

Cervical Screening Integration Grants

Frequently Asked Questions (FAQ) Document

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Frequently Asked Questions (FAQ)

Eligibility

1. If my organisation is not involved in the delivery of cervical screening services, can I partner with another health service to be eligible for funding?

- Yes, if your organisation is not directly able to provide cervical screening services as outlined in the [National Cervical Screening Program Clinical Guidelines](#), or is unable to access the [National Cancer Screening Register](#), you may partner with a health service who meets these requirements.
- A letter of support is required for each partner organisation. A “Partnering Letter Template” is available on the [Cancer Institute NSW’s website](#).

Application timeline

2. When is the closing date for applications?

- Applications close at **12:00pm on Monday, 8 September 2025**.

3. When will I be notified of the outcome of my application?

- Successful and unsuccessful applicants will be notified in November 2025.

4. Is there a possibility of an extended deadline for the submission of applications?

- No, the Cancer Institute NSW is not able to extend the deadline.

Applications

5. How do I apply for a grant?

- Complete the application in the Word template available on the [Cancer Institute NSW’s website](#).
- Send completed application and any supporting documentation to the Grants Team via CINSW-Grants@health.nsw.gov.au
- The closing date for applications is **12:00pm on Monday, 8 September 2025**. Late or incomplete applications will not be accepted.

6. Is there is limit on the number of applications an organisation can submit?

- There is no limit on the number of applications an organisation can submit, provided each proposed project is distinct in its target population, approach, or activities and that the project teams work independently.
- **Notes:**
 - There can only be one lead applicant on each application. This person is responsible for the overall management of the project.
 - The lead applicant cannot be included on more than one application for each organisation.

7. Is there a limit on the number of partner organisations on the one application?

- There is no limit on the number of partner organisations included on an application. However, the following conditions must be met:
 - The lead applicant’s organisation must be directly able to provide, or partner with another health service to provide, cervical screening services in accordance with the [National Cervical Screening Program Clinical Guidelines](#).
 - The proposed cervical screening service provider must have access to cervical screening history and eligibility via the [National Cancer Screening Register](#).

- A letter of support is required for each partner organisation. A “Partnering Letter Template” is available on the [Cancer Institute NSW’s website](#) to ensure all letters meet the required format.
- 8. Can the grant project focus on a priority population that has not been listed in the grant guidelines and application form?**
- Projects must focus on women and people with a cervix aged 25–74 years from one or more of the following priority populations:
 - Aboriginal and/or Torres Strait Islander communities
 - Culturally and Linguistically Diverse communities
 - LGBTIQ+ communities
 - People with disability
 - Projects must focus on at least one of the listed priority populations. Other groups can only be included as secondary populations with clear justification.
- 9. What does “value for money” mean?**
- Value for money refers to how the project will make the best use of resources to achieve the best results, by keeping costs down, reaching as many people as possible, and having a strong impact.
- 10. What is the level of project evaluation expected in the grant application?**
- It is not compulsory to submit evaluation documents as part of your grant application. You may attach them as supporting documents. However, applicants are encouraged to outline how they will assess the effectiveness and impact of their project.
- 11. Will I receive an email acknowledgement after I submit a grant application?**
- Yes, upon submission you will receive an acknowledgement email.
- 12. Who do I contact if I have any questions about my application before the closing date?**
- The Grants Team via CINSW-Grants@health.nsw.gov.au
 - Please enter “Cervical Screening Integration Grant” in the email subject line to enable quicker processing of your query.
- 13. Can the project take place outside of a hospital/clinical setting, e.g. by partnering with an Aboriginal Medical Service?**
- Yes, the project may take place outside of a hospital/clinical setting, as long as the proposed partner is able to:
 - Provide cervical screening services in accordance with the [National Cervical Screening Program Clinical Guidelines](#).
 - Access cervical screening history and eligibility via the [National Cancer Screening Register](#).

Application sign-off

14. Who signs the Letter of Endorsement?

- The Letter of Endorsement must be signed by the person representing the organisation, who will be responsible for signing the Competitive Grants Agreement with the Cancer Institute NSW, in the event that the application is successful. A template is available on the [Cancer Institute NSW’s website](#).

15. Are letters from partner organisations required to be submitted as part of the application?

- When partnering with an organisation to complete the project, you will be required to provide a letter from the partnering organisation. A template is available on the [Cancer Institute NSW's website](#).

Funding

16. How many grants will be funded?

- The total value of the grant program is \$600,000 (excluding GST) and applicants may request a maximum of \$120,000 (excluding GST).

17. The grant guidelines say applicants may request a maximum of \$120,000 (excluding GST) per grant (\$60,000 excluding GST per financial year). How will this be spread across the funding period?

- Grant recipients will receive their first payment by 31 December 2025.

See breakdown of funds in the table below:

Grant year	January – June 2026	July 2026 – May 2027
Financial year	FY25/26	FY26/27
Funding available (excl. GST)	\$60,000	\$60,000

18. Can grant funding be used for staff salaries?

- Grant funding **cannot** be used to cover salaries for ongoing clinical service positions.
- Grant funding can be used to cover gap costs (e.g. backfilling clinical staff time).
- Grant funding can be used towards staffing and resourcing to fulfill the requirements of the project.
- Justification for all funding will need to be provided in the grant application.

19. Can grant funding be used towards health promotion, e.g. advertisements that promote cervical screening clinics?

- Yes. Grant funding can support health promotion activities to increase access to and uptake of cervical screening among the chosen priority population(s). However, applicants must be able to provide cervical screening services as part of the project. Health promotion activities should complement and support this core service delivery.
- A clear justification for all proposed activities, including promotion, must be provided in the grant application.

Outcomes and notification

20. What happens if my application is successful?

- The Cancer Institute NSW will send notification emails to successful applicants in November 2025.
- A Competitive Grants Agreement will be issued for the organisation to sign in the same time period.

21. Can successful applicants promote their project in the media?

- All successful applications are under media embargo until further notice from the Cancer Institute NSW. This means that grants cannot be publicised to anyone outside essential personnel within your organisation until advised in writing.
- The Cancer Institute NSW will inform successful applicants when the media embargo has been lifted. They can then engage in media promotion, in liaison with the Cancer Institute NSW's Communications Team.

22. What happens if my application is unsuccessful?

- The Cancer Institute NSW will send notification emails to unsuccessful applicants in November 2025.

Reporting and other requirements for grant recipients**23. What are the reporting requirements?**

- Grant recipients will be required to submit progress reports, financial acquittals and a final report using the templates provided by the Cancer Institute NSW.
- The reporting schedule will be outlined in the Competitive Grants Agreement.

Additional resources for grant recipients

To access cervical screening data for multicultural communities, refer to:

- [Cancer screening programs: quarterly data, Cervical screening participation - Australian Institute of Health and Welfare](#)
- [Tools and resources to deliver improved cancer outcomes in multicultural communities | Cancer Institute NSW](#)

Support for multicultural communities who are not eligible for Medicare:

- [Medicare Ineligible Asylum Seekers - Provision of Specified Public Health Services](#) – requires NSW Health public hospitals, mental health services, NSW Ambulance and NSW Health Pathology to waive fees for public health services that are provided to asylum seekers who are not eligible for Medicare. Find a collection centre [here](#).
- [NSW Refugee Health Service \(RHS\)](#) – a state-wide service that provides a range of clinical services and medical assessments for recently arrived refugees and asylum seekers. The RHS is currently providing additional services to Palestinian refugees.
- [The Asylum Seekers Centre](#) – is a health clinic in NSW that provides appointments with registered nurses, GPs and/or physiotherapists who can offer specialist health services.
- [Free public health care for people fleeing the Israel-Gaza conflict](#) – NSW Health will provide access to public hospital services free of charge for people fleeing the Israel-Gaza war who arrived in Australia on or after 17 October 2023 on visa subclass 600 (Visitor visa). Note: Palestinian nationals currently residing in NSW who have been granted a visa subclass 786 are eligible for Medicare (for a set period).