number	

## 4-HSJATWT - AIME Mentoring - Additional Conditions

The following additional conditions apply for this Project.

### **10. Detailed Budget**

- 10.1 Unless otherwise approved by the Commonwealth in writing and subject to item 10.2 below, the Provider must spend the Grant in accordance with the budget approved by the Commonwealth under Item 7 of Part 3.
- 10.2 The Provider may transfer amounts between categories of expenditure items within the budget which are less than 20% without seeking Commonwealth approval. The total amount of transfers in any financial year must not exceed 20% of the total value of Grant payments under the Project Agreement in that financial year. The Provider and the Commonwealth shall review the budget set out in item 10.1 annually on a date agreed by the parties. Any changes to the budget must be agreed in writing but without the requirement of a contract variation as set out in clause 141 "Variation" of the Head Agreement.

**EXECUTION PAGE**

This Project Schedule, together with the Head Agreement and any attachments to, or documents incorporated by reference into, either of them, forms a Project Agreement.

**Executed as an agreement:**

Commonwealth

**SIGNED for and on behalf of the Commonwealth of Australia as represented by the National Indigenous Australians Agency by:**

_____	_____
(Name of Agency Representative)	(Signature of Agency Representative)

_____	...../...../.....
(Position of Agency Representative)	

_____	_____
(Name of Witness in full)	(Signature of Witness)
	...../...../.....

Provider

**Executed as an agreement:**

SIGNED for and on behalf of Australian Indigenous Mentoring Experience Indigenous Corporation, ABN 31 081 797 652 in accordance with its rules:

_____	_____
(Name of Signatory)	(Signature)

_____	...../...../.....
(Position held by Signatory)	

_____	_____
(Name of second Signatory / Name of Witness)	(Signature of second Signatory / Witness)
	...../...../.....

\_\_\_\_\_  
(Position held by second Signatory / Witness)



**Notes about the signature block:**

- if you are an **incorporated association**, the signatories can be any two members of the governing committee of the Association or a member of the governing committee and the Public Officer. Alternatively, the Grant Agreement could be executed using the Common Seal. Associations incorporated in the **Northern Territory** must affix their **Common Seal** unless the Rules of the Association authorise a person to enter into legally binding documents.
- if you are a **company**, generally two signatories are required – the signatories can be two Directors or a Director and the Company Secretary. Affix your **Company Seal**, if required by your Constitution.
- if you are a **company with a sole Director/Secretary**, the Director/Secretary is required to be the signatory in the presence of a witness. Affix your **Company Seal**, if required by your Constitution.
- if you are a **partnership**, a partner must be a signatory in the presence of a witness.
- if you are an **individual**, you must sign in the presence of a witness.
- if you are a **university**, the signatory can be an officer authorised by the legislation creating the university to enter into legally binding documents. A witness to the signature is required.
- if you are a **State or Territory Government**, the delegate must sign for the State/Territory Department/Agency acting on behalf of the State or Territory Government. The delegate must sign in the presence of a witness.

**Project description**

1. The purpose of this Project is to support First Nations secondary students to engage with their schooling, achieve Year 12 attainment and transition to a successful post-school pathway.
2. The Provider will deliver mentoring and education engagement activities to support First Nations secondary students.
3. The Provider must aim to support Project participants to attain Year 12 certification at the same rate or above their non-Indigenous peers.
4. The Provider must support up to 4,110 First Nations secondary school students each year over the Project Period. The following targets will apply for each component of the Project, with the overall annual target shown in the 'Total' row:

	2023	2024	2025
<b>IMAGI-NATION {University} – University Student Ambassadors</b>	300	350	450
<b>IMAGI-NATION {University} – Teacher Ambassadors</b>	300	500	700
<b>IMAGI-NATION {University} - High School Student Ambassadors</b>	40	50	60
<b>MentorClass</b>	200	500	600
<b>IMAGINATION {TV}: Dreamspace</b>	100	200	300
<b>Making of a Hoodie Podcast</b>	100	200	300
<b>IMAGI-FACTORY</b>	400	500	600
<b>JOY</b>	300	400	500
<b>AIME Embassies</b>	300	450	600
<b>Total</b>	<b>2,040</b>	<b>3,150</b>	<b>4,110</b>

**Delivery Mode**

5. The Project will support First Nations students through several methods of delivery:
  - a. IMAGI-NATION {University} – University Student Ambassadors
  - b. IMAGI-NATION {University} – Teacher Ambassadors
  - c. IMAGI-NATION {University} – High School Student Ambassadors
  - d. MentorClass
  - e. IMAGINATION {TV}: Dreamspace
  - f. Making of a Hoodie Podcast
  - g. IMAGI-FACTORY
  - h. Just your Organisation and You (JOY)
  - i. AIME Embassies.

**IMAGI-NATION {University}**

6. University Student Ambassadors — each participating university campus will have five University Student Ambassadors. Ambassadors will undertake online courses and training. Ambassadors will recruit and train other university students to become mentors and build partnerships with high schools. Between June and December Ambassadors will be tasked with

establishing regular Tutor Squads in partnered schools. The goal will be to provide academic support for First Nations students, with at least 10 sessions provided to each school. In addition, Ambassadors will also work to plan and host IMAGINATION {Factory} Days, which bring mentees from partner schools to the university campus. Targets are set out below:

Calendar Year	Universities	Schools	First Nations students
2023	12	30	300
2024	15	35	350
2025	18	45	450

7. Teacher Ambassadors — through IMAGI-NATION {University}, teachers will deliver AIME's Teach with Imagination content to First Nations students in their classrooms. Teachers are provided with the training and tools to host two or more IMAGINATION {Factory} Days. Teachers can also utilise video lessons paired with activities called *MentorClass*. Schools hosting a Teacher Ambassador will also host a High School Student Ambassador. Targets are set out below:

Calendar Year	Teachers	First Nations students
2023	30	300
2024	50	500
2025	70	700

8. High School Student Ambassadors — students will take on an Ambassadorship and will be given the training, tools and support to develop their own project for change that will alleviate educational inequity. With coaching and support from AIME staff, a learning journey plan will be developed, codesigned and implemented from May to December. Students will also be connected to a wide network of mentors and gain access to work experience and job opportunities. They will be mentored and coached throughout the year as they develop their skills in leadership, organisation and entrepreneurship. Schools hosting a Teacher Ambassador will also host a High School Student Ambassador. Targets are set out below:

