



Australian Government

Department of Infrastructure, Transport, Regional Development and Communications

Journalist Fund (Cadetships Stream) Frequently Asked Questions

March 2022

1. Overview of the Journalist Fund

1.1. What is the aim of the Journalist Fund?

The Journalist Fund aims to support eligible regional media organisations hire new cadet journalists and provide training to upskill existing journalists.

1.2. Where can I obtain further information about the Journalist Fund?

Further information can be found in the Journalist Fund Grant Guidelines which are available on [GrantConnect](#).

2. Grant funding

2.1. How much funding is available for the Journalist Fund?

A total of \$10 million (GST exclusive) is available for the Journalist Fund. A total of \$8 million is available for hiring cadets and \$2 million is available for upskilling journalists.

2.2. What grants can I apply for under the Journalist Fund?

Under the Journalist Fund, you can apply for a grant under two streams:

- Stream 1: Cadetship - will support eligible regional media organisations hire new cadet journalists; and
- Guidelines for Stream 2 – **Training grants will be released separately. Opportunities to apply for the \$2 million Training stream will be announced at a later date.**

2.3. Under stream 1, how much funding can I receive?

Under Stream 1, each cadetship package will have a total value (over two years) of \$150,000. The Government will contribute 70 per cent of each cadetship package, up to \$105,000, and successful grant recipients will be required to contribute the remaining 30 per cent. For Stream 1, there is no minimum grant amount. Each application may apply for more than one cadetship.

2.4. What can I use the grant for?

Successful grant recipients can only spend the grant funding on eligible activities and expenses. These include:

- the selection and onboarding of a new cadet journalist
- the salary of a new cadet journalist, including superannuation
- Relevant travel for a new cadet journalist
- Relevant training for a new cadet journalist

Further information can also be found in sections 5.1, 5.2, 5.3 and 5.4 of the Journalist Fund Grant Guidelines.

2.5. What is the duration of the grant?

Grants allocated under Stream 1 will have a duration of 24 months. Grant agreements will stipulate cadets be engaged for a period of 24 months, with the period commencing from the date of engagement.

3. Eligibility

- 3.1. Am I eligible to apply for a Cadetship grant under the Journalist Fund?
You are eligible to apply for a Cadetship grant under the Journalist Fund if you can demonstrate you meet all of the criteria in sections 4.1, 4.2 and 4.3 of the Journalist Fund Grant Guidelines.
- 3.2. Am I eligible to apply for a Cadetship grant under the Journalist Fund if I am receiving funding from another government source for the same purpose?
No, you cannot use funding from other Commonwealth, state, territory or local government sources to fund your share of eligible expenditure.
- 3.3. Am I eligible if I am a regional subsidiary of a parent company that has an annual average turnover of \$30 million or more for the three years before application submission?
No, regional media organisations must be independent entities to be eligible to apply.
- 3.4. If my organisation is ineligible, is there a way to still provide value to the program?
Yes, ineligible organisations are encouraged to partner with eligible organisations if suitable opportunities are identified. This could include such activities as hosting cadet journalists for temporary periods of time.

4. Application and assessment process

- 4.1. Can I apply for a grant under both Stream 1 and 2?
Yes.
- 4.2. What do I need to include in my application form?
Details in relation to the online application process can be accessed via the online application platform. Further information can also be found in section 7.1 of the Journalist Fund Grant Guidelines.
- 4.3. How do I submit my application form?
To submit your application form, register on our online grants administration platform to begin the applications process at www.infrastructure.gov.au/JournalistFund. You cannot change your application after the closing date and time.
- 4.4. Can I edit my application before applications close?
If you find an error in your application after submitting it, please contact the Department of Infrastructure, Transport, Regional Development and Communications on (02) 6271 1400.
- 4.5. Can I edit my application after applications close?
No, you cannot change your application after the closing date and time. If the Department of Infrastructure, Transport, Regional Development and Communications finds an error or missing information in your application, we may ask for clarification or additional information from you.
- 4.6. When do applications close?
Your application must be submitted by **5.00pm AEDT on 20 April 2022**. It is recommended that you submit your application well before the closing date and time.
- 4.7. If I am not able to submit my application by the closing date, can I be granted an extension?
No, extensions will not be granted.

4.8. How will my application be assessed?

Your application will be assessed against criteria listed under section 6 of the Journalist Fund Grant Guidelines, and against other applications.

4.9. Who will approve the grant?

The Minister for Communications will determine successful grant recipients, taking into account recommendations provided by the Department of Infrastructure, Transport, Regional Development and Communications and an Advisory Panel.

4.10. When will I know the outcome of my application?

We anticipate you will know the outcome of your application by Late June 2022.

Further information about timing for the Journalist Fund can also be found in section 7.2 of the Journalist Fund Grant Guidelines.

5. Successful grant applications

5.1. What happens if my application is successful?

If your application is successful, you must enter into a legally binding grant agreement with the Commonwealth.

Further information can be found in sections 10.1 and 10.2 of the Journalist Fund Grant Guidelines.

6. Successful grant recipients

6.1. How will the grant be paid?

Under Stream 1, successful grant recipients will receive the Government's contribution in three payments as follows:

- 10 per cent on commencement of the grant agreement;
- 60 per cent on engagement of the cadet; and
- 30 per cent on acceptance of a 12-month report (period commencing on engagement of the cadet).

6.2. How will the Department of Infrastructure, Transport, Regional Development and Communications monitor my grant activity?

You must submit reports in line with the grant agreement. A progress report must be submitted 12 months into the agreement, prior to the delivery of the final grant payment. Following the conclusion of the grant period, a final report must be submitted.

Further information on how the Government will monitor your grant activity can be found in section 12 of the Journalist Fund Grant Guidelines.

7. Contacts for further information or assistance

7.1. Who should I contact for further information about the Journalist Fund?

Please email your enquiries to JournalistFund@infrastructure.gov.au.

7.2. Who should I contact for further assistance with my application?

If you have any questions during the application period, contact the Department of Infrastructure, Transport, Regional Development and Communications by calling (02) 6271 1400 or emailing us via JournalistFund@Infrastructure.gov.au.

7.3. Who should I contact if I am not satisfied with how the Department of Infrastructure, Transport, Regional Development and Communications has handled my complaint?

If you do not agree with the way the Department has handled your complaint, you may complain to the Commonwealth Ombudsman. The Ombudsman will not usually look into a complaint unless the matter has first been raised directly with the Department.

The Commonwealth Ombudsman can be contacted on:

Phone (toll free): 1300 362 072

Email: ombudsman@ombudsman.gov.au

Website: www.ombudsman.gov.au