



Government of
South Australia

Office for Early Childhood Development

Flying Start Infrastructure Grants

Investing in additional capacity for preschool

Program Guidelines



Acknowledgement of Country

From the heart:

We acknowledge the Aboriginal peoples as the First peoples of South Australia and as custodians of the lands, waters, skies and Communities where we live, learn and raise children.

We recognise Aboriginal peoples as having the longest living culture, raising children safe and strong in their identity, Community, Culture, and Connection to Country.

We pay our deep respects to Elders past and present, and their role as the first knowledge sharers for children. We follow in their footsteps.

Aboriginal peoples, working with and for children, are central in shaping our work. Their wisdom, advice, and guidance enriches our practices, creating a more inclusive and culturally safe environment for children and families.

We respect Aboriginal peoples' ways of being, doing and wise practices guiding our continual learning.

Together we walk and build stronger, more supportive Communities for all children.

Terminology

In South Australia, we acknowledge the Traditional Owners and Custodians of the lands on which the staff of the Government of South Australia works. We respect preference to use the term 'Aboriginal peoples' to acknowledge in written and spoken language both Aboriginal and Torres Strait Islander peoples.

Flying Start Infrastructure Grants

South Australian policy entity:	Office for Early Childhood Development
Administering entity:	South Australian Government Financing Authority
Enquiries:	If you have any questions, contact us via OECD.Infrastructure@sa.gov.au
Date guidelines released:	February 2025
Date guidelines updated:	July 2026
Type of grant opportunity:	Open competitive

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These guidelines set out the funding requirements for the Flying Start Infrastructure Grants program. The program is administered by the Office for Early Childhood Development (OECD) in partnership with the South Australian Government Financing Authority (SAFA).

Objective of Flying Start Infrastructure Grants

The objective of the Flying Start Infrastructure Grants program is to provide access to funding for the development of facilities that meet the demand for children participating in 3-year-old preschool.

This is a competitive grants program that will assist eligible organisations to develop infrastructure that directly increases the number of approved places available for preschool in South Australia, by providing up to \$40 million in co-funding.

[South Australia's Preschool Infrastructure Strategy](#) sets out the approach to most effectively target the South Australian government's investment and support for preschool infrastructure to enable universal access to 3-year-old preschool by 2032. This is aimed so that, as far as possible, infrastructure supply is matching demand as more children participate in 3-year-old preschool.

When can applications be made?

The Flying Start Infrastructure Grants program is open year-round, with a short closure period to enable the [Market Information Summary](#) to be updated. Applications are assessed in stages, with applicants successful in Stage 1 invited to the more detailed Stage 2:

1. **Stage 1 – initial application:** Assesses eligibility and project viability, feasibility and desirability
2. **Stage 2 – detailed application:** If invited, applicants are required to submit more technical and project development detail to ensure the project is thoroughly evaluated for readiness and feasibility.

The 2-stage process ensures that applicants have some assurance prior to investing in project design, detailed site investigations and seeking planning and development approvals.

Eligibility

Who can apply?

To be eligible for funding, organisations must be a legal entity, have an Australian Business Number (ABN), be registered for goods and services tax (GST), and be:

- the owner of the land on which the facility is or will be located; and /or
- a current provider of early childhood education and care services, being either:
 - o an approved provider under the *Education and Care Services National Law Act 2010* (National Law) and the *Education and Care Services National Regulations 2011* (National Regulations); or

- o an Aboriginal Community Controlled Organisation (ACCO)-led Community Child Care Restricted (CCCF-R) service.

Eligible entities are:

- not-for-profit (NFP) organisations that are registered or incorporated in Australia
- South Australian local government entities
- South Australian non-government schools that are registered with the Education Standards Board (ESB) and in receipt of state government funding

The following entities are ineligible for funding:

- for-profit organisations
- government preschools (which are being made ready to welcome 3-year-old children by the Department for Education)
- non-centre-based service types, such as family day care services or mobile services.

What projects can be funded?

Applications must relate to a specific infrastructure project. To be eligible for funding, a project must:

- be located in an area of demonstrated unmet demand for preschool:
 - o as defined by the OECD's [market information summary](#) and/or
 - o demonstrated by compelling local evidence, (for ACCO-led services, demonstrating additional capacity is needed to accommodate demand from Aboriginal children)
- create additional approved places for 3- and 4-year-old children to participate in preschool to meet this demand (create preschool capacity);
- support a facility operated by a not-for-profit provider that is delivering, or intends to deliver, a funded 3-year-old preschool program; and
- be viable and following the provision of grant funding, be able to be completed and maintained without requiring further financial support from the state government.

Applicants must undertake to deliver a funded 3-year-old preschool program from the new or expanded facility supported by the grant for a minimum of 10 years following completion of the project.