Calendar Year	Schools	First Nations students
2023	40	40
2024	50	50
2025	60	60

#### MentorClass

9. MentorClass is a new digital resource designed to equip students with the creativity, adaptability and resilience required to forge a successful post-school career in the job market of the future. The project will see video mentoring lessons paired with teaching resources and activities for students and their teachers. Offered as a free platform, MentorClass will give teachers across Australia access to a suite of classes that will grow over time. The content will also include elements of co-design with teachers and students feeding their ideas back to AIME so that more classes can be developed in the future. The following targets are in addition to the Teacher Ambassadors targets set out above:

Calendar Year	Schools	First Nations students
2023	20	200
2024	50	500
2025	60	600

## IMAGI-NATION {TV}: Dreamspace

10. IMAGI-NATION {TV} uses Zoom to create a live YouTube show that brings together mentors from around the world and marginalised students. Dreamspace represents the next season of IMAGINATION {TV} and First Nations students will be given the opportunity to pitch a project that will benefit their school community. Each episode will feature one school, including a small group of students and one teacher, to work through a co-design session with AIME to identify a problem to be solved and create a solution. The students will share their projects during an IMAGI-NATION {TV} special, to a guest panel of experts, corporate executives and entrepreneurs, with the goal of finding ways to bring their dream to life. Targets are set out below:

Calendar Year	Schools	First Nations students
2023	10	100
2024	20	200
2025	30	300

## Making of a Hoodie Podcast

11. AIME staff lead workshops First Nations students from high schools across Australia. Students from each participating school work through a design process to create a hoodie that represents their school, their story, their goals and the future they imagine. Students also participate in a podcast recording documenting the process. Targets are set out below:

Calendar Year	Schools	First Nations students
2023	10	100
2024	20	200
2025	30	300

## IMAGI-NATION {Factory}

12. The IMAGI-NATION {Factory} is a physical location in Sydney offering Indigenous students the chance to experience the world of AIME first hand. Operating as AIME's new headquarters, the IMAGI-NATION {Factory} will serve as a place that can host the AIME program and welcome schools and mentors from across Australia and the world the opportunity to engage with the AIME program and the broader community. Targets are set out below:

Calendar Year	Schools	First Nations students
2023	40	400
2024	50	500
2025	60	600

## JOY (Just your Organisation and You)

13. Staff of corporate partners become mentors to Indigenous high school students. The model sees organisations, including major corporate partners, set up their own Tutor Squads with local high schools. Working through child protection requirements and AIME's Mentor Training, employees of engaged organisations will be able to provide regular academic support to Indigenous students in schools located near their place of work. As with the university program a Tutor Squad runs across 1–2 school terms and sees mentors work alongside students for one hour per session. AIME will provide ongoing support, networks and coaching to organisations engaged in JOY.

Calendar Year	Schools	First Nations students
2023	30	300
2024	40	400
2025	50	500

## AIME Embassies

14. This new initiative will see the AIME program delivered to regional and remote areas by AIME staff and partners. A team will travel by van and will be trained and equipped to deliver the AIME program to schools and communities across the country. This will offer First Nations students the opportunity to engage first hand with an imaginative and immersive experience in person. It will also give staff the chance to share in person our Ambassadorship opportunities for Indigenous high school students and teachers, connecting them to the wider AIME community.

Calendar Year	Schools	First Nations students
2023	10	300
2024	15	450
2025	20	600

## AIME staff and mentors

15. The Provider must deliver workshops and mentoring by trained AIME staff and volunteer mentors. The Provider must ensure that all staff and volunteers delivering workshops and mentoring have been trained to adequately fulfil the duties required of them.
16. The Provider must provide new staff employed to deliver the Project a rigorous induction and training process, and ongoing training for existing staff.
17. Each volunteer mentor must complete two rigorous, AIME-specific mentor training sessions for volunteer mentors to prepare them for working with students. The total training provided will be a minimum of three hours per mentor.

## General terms and conditions

18. To be eligible, students must identify as Aboriginal or Torres Strait Islander people.
19. The Provider must use funds only to meet the costs of delivering the project, including IT; employment of Provider staff; to meet reasonable costs of engaging speakers, Indigenous facilitators and university student mentors; and to meet reasonable expenses incurred

developing project resources and delivering the workshops, including workshop materials, food and transport.

20. The Provider must submit to the Commonwealth, all reports specified in Clause 7 of this Project Schedule.

#### **Reviewing Delivery of the Project**

21. An evaluation may also be undertaken (by the Commonwealth or at your request) at any time during the Project Agreement, if there are any concerns about the Project's progress (see Clauses 20-28 of the Head Agreement).

#### **Additional Reporting Requirements**

22. With each performance report the Provider must include:
  - a. a list of delivery locations (schools and universities)
  - b. participant numbers for each component of the Project (as listed at paragraph 4 of this Project Description)
  - c. A summary of progress and outcomes of each component of the Project, as listed at Part 3, Item.





Australian Government

National Indigenous Australians Agency

## PROJECT SCHEDULE – GENERAL GRANTS CHILDREN AND SCHOOLING PROGRAMME

Executed by

the Commonwealth of Australia as represented by the National Indigenous Australians Agency  
(ABN 30 429 895 164)

AND

Australian Indigenous Mentoring Experience Indigenous Corporation (ABN 31 081 797 652)

Grant System Agreement number (System ID)	4-HS3T9TV
Project Schedule reference number (System ID)	4-HS3T9TZ
Provider reference number (System ID)	2-E0W9YT

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Version: September 2021

**How this Project Schedule works**

The Commonwealth has agreed to execute this Project Schedule, under which the Commonwealth will provide the Grant/s for the purpose of delivering one or more Project/s.

Once this Project Schedule has been executed, a separate contract is formed. That contract is called a **Project Agreement**.

The terms and conditions of this Project Agreement are as set out in:

- a) this Project Schedule;
- b) the Head Agreement; and
- c) any attachments to, or documents incorporated by reference into, either of those documents.

This Project Schedule contains terms and conditions that relate specifically to the Projects and Grants listed in this document. The document comprises:

- Part 1 – a summary of the Projects and Grants in this Project Schedule;
- Part 2 – terms and conditions applying to all Projects and Grants in this Project Schedule; and
- Part 3 – specific terms and conditions for particular Projects and Grants in this Project Schedule.

The Head Agreement contains general terms and conditions that apply to all Projects and Grants.

