Engaging Science Grants Program application form 2026
Form Preview

GENERAL INFORMATION

* indicates a required field

Engaging Science Grants Application 2026

CLOSING DATE: 4PM 22 September 2025

Please note: only one application per project will be accepted during this round.

Incomplete applications and/or applications received after the closing date will not be considered.

IMPORTANT - PLEASE READ THE FOLLOWING INFORMATION BEFORE COMMENCING YOUR APPLICATION ONLINE

BEFORE YOU BEGIN

Welcome to the Department of the Environment, Tourism, Science and Innovation's (the department) online grant application service for the Engaging Science Grants Program 2026.

This program will allocate funding to support teachers, scientists, organisations, and community groups to deliver STEM-based (science, technology, engineering and mathematics) events or educational and engagement activities.

You are required to fully read the Engaging Science Grants Program Guidelines here to understand the department's requirements before proceeding with your application.

You are required to fully read and agree to the Terms and Conditions here to understand the department's requirements before you proceed with your application.

NAVIGATING (FILLING OUT) THE APPLICATION FORM

On the left-hand side of every screen, there is a box which links directly to every page of the application form. Click the link to move directly to the page you want. You can also click 'next page' or 'previous page' on the top or bottom of each page to move forward or backward through the application form.

You are strongly encouraged to save your application form every 5 to 10 minutes to reduce the risk of loss of information.

SAVING YOUR DRAFT APPLICATION FORM

If you want to leave a partially completed application, press 'save' and log out. When you log back in and click the 'My Applications' link at the top of the screen, you will find a list of applications you have started or submitted.

You can re-open your draft application and continue where you left off.

DOWNLOAD DRAFT APPLICATION

You can also download the application, whether in draft form or submitted, as a PDF file. Click on the 'Download' button at the bottom of the application navigation panel.

SUBMITTING YOUR APPLICATION

You will find a 'Review' button at the bottom of the navigation panel. You need to review your application before you submit it. Ensure that all fields and mandatory questions marked with an asterisk '*' are completed.

Once you have reviewed your application, you can submit it by clicking on 'Submit' at the top of the screen or on the navigation panel.

IMPORTANT: Any question marked with an asterisk ('*') is mandatory. Failure to answer any of these questions will stop you from being able to complete and submit your application form.

Once you have submitted your application, no further editing or uploading of supporting documents is possible.

When you submit your application form, you will receive an automated confirmation email with a copy of your submitted application attached. This will be sent to the email address that you used to register with SmartyGrants.

If you do not receive a 'confirmation of submission' email, then your application has not been received. Review the error message highlighted in red and ensure that all mandatory fields have been completed. You should then be able to successfully submit your application.

ATTACHMENTS AND SUPPORTING DOCUMENTS

You will need to upload attachments to support your application. This is simple but will require you to have the documents saved on your computer, or on a USB stick, or similar.

You will need to allow enough time for each file to upload before trying to attach another file. Files can be up to 25MB each; however files up to a maximum of 5MB are recommended - the larger the file, the longer it takes to attach.

Remember - some requested document fields are mandatory. Failure to attach them will stop you from being able to successfully submit your application form.

If you are not able to attach a document, please contact SmartyGrants on phone (03) 9320 6888 for technical support.

COMPLETING AN APPLICATION IN A GROUP OR TEAM

A number of people can work on an application form using the same login details, as long as only one person is working on the application form at a time. Ensure that you save as you go. It is recommended that the email address provided be accessible by multiple people within the organisation, such as *admin@project.com.au*. This ensures that correspondence is readily seen and allows for any changes in staff throughout the duration of the project.

SPELL CHECK

Most internet browsers (including Firefox v2.0 and above, Safari, and Google Chrome) have spell check functions built in. You can switch this function on or off by adjusting your browser settings.

HELP

If a technical error occurs, staff at SmartyGrants are available to help you. Contact them on phone (03) 9320 6888 during business hours or email service@smartygrants.com.au and quote your application number.

Help is available to guide you through using this form - please download the Help Guide for Applicants.