Eligible infrastructure projects are:

1. Expansions to existing facilities that offer either sessional preschool or preschool integrated with long day care. These may be extensions or internal renovations that increase preschool capacity.
2. New facilities that will offer preschool integrated with long day care.

Grant funding is designed to increase preschool capacity across South Australia and will only contribute to costs directly related to the spaces necessary for operating a preschool program. Examples of eligible spaces include:

- activity spaces – areas where preschool children engage in learning and play (including outdoor play spaces if expansion/creation of these is required to increase capacity for preschool)
- bathrooms – facilities designed to meet the needs of preschool-aged children
- kitchens – spaces used for meal preparation or food service

- staff facilities – dedicated areas for educators and administrative staff
- storage areas – spaces for safely storing equipment and resources
- lobby areas – entry spaces that enhance accessibility and safety
- quiet rooms – rooms designated for use by preschool staff for one-on-one meetings related to preschool operations, such as parent-teacher discussions or internal staff consultations
- internal circulation space – areas that allow for movement within the building

Grant funding will be awarded based on a competitive assessment process (see p10). While the OECD aims to support as many projects as possible, we do not guarantee that applications will be successful, nor that successful applications will receive the full amount of funding requested.

Note on language:

The OECD recognises services have different configurations and may have 3-year-old children within the same space as 4-year-old children, in separate rooms, or may not have had 3-year-old children prior to the roll-out of 3-year-old preschool. The OECD further recognises that services may have different configurations throughout the week.

Projects must increase the capacity for preschool-aged children, which may relate to spaces for 3-year-olds only or mixed rooms for preschool-aged children. This is henceforth 'preschool capacity' or 'preschool spaces'.

To be eligible for grant funding, services must have either partnered or intend to partner with the OECD to offer 3-year-old preschool. Further detail is included in Stage 1 detailed requirements.

What projects will not be funded?

The OECD will not fund projects:

- in the nature of upgrades or improvements to infrastructure that do not create capacity for additional preschool places
- in the nature of general maintenance
- in the nature of facilities which do not offer (or intend to offer) preschool programs for 3-year-old children
- located outside South Australia
- located in areas that are not suitably zoned for new build early childhood infrastructure (e.g., zoned for significant industry)
- which fail to meet the requirements outlined in these guidelines or the assessment criteria
- where, at the time of the grant application (for both stages 1 and 2), a contract for the proposed project has already been executed with a building contractor or construction has commenced
- that do not align with value-for-money principles (see p.9)
- that would proceed without state government support
- that are more appropriately funded through other State or Commonwealth funding sources based on the nature of the proposed project (i.e. predominant focus other than creating preschool capacity) or the applicant's ability to access other finance (see more about the School and Preschool Loans Scheme below).

In exceptional circumstances, the Minister has the discretion to accept proposals for other projects or project costs that provide a significant benefit to South Australia.

What grant amounts are available?

The Flying Start Infrastructure Grants will provide up to \$40 million over four years for infrastructure projects that increase preschool capacity in target areas. Annual rounds will be available, with the allocation of funding dependent on the volume and quality of applications.

No minimum or maximum grant amounts are set, and the OECD aims to support as many eligible projects as possible. Applicants must meet co-contribution requirements (detailed below) and projects will be assessed on their relative merit, benefit to the state and value for money.

Co-contribution requirements

The South Australian government will co-contribute up to 50% of project costs related to preschool spaces, including shared areas like kitchens (see page 4-5). Applicants must fund the remaining co-contribution for preschool spaces, which can include grant funding from other sources. Applicants must also fully cover the cost of any proposed spaces primarily used for the care of children younger than 3 (i.e. not preschool-aged). Other funding can be from outside of South Australia, for example, Australian Government grants, donations from philanthropic organisations or partner organisations.

Land acquired with the specific intent to deliver an infrastructure project that creates new approved places for preschool-aged children, grants or donations can be included in the applicant's co-contribution. With respect to land, the purchase price would contribute towards the applicant co-contribution.

Grant assessment will consider projects' "value for money" (see further detail in assessment approach/definition of key terms). To this end, applicants may apply for a government co-contribution of less than 50% to demonstrate greater value for money.

An applicant's financial capacity to co-contribute will be assessed by government. In exceptional circumstances, government co-contributions in excess of 50% may be considered for specific projects proposed by ACCO organisations and community managed NFP organisations operating single services, where this is assessed as representing good value for government investment.

Applicants accept responsibility for any costs exceeding the agreed funding amount, as no additional grant funding will be provided.

In the course of applying for a Flying Start Infrastructure Grant, applicants may incur costs to obtain the required documentation (e.g. design and site investigations), particularly if invited to the Stage 2 detailed application. If successful in securing a grant, these costs will be eligible co-contributions as part of total project costs.

Worked examples of co-contributions:

Example 1:

An eligible sessional preschool expansion has a total project cost of \$400,000. All costs are eligible to be covered and directly relate to preschool spaces. The maximum South Australian government co-contribution would be \$200,000 (50%). The applicant has finances available to contribute more to the project and seeks a government co-contribution of \$160,000 (40%).