*(See also clauses 1 to 10 of the Head Agreement).*

**PART 1: PROJECT AND GRANT SUMMARY**

**1. List of Projects**

Project ID	Project name
4-HSJATWT	AIME Mentoring

**2. List of Grants**

Project ID – Project name	Amount (excl GST)	SACS (if applicable)	GST (if applicable)	Total (incl GST)
4-HSJATWT - AIME Mentoring	\$13,500,000.00	\$0.00	\$1,350,000.00	\$14,850,000.00
<b>TOTAL</b>	<b>\$13,500,000.00</b>	<b>\$0.00</b>	<b>\$1,350,000.00</b>	<b>\$14,850,000.00</b>



## PART 2: GENERAL INFORMATION, TERMS AND CONDITIONS FOR ALL PROJECTS IN THIS PROJECT SCHEDULE

### 1. Interpretation

- 1.1 Unless the contrary intention appears, words used in this Project Schedule have the same meaning as in the Head Agreement.
- 1.2 Information, terms and conditions in Part 2 of this Project Schedule apply to the Projects under this Project Agreement, unless the contrary intention appears in Part 3.

### 2. Programme

- 2.1 The Grants are provided under the **Children and Schooling** Programme.

### 3. Programme outcomes

- 3.1 For each Project, the Provider must contribute to or achieve the following programme outcomes to the extent they are not inconsistent with the Project:

#### Programme outcomes

- Support families to give children a good start in life through improved early childhood development, care, education and school readiness.
- Get children to school.
- Improve literacy and numeracy.
- Support successful transitions to further education and work.

- 3.2 The Provider agrees to deliver each Project under this Project Agreement so as not to conflict with or adversely impact upon the school attendance of children in the location/s at which the Project is being delivered.

### 4. Overview

- 4.1 The Provider is:

Provider	
Full legal name	Australian Indigenous Mentoring Experience Indigenous Corporation
Trading name	Not specified
ABN	31 081 797 652

- 4.2 This Project Agreement commences on the Project Agreement Start Date and ends on the Project Agreement End Date:

Project Agreement Start Date	The date on which both parties sign this Project Agreement
Project Agreement End Date	30 June 2026 or earlier termination date.

### 5. Strengthening Organisational Governance - one-off payment

- 5.1 If the Provider has been required to become incorporated pursuant to clauses 64 to 68 of the Head Agreement, the Commonwealth will pay a one-off payment of \$10,000 (excl GST) following:

- (a) the Provider changing its incorporation status in accordance with clauses 64 to 68 of the Head Agreement; and
  - (b) the Commonwealth receiving proof of the change in incorporation status.
- 5.2 The parties agree that this payment represents a genuine pre-estimate of the costs likely to be incurred by the Provider in complying with the incorporation requirement, and that the Commonwealth is not liable for any further amount. This payment is a one-off payment, and will be made only if the Provider has not received a similar payment under another Project Agreement.
- 5.3 The payment provided for under Part 2 item 5.1 is a Grant for the purpose of this Project Agreement.

## 6. Bank account details

- 6.1 The Provider's bank account for the purpose of clause 13 of the Head Agreement is as follows unless another account is specified for a particular Project in Part 3:

Bank / institution name	B 4754 (1/1)
BSB number	
Account name	
Account number	

## 7. Tax and invoices

*(Clauses 16 to 19 of the Head Agreement)*

- 7.1 The Commonwealth will issue recipient created tax invoices (**RCTIs**) and any adjustment notes for taxable supplies made by the Provider to the Commonwealth, within 28 days of determining the value of the taxable supplies in question. The Provider must not issue tax invoices or adjustment notes for taxable supplies covered by a RCTI.
- 7.2 Alternatively, the Commonwealth may direct the Provider to issue invoices to the Commonwealth. This direction can relate to all or part of a Project Agreement. Each invoice must be addressed to the relevant Commonwealth contact officer listed in this Project Schedule.
- 7.3 Each invoice issued by the Provider must contain:
- (a) the words 'tax invoice' or 'invoice', whichever is relevant, stated prominently;
  - (b) the Provider's name and ABN;
  - (c) the Commonwealth's name and address;
  - (d) the date of issue of the tax invoice or invoice;
  - (e) the name of the Project and this Project Schedule reference number (if any);
  - (f) the total amount payable (including GST if it is a taxable supply); and
  - (g) the GST amount shown separately, if it is a taxable supply.
- 7.4 An invoice issued by the Provider must not:
- (a) include amounts that are not properly payable under this Project Agreement; or



- (b) relate to a payment or include an amount in relation to which the Commonwealth has exercised its rights under clauses 79 - 81 (Withholding, Provider not entitled to amount or amount not spent in accordance with a Project Agreement, Unspent Grant amounts), 84 (Breach of Project Agreement), or 88 - 91 (Termination or reduction in scope - for default) of the Head Agreement.

- 7.5 The Commonwealth may require the Provider to reissue an invoice that does not meet the requirements of this Project Agreement.

## 8. Reporting

*(Clauses 52 to 58 of the Head Agreement)*

- 8.1 The Provider must provide to the Commonwealth the following reports for each Project in accordance with the timeframes set out in Part 3 of this Project Schedule:

Report	Details
<b>Performance report</b>	Performance reports must detail the progress and performance of the Project during the reporting period, including against the outcomes, objectives and performance targets set out in this Project Schedule. If there are significant issues affecting the progress of the Project, the Performance report must specify the actions being taken to address the issues.
<b>Expenditure report</b>	<p>The following information must be provided:</p> <ol style="list-style-type: none"> <li>1. A Financial Declaration: <ol style="list-style-type: none"> <li>a) verifying that the Grant was expended for the Project and in accordance with the Project Agreement;</li> <li>b) specifying any amount of the Grant that remains unspent for that Financial Year; and</li> <li>c) certified by the Provider's CEO, Board or authorised officer.</li> </ol> </li> </ol> <p>Financial declarations will be required only where requested by the Commonwealth. In accordance with clause 116 of the Head Agreement, Providers must keep full and accurate records relating to Grant expenditure.</p> <ol style="list-style-type: none"> <li>2. Expenditure Report <ol style="list-style-type: none"> <li>a) a detailed statement of income and expenditure relating to the Grant;</li> <li>b) a financial declaration as referred to above.</li> </ol> </li> </ol> <p>If audited, the report is to be audited in accordance with clauses 55-56 of the Head Agreement.</p> <p>Part 3 of this Project Schedule specifies whether the Expenditure report for a Project is to be unaudited or audited.</p>
<b>Working with Vulnerable People and Work Health and Safety Statement of Compliance</b>	<ol style="list-style-type: none"> <li>1. Annual statement of compliance with relevant Head Agreement obligations, including where identified, mandatory state and territory legislative requirements for the jurisdiction in which the Project is held, pertaining to: <ol style="list-style-type: none"> <li>a) Working with Vulnerable People, including children (WWVP); and</li> <li>b) Work Health and Safety (WHS).</li> </ol> </li> </ol>



- 8.2 On request, the Provider must provide to the Commonwealth a report for the Project by a date, and in such form, as may be specified in writing by the Commonwealth.