PROGRAM QUESTIONS

For queries about the guidelines, deadlines, or questions in the form, please read the [Engaging Science Grants FAQs,](#) contact the Grants Administration team on (07) 3330 6360 or email grantsadministration@detsi.qld.gov.au.

Please confirm you have read the above information before proceeding *
○ Yes
○ No

PRIVACY STATEMENT

The Department of the Environment, Tourism, Science and Innovation (the department) is collecting your personal information to assist the assessment panel in reviewing Engaging Science Grants Program funding applications and, should your application be successful, to prepare a grant agreement.

All information, including your personal information and attachments, provided as part of the application form, will be provided to the following parties for the purpose of assessing your application:

- authorised officers from DETSI and other Queensland Government agencies
- the information contained in the application will be provided to authorised departmental officers and approved grant assessors under the Financial Accountability Act 2009 (Qld) for the purpose of assessing the application.

Where necessary, relevant information contained in your application may also be provided to the Minister for the Environment and Tourism and Minister for Science and Innovation and the Minister's members of staff for reporting purposes.

If your application is successful, the following information may be published on the Queensland Government website and social media channels:

- applicant organisation name
- total amount of funding allocated
- project name, suburb location and project description.

Eligible applications will be assessed and rated against the program's assessment criteria, and ranked in order of merit by an assessment panel comprised of members with relevant professional backgrounds. Applicant organisations may be contacted at any stage of the assessment process to clarify any information provided in the application and/or to request further information to enable the appropriate consideration of the application. *
○ I give the department permission to contact me
○ I give the department permission to contact me for any related media opportunities
○ I do not give the department permission to contact me
The department will not otherwise use or disclose your personal information unless you provide your consent, or if the use of disclosure is authorised or required by law.

Applying online using SmartyGrants

DETSI has a contract service arrangement with Our Community, which operates SmartyGrants, a secure online grants administration system. For further information, please read: https://www.ourcommunity.com.au/privacy.

The grant application and associated documentation is subject to the Right to Information Act 2009. If you wish to access your personal information that is in the control of the

department, please contact the department's Right to Information Services unit by emailing rtiservices@detsi.qld.gov.au

If you have any questions or concerns regarding your personal information, please contact the department's Privacy Services unit by email privacy@des.qld.gov.au.

Please confirm you have read the above information before proceeding *
○ Yes
○ No

About the program

The Department of the Environment, Tourism, Science and Innovation is offering competitive Engaging Science Grants designed to support teachers, scientists, organisations, citizen science groups and community groups to deliver STEM-based (science, technology, engineering and mathematics) events or educational and engagement activities or projects. STEM is inclusive of the social sciences.

The goals of the Engaging Science Grants are to:

- increase public awareness and engagement with science and innovation, and First Nations cultural knowledge and science
- build science literacy and critical thinking skills through inquiry-based and active experiential learning
- grow opportunities for scientists to engage directly with communities
- promote diversity of, and opportunities provided by, STEM careers to increase the pipeline for the jobs of the future.

Grants of up to $25,000 each (excluding GST) are available to support applicants deliver events, activities or projects for up to 12-months.

APPLICANT DETAILS

* indicates a required field

Have you read the Engaging Science Grants Program guidelines? *
○ Yes
○ No
If you answered 'no', please stop your application and read the guidelines before proceeding any further. Visit https://science.desi.qld.gov.au/engaging-queenslanders/engaging-science-grants/guidelines

ELIGIBILITY

Referring to the eligibility criteria in the guidelines are you (the applicant) either Queensland-based with an Australian Business Number (ABN), or work for a Queensland-based organisation with an ABN? *
○ Yes
○ No

Referring to the eligibility criteria in the guidelines please indicate which of the below your project aligns to: *

☐   Increase public awareness and engagement with science and innovation, and First Nations cultural knowledge and science

☐   Build science literacy and critical thinking skills through inquiry-based and active experiential learning

☐   Grow opportunities for scientists to engage directly with communities

☐   Promote diversity of, and opportunities provided by, STEM careers to increase the pipeline for the jobs of the future

APPLICANT DETAILS

The applicant is a Queensland-based and ABN registered organisation, or a Queensland-based and ABN registered person making an application in their individual capacity, who is applying for an Engaging Science Grant.