Example 2:

A new build integrated service with long day care and preschool has a total project cost of \$6.2 million. Of this total cost, \$4 million is eligible to be covered and relates to preschool and shared spaces. The applicant must

fully fund the \$2.2 million of costs for dedicated baby/toddler spaces. The maximum South Australian government co-contribution would be \$2 million (50% of eligible costs). The applicant seeks a 50% co-contribution.

What costs can be covered?

Types of activities that can be funded

Funding to successful applicants following the Stage 2 application will be paid to co-contribute to the following types of activities:

- planning and design of an eligible project, including professional services, designs and reports required for application, conducted within 6 months prior to the Stage 1 deadline
- planning site and environmental reports
- project management services
- an independent design verification report, if completed
- site preparation, including clearing, demolition, or removal of contaminants (e.g., asbestos or arsenic)
- construction and commissioning
- landscaping and car parking (funding for these elements will only be considered if they are directly necessary to accommodate an increase in preschool capacity)
- fixtures necessary for preschool operations
- contingency costs for project (disbursed only if required)

If your project includes unique or out-of-the-ordinary elements not listed above, please include this in your application. These will be considered on a case-by-case basis.

Types of activities that will not be funded

Funding will not be provided for:

- feasibility studies, business cases, reports and development plans
- costs for works undertaken and/or goods supplied by the applicant, its employees or related entities, including the preparation of the application. *N.B. Designs and reports required for submission, as listed above, can count towards the applicant's co-contribution to project costs.*
- operational expenditure, including overheads, wages, utilities, repairs, and maintenance, or statutory obligations (i.e. tax obligations etc) • non-cash expenses according to generally accepted accounting principles such as depreciation, amortisation or opportunity costs • furniture and non-fixed fittings
- projects where, at the time of the grant application, a contract for the proposed project has already been executed with a building contractor or construction has commenced
- projects undertaken on behalf of third parties.

Contingency requirements

Project budgets must include a minimum contingency of 15% to account for unforeseen costs.

School and Preschool Loans Scheme

The South Australian Government School and Preschool Loans Scheme provides an alternative or additional source of funding for eligible organisations and projects, either in lieu of a grant, or for eligible entities to source their co-contribution for a project.

Low interest loans of between \$500,000 and \$10 million are available to deliver eligible infrastructure projects.

Non-government schools and not-for-profit early childhood education and care services may be eligible to fund part or all their project under the loans scheme provided they meet the required eligibility criteria. For more information on eligibility and when rounds are open visit the [School and Preschool Loans Scheme](#) webpage.

There are two ways in which the Flying Start Infrastructure Grants can work with the loans scheme:

- Eligible applicants may seek a loan to source, in part or in full, their co-contribution to preschool spaces or the funding required to deliver spaces for children aged under 3 in a long day care facility.
- Eligible applicants may seek to be considered for a loan, if they are unsuccessful for a Flying Start Infrastructure Grant. Applicants can nominate to be dual assessed, meaning they will be considered for the loans scheme concurrently with the Flying Start Infrastructure Grant. Otherwise, unsuccessful applicants can seek funding under the loans scheme in any future rounds.