### **PART 3: SPECIFIC INFORMATION, TERMS AND CONDITIONS FOR PARTICULAR PROJECTS IN THIS PROJECT SCHEDULE**

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#### **1. Interpretation**

- 1.1 Each of the Projects specified in this Project Schedule has its own sub-part under this Part 3, which sets out specific information, terms and conditions applying for that particular Project. To the extent of any inconsistency between Part 2 and Part 3 of this Project Schedule, Part 3 will take priority in relation to the relevant Project.

### 3: PROJECT ID - 4-HSJATWT - AIME Mentoring

#### 2. Project description

2.1 The Provider must deliver the following Project:

##### Project description

1. The purpose of this Project is to support First Nations secondary students to engage with their schooling, achieve Year 12 attainment and transition to a successful post-school pathway.
2. The Provider will deliver mentoring and education engagement activities to support First Nations secondary students.
3. The Provider must aim to support Project participants to attain Year 12 certification at the same rate or above their non-Indigenous peers.
4. The Provider must support up to 4,110 First Nations secondary school students each year over the Project Period. The following targets will apply for each component of the Project, with the overall annual target shown in the 'Total' row:

	2023	2024	2025
IMAGI-NATION {University} – University Student Ambassadors	300	350	450
IMAGI-NATION {University} – Teacher Ambassadors	300	500	700
IMAGI-NATION {University} - High School Student Ambassadors	40	50	60
MentorClass	200	500	600
IMAGI-NATION {TV}: Dreamspace	100	200	300
Making of a Hoodie Podcast	100	200	300
IMAGI-FACTORY	400	500	600
JOY	300	400	500
AIME Embassies	300	450	600
<b>Total</b>	<b>2,040</b>	<b>3,150</b>	<b>4,110</b>

##### Delivery Mode

5. The Project will support First Nations students through several methods of delivery:
  - a. IMAGI-NATION {University} – University Student Ambassadors
  - b. IMAGI-NATION {University} – Teacher Ambassadors
  - c. IMAGI-NATION {University} – High School Student Ambassadors
  - d. MentorClass
  - e. IMAGI-NATION {TV}: Dreamspace
  - f. Making of a Hoodie Podcast
  - g. IMAGI-FACTORY



h. Just your Organisation and You (JOY)

i. AIME Embassies.

#### IMAGI-NATION {University}

6. University Student Ambassadors — each participating university campus will have five University Student Ambassadors. Ambassadors will undertake online courses and training. Ambassadors will recruit and train other university students to become mentors and build partnerships with high schools. Between June and December Ambassadors will be tasked with establishing regular Tutor Squads in partnered schools. The goal will be to provide academic support for First Nations students, with at least 10 sessions provided to each school. In addition, Ambassadors will also work to plan and host IMAGI-NATION {Factory} Days, which bring mentees from partner schools to the university campus. Targets are set out below:

Calendar Year	Universities	Schools	First Nations students
2023	12	30	300
2024	15	35	350
2025	18	45	450

7. Teacher Ambassadors — through IMAGI-NATION {University}, teachers will deliver AIME's Teach with Imagination content to First Nations students in their classrooms. Teachers are provided with the training and tools to host two or more IMAGI-NATION {Factory} Days. Teachers can also utilise video lessons paired with activities called *MentorClass*. Schools hosting a Teacher Ambassador will also host a High School Student Ambassador. Targets are set out below:

Calendar Year	Teachers	First Nations students
2023	30	300
2024	50	500
2025	70	700

8. High School Student Ambassadors — students will take on an Ambassadorship and will be given the training, tools and support to develop their own project for change that will alleviate educational inequity. With coaching and support from AIME staff, a learning journey plan will be developed, co-designed and implemented from May to December. Students will also be connected to a wide network of mentors and gain access to work experience and job opportunities. They will be mentored and coached throughout the year as they develop their skills in leadership, organisation and entrepreneurship. Schools hosting a Teacher Ambassador will also host a High School Student Ambassador. Targets are set out below:

Calendar Year	Schools	First Nations students
2023	40	40
2024	50	50
2025	60	60

#### MentorClass

9. MentorClass is a new digital resource designed to equip students with the creativity, adaptability and resilience required to forge a successful post-school career in the job market of the future. The project will see video mentoring lessons paired with teaching resources and activities for students and their teachers. Offered as a free platform, MentorClass will give teachers across Australia access to a suite of classes that will grow over time. The content will also include elements of co-design with teachers and students feeding their ideas back

to AIME so that more classes can be developed in the future. The following targets are in addition to the Teacher Ambassadors targets set out above:

Calendar Year	Schools	First Nations students
2023	20	200
2024	50	500
2025	60	600

#### IMAGI-NATION {TV}: Dreamspace

10. IMAGI-NATION {TV} uses Zoom to create a live YouTube show that brings together mentors from around the world and marginalised students. Dreamspace represents the next season of IMAGI-NATION {TV} and First Nations students will be given the opportunity to pitch a project that will benefit their school community. Each episode will feature one school, including a small group of students and one teacher, to work through a co-design session with AIME to identify a problem to be solved and create a solution. The students will share their projects during an IMAGI-NATION {TV} special, to a guest panel of experts, corporate executives and entrepreneurs, with the goal of finding ways to bring their dream to life. Targets are set out below:

Calendar Year	Schools	First Nations students
2023	10	100
2024	20	200
2025	30	300

#### Making of a Hoodie Podcast

11. AIME staff lead workshops First Nations students from high schools across Australia. Students from each participating school work through a design process to create a hoodie that represents their school, their story, their goals and the future they imagine. Students also participate in a podcast recording documenting the process. Targets are set out below:

Calendar Year	Schools	First Nations students
2023	10	100
2024	20	200
2025	30	300

#### IMAGI-NATION {Factory}

12. The IMAGI-NATION {Factory} is a physical location in Sydney offering Indigenous students the chance to experience the world of AIME first hand. Operating as AIME's new headquarters, the IMAGI-NATION {Factory} will serve as a place that can host the AIME program and welcome schools and mentors from across Australia and the world the opportunity to engage with the AIME program and the broader community. Targets are set out below:

Calendar Year	Schools	First Nations students
2023	40	400
2024	50	500
2025	60	600



## JOY (Just your Organisation and You)

13. Staff of corporate partners become mentors to Indigenous high school students. The model sees organisations, including major corporate partners, set up their own Tutor Squads with local high schools. Working through child protection requirements and AIME's Mentor Training, employees of engaged organisations will be able to provide regular academic support to Indigenous students in schools located near their place of work. As with the university program a Tutor Squad runs across 1–2 school terms and sees mentors work alongside students for one hour per session. AIME will provide ongoing support, networks and coaching to organisations engaged in JOY.