Name of applicant/applicant organisation *
Organisation Name

Trading name of the organisation (if applicable)

ABN (numbers only) *

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main business location	

Must be an ABN.

Website address of organisation (if applicable)

Must be a URL.

Queensland street address *
Address

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

Queensland postal address *
Address

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

Preferred contact number *

Must be an Australian phone number.

Additional phone number *

Must be an Australian phone number.

PROJECT LEADER

The project leader is the individual who works as part of the applicant organisation and who will direct the project activities and provide the final report, invoice and proof of payments in support of the grant.

Project leader name *

Title	First Name	Last Name

Project leader position (at applicant organisation - if applicant is an individual, leave this blank)

Project leader mobile number

Must be an Australian phone number.

Project leader phone number (other)

Must be an Australian phone number.

Project leader email *

Must be an email address.

Project leader secondary email (if applicable) *

Must be an email address.
Please note if your organisation has a generic email address please include as the secondary email.

ACCOUNTABLE OFFICER

This person should be the responsible person within your organisation, who is authorised to sign the grant agreement if your application is successful. For example, if the applicant is a university, we require details of the authorised representative from the university who is responsible for overseeing this application.

Name of the accountable officer

Title	First Name	Last Name

Position Title

Contact Phone Number

Contact Office Email

PREFERRED CONTACT PERSON

Please ensure that this person is aware of the application and able to readily respond to any questions regarding this application. It is preferable the contact person is a registered SmartyGrants user.

It is also recommended that the email address provided be accessible by multiple people within the organisation, such as *admin@project.com.au*. This ensures that correspondence is readily seen and allows for any changes in staff throughout the duration of the project.

Is the preferred contact person the same as the project leader listed above?
○   Yes
○   No
Only fill in preferred contact details below if required.

PREFERRED CONTACT PERSON DETAILS

Please ensure that this person is aware of the application and able to readily respond to any questions regarding this application. It is preferable the contact person is a registered SmartyGrants user.

It is also recommended that the email address provided be accessible by multiple people within the organisation, such as *admin@project.com.au*. This ensures that

correspondence is readily seen and allows for any changes in staff throughout the duration of the project.

Additional contact name

Title   First Name   Last Name

Position in organisation

Preferred telephone number

Must be an Australian phone number.

Email address

Must be an email address.

PROJECT DETAILS

* indicates a required field

Program Objective

The Engaging Science Grants are offered to increase participation in science-based activities and engagement between scientists and the whole community. Events and activities that inspire students to study STEM subjects, promote STEM careers, and engage the wider community to increase awareness of the Queensland scientific ecosystem, as well as projects that build critical thinking skills and science literacy may be submitted.

The number of grants awarded will depend on the number and quality of applications received.

Please refer to the Guidelines for more information.

Project name and description

Project title *

Please describe in full the aims of this project. *

Must be no more than 100 words.
Tips for completing for following sections: Try and keep your answers succinct and to the point. Use dot points where appropriate. Focus on the facts and ensure your application provides a clear understanding of what you intend to do. Refer to the hints under each text box for a brief description

of the question. * Please note you can make the text boxes larger - click and drag the bottom right corner of text box.

Please provide a short project description - is it an event, series of activities, educational workshops or other science engagement projects *

Word count:
Must be no more than 100 words.

Project Collaborations

Are you collaborating with another organisation/partner to undertake this project? If yes, please list the details below. For example, financial support (government or private funding) or in-kind support, such as access to venues, presenters, study sites, infrastructure, or technology.

Contact name	Organisation name (if applicable)	Will the project receive financial or in-kind support from sponsors or partners? (please select all that apply)	Details of collaboration	Please attach a letter of support from your project collaborator.
		❏ Financial ❏ In-kind ❏ Nil/Not Applicable		
		❏ Financial ❏ In-kind ❏ Nil/Not Applicable		
		❏ Financial ❏ In-kind ❏ Nil/Not Applicable		

Target audience

Please tick your target audience *
☐ First Nations people
☐ Girls and women
☐ Disadvantaged groups
☐ Young people aged between the ages of 12-25
☐ Children under 12 years of age
☐ Rural and remote audiences
☐ Other

Who is your target audience and what is the anticipated number of participants? *

Word count:
Must be no more than 200 words.