How to apply

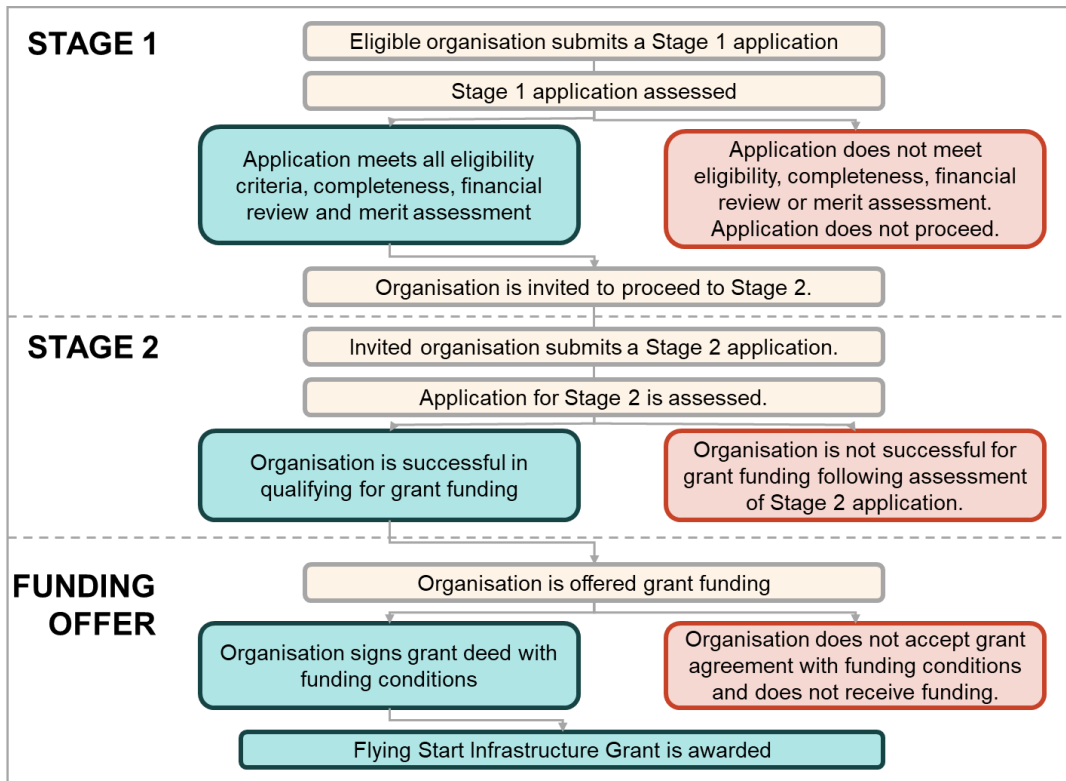
Overview

- Carefully read these guidelines before you apply.
- Check that your organisation and project is eligible to apply, based on the outlined criteria. If you are unsure, please contact the Flying Start Infrastructure Grants team via OECD.Infrastructure@sa.gov.au
- Complete and submit your application via the OECD website by the due date. Late applications will not be accepted.
- Following receipt of your initial application, the OECD may request you submit further documentation.

To make the application process easier and more cost-effective for applicants, the OECD is employing a two-stage application approach, prior to providing funding offers:

1. **Stage 1:** Assesses organisational eligibility and project viability, feasibility and desirability, without requiring applicants to proceed to detailed project design and site investigations.
2. **Stage 2:** If invited, applicants will submit a more developed project design and technically detailed application to ensure the project is thoroughly evaluated for readiness and feasibility.

Full details of requirements for each stage are available at page 14.



Submitting your application

Applications will be submitted online and require both free text entries and supporting documentation, as outlined in these guidelines. Templates are available to support your application.

Support available to prepare your application

The OECD is committed to helping applicants through the grant application and project delivery process. Two levels of support are available:

1. A comprehensive [Guidance Pack](#) -provides an overview of the process for planning, applying for a grant and delivering an infrastructure project, together with useful templates.
2. [Guidance Services](#) are available by referral to applicants with limited infrastructure experience and resourcing. Provided by the OECD's Sector Supports Partner, Guidance Services will include coaching and advice for applicants to navigate each stage of the process. The services will be optional and provided free of charge to those eligible for referral.

Please note that use of Sector Support Partner Services in no way guarantees that an application will be successful, and the OECD takes no responsibility for the outcome of an application that utilises this service.

Assessment process

Approach

The assessment process ensures that projects are assessed and prioritised based on their alignment with government objectives, including the ability to address the unmet demand for preschool in an area and readiness to deliver the project.

Applications will be assessed to ensure they meet mandatory requirements, including organisation eligibility, project eligibility, and application completeness. A financial review of organisations will be undertaken by SAFA. Eligible project applications will be considered on their relative merit, in line with the detailed requirements.

In considering project merit, the following criteria will be assessed.

Table 1 Competitive Assessment Merit Criteria

Theme	Criteria
Access to preschool	Extent to which the applicant has demonstrated and provided evidence that the project: • contributes towards addressing anticipated unmet demand for preschool places in a local area • maximises effective and efficient use of any existing service capacity • improves access to preschool for priority groups of children • addresses inequities in preschool availability within the community.
Value for money	Extent to which the applicant has demonstrated and provided evidence that the project: • provides cost-effective solutions that maximise the impact of government investment • would not proceed without government investment • delivers a high return on investment in terms of increased preschool capacity and community benefits.
Project readiness	Extent to which the applicant has demonstrated and provided evidence that the project: • is ready to proceed, with planning, design, and approvals in place or underway • has the necessary stakeholder support to ensure successful implementation.
Integration with the early childhood system	Extent to which the applicant has demonstrated and provided evidence that the project: • aligns with and complements other early childhood services • supports seamless transitions between preschool and other early childhood programs or services.

Quality	Extent to which the applicant has demonstrated and provided evidence that the project would: • deliver high-quality preschool facilities that would meet or exceed the National Quality Standard (noting that ACCO-led CCCF-R services transitioned to state regulations in December 2025, which includes transitioning to operating under the National Quality Standards) • promote innovative approaches to early childhood education and care. Extent to which the proposed provider has demonstrated: • a history of quality ECEC service provision, either aligning with the National Quality Standard or the requirements for CCCF-R services.
Broader project benefits	Extent to which the applicant has demonstrated and provided evidence that the project: • creates additional positive impacts, such as job creation or environmental benefits • enhances broader community development and contributes to long-term sustainability.