Calendar Year	Schools	First Nations students
2023	30	300
2024	40	400
2025	50	500

## AIME Embassies

14. This new initiative will see the AIME program delivered to regional and remote areas by AIME staff and partners. A team will travel by van and will be trained and equipped to deliver the AIME program to schools and communities across the country. This will offer First Nations students the opportunity to engage first hand with an imaginative and immersive experience in person. It will also give staff the chance to share in person our Ambassadorship opportunities for Indigenous high school students and teachers, connecting them to the wider AIME community.

Calendar Year	Schools	First Nations students
2023	10	300
2024	15	450
2025	20	600

## AIME staff and mentors

15. The Provider must deliver workshops and mentoring by trained AIME staff and volunteer mentors. The Provider must ensure that all staff and volunteers delivering workshops and mentoring have been trained to adequately fulfil the duties required of them.
16. The Provider must provide new staff employed to deliver the Project a rigorous induction and training process, and ongoing training for existing staff.
17. Each volunteer mentor must complete two rigorous, AIME-specific mentor training sessions for volunteer mentors to prepare them for working with students. The total training provided will be a minimum of three hours per mentor.

## General terms and conditions

18. To be eligible, students must identify as Aboriginal or Torres Strait Islander people.
19. The Provider must use funds only to meet the costs of delivering the project, including IT; employment of Provider staff; to meet reasonable costs of engaging speakers, Indigenous facilitators and university student mentors; and to meet reasonable expenses incurred developing project resources and delivering the workshops, including workshop materials, food and transport.



20. The Provider may use funds to support development of the NATION virtual platform (software). The NATION must be included in the Provider's asset register.
21. The Provider must submit to the Commonwealth, all reports specified in Clause 7 of this Project Schedule.

#### Reviewing Delivery of the Project

22. An evaluation may also be undertaken (by the Commonwealth or at your request) at any time during the Project Agreement, if there are any concerns about the Project's progress (see Clauses 20-28 of the Head Agreement).

#### Additional Reporting Requirements

23. With each performance report the Provider must include:
- a. a list of delivery locations (schools and universities)
  - b. participant numbers for each component of the Project (as listed at paragraph 4 of this Project Description)
24. A summary of progress and outcomes of each component of the Project, as listed at Part 3, Item 1.

### 3. Key performance indicators

- 3.1 The Provider must meet the performance targets for the following key performance indicators within the timelines shown in the table below:

Number	Key Performance Indicator	Target and data
1.	MKPI.M1 - Indigenous Employment	50 per cent of hours worked in the reporting period under the activity, are worked by an Indigenous person. Source: Service provider.
2.	MKDI.D1 - Employment Numbers	Number of Indigenous people employed and the total number of people employed, under the activity (by gender). Source: Service provider.
3.	MKDI.D2 - Hours Worked - Indigenous Staff	Number of hours worked in the reporting period by all Indigenous people employed under the activity. Source: Service provider.
4.	MKDI.D3 - Hours Worked - All Staff	Number of hours worked in the reporting period by all people employed under the activity. Source: Service provider.
5.	MKPI.M2 - Core Service Provision	Core activities or service being delivered meet or exceed requirements. Source: Agreement Manager review of Service Provider performance reporting.
6.	D206.01 - Participation Numbers	Number of unique students (by gender) participating in the funded activity. Source: Service provider.
7.	D210.02 - Attainment Numbers	Number of Year 10 and Year 12 students (by gender) participating in the activity have attained their Year 10 or Year 12 certificate. Source: Service provider.

#### 4. Duration of Project

4.1 The Project must be delivered from the Project Start Date until the Project End Date:

Project dates	
Project Start Date	1 July 2022
Project End Date	31 December 2025 or earlier termination date

4.2 The parties acknowledge that the Provider commenced conducting the Project for the purposes of this Project Agreement on the Project Start Date.

4.3 The parties agree:

- a) the terms and conditions of this Project Agreement apply on and from the Project Start Date; and
- b) the work performed on and from the Project Start Date will be considered to be part of the Project under this Project Agreement and the terms and conditions of the Project Agreement apply to this work.

4.4 The Commonwealth may, at its sole discretion, offer to extend the Project Agreement End Date and/or any Project End Date by one or more extensions up to a maximum of one year by giving notice to the Provider at least 60 business days prior to the end of the relevant Project or Project Agreement End Date.

4.5 If the Provider accepts the Commonwealth's offer under clause 4.2, the terms of any such extension are to be documented by way of a deed of variation on terms acceptable to the Agency and such extension will only be effective upon the formal execution of the deed of variation by the Commonwealth and the Provider.

#### 5. Party representatives for notices

*(Clauses 134 – 135 of the Head Agreement)*

5.1 The parties' representatives are responsible for liaison and day-to-day Project management, as well as issuing and accepting any written notices relating to the Project:

Commonwealth	Details
Contact officer for Project	S-47F
Physical / postal address(es) for notices	PO Box 2191 Canberra
Telephone	S-47F
E-mail	S-47F

Provider	Details
Contact officer / position for Project	S-47F
Physical / postal address(es) for notices	PO Box 3093, REDFERN, NSW, 2016



<b>Provider</b>	<b>Details</b>
<b>Telephone</b>	6 47F [REDACTED]
<b>E-mail</b>	6 47F [REDACTED]

## 6. Location

6.1 The Project is to be delivered at the following location/s:

Organisation venue name	Organisation venue address	Estimated Financial Attribution %
Australian Indigenous Mentoring Experience Indigenous Corporation	Gadigal House, 166 George Street, REDFERN, NSW, 2016	100%

6.2 The Provider warrants that it has the right to access and use all premises required for the purposes of delivering the Project.

