

# DSS grant funding acknowledgement

If you receive grant funding from the Department of Social Services (DSS), you must acknowledge our contribution. These guidelines apply to you.

## When and where to acknowledge funding

Include acknowledgement in:

* promotional materials (such as websites, brochures, posters, newsletters, advertising and social media)
* public announcements, activities and events (such as media releases, conferences and speeches)
* publications (such as annual reports).

## How to acknowledge funding

Use these words:

* **Funded by the** [**Australian Government Department of Social Services**](https://www.dss.gov.au/)**.**

## Using the DSS Logo

The DSS logo is generally not used to acknowledge funding.

However, there are limited circumstances where it may be used. For example:

* joint branding for service delivery
* a sponsorship arrangement
* when the logo appears with another funding partner’s logo.

You need to ask permission to use the DSS logo or Australian Government logo in a funding acknowledgement. Email [communication@dss.gov.au](mailto:communication@dss.gov.au) for further advice and approval.

## Media release

You need to ask permission to send out a media release about a grant activity. Email [media@dss.gov.au](mailto:media@dss.gov.au) at least 5 days before your announcement.

## Cross-promotion

If you would like us to promote your grant activity on our DSS communication channels email [communication@dss.gov.au](mailto:communication@dss.gov.au)

## More information

For further advice, contact:

* your Funding Arrangement Manager
* [communication@dss.gov.au](mailto:communication@dss.gov.au) (acknowledgements, logo use, cross-promotion)
* [media@dss.gov.au](mailto:media@dss.gov.au) (media release)
* [Department of Social Services Ministers](https://ministers.dss.gov.au/) (invitation to events only – copy in [media@dss.gov.au](mailto:media@dss.gov.au)).

Please include your Funding Arrangement Manager in all emails.

Visit [dss.gov.au/grants](http://www.dss.gov.au/grants) for more information about grants.