Stage 1

Applications submitted in Stage 1 will undergo an assessment by an internal government panel to ensure eligibility and feasibility.

Key steps in the assessment process include:

1. Eligibility check – verifying that the applicant and project meet all eligibility criteria
2. Application review – evaluating the initial application against requirements
3. Financial review – SAFA will undertake a financial review of the applicant and its project application. All applicants must evidence a viable, solvent enterprise to be considered for a grant.
4. Assessment against criteria – see Table 1 above
5. Applicant notification – applicants will be advised whether they are invited to progress to Stage 2. If invited, applicants will receive a preliminary non-binding indication of the grant offer.

Stage 2

This stage ensures that projects seeking funding meet technical, financial, and stakeholder requirements to successfully deliver additional preschool capacity.

Key steps in the assessment process include:

1. Verification of application compliance with design and technical requirements, confirming evidence has been provided that required professional services design and documentation have been completed.
2. Verification of assessment – Aspects of the application (e.g. value for money and project readiness) will be reviewed to ensure the findings and score from Stage 1 remain applicable.
3. Final decision on grant award – Formal decisions on grants will be undertaken, ranking projects based on overall merit and alignment with funding priorities.
4. Applicant Notification - Successful applicants will be notified of their final grant offer and provided with next steps, including formalising grant deeds. Unsuccessful applicants will be offered feedback and guidance for future funding opportunities.

Note, satisfying the assessment criteria alone does not guarantee receipt of funding.

Successful applications

Expectations on applicants

Grant deed

Successful applicants will be required to enter into a grant deed with the Government of South Australia, with the Treasurer of South Australia to be a party to the deed. A deed has been developed by the Crown Solicitor's Office for administration of approved grants.

The grant deed will be subject to the Government's [Contract Disclosure policy](#).

Contract negotiation and administration will be undertaken by SAFA. Payments will be made on achievement of performance milestones agreed in the grant deed after a milestone is accepted as completed by SAFA. A 10% upfront payment will also be available which is payable upon full execution of the grant deed and satisfaction of any conditions precedent required for payment.

Funding conditions

Successful applicants will be expected to meet all terms and conditions of the grant deed, including governance and reporting requirements. Applicants must comply with all Australian and state legislation, regulations and codes in the development and delivery of the funded project.

The following conditions will be expected of successful applicants and be specified in the grant deed:

- complete the project as stated in the application, including commencing construction within 12 months of signing funding agreement and completing construction within 24 months from commencement.
- a qualified and experienced project manager must be in place for the duration of the project. A pathway to appointing this project manager is required at the time of application and appointment required within four weeks of the funding announcement
- meet all key milestones and obligations defined in the grant deed, including but not limited to providing:
 - o preschool programs for 3-year-old children starting in the year the new or expanded service becomes operational
 - o written notice of any proposed changes to project timeframes, costs, or scope

- o progress reports, attending site inspections and meetings, as required, and
 - o notification and evidence of milestone achievements
- seek approval from the OECD and SAFA before making any significant changes to the project (e.g. changes to key deliverables, project schedule, scope etc)
- acknowledge the contribution of the Government of South Australia on any promotional material and if a building is constructed, the erecting of appropriate permanent signage acknowledging such contribution
- provide opportunities for the Minister for Education Training and Skills (the Minister) or a representative to take part in any formal project milestones, including as a minimum an initial on-site announcement and opening event upon project completion
- submit evidence of project completion and acquit the grant.

Ministerial discretion

In exceptional circumstances, the Minister has the discretion to approve projects and levels of co-contributions that do not entirely align with these grant guidelines, if the projects in question would deliver a significant benefit to South Australia.

Dispute resolution and appeals

Applicants who are unsuccessful in obtaining funding through the Flying Start Infrastructure Grants program can contact the OECD to request feedback on their application and outcome.

Privacy

All personal information collected from applicants will be treated in accordance with the Government of South Australia's Information Privacy Principles as set out in [Premier and Cabinet Circular 012](#).

Treatment of confidential information

If an applicant believes that any information provided in their application is confidential or commercial-in-confidence, the applicant must clearly identify such information and the reason for its confidentiality.

Applicants should be aware that the OECD is subject to certain legislative, Parliamentary and administrative accountability and transparency requirements of the Australian Government and Government of South Australia, including public disclosure in accordance with Department of the Premier and Cabinet policy.

The OECD will treat all information provided by applicants sensitively. Any information contained in, or relating to, an application, including information identified by an applicant as confidential, may be disclosed by the OECD:

- to its employees, advisers or third-parties in order to evaluate and assess an application
- within the Government of South Australia or other entities where this serves the legitimate interest of the OECD
- in response to a request by a House or Committee of the Parliament of the Commonwealth of Australia or South Australia

- where information is authorised or permitted by law to be disclosed • where the information is already in the public domain.