## 7. Reporting and site visits

(Clauses 52 - 58 of the Head Agreement and Part 2 item 8 of this Project Schedule)

7.1 The Provider must submit the following reports to the Commonwealth, and where relevant facilitate site visits conducted by the Commonwealth, by the following due dates:

Report	Due date
WWVP and WHS Statement of Compliance	31 October 2022
Detailed Budget by Financial Year as required under Paragraph 10 of the Additional Conditions.	30 November 2022
Site visit, to be conducted by the Commonwealth in the three months leading up to the due date.	31 December 2022
Performance Report covering the period 1 July 2022 to 31 December 2022.	15 February 2023
Audited Expenditure Report covering the period 1 July 2022 to 31 December 2022	30 April 2023
Site visit, to be conducted by the Commonwealth in the three months leading up to the due date.	30 June 2023
Performance Report covering the period 1 January 2023 to 30 June 2023.	15 July 2023

Report	Due date
WWVP and WHS Statement of Compliance	31 October 2023
Site visit, to be conducted by the Commonwealth in the three months leading up to the due date.	31 December 2023
Performance Report covering the period 1 July 2023 to 31 December 2023	15 February 2024
Audited Expenditure Report covering the period 1 January 2023 to 31 December 2023	30 April 2024
Site visit, to be conducted by the Commonwealth in the three months leading up to the due date.	30 June 2024
Performance Report covering the period 1 January 2024 to 30 June 2024.	15 July 2024
WWVP and WHS Statement of Compliance	31 October 2024
Site visit, to be conducted by the Commonwealth in the three months leading up to the due date.	31 December 2024
Performance Report covering the period 1 July 2024 to 31 December 2024.	15 February 2025
Audited Expenditure Report covering the period 1 January 2024 to 31 December 2024	30 April 2025
Site visit, to be conducted by the Commonwealth in the three months leading up to the due date.	30 June 2025
Performance Report covering the period 1 January 2025 to 30 June 2025.	15 July 2025
WWVP and WHS Statement of Compliance	31 October 2025
Site visit, to be conducted by the Commonwealth in the three months leading up to the due date.	31 December 2025
Performance Report covering the period 1 July 2025 to 31 December 2025.	15 February 2026
Audited Expenditure Report covering the period 1 January 2025 to 31 December 2025.	30 April 2026

## 8. Grant payments

(Clauses 11 and 12 of the Head Agreement)

8.1 The Provider must use the Grant only for the purpose of this Project.



8.2 Grant payments will be made on the occurrence of the following events, outcomes or performance targets and subject to the terms and conditions of this Project Agreement:

Anticipated date	Description of event, outcome or performance target	Amount (excl GST)	SACS (if applicable)	GST	Total (incl GST)
31 October 2022	Payment on Execution of Project Schedule	\$3,000,000.00	\$0.00	\$300,000.00	\$3,300,000.00
28 February 2023	Submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the Providers performance.	\$1,500,000.00	\$0.00	\$150,000.00	\$1,650,000.00
30 July 2023	Submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the Providers performance.	\$2,000,000.00	\$0.00	\$200,000.00	\$2,200,000.00
28 February 2024	Submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the Providers performance.	\$2,000,000.00	\$0.00	\$200,000.00	\$2,200,000.00
30 July 2024	Submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the Providers performance.	\$1,750,000.00	\$0.00	\$175,000.00	\$1,925,000.00
28 February 2025	Submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the Providers performance.	\$1,750,000.00	\$0.00	\$175,000.00	\$1,925,000.00

Anticipated date	Description of event, outcome or performance target	Amount (excl GST)	SACS (if applicable)	GST	Total (incl GST)
31 July 2025	Payment upon submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the performance of the Provider.	\$1,500,000.00	\$0.00	\$0.00	\$0.00
Total Grant payable:		\$13,500,000.00	\$0.00	\$1,350,000.00	\$14,850,000.00

## 9. Bank account details

9.1 The Provider's bank account for the purpose of clause 13 of the Head Agreement for this Project is:

Bank / institution name	§ 47(1)(a)
BSB number	
Account name	
Account number	



## 4-HSJATWT - AIME Mentoring - Additional Conditions

The following additional conditions apply for this Project.

### 10. Detailed Budget

- 10.1 Unless otherwise approved by the Commonwealth in writing and subject to item 10.2 below, the Provider must spend the Grant in accordance with the budget approved by the Commonwealth under Item 7 of Part 3.
- 10.2 The Provider may transfer amounts between categories of expenditure items within the budget which are less than 20% without seeking Commonwealth approval. The total amount of transfers in any financial year must not exceed 20% of the total value of Grant payments under the Project Agreement in that financial year. The Provider and the Commonwealth shall review the budget set out in item 10.1 annually on a date agreed by the parties. Any changes to the budget must be agreed in writing but without the requirement of a contract variation as set out in clause 141 "Variation" of the Head Agreement.

**EXECUTION PAGE**

This Project Schedule, together with the Head Agreement and any attachments to, or documents incorporated by reference into, either of them, forms a Project Agreement.

**Executed as an agreement:**

Commonwealth

**SIGNED for and on behalf of the Commonwealth of Australia as represented by the National Indigenous Australians Agency by:**



(Name of Agency Representative)



(Signature of Agency Representative)

.....  
(Position of Agency Representative)



(Name of Witness in full)



(Signature of Witness)

.....

Provider

Executed as an agreement:

SIGNED for and on behalf of Australian Indigenous Mentoring Experience Indigenous Corporation, ABN 31 081 797 652 in accordance with its rules:



(Name of Signatory)



(Signature)

*COMPANY SECRETARY*

(Position held by Signatory)

*25/2/2020*  
.....



(Name of second Signatory / Name of Witness)



(Signature of second Signatory / Witness)

*25/2/2022*  
.....

*CFO*

(Position held by second Signatory / Witness)



**Australian Government**  
**National Indigenous Australians Agency**

DEED OF VARIATION NO. 1 TO  
PROJECT AGREEMENT

between

**the Commonwealth of Australia as represented by the National Indigenous  
Australians Agency (ABN 30 429 895 164)**

AND

**Australian Indigenous Mentoring Experience Indigenous Corporation  
(ABN 31 081 797 652)**

Head Agreement reference number (system ID)	4-HS3T9TV
Project Schedule reference number (system ID)	4-HS3T9TZ
Provider reference number (system ID)	2-E0W9YT

Version: 2 May 2017

## DEED OF VARIATION

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### Date

This Deed of Variation is made on the date the last Party to sign this Agreement does so.

