

Terms and Conditions – Partnership Payments for Redefining Mentoring Project

Offered by: AGOSCI

Partnership payment: Amount: Up to \$3,000 AUD

Project Completion: 31st March 2026

Submission Deadline: 1st December 2025

1. Purpose of the Partnership payments

This Partnership payment is provided to support the creation of community-driven resources that align with the *Redefining Mentoring* project and reflect inclusive mentoring practices (Mentoring 2.0) in **unique communication scenarios**.

Final products developed under this Partnership payment will contribute to a national *Mentoring Toolkit* and may be published or shared through AGOSCI and Two Way Street's platforms and networks.

2. Eligibility

To receive funding, applicants must:

- Be an individual, partnership, or small organisation based in Australia
 - Have a project that aligns with the goals of the Redefining Mentoring project to ensure that people with communication disability have the same opportunity to explore and experience mentoring 2.0.
 - Be able to deliver the agreed final product by 31st March 2026
 - Be willing to share the final product openly for community use (with appropriate attribution)
 - Account for ALL funds spent
-

3. Funding and Payment

- The Partnership payment amount will be **up to \$3,000 AUD** (GST-inclusive if applicable)
 - Funds will be paid via bank transfer upon signing of the Partnership payment agreement
 - Payment will be made by EFT and will require an ABN or by other agreed terms if no ABN is held. A Tax Invoice may be required for payment.
 - Payment terms will be 50% up front and 50% on delivery of the final product.
 - No additional funds will be provided beyond the agreed amount
-

4. Use of Funds

Funds must be used as outlined in the approved application budget, which may include:

- Artist/creator/writer/consultant fees
- Materials, software or tools required to produce the final product
- Accessibility adaptations (e.g. Easy Read, translation, captioning)
- Travel (if directly relevant to project delivery)

Funds **must not** be used for:

- General operating expenses unrelated to the project
 - Personal expenses
 - Support expenses
 - Political or religious promotion
 - Costs already funded from other sources
-

5. Project Timeline

- All work must be completed and submitted by 31st March 2026
 - All funds must be accounted for and receipts provided for purchased items
 - Final due date will be agreed upon in the Partnership payment agreement
-

6. Deliverables

Partnership payment recipients must provide:

- The **final product/resource** in an accessible format (e.g. PDF, video, toolkit item)
- A brief summary of the project outcomes (1–2 paragraphs)
- A short reflection on lessons learned or insights gained

The project committee can provide support in making materials accessible, where possible.

7. Intellectual Property and Sharing

- Final products will acknowledge the creator but if included in the final toolkit may be modified and will be branded as a project resource.
 - However, by accepting the honorarium, recipients agree to:
 - **Allow AGOSCI and Two Way Street to share and promote the final product** (online, in the toolkit, in workshops, etc.)
 - Acknowledge any co-design contributors appropriately
-

8. Acknowledgement

All final products must include the following acknowledgement (where applicable):

*This is part of **Phase Two** of our Redefining Mentoring project. This project received funding from the Australian Government Department of Health, Disability and Ageing.*

9. Reporting and Evaluation

Formal reporting is minimal. Recipients agree to:

- Submit the deliverables outlined above
 - Participate in a short feedback conversation or survey
 - Allow AGOSCI and Two Way Street to evaluate the impact of the project (non-intrusively)
-

10. Changes or Cancellations

If you are unable to complete the project or need to make significant changes, you must notify Two Way Street mentoring@twowaystreet.com.au as soon as possible. In some cases, unused funds may need to be returned or reallocated.

Informed Consent Principles

AGOSCI and Two Way Street are committed to ensuring **informed consent is accessible and inclusive** for people with communication disability. This includes:

- **Providing information in plain language, Easy Read, aided language and/or visual formats**
 - **Extra time may be needed** for understanding, reflection, and response
 - **Supporting multiple communication methods**, including:
 - AAC (Augmentative and Alternative Communication)
 - Key word signing
 - Visual aids or symbols
 - Videos, audio, or supported conversation
 - **Respecting all forms of consent**, including verbal, written, visual, or aided communication
-

Consent Statement

We recognise that people communicate in different ways. If you are applying for a mini Partnership payment and use alternative ways to communicate, you are encouraged to use support to:

- Understand what the Partnership payment involves
- Ask any questions you have
- Talk about whether you want to take part

Consent can be given in different ways — including using speech, AAC, sign, symbols, gestures, writing, or with the help of a trusted person.

We will provide accessible information and are happy to support this process if needed.

What Informed Consent Means in This Project

For this project, **informed consent** means:

The person with disability...

Understands what the honorarium/project is about

Knows what they're agreeing to (e.g. sharing work, use in toolkit)

Feels comfortable to say yes or no

Can withdraw consent at any time

Can express consent in their own way

How AGOSCI supports this

Plain Language and Easy Read materials available

Visual explanations or supported conversation if needed

No pressure; support from a trusted person encouraged

This is always respected and explained clearly

All forms of communication are respected and accepted

Special Note on Supporters and Decision-Making

If someone is applying with support from a family member, support worker, peer, or ally:

- That supporter should **facilitate the person's decision**, not make the decision for them.
- The Partnership payment process follows a **supported decision-making** approach, not substitute decision-making.

If a person is supported to apply or participate, they should be assisted to understand the project and make their own decision. The role of a supporter is to help with communication and understanding, not to make the decision on the person's behalf.



Consent Template Language

- ☐ I understand what this project is about and I want to be part of it.
- ☐ I understand my work may be shared in the Mentoring Toolkit and/or AGOSCI/Two Way Street website or materials.
- ☐ I gave this consent using my preferred way of communicating (e.g. talking, signing, AAC, with support).
- ☐ I know I can change my mind at any time.
- ☐ I gained consent in another way _____

11. Support and Communication

AGOSCI and Two Way Street are available to support you throughout the project. If you have questions, need help making your work accessible, or experience barriers to completing your project, we encourage you to get in touch early.

Contact: mentoring@twowaystreet.com.au

Website: <https://twowaystreet.com.au/mentoring/>