Enquiries and feedback

The OECD is here to support you throughout the application process, the implementation of your project, and the delivery of the 3-year-old preschool program. If you have any questions or need clarification on any points in the guidelines, we encourage you to reach out. The OECD team is committed to helping applicants navigate the program requirements and ensuring the process is as smooth and effective as possible. The OECD also welcomes feedback on your experience with the Flying Start Infrastructure Grants Program. While changes cannot be made to the core elements of the program—such as the focus on funding projects that increase preschool capacity—your insights will be invaluable for refining future rounds.

The OECD aims to continuously improve the program to better meet the needs of applicants, support successful project outcomes, and ensure high-quality preschool delivery.

For any inquiries, suggestions or feedback, please contact the OECD at OECD.Infrastructure@sa.gov.au

Stage 1 and 2 detailed requirements

Organisational eligibility

Stage 1		Stage 2
Legal entity	Organisations must be a legal entity, have an ABN and be registered for GST, and be either: - an approved provider under the Education and Care Services National Law Act 2010 (National Law) and the Education and Care Services National Regulations 2011 (National Regulations); and/or - the owner of the land on which the service is or will be delivered, where 3year-old preschool will be operated by an NFP provider; and/or - an ACCO-led Community Child Care Fund Restricted (CCCF-R) service. Eligible entities include: - NFP organisations registered or incorporated in Australia - South Australian local government entities - South Australian non-government schools that are registered with the ESB and in receipt of State Government funding, - Aboriginal Community Controlled Organisations (ACCOs).	Nil
Evidence	<i>Organisation legal name and ABN</i> <i>For approved providers, ACECQA provider approval number and for expansions, service approval number.</i> <i>Where applying entity will not operate the service, the details of the NFP entity that will operate the service (legal name, ABN, approved provider details)</i>	Nil
Building ownership /lease	Proof of land/building ownership or lease arrangements. A minimum 10-year lease or options totalling 10 years is required, noting that at Stage 1, in-principle support from the landlord for both the project and lease extension is sufficient.	Confirmation of land/building ownership or lease arrangements for the project. A minimum of 10-year lease is required to deliver preschool services.

Evidence	- For owners, certificate of land title, with owner's name and address. - For applicants with lease arrangements, copy of lease (or extracts of relevant sections) and signed consent to undertake the project including who will deliver the project and any known risks and issues. This can be included in a letter of support from the landlord, and supporting options to extend/renew under conditions acceptable to tenant.	- For applicants with lease arrangements, copy of lease or extracts, with a current end date at least 10 years after completing the project, signed and dated by both parties; OR If the current lease will end earlier than 10 years, provision of a signed letter (not dated more than 3 months prior to the application) from the landowner referring to the specific property and project, stating they intend to allow the facility to operate as a preschool for at least 10 years after completing the project. - A written signed consent to undertake the project (not dated more than 3 months prior to the application), referring to the specific property including who will deliver the project and any known risks and issues for the project site. - For applicants with a lease agreement with the Minister for Education, please contact the Department for Education, education.propertyservices@sa.gov.au for a copy of your lease/letter of intent to continue use of the facility and the written consent to undertake the project.
Delivery of 3YO preschool	Undertake to deliver a funded 3-year-old preschool program from the new or expanded facility supported by the grant for a minimum of 10 years following completion of the project. Applicants must provide evidence of: - delivering a funded preschool program or - a commitment to delivering a funded preschool program, including, if intending to lease the facility, the name of the approved NFP provider that will operate the service. <i>Note: outcomes of expressions of interest to partner with the South Australian government to deliver 3-year-old preschool will be considered.</i>	Nil

Evidence	<i>Completed and signed declaration of intent to deliver 3-year-old preschool (part of application)</i>	Nil
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Project eligibility

Stage 1		Stage 2
Stakeholder support	Evidence of support from affected stakeholders.	Nil
Evidence	<i>Letters of support from stakeholders including Committee of Management or board, or any co-located services.</i>	Nil
Preschool Demand	Demonstrate that the project is in an area of unmet demand for preschool or can service an area of unmet demand for preschool.	Nil
Evidence	- Reference to the OECD's Market Information Summary, and/or - Compelling evidence of unmet local demand, for example community survey, feasibility studies, other published reports and modelling reports. Evidence of a waitlist alone is not sufficient. - For ACCO-led CCCF-R services, evidence may also include a high population of Aboriginal 3- and 4-year-old children, a higher number of Aboriginal 3- and 4-year-old children in the area relative to available places at ACCO-led services in the area, and waitlists demonstrating demand for your service.	Nil
Service-level demand and viability	Demonstrate demand for and viability of the new or expanded service (including any non-preschool operations), at the local level.	Demonstrate viability of new or expanded service. Requirements differ based on the attributes of the project.

<i>Evidence</i>	- For example, community surveys, evidence of waitlists or projected area growth data. - Documentation of current and projected enrolments and/or high-level financial forecasts for expanded capacity for 2 years following the project.	Unless requested, for projects with a total cost of less than \$1.5m, there are no additional requirements for Stage 2. (Note, this should include all aspects of the proposed project) For projects with a total cost of \$1.5m or over: Annual service operation cash flow budgets for 2 years following completion of the project. A cash flow template is available for use.
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Financial information

	Stage 1	Stage 2
Organisation financial viability	Organisations must provide evidence of financial viability to access a grant, through audited financial statements.	Nil
<i>Evidence</i>	Provision of audited (if available) financial statements for past three years	If requested, recent financial statements.
Total project funding and budget	Information about of funding being sought to fund the entire project, including - funding sought through this application - confirmed funding from other sources - funding to be sought from other sources.	Evidence of funding and/or financing agreements sufficient to complete the project, and how funding will be cash flowed, including: - funding sought through this application. - confirmed funding from other sources. Note: If funding sought through this application has increased from the in-principle funding offered to applicants invited to progress to Stage 2, a rationale must be provided.

Evidence	<i>For confirmed funding:</i> • Supporting documentation, confirmation letter(s) from funding source(s), bank statements <i>For funding arrangements in progress or planned:</i> • Funding application(s), or other evidence that identifies the amount and source(s) of funding that has been sought	• Any updates to confirmed funding, including supporting documentation • Monthly cashflow budget for the duration of the project. A <u>cash flow template</u> is available for use.
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Project implementation information

	Stage 1	Stage 2
Project cost estimates	Initial cost estimate with: • all project elements • a minimum contingency of 15% to account for unforeseen costs and escalation above projections • escalation and professional fees. Applicants must differentiate between costs related to preschool spaces (which are eligible for OECD funding) and costs related to spaces that will support the education and care of children younger than 3 (which are not eligible for OECD funding). Applicants will be required to list the spaces included as preschool spaces.	Detailed total project cost estimates, including but not limited to: • all project elements • a minimum contingency of 15% to account for unforeseen costs escalation • escalation and professional fees The OECD will use these cost estimates to derive the final grant amount offered. It is in your interest to ensure they are as accurate and close to final as possible. As in Stage 1, project cost estimates must document the total costs, Applicants must differentiate between costs related to preschool spaces (which are eligible for OECD funding) and costs related to spaces that will support the education and care of children younger than 3 (which are not eligible for OECD funding). Applicants will be required to list the spaces included as preschool spaces.

<i>Evidence</i>	• <i>Total project cost (itemised) to at least a Rough Order of Magnitude level.</i>	• <i>Project documents and formal cost estimates, prepared by a suitably qualified professional/professional consultant and team, such as a quantity surveyor, or other profession deemed acceptable by the OECD.</i> <i>Please use the supplied cost estimate template. It may be supplemented with other materials from your professional consultant.</i>
Planning and design	Initial project plan including: • scope and intent of the project • layout drawings, e.g., a general arrangement drawing, with markup of spaces for planned and current use. Include current approved places and calculation of increase in approved places for preschool completed by your professional consultant • photographs of the site (including aerial photo from Google Maps or similar) • indicative schedule for the project (key milestones) • considerations for impact of infrastructure project on current operations, including any impacted co-located services.	Additional detail to the Stage 1 submission for project development documentation provided by your professional consultant: • project design and documentation to a developed concept level • more detailed layout drawings, e.g., a general arrangement drawing, with markup of spaces for planned and current use. Include current approved places and calculation of increase in approved places for preschool, completed by your professional consultant • updated project schedule, including key milestone activities and dates • plan(s) for the project management and delivery methodology • plan endorsed by approved provider for managing the impact of the infrastructure project on current operations, including any impacted co-located services.

<i>Evidence</i>	• Concept project design to a feasibility level (i.e. layout drawing(s), scope initial project summary document), provided by a professional consultant. • A template will be available for the <u>project schedule</u>, which outlines the key milestones for inclusion.	• Updated <u>project schedule</u> • Evidence and confirmation the project management & delivery methodology plan(s) and endorsed plan for managing the impact of the infra project on current operations have been completed. • Evidence the project design has been completed to a developed level – including architectural, engineering, landscaping, integrated drawings, and initial specifications documentation (as appropriate to project type). Updated layout drawings, indicating spaces for preschool activity, and including calculation of increase in preschool approved places, completed by your professional consultant.
Project management	• Nil	• Details of the professional project manager, or plan for the engagement
<i>Evidence</i>		• Plan for the engagement of a project manager, to be appointed within 4 weeks of funding announcement, or if appointed, name and contact details of the individual or firm undertaking project management for the development and delivery of the project, noting that this may be your professional services lead (for example architect).
Planning and development approvals	Evidence of initial planning and development consultation with local council, providing evidence consultation has taken place and support has been indicated. These consultations with the local council should consider: • external environment • planning and zoning • carparking traffic	Detailed project evidence, provided by a professional consultant (as required, dependent on the project type - expansion or new build): • planning and development applications and progress.

