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## Appeals Policy

### Independent Grants Program

1. An applicant to ACCAN's Independent Grants Program may appeal the decision on their application if the applicant can demonstrate that their application was rejected for any of the following reasons:
  - 1.1. The application was reviewed using criteria other than those published
  - 1.2. The funding decision was influenced by a member of the Independent Grants Panel or ACCAN who failed to disclose a conflict of interest, and/or
  - 1.3. Application materials that were submitted by the published deadline were not provided to members of the Independent Grants Panel.
2. Incomplete applications are not eligible for the appeals process. Dissatisfaction with the denial or amount of a grant is not sufficient reason for an appeal.
3. If an applicant's funding from ACCAN was discontinued or reduced, the applicant may appeal the decision if the applicant can demonstrate the following:
  - 3.1. The project activities outlined in the application and contract were performed.
  - 3.2. The contract terms and conditions were followed and fulfilled.
4. Should you wish to appeal a decision, you should first contact the Director of Operations to review considerations affecting the decision in question. If you believe that you have grounds for an appeal and wish to pursue the appeal, you must submit your appeal in writing to ACCAN's CEO no later than 15 calendar days following the receipt of the written notice. The submission should contain evidence to support one or more of the allowable grounds for appeal. E-mail your appeal to [grants@accan.org.au](mailto:grants@accan.org.au).
5. The decision on an appeal will be made by the ACCAN Board, on recommendation by an investigation conducted by the ACCAN CEO. The Board will render a decision within 30 days of the appeal.