Please attach a communications plan detailing how you will communicate with your target audience, before, during and after the project. You may wish to use the template provided in the Engaging Science Grants FAQs.

Please attach your communications plan *
Attach a file:

Will the project involve participation by rural or remote communities? *
○ Yes
○ No

If yes, what is the importance of the project to remote, regional communities - is there currently a lack of access to such a project?

Did you or your organisation receive funding in the Engaging Science 2025 round? *
○ Yes
○ No

If yes please provide details (application number)

Targeted theme - Nature-based tourism

Is your project a nature-based tourism project? *
○ Yes
○ No
Nature-based tourism describes any travel where the main goal is to experience and enjoy natural environments and the unique characteristics found within them.

How does your project integrate science participation or STEM education into nature-based tourism, supporting Queensland's goal to be Australia's leading ecotourism and nature-based tourism destination?

Word count:
Must be no more than 200 words.
Projects should seek to provide meaningful scientific interactions with nature, preserve biodiversity, understand visitor behaviour, or explore cultural ecological knowledge through engagement with First Nations peoples.

Is your nature-based tourism project located in or near a public protected area such as (National Park, Marine Park or State Forest)? *
○ Yes
○ No

If yes please advise where the activity will take place (National Park, Marine Park or State Forest), name the protected area where the project takes place.

Have you contacted Ecotourism to obtain a preliminary assessment?
○ Yes
○ No
A Queensland Parks and Wildlife Service permit may be required if your project is in or near a public protected area. Contact ecotourism@detsi.qld.gov.au prior to submitting your application for a preliminary assessment. The preliminary assessment must be submitted with your application form.

Agreement from either the landholder or Queensland Parks and Wildlife Service.

Please note applicants seeking to undertake a project located in or near a public protected area will need to obtain written agreement/permit from the relevant landholder or department and submit this approval with your application form.

- For public protected areas such as a national parks, conservation parks, resources reserves, special wildlife reserves, coordinated conservation areas, marine parks, marine national parks or declared fish habitats please email ecotourism@detsi.qld.gov.au with details of your project. This will also allow the department to assess if you'll need a permit.
- For private protected areas such as a nature refuge please contact the private landholder for approval.
- The written approval/preliminary assessment must state the name of the protected area, list the specific activities involved in the project for which approval is granted and where applicable, details of any landholder involvement in the project.

Please upload documents relevant to the above
Attach a file:

Upload relevant documents such as the landholder's approval letter, permit, or email correspondence.

PROJECT LOCATION DETAILS

Please provide location details of your project (both primary and secondary sites).

IMPORTANT: Please note the latitude and longitude will populate when you enter the street address below. Alternatively, you may select your location by manually entering in a locality and moving the blue pin on the map to your specified location.

Primary site of project *

Main location for the STEM engagement activity of the project.

Street address of the primary project site *
Address
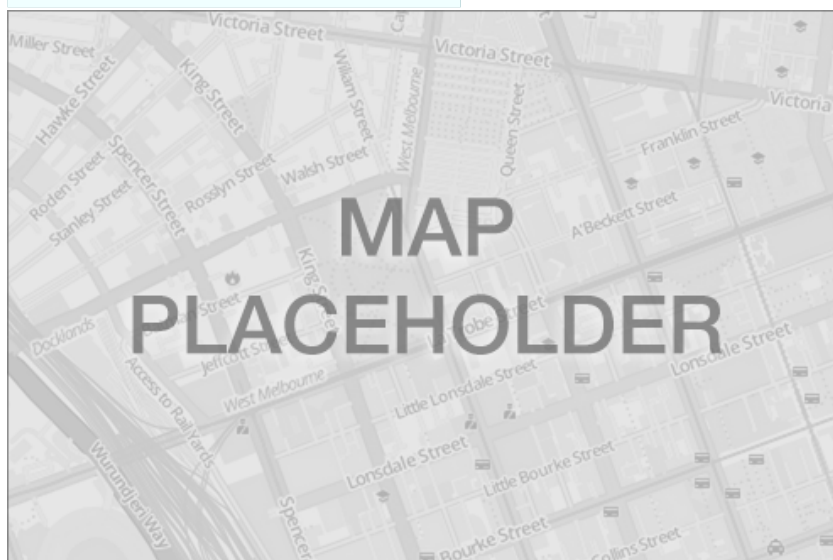
All fields are required. Please ensure latitude and longitude populate from the map.