<i>Evidence</i>	Letter (or email) of support, confirming initial discussions with local council, from duly authorised local council office. In the absence of this, confirmation that engagement with council has taken place, with indicative support. This will be a field in the application form. Risks and issues raised by council to be documented, if applicable.	Evidence of received planning approval (development approval not required at this stage), preparing to submit or has considered how to comply with all planning approval requirements.
Site investigations	Nil	An undertaking that full site investigations (as required) have been completed by a professional consultant and that any issues can be managed. Investigations should include the following (if applicable): - geotechnical - environmental (soil contamination) - heritage - native title - significant trees - utilities services - traffic management asbestos audit (if fabric of existing building is being disturbed).
<i>Evidence</i>		- confirmation that the reports have been undertaken - submission of reports identifying any issues a management summary for issues raised in site investigation reports

Merit criteria

	Stage 1	Stage 2
Assessment criteria	Detailed responses to the assessment criteria set out on page 9-10: • Access to preschool • Value for money • Project readiness • Integration with the early childhood system • Quality • Broader project benefits.	Applicants will have the option to provide additional information on the assessment criteria. This is not mandatory. <i>Note: the OECD will consider all aspects of the application when assessing these criteria and may re-assess the value for money and project readiness criteria with the updated information provided at Stage 2.</i>
	<i>Note: the OECD will consider all aspects of the application when assessing these criteria.</i>	
Evidence	• <i>Written responses against the merit criteria will be sought in the application form.</i> • <i>Evidence may include enrolment profile, details of arrangements or relationships with other organisations, reference to plans and council engagement submitted, or evidence that the project would help address childcare demand.</i>	<i>Nil</i>

Definition of key terms

Applicant	The individual or organisation applying for funding under this program.
Application	The documents that an applicant uses to apply for funding under the program.
Co-contribution	The portion of project funding provided by the applicant, which may include cash, land acquired or funding from other sources.
Construction commenced	For the purposes of this grants program, construction has commenced when a building contract has been executed, or construction has commenced.
Contingency costs	Funds included in the project budget to cover unexpected expenses or risks during implementation.
Detailed project schedule	A comprehensive timetable that outlines required activities and deadlines for an infrastructure project.
Developed level (project design)	Project design and documentation that typically includes: • site plan with external landscaping, parking, access • detailed integrated drawings with elevations, sections, floor plans, interior layouts and architectural details • supporting documents, layouts and plans for structural, mechanical, electrical, and plumbing/stormwater • preliminary specifications on design compliance, materials and finishes in construction.
Grant funding	Financial support provided by the government to successful applicants for approved projects, subject to specific conditions.
Grant program	The initiative designed to provide funding to eligible applicants for projects that align with the program's objectives.
Infrastructure	Physical assets required to deliver preschool programs, such as buildings, fixed equipment, and landscaping.
Integrated drawing	A drawing(s) that integrates elevations, sections, floor plans, interior layouts and architectural details.
Milestones	Key stages in the project's lifecycle, such as design completion, construction commencement, or service approval, used to monitor progress.
Not-for-Profit (NFP)	An organisation that operates without the purpose of profit or gain to its members, with all funds used to further the organisation's objectives.
Priority of access for	Priority of access for 3-year-old preschool, as outlined in the Draft Policy and Funding Guide, is defined into three priority categories, below:

3year-old preschool	1	Aboriginal children Children in out-of-home care Children referred to the 30-hour preschool program
	2	Children with active child protection involvement or active involvement with the child and family support system Children with additional needs Asylum-seeker and refugee children Children who do not speak English Children of families experiencing or at risk of family and domestic violence Children of healthcare card holders Other extenuating factors that increase a child's developmental vulnerability as determined through site level leadership discretion
	3	All other children
Professional consultant	Can include professional services consultant, engineer, architect, project management organisation, builder	
Project readiness	The preparedness of a project to proceed, demonstrated through factors such as approvals, stakeholder support, and detailed planning.	
Stakeholder support	Evidence of endorsement from relevant parties, such as local councils, community groups, or other organisations impacted by the project.	
Value for money	Extent to which the applicant has demonstrated and provided evidence that the project: • provides cost-effective solutions that maximise the impact of government investment • would not proceed without government investment • delivers a high return on investment in terms of increased preschool capacity and community benefits.	
Weighted criteria	Specific factors considered in the assessment of applications, with varying levels of importance assigned to each criterion	

Disclaimer

At the time of production, details contained within these pages were accurate. Applicants are encouraged to check with the Office for Early Childhood Development on any materials which require clarification.

For more information:

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