

## Agreement: Partnership Payments for Redefining Mentoring Project

### Between:

**AGOSCI Inc. and Two Way Street Inc.**

("the Organisations")

### And:

**Recipient Name:** \_\_\_\_\_

**Organisation (if applicable):** \_\_\_\_\_

**ABN (if applicable):** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Project Title:** \_\_\_\_\_

**Project Completion:** 30th June 2026

**Start Date (funds received):** \_\_\_\_\_

**Agreed Final Submission Date:** \_\_\_\_\_

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## 1. Purpose

This Partnership Payment supports the creation of **community-driven resources** that align with the *Redefining Mentoring* project, particularly focusing on **mentoring in unique communication scenarios**.

The final product will contribute to a **national Mentoring Toolkit** and may be shared via AGOSCI and Two Way Street's platforms. This initiative is supported by the Australian Government's ILC (Information Linkages and Capacity Building) initiative.

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## 2. Partnership Payment Details

- **Total Amount Approved:** \$\_\_\_\_\_ AUD (GST-inclusive if applicable)
- **Payment Structure:**
  - 50% (\$\_\_\_\_\_) upon signing of this agreement
  - 50% (\$\_\_\_\_\_) upon submission of final product
  - Other arrangements as agreed by Recipient and AGOSCI

- **Payment Method:**
    - EFT with valid ABN
    - Other (specify): \_\_\_\_\_
  - **Tax Invoice Required:**  Yes  No
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### 3. Use of Funds

Funds may be used for:

- ✓ Artist/creator/consultant fees
- ✓ Materials or tools for production
- ✓ Accessibility adaptations (e.g. Easy Read, captions)
- ✓ Travel (directly related to the project)

Funds **must not** be used for:

- ✗ General business expenses
- ✗ Personal expenses
- ✗ Political/religious promotion
- ✗ Previously funded items

**All funds must be accounted for.** Unused or misused funds may need to be returned.

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### 4. Project Requirements and Deliverables

You agree to:

- Complete the project and submit deliverables by 30th June 2026
- Provide the following:
  - Final product/resource in an **accessible format** (e.g. PDF, video, Easy Read)
  - A brief **summary of project outcomes** (1–2 paragraphs)
  - A short **reflection on lessons learned or insights gained**
  - Any additional formats requested (e.g. captions, alt text, translations)

The project team can support making materials accessible where possible.

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## 5. Intellectual Property and Acknowledgement

- You will be credited as the creator of your work.
- By participating, you agree to allow AGOSCI and Two Way Street to:
  - Promote and share the work across their platforms
  - Include the work in the national Mentoring Toolkit
  - Modify content if required for accessibility, branding, or integration
- You agree to include the following acknowledgement on your work (if applicable):

*“This project was supported by a Redefining Mentoring Partnership payment from AGOSCI and Two Way Street. The Redefining Mentoring Project received funding from the Australian Government Department of Health, Disability and Ageing.*

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## 6. Consent and Supported Decision-Making

AGOSCI and Two Way Street are committed to **inclusive, informed consent**.

You confirm that:

- You understand the project and your role in it
  - You consent to your work being shared and potentially modified
  - You used your preferred method of communication to give consent
  - You know you can withdraw your consent at any time
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### 6a. If You Are Applying on Behalf of Another Person

If you are applying on behalf of a person with a communication disability, please complete this section.

**Name of the person you are supporting (if applicable):**

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**Describe how informed consent was gained:**

(Include the communication support used to help the person understand and make their own decision. This may include visual aids, AAC, Easy Read documents, supported conversation, etc.)

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**Was the person supported to express consent in their own way?**

- Yes
- No

**Consent was expressed through:**

- Spoken words
- AAC
- Sign language
- Symbols or visuals
- Written response
- With a trusted supporter's help
- Other: \_\_\_\_\_

You confirm that supported decision-making (not substitute decision-making) was followed.

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**7. Reporting and Evaluation**

You agree to:

- Submit the deliverables listed above
- Participate in a short feedback conversation
- Allow non-intrusive evaluation of project impact

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**8. Changes or Cancellations**

If you need to make significant changes or cannot complete the project, you must notify AGOSCI and Two Way Street at **mentoring@twowaystreet.com.au** as soon as possible. Unspent funds may need to be returned or reallocated.

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## 9. Accessibility and Support

AGOSCI and Two Way Street will support:

- Accessible communication
  - Supported decision-making
  - Alternate submission formats (e.g. video or audio)
  - Additional time for understanding and response, if needed
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## 10. Agreement and Signature

By signing below, I confirm that:

- I have read and understood all terms
- I agree to the responsibilities, deliverables, and use of funds
- I give informed consent to participate and share my work

### Applicant / Recipient Signature:

Signed: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

### On Behalf of AGOSCI / Two Way Street:

Signed: \_\_\_\_\_

Name: \_\_\_\_\_

Role: \_\_\_\_\_

Date: \_\_\_\_\_

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**Please return this signed agreement to:**

✉ [mentoring@twowaystreet.com.au](mailto:mentoring@twowaystreet.com.au)

**Or complete the online form [HERE](#)**