

## Standard Grant Conditions

All FWAM's grants are subject to a set of universal standard grant conditions. Special conditions may also apply under certain program areas or for individual grant agreements.

- a. The whole of the grant must be used exclusively for the project as described in the application for the grant and not for any other purpose.
- b. Funding is available for the sole benefit of the WA Museum. All assets and any intellectual property that result from Foundation grant-funded projects will be owned by the WA Museum.
- c. If the project is not completed by the end date specified on the application or any extension of the completion date approved in writing by the Foundation, no part of the grant may be used after the completion date without the prior written approval from the Foundation CEO or GM Operations & Grants.
- d. Any funds that are unspent at the end of the grant period will be returned to the Foundation's endowment fund, unless the Foundation gives prior written approval to a written request either proposing how unspent funds will be used, or for an extension of the grant period. Proposals for the use of unspent funds must be for work that is consistent with the overall aims of the original grant. You may not use the unspent funds without prior written approval.
- e. The Foundation CEO must be promptly advised of any material change which may affect the ability to undertake or complete the project within the specified period or there is a significant variation to the project's scope.
- f. The grantee must keep detailed financial records to enable the use of grant funds to be checked readily and reported against the application budget.
- g. The WA Museum must acknowledge the support of the Foundation in any published or display material related to the grant program or project.
- h. Within such period after the project is completed as is specified by the grant agreement, a financial acquittal and a grant report must be submitted to the Foundation. The report format will be made available online and it must be provided by the due date.
- i. If the project duration is longer than 12 months, the grant agreement may specify the requirement for progress reports which must be provided by the specified due date/s.
- j. The WA Museum must ensure that all rights, consents, licences and permissions have been obtained prior to submitting images. Images sent to the Foundation should include captions, names of any people pictured, and any acknowledgements required. The provision of information and images will be taken as permission to reproduce and publish.

These Standard Grant Conditions apply subject to such variations, deletions and additional conditions as may be stipulated by the Foundation at or before payment of the grant, or, if the grant is payable by instalments, at or before payment of the first instalment of the grant. By accepting payment of the grant or instalment (as the case may be), the WA Museum acknowledges that such variations, deletions and additional conditions apply to the grant.