



**Australian Government**

# **PSPREV014 Assess applications for grants, subsidies and rebates**

**Release: 1**

# **PSPREV014 Assess applications for grants, subsidies and rebates**

## **Modification History**

Supersedes and is equivalent to PSPREV005 Assess applications for grants, subsidies and rebates.

## **Application**

This unit describes the performance outcomes, skills and knowledge required to explain and assess applications for government grants, subsidies and rebates.

Those undertaking this unit work independently, performing complex tasks in a familiar context.

The skills in this unit must be applied in accordance with Commonwealth and State or Territory legislation, Australian standards and industry codes of practice.

No occupational licensing, certification or specific legislative requirements apply to this unit at the time of publication.

## **Pre-requisite Unit**

Nil

## **Competency Field**

Revenue administration

## **Elements and Performance Criteria**

### **ELEMENTS**

*Elements describe the essential outcomes*

### **PERFORMANCE CRITERIA**

*Performance criteria describe the performance needed to demonstrate achievement of the element.*

1. Explain grant, subsidy and rebate requirements.
  - 1.1. Access current and comprehensive information to clarify legislative, regulatory and procedural requirements of grants, subsidies and rebates.
  - 1.2. Explain the purpose and key features of each grant, subsidy or rebate, tailoring communication to suit diverse customer needs.
  - 1.3. Defer complex enquiries until information can be clarified, confirmed or referred to senior or specialist staff.
  - 1.4. Inform applicants of any legal requirements and reasons for subjecting applications to compliance investigations.
  - 1.5. Advise of penalties under legislation for providing false or misleading information or for subsequently failing to meet conditions specified for grant, subsidy or rebate.
2. Check grant, subsidy and rebate applications and supporting evidence.
  - 2.1. Check applications to ensure approved forms are used and required information has been provided.
  - 2.2. Sight supporting evidence and make and certify copies of original documents, tailoring communication to suit diverse customer needs.
3. Assess eligibility.
  - 3.1. Confirm eligibility for grant, subsidy or rebate based on application.
  - 3.2. Explain reasons why eligibility is not confirmed, and outline applicant rights to review or lodge an objection.

## Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

## Unit Mapping Information

Supersedes and is equivalent to PSPREV005 Assess applications for grants, subsidies and rebates.

## Links

Companion Volume implementation guides are found in VETNet - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=bebbece7-ff48-4d2c-8876-405679019623>