### Parties

This Deed of Variation is made between and binds the following Parties:

**Commonwealth of Australia** as represented by the National Indigenous Australians Agency ABN 30 429 895 164 (**the Commonwealth**)

and

**Australian Indigenous Mentoring Experience Indigenous Corporation** (ABN 31 081 797 652) Gadigal House, 166 George Street, REDFERN, NSW, 2016 (**the Provider**)

### Context

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- A. The Parties entered into a Head Agreement for Indigenous Grants dated 26 October 2022 (**Head Agreement**).
- B. The Parties entered into a Project Schedule – Children and Schooling programme dated 26 October 2022 (**the Project Schedule**).
- C. The Head Agreement and the Project Schedule created a separate Project Agreement dated 26 October 2022 (**the Project Agreement**).
- D. The Parties now wish to amend the Project Agreement as set out in this Deed of Variation 001.
- E. The Project Agreement requires that a variation be in writing and signed by both Parties.



**IT IS AGREED as follows:****1. Interpretation**

- 1.1 Unless the contrary intention appears, words used in this Deed of Variation have the same meaning as in the Project Agreement.

**2. Commencement**

- 2.1 This Deed of Variation commences on the date the last Party to sign this Agreement does so.

**3. Variation of the Project Agreement**

- 3.1 The Project Agreement is amended as set out in this clause 3.
- 3.2 At Part 3 Project ID 4-HS3T9TZ, Project Name AIME Mentoring item 8.2 (Grant payments) delete the table and replace with the following table, which contains all amendments in tracked changes:

Anticipated date	Description of event, outcome or performance target	Amount (excl GST)	SACS (if applicable)	GST	Total (incl GST)
31 October 2022	Payment on Execution of Project Schedule	\$3,000,000.00	\$0.00	\$300,000.00	\$3,300,000.00 PAID
28 February 2023	Submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the Providers performance.	\$1,500,000.00	\$0.00	\$150,000.00	\$1,650,000.00 PAID
30 July 2023	Submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the Providers performance.	\$2,000,000.00	\$0.00	\$200,000.00	\$2,200,000.00 PAID
16 October 2023	Payment on Execution of Variation 001	\$99,018.50	\$0.00	\$9,901.85	\$108,920.35
28 February 2024	Submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the Providers performance.	<del>\$2,000,000.00</del> \$1,900,981.50	\$0.00	<del>\$200,000.00</del> \$190,098.15	<del>\$2,200,000.00</del> \$2,091,079.65

Anticipated date	Description of event, outcome or performance target	Amount (excl GST)	SACS (if applicable)	GST	Total (incl GST)
30 July 2024	Submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the Providers performance.	\$1,750,000.00	\$0.00	\$175,000.00	\$1,925,000.00
28 February 2025	Submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the Providers performance.	\$1,750,000.00	\$0.00	\$175,000.00	\$1,925,000.00
31 July 2025	Payment upon submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the performance of the Provider.	\$1,500,000.00	\$0.00	\$150,000.00	\$1,650,000.00
Total Grant payable:		\$13,500,000.00	\$0.00	\$1,350,000.00	\$14,850,000.00



**4. Amendments**

- 4.1 The only variations are those set out in this Deed of Variation. In all other respects, the Project Agreement remains unamended.

**5. Inconsistency**

- 5.1 If there is any conflict between the Project Agreement and this Deed of Variation the terms of this Deed of Variation prevail.

**6. Date of Effect for the variation to the Project Agreement**

- 6.1 The Project Agreement is varied with effect from the date on which the last Party to sign this does so.

**7. Further Acts**

- 7.1 Each Party must promptly execute all documents and do all things that the other Party from time to time reasonably requests to give effect to this Deed of Variation and all transactions incidental to it.

**8. Costs**

- 8.1 Each Party must pay its own costs in relation to finalising and executing this Deed of Variation and in relation to effecting any other document or thing required to give effect to this Deed of Variation.

**9. Applicable law**

- 9.1 This Deed of Variation is to be construed in accordance with, and governed by, the laws of the Australian Capital Territory.

**Executed by the parties as a deed****Commonwealth:**

SIGNED, sealed and delivered for and on behalf of the Commonwealth of Australia as represented by the National Indigenous Australians Agency (ABN 30 429 895 164) by its duly authorised delegate:

S 47F [Redacted]

(Name of Commonwealth Representative)

*Branch Manager*  
(Position of Commonwealth Representative)

S 47F [Redacted]

(Signature of Commonwealth Representative)

*2/11/2023*

S 47F [Redacted]

(Name of Witness in full)

S 47F [Redacted]

(Signature of Witness)

*2/11/2023*

**Provider:**

SIGNED, sealed and delivered for and on behalf of Australian Indigenous Mentoring Experience Indigenous Corporation (ABN 31 081 797 652) in accordance with its rules:

S 47F [Redacted]

(Name and position held by Signatory)

S 47F [Redacted]

(Signature)

*20/10./2023*

S 47F [Redacted]

(Name and position held by second Signatory /  
Name of Witness)

S 47F [Redacted]

(Signature of second Signatory / Witness)

*20/10./2023*

Notes about the signature block:

- if you are an **incorporated association**, the signatories can be any two members of the governing committee of the Association or a member of the governing committee and the Public Officer. Alternatively, the Grant Agreement could be executed using the Common Seal. Associations incorporated in the **Northern Territory** must affix their **Common Seal** unless the Rules of the Association authorise a person to enter into legally binding documents.
- if you are a **company**, generally two signatories are required – the signatories can be two Directors or a Director and the Company Secretary. Affix your **Company Seal**, if required by your Constitution.
- if you are a **company with a sole Director/Secretary**, the Director/Secretary is required to be the signatory in the presence of a witness. Affix your **Company Seal**, if required by your Constitution.
- if you are a **partnership**, a partner must be a signatory in the presence of a witness.
- if you are an **individual**, you must sign in the presence of a witness.
- if you are a **university**, the signatory can be an officer authorised by the legislation creating the university to enter into legally binding documents. A witness to the signature is required.
- if you are a **State or Territory Government**, the delegate must sign for the State/Territory Department/Agency acting on behalf of the State or Territory Government. The delegate must sign in the presence of a witness.

**Australian Government****National Indigenous Australians Agency****DEED OF VARIATION NO. 2 TO  
PROJECT AGREEMENT**

between

**the Commonwealth of Australia as represented by the National Indigenous  
Australians Agency (ABN 30 429 895 164)**

AND

**Australian Indigenous Mentoring Experience Indigenous Corporation  
(ABN 31 081 797 652)**

Head Agreement reference number (system ID)	4-HS3T9TV
Project Schedule reference number (system ID)	4-HS3T9TZ
Provider reference number (system ID)	2-E0W9YT

Version: 2 May 2017

## DEED OF VARIATION

---

### Date

This Deed of Variation is made on the date the last Party to sign this Agreement does so.

### Parties

This Deed of Variation is made between and binds the following Parties:

**Commonwealth of Australia** as represented by the National Indigenous Australians Agency ABN 30 429 895 164 (**the Commonwealth**)

and

**Australian Indigenous Mentoring Experience Indigenous Corporation** (ABN 31 081 797 652) Gadigal House, 166 George Street, REDFERN, NSW, 2016 (**the Provider**)

### Context

---

- A. The Parties entered into a Head Agreement for Indigenous Grants dated 26 October 2022 (**Head Agreement**).
- B. The Parties entered into a Project Schedule – Children and Schooling programme dated 26 October 2022 (**the Project Schedule**).
- C. The Head Agreement and the Project Schedule created a separate Project Agreement dated 26 October 2022 (**the Project Agreement**).
- D. The Agreement was previously varied on the following occasions:
  - i) Variation 1 dated 2 November 2023
- E. The Parties now wish to amend the Project Agreement as set out in this Deed of Variation.
- F. The Project Agreement requires that a variation be in writing and signed by both Parties.



**IT IS AGREED as follows:****1. Interpretation**

- 1.1 Unless the contrary intention appears, words used in this Deed of Variation have the same meaning as in the Project Agreement.

**2. Commencement**

- 2.1 This Deed of Variation commences on the date the last Party to sign this Agreement does so.

**3. Variation of the Project Agreement**

- 3.1 The Project Agreement is amended as set out in this clause 3.

- 3.2 At Part 3 Project ID 4-HS3T9TZ, Project Name AIME Mentoring item 8.2 (Grant payments) delete the table and replace with the following table, which contains all amendments in highlight:

Anticipated date	Description of event, outcome or performance target	Amount (excl GST)	SACS (if applicable)	GST	Total (incl GST)
31 October 2022	Payment on Execution of Project Schedule	\$3,000,000.00	\$0.00	\$300,000.00	\$3,300,000.00
28 February 2023	Submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the Providers performance.	\$1,500,000.00	\$0.00	\$150,000.00	\$1,650,000.00
30 July 2023	Submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the Providers performance.	\$2,000,000.00	\$0.00	\$200,000.00	\$2,200,000.00
16 October 2023	Payment on Execution of Variation 001	\$99,018.50	\$0.00	\$9,901.85	\$108,920.35

Anticipated date	Description of event, outcome or performance target	Amount (excl GST)	SACS (if applicable)	GST	Total (incl GST)
28 February 2024 31 January 2024	Submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the Providers performance. Commonwealth being satisfied that the Provider is making satisfactory progress delivering the Project and meeting its targets.	\$1,900,981.50	\$0.00	\$190,098.15	\$2,091,079.65
30 July 2024	Submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the Providers performance.	\$1,750,000.00	\$0.00	\$175,000.00	\$1,925,000.00
28 February 2025	Submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the Providers performance.	\$1,750,000.00	\$0.00	\$175,000.00	\$1,925,000.00
31 July 2025	Payment upon submission of satisfactory Performance report by the Provider and the Commonwealth being satisfied with the performance of the Provider.	\$1,500,000.00	\$0.00	\$150,000.00	\$1,650,000.00
<b>Total Grant payable:</b>		<b>\$13,500,000.00</b>	<b>\$0.00</b>	<b>\$1,350,000.00</b>	<b>\$14,850,000.00</b>

**4. Amendments**

- 4.1 The only variations are those set out in this Deed of Variation. In all other respects, the Project Agreement remains unamended.

**5. Inconsistency**

- 5.1 If there is any conflict between the Project Agreement and this Deed of Variation the terms of this Deed of Variation prevail.

**6. Date of Effect for the variation to the Project Agreement**

- 6.1 The Project Agreement is varied with effect from the date on which the last Party to sign this does so.

**7. Further Acts**

- 7.1 Each Party must promptly execute all documents and do all things that the other Party from time to time reasonably requests to give effect to this Deed of Variation and all transactions incidental to it.

**8. Costs**

- 8.1 Each Party must pay its own costs in relation to finalising and executing this Deed of Variation and in relation to effecting any other document or thing required to give effect to this Deed of Variation.

**9. Applicable law**


- 9.1 This Deed of Variation is to be construed in accordance with, and governed by, the laws of the Australian Capital Territory.

Executed by the parties as a deed

Commonwealth:

SIGNED, sealed and delivered for and on behalf of the Commonwealth of Australia as represented by the National Indigenous Australians Agency (ABN 30 429 895 164) by its duly authorised delegate:

  
(Name of Commonwealth Representative)

  
(Signature of Commonwealth Representative)

A/gy Branch Manager  
(Position of Commonwealth Representative)

12.01.2024



  
(Signature)


Provider:

SIGNED, sealed and delivered for and on behalf of Australian Indigenous Mentoring Experience Indigenous Corporation (ABN 31 081 797 652) in accordance with its rules:

  
(Name and position held by Signatory)

  
(Signature)

09/01/2024

  
(Name and position held by second Signatory /  
Name of Witness)

  
(Signature of second Signatory / Witness)

09./01./2024



Notes about the signature block:

- if you are an **incorporated association**, the signatories can be any two members of the governing committee of the Association or a member of the governing committee and the Public Officer. Alternatively, the Grant Agreement could be executed using the Common Seal. Associations incorporated in the **Northern Territory** must affix their **Common Seal** unless the Rules of the Association authorise a person to enter into legally binding documents.
- if you are a **company**, generally two signatories are required – the signatories can be two Directors or a Director and the Company Secretary. Affix your **Company Seal**, if required by your Constitution.
- if you are a **company with a sole Director/Secretary**, the Director/Secretary is required to be the signatory in the presence of a witness. Affix your **Company Seal**, if required by your Constitution.
- if you are a **partnership**, a partner must be a signatory in the presence of a witness.
- if you are an **individual**, you must sign in the presence of a witness.
- if you are a **university**, the signatory can be an officer authorised by the legislation creating the university to enter into legally binding documents. A witness to the signature is required.
- if you are a **State or Territory Government**, the delegate must sign for the State/Territory Department/Agency acting on behalf of the State or Territory Government. The delegate must sign in the presence of a witness.