If you know the Lot on Plan please provide those details for the primary project site.

Please enter Lot on Plan as - Lot 1 RP12345. To locate these details, visit https://geocode.information.qld.gov.au/validate.

Please list any secondary site locations (if applicable)

Please select ALL Local Government Areas associated with this project (BOTH primary and secondary sites)

☐ Aurukun Shire Council

☐ Fraser Coast Regional Council

☐ North Burnett Regional Council

☐ Balonne Shire Council

☐ Gladstone Regional Council

☐ Northern Peninsula Area Regional Council

☐ Banana Shire Council

☐ Gold Coast City Council

☐ Palm Island Aboriginal Shire Council

- ☐ Barcaldine Regional Council
- ☐ Barcoo Shire Council
- ☐ Blackall-Tambo Regional Council
- ☐ Boulia Shire Council
- ☐ Brisbane City Council
- ☐ Bulloo Shire Council
- ☐ Bundaberg Regional Council
- ☐ Burdekin Shire Council
- ☐ Burke Shire Council
- ☐ Cairns Regional Council
- ☐ Carpentaria Shire Council
- ☐ Cassowary Coast Regional Council
- ☐ Central Highlands Regional Council
- ☐ Charters Towers Regional Council
- ☐ Cherbourg Aboriginal Shire Council
- ☐ Cloncurry Shire Council
- ☐ Cook Shire Council
- ☐ Croydon Shire Council
- ☐ Diamantina Shire Council
- ☐ Doomadgee Aboriginal Shire Council
- ☐ Douglas Shire Council
- ☐ Etheridge Shire Council
- ☐ Flinders Shire Council

- ☐ Goondiwindi Regional Council
- ☐ Gympie Regional Council
- ☐ Hinchinbrook Shire Council
- ☐ Hope Vale Aboriginal Shire Council
- ☐ Ipswich City Council
- ☐ Isaac Regional Council
- ☐ Kowanyama Aboriginal Shire Council
- ☐ Livingstone Shire Council
- ☐ Lockhart River Aboriginal Shire Council
- ☐ Lockyer Valley Regional Council
- ☐ Logan City Council
- ☐ Longreach Regional Council
- ☐ Mackay Regional Council
- ☐ Mapoon Aboriginal Shire Council
- ☐ Maranoa Regional Council
- ☐ Mareeba Shire Council
- ☐ McKinlay Shire Council
- ☐ Moreton Bay Regional Council
- ☐ Mornington Shire Council
- ☐ Mount Isa City Council
- ☐ Murweh Shire Council
- ☐ Napranum Aboriginal Shire Council
- ☐ Noosa Shire Council

- ☐ Paroo Shire Council
- ☐ Pormpuraaw Aboriginal Shire Council
- ☐ Quilpie Shire Council
- ☐ Redland City Council
- ☐ Richmond Shire Council
- ☐ Rockhampton Regional Council
- ☐ Scenic Rim Regional Council
- ☐ Somerset Regional Council
- ☐ South Burnett Regional Council
- ☐ Southern Downs Regional Council
- ☐ Sunshine Coast Regional Council
- ☐ Tablelands Regional Council
- ☐ Toowoomba Regional Council
- ☐ Torres Shire Council
- ☐ Torres Strait Island Regional Council
- ☐ Townsville City Council
- ☐ Weipa Town Authority
- ☐ Western Downs Regional Council
- ☐ Whitsunday Regional Council
- ☐ Winton Shire Council
- ☐ Woorabinda Aboriginal Shire Council
- ☐ Wujal Wujal Aboriginal Shire Council
- ☐ Yarrabah Aboriginal Shire Council

Please tick any LGAs where your project will be delivered.

ASSESSMENT CRITERIA

* indicates a required field

Assessment criteria 1: Well-planned project with appropriate levels of engagement, collaboration and target audience reach (Weight 40%)

Please explain your project aims, how you will you carry out the project, and how you will involve the community. *

Word count:
Must be no more than 300 words.
Please outline the project approach, and communication/promotion, and evaluation plans. Consider, who is the targeted audience and the expected number of individuals who will attend the event, participate in the activity or take part in the project. Are the goals and objectives clear and achievable? Are the activities proposed experiential and hands-on? What is the extent of collaboration with other organisations, scientists, researchers, community or cultural groups who will provide expertise, skills or stakeholder knowledge? What contribution the proposed event or project will make to Queensland or Queenslanders i.e. the economic, environmental, educational, social, health and/or cultural benefits? What is the importance of the project to the target audience or any groups currently under represented in STEM? Is it inclusive?

Assessment criteria 2: Clear alignment with the program goals (Weight 30%)

1. Increase public awareness and engagement with science and innovation, and First Nations cultural knowledge and science.
2. Build science literacy and critical thinking skills through inquiry-based and active experiential learning.
3. Grow opportunities for scientists to engage directly with communities.
4. Promote diversity of, and opportunities provided by, STEM careers to increase the pipeline for the jobs of the future.

Part A: Please explain how your project aligns with at least one of the goals mentioned above and what are the expected outcomes of the project. *

Word count:
Must be no more than 300 words.

Part B: Please explain how your project aligns to the targeted theme of nature-based tourism (OPTIONAL QUESTION).

Word count:
Must be no more than 300 words.

Assessment criteria 3: Your capacity, capability and resources to carry out the project (Weight 30%)

Demonstrate how you will ensure the success of your project. *

Word count:

Must be no more than 300 words.
Please outline the skills and experience of the applicant's project leader and any partner organisations assisting or involved, including any track record with similar STEM projects, events or activities as well as their past experience with or connections to the target audiences e.g. school children, ground under-represented in STEM. Why the project would not go ahead without the grant funding, or how the grant will impact the project in terms of its scope and outcomes.

PROJECT MILESTONES

List the main milestones in the project. Milestones are the key steps or events for the project timeline.

Projects must be completed within 12 months of the Grant Agreement being executed.

It is anticipated that funding will be released from early 2026. Be sure to consider factors that may affect project delivery (e.g. seasonal variations, availability of appropriately qualified contractors, school holidays), as well as administrative timelines such as the department receiving all required documentation from your organisation and the signing of the Grant Agreement by both parties.

Please allow time to obtain any required permits and approvals.

Please be specific and concise when listing the project milestones to ensure that the Assessment Panel is able to gain a strong understanding of your project activities and when you expect to have certain activities completed.

Please note that should your application be successful, the project should not proceed until both parties have executed the grant agreement.

If successful, the milestone activities will be populated into your grant agreement to track the progress of your project.

Milestone activities

Complete this section to include significant dates or activities that will occur during your project. Funding will be available early 2026.

More rows can be added if needed, by selecting the '+' at the end of the last row in the table.

Milestone number	Milestone description	Completion date	Milestone explanatory notes
Must be a number.		Must be a date.	

PROJECT BUDGET

* indicates a required field

Details of your project budget

Please read:

Make sure you have read the funding requirements in the Engaging Science Guidelines.

Outline your project budget including details of activities and funding already received.

Ensure the information you provide in this table is clear and accurate. For example, do not roll all capital purchases into one line item. Separate the purchases out so that the Assessment Panel has a clear understanding of exactly how you wish to allocate your grant funding.

Any ineligible items listed as part of the project expenditure will not be funded.

Projects or activities where work has already commenced or has been completed (Note: funding applications for multi-stage projects may be considered. For example, if stage 1 of a project has been completed, you may submit an application for stage 2 of the project).

GST information

Applicants registered for GST will not be provided with funding to account for costs directly associated with GST and are required to provide the GST exclusive amount in their budget. Recipients registered for GST can claim the GST component for any expenditure that they incur back from the ATO.

Where an applicant is not registered for GST the budget may include the GST as a cost component of the grant.

For advice on GST, please seek assistance from the Australian Taxation Office (ATO).

For more information, please email grantsadministration@detsi.qld.gov.au

If you would like to discuss this further, please contact the Grants Coordinator by telephone on (07) 3330 6360 prior to completing this section.

Is your organisation registered for GST? *
○ Yes
○ No

Recipient Created Tax Invoice (RCTI)

RCTI is a tax invoice generated by the recipient (the Department) responsible for issuing the payment. More information can be found here at the Australian Taxation Office.

Agreement to issue RCTI:

As you have indicated above that your organisation is **registered for GST**, the following conditions will apply if your application is successful:

- The grantee and the Department must be registered for GST when the Tax Invoice is issued;

- The grantee will not issue a tax invoice in respect of the supply of services under this Agreement;
- The grantee acknowledges that it is registered for GST and agrees to notify the Department if the grantee ceases to be registered or if the grantee ceases to satisfy any of the requirements relating to RTCI; and
- If changes to your GST status occur during the duration of the project, the grantee must notify the Department.
- I understand the above conditions apply, and that the Department will create an invoice on the organisations behalf, if the application is successful.

I agree to the above RCTI conditions: *
○ Yes
○ No

Invoice

As you have indicated above that your organisation is **not registered for GST**, if the application is successful, the Department will request you to submit an invoice to the Department for the approved funding amount.

The invoice **must not include GST**.

Staff costs (for those organisations/individuals registered for GST)

Please note: staff costs are to be used for direct salary costs for employees delivering the engagement activity.

Expenditure Description (fees for the project leader, or staff salaries working directly on the project).	Engaging Science Grants funding sought ($ amount ex GST)	Funding from other grants or sponsors/ partners ($ amount ex GST)	Funding from applicant organisation ($ amount ex GST)
	Must be a whole dollar amount (no cents).	Must be a whole dollar amount (no cents).	Must be a whole dollar amount (no cents).
	$	$	$
	$	$	$

Specialist skills (for those organisations/individuals registered for GST)

Expenditure Description (fees for external guest speakers and specialist contractors such as graphic designers engaged to support the activity).	Engaging Science Grants funding sought ($ amount ex GST)	Funding from other grants or sponsors/ partners ($ amount ex GT)	Funding from applicant organisation ($ amount ex GST)
	Must be a whole dollar amount (no cents)	Must be a dollar amount.	

	$	$	$
	$	$	$

Production (for those organisations/individuals registered for GST)

Expenditure Description (cost of administration, materials, equipment, venue hire, catering etc.)	Engaging Science Grants funding sought ($ amount ex GST)	Funding from other grants or sponsors/ partners ($ amount ex GST)	Funding from applicant organisation ($ amount ex GST)
	Must be a whole dollar amount (no cents).	Must be a whole dollar amount (no cents).	Must be a whole dollar amount (no cents).
	$	$	$
	$	$	$

Project planning (for those organisations/individuals registered for GST)

Expenditure Description (no more than 20% of the total requested funds are to be used on this component)	Engaging Science Grants funding sought ($ amount ex GST)	Funding from other grants or sponsor/ partners ($ amount ex GST)	Funding from applicant organisation ($ amount ex GST)
		Must be a dollar amount.	
	$	$	$
	$	$	$

Purchase of equipment (for those organisations/individuals registered for GST)

Expenditure Description (no more than 50% of the total requested funds are to be used on this component). For example, drones or development of software/technology solutions (i.e. teaching software).	Engaging Science Grants funding sought ($ amount ex GST)	Funding from other grants or sponsor/ partners ($ amount ex GST)$	Funding from applicant organisation ($ amount ex GST)
.		Must be a dollar amount.	
	$	$	$
	$	$	$

Marketing / media / promotion (for those organisations/individuals registered for GST)

Expenditure Description (cost of printing, advertising, etc)	Engaging Science Grants funding sought ($ amount ex GST)	Funding from other grants or sponsors/ partners ($ amount ex GST)	Funding from applicant organisation ($ amount ex GST)
	Must be a dollar amount.	Must be a dollar amount.	Must be a dollar amount.
	$	$	$
	$	$	$

Travel (for those organisations/individuals registered for GST)

Expenditure Description (travel directly relating to the project)	Engaging Science Grants funding sