



**POWERING
AUSTRALIA**

Battery Workforce Skills and Training (BWST) Program

Battery Training Material Development Grant

Grant Opportunity Guidelines

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Table of Contents

1. BWST Training Grant.	3
2. About the grant program.	4
3. Grant amount and grant period.	4
4. Eligibility criteria.	5
5. What the grant money can be used for.	5
6. The assessment criteria.	6
7. How to apply.	7
8. The grant selection process.	8
9. Notification of application outcomes.	8
10. Successful grant application.	8
11. Announcement of grants.	9
12. How we monitor your grant activity.	9
13. Probity.	10
14. Glossary.	10
Appendix A — Eligible expenditure.	11
Appendix B — Ineligible expenditure.	11

1. BWST TRAINING GRANT

Powering Australia's Battery Training Material Development Grant is part of a targeted support package seeking to build Australia's capability and capacity and to improve the safe handling of battery systems, while developing a skills-based ecosystem.

It provides grants to Australian businesses developing the training materials required to reduce skills shortages, increase awareness of career pathways and assist the battery workforce to safely design, manufacture and handle batteries and reduce battery-related safety incidents.

Powering Australia administers the Grant on behalf of the Australian Government under the Building Future Batteries Capability program, in accordance with the Commonwealth Grants Rules and Principles (CGRPs) 2024.

How the Training Grant works

The Grant opens — We publish the Grant on grant.poweringaustralia.com.au; applications are accepted continuously.

You submit an application — You complete and submit an application addressing the eligibility and assessment criteria.

We validate and assess — We confirm your eligibility and assess your application on merit; applications are assessed as received while funds remain available.

We recommend and decide — The COO assesses the recommendation and makes a decision to award the grant.

We notify you — We advise you of the outcome. You may appeal to the CEO. We enter into an agreement — We finalise a Grant Agreement between you and Powering Australia.

Delivery and payment — You develop the Training Materials. The Grant is paid subject to receipt of your claim and evidence of paid eligible expenditures.

Completion and evaluation — You submit a Completion Report. We evaluate the Grant and the BWST program.

Introduction

These guidelines set out the purpose of the grant; the eligibility and assessment criteria; how we assess applications; how we notify applicants and enter into an agreement; how we monitor and evaluate performance; and responsibilities and expectations. Key terms are defined in the glossary at section 14. You should read this document carefully before you apply.

2. ABOUT THE GRANT PROGRAM

The Battery Workforce Skills and Training (BWST) program is the Training stream of the Australian Government's \$20 million Building Future Batteries Capability program, delivered by Powering Australia over 2025–28 under the National Battery Strategy and the Future Made in Australia agenda.

Objectives of the grant opportunity

The objectives are to:

- deliver a pipeline of skilled workers for the battery sector to ensure Australia has the future clean energy workforce to help us transition to a net zero emissions economy
- support improved battery safety for Australians.

Intended outcomes

- reduce skills shortages for key battery industry roles through nationally relevant training aligned to industry standards
- increase awareness of battery industry jobs and career pathways, including for workers transitioning from emissions-intensive industries
- increase the capability of the battery workforce to safely design, manufacture and handle batteries and reduce battery-related safety incidents.

The Training Material Development Grant is an activity under the Capability theme, administered in conjunction with the Battery Training Grant.

3. GRANT AMOUNT AND GRANT PERIOD

Grants available

Grants of up to \$50,000 (excl. GST) per application are available, covering up to 50% of approved Training Materials development costs. You are responsible for the remaining costs.

The total BWST Training Material Development Grants pool is \$800,000 to 2027. This pool includes grants previously awarded under earlier revisions of these guidelines.

Applications are assessed as received and awarded on merit while funds remain available, so businesses are encouraged to apply promptly.

We cannot fund development that is also funded by another Commonwealth, state, territory or local government grant or subsidy for the same activity

Grant period

Development must not commence before written confirmation of award and the Training Materials must be completed before 31 December 2027.

4. ELIGIBILITY CRITERIA

We cannot consider your application if you do not satisfy all eligibility criteria.

Who is eligible to apply

Your business or organisation must:

- be registered in Australia with an active Australian Business Number (ABN)
- employ staff with Australian working rights who are demonstrably working within Australia in at least one segment of the battery value chain
- be developing Training Materials to reduce skills shortages for key battery industry roles through nationally relevant training; and/or increase awareness of battery industry jobs and career pathways, including for workers transitioning from emissions-intensive industries; and/or assist the battery workforce to safely design, manufacture or handle batteries;
- Identify a proposed internal or external Curriculum Writer to complete the project
- demonstrate that the proposed Training Materials will advance the BWST program objectives.

5. WHAT THE GRANT MONEY CAN BE USED FOR

Eligible grant activities

The Grant supports the development of battery-related Training Materials consistent with the eligibility criteria.

Conducting development in-house (special conditions)

Where an applicant intends to develop the training materials in-house, the applicant must provide evidence of its technical capability and experience in curriculum development.

The applicant must submit a project plan that demonstrates: an intent to deliver a formal program with associated materials including a proposed syllabus outlining the course's content, learning objectives and assessment.

Eligible expenditure

The Grant reimburses up to 50% of the direct costs of training content created by qualified and experienced curriculum writer(s), and the additional direct costs of engaging subject-matter expert(s) to inform training content.

Where internal resources are utilised, you may only claim direct salary costs at a maximum hourly rate no greater than \$175,000 per annum on a FTE basis.

For guidance, refer to Appendix A (eligible) and Appendix B (ineligible). Powering Australia makes the final decision on eligible expenditure.

6. THE ASSESSMENT CRITERIA

You must address all assessment criteria in your application. Applications are assessed on merit while funds remain available; the detail and evidence you provide should be relative to the scale of the materials and the grant amount requested.

Assessment criterion	Weighting	What highly rated applications demonstrate
1. Alignment with BWST objectives	40%	the Training Materials help deliver a skilled battery workforce and improved battery safety. This criterion also considers the qualifications and experience of the Curriculum Writers and subject-matter experts.
2. Value for money	20%	cost effectiveness; financial leverage; high competence of the proposed Writer(s); efficacy for Australian industry / safe battery handling; likelihood of completion in the agreed time
3. Business growth opportunity	25%	clear alignment between the proposed materials and the business's growth plans, especially local-content battery manufacturing, or advancement of small to medium enterprises.
4. Risk	10%	risks appropriately identified with mitigation strategies
5. Participation by priority cohorts	5%	inclusive design ensuring access and relevance for First Nations people, women in trades, remote learners, and workers transitioning from other industries

7. HOW TO APPLY

Before applying, read these guidelines and the sample Grant Agreement. Applications are made through the online platform at grant.poweringaustralia.com.au; you will need to set up an account.

In your application you provide:

- your business: name, contact details, website, ABN, number of employees, and your engagement and activities in the battery value chain
- you as Representative: name, contact details and job title
- the proposed Training Materials: a description of the materials and their delivery mechanism; their current state of readiness and timeline for completion; the qualifications and experience of the Curriculum Writer(s); and any need for additional time or expertise
- the relevance and inclusivity of priority cohorts (e.g. First Nations persons, women in trades, remote learners, workers transitioning from other industries)
- the requested grant amount, a risk assessment, the benefits likely to accrue to your business, and the proposed outputs' contribution to the BWST program's objectives.

The assessment system may advise you on how your application can be improved. Ensure that you provide true and correct responses, as your responses in the application are binding.

You must complete a declaration confirming that the information provided is true and correct.

Giving false or misleading information may result in your application not progressing.

Timing of the grant opportunity

Activity	Indicative timeframe
Eligibility & identity validation	Upon submission
Provider approvability (if non-catalogue Provider)	Upon submission
Merit assessment and recommendation	Upon submission
Award approval and notification	<1 week after application.
Training completion	By 31 December 2027

Questions during the application process

If you have questions, contact info@poweringaustralia.com.au.

8. THE GRANT SELECTION PROCESS

Assessment of your application

We first check your application against the eligibility criteria. Eligible applications are then assessed on merit against the criteria in section 6. Applications are considered as received while funds remain available. We may undertake due diligence and may exclude an application where risks cannot be adequately mitigated.

Who will assess the application

Eligibility and merit is assessed by an automated system, using a standardised scoring matrix.

Who will approve grants

The award is approved by the Powering Australia Executive (Chief Operating Officer). The CEO approves the grant contract. Conflicts of interest are declared and managed in the grant platform, with recusal and substitution recorded.

9. NOTIFICATION OF APPLICATION OUTCOMES

We advise you of the outcome through the online platform and by email. If your application is ineligible or unsuccessful, we provide the reasons for the adverse assessment.

Feedback and appeals

To appeal, write to the Powering Australia CEO, Mr Shannon O'Rourke (shannon.orourke@poweringaustralia.com.au), stating your business name and the reasons for the appeal. A written response is provided within 30 days of receipt. Applications unsuccessful on appeal are not further considered, but you may submit a new application at any time.

10. SUCCESSFUL GRANT APPLICATION

The grant agreement

If successful, you enter a Grant Agreement between your business and Powering Australia.

You must not commence development until the agreement is executed; we are not responsible for expenditure incurred before execution.

The agreement confirms the Activity, the Grant Amount, your Recipient Contribution, the Completion Report and any Special Conditions applied by the COO.

How we pay the grant

You will send a claim to Powering Australia for an amount up to the Grant amount.

The claim must be supported with satisfactory evidence of Eligible Expenditures (e.g. Invoices) and evidence of payment (e.g. remittances or receipts).

Upon the receipt of your Claim and satisfaction with the Evidence, Powering Australia pays your claim to your nominated bank account. We will not exceed the maximum Grant amount.

Grant payments and GST

The Grant payment is financial assistance to fund the Recipient's project. GST does not apply. We refer Recipients to ATO GSTR 2012/2.

Grants may be assessable income for tax purposes; seek independent advice.

Powering Australia cannot provide tax advice.

11. ANNOUNCEMENT OF GRANTS

Powering Australia may make the name of the Recipient, the project or activity title, the purpose of the Training Materials, and related funding details public.

Reports to the Australian Government are anonymised and aggregated.

12. HOW WE MONITOR YOUR GRANT ACTIVITY

Keeping us informed

Let us know if anything is likely to affect the development of the Training Materials or your organisation, including changes to your name, addresses, contact or bank account details, or to the approved Writer.

Completion Report

You must submit a brief Completion Report within 30 days of the Completion Date, including: a description of the benefits accruing to your business from the Grant (300–500 words); a description of the benefits accruing from the use of the Training Materials in industry (300–500 words); evidence of the Training Materials' completion showing due acknowledgement; and documentary evidence of eligible development-cost expenditure. The report is submitted via the online platform.

Variations, records and evaluation

You may request a variation in writing before the agreement end date; the program does not allow an increase in Grant funds. Keep records as required by the agreement. We may evaluate the Grant using your application and report information and may contact you after completion.

Acknowledgement

If you make a public statement about materials funded under the program, acknowledge it using: 'This project received grant funding from the Australian Government through Powering Australia's Battery Workforce Skills and Training program.'

13. PROBITY

Powering Australia ensures the grant process is fair, follows these published guidelines, incorporates safeguards against fraud and inappropriate conduct, and is consistent with the CGRPs. These guidelines may be updated from time to time; the current version applies to your application.

Conflicts of interest

As part of your application you must declare any actual or perceived conflict of interest, or confirm there is none. Reviewers and decision-makers declare conflicts and manage them by recusal, recorded in the Grant platform.

Privacy

We treat personal information in accordance with the Australian Privacy Principles and the Privacy Act 1988 (Cth). Participant data is collected only to meet Australian Government reporting obligations; reports are anonymised and aggregated.

14. GLOSSARY

Applicant / Recipient: the business or organisation applying for, or awarded, a Training Material Development Grant.

BWST: the Battery Workforce Skills and Training program (Training stream of the Building Future Batteries Capability program).

CGRPs: the Commonwealth Grants Rules and Principles 2024.

Completion Report: the report and acquittal evidence submitted within 30 days of the Completion Date.

Curriculum Writer / Writer: the qualified person(s) who develop the Training Materials.

Grant: the maximum sum Powering Australia will provide, up to 50% of eligible development cost and up to \$50,000 (excl. GST) per application.

Training Materials: the battery-related training content, resources and assessments.

Writing / Development Cost: the eligible direct salary or contract costs of the approved Writer(s) within the Grant period.

APPENDIX A — ELIGIBLE EXPENDITURE

Eligible expenditure is expenditure you incur within the grant period on the agreed Training Materials, reimbursed at up to 50%. It includes:

- direct costs of training content created by qualified and experienced Curriculum Writer(s)
- additional direct costs of engaging subject-matter expert(s) to inform the training content.
- evidenced direct salary costs to develop the Training Materials, to a maximum FTE equivalent of \$175,000 per annum, where the Training Materials are being developed by internal staff.

We may ask you to verify costs (for example, a Provider quote or tax invoice) as part of the Evidence before payment.

For internal training programs, Evidence of internal salary costs may include payslips, ATO PAYG payment summaries, and employment contracts (or other evidence that the expenditure has been incurred and paid). We also require delivery evidence including a representative sample or evidence of the training materials developed before payment.

APPENDIX B — INELIGIBLE EXPENDITURE

The Grant cannot pay for:

- writing costs incurred prior to execution of a written Agreement confirming the Grant has been awarded
- travel or accommodation
- software or hardware required to complete the Training Materials
- subsequent use of the developed Training Materials
- technology development or commercialisation costs
- the development of Training Materials which when applied may carry unnecessary or unmitigated risk
- Training Materials not completed before 31 December 2027
- marketing and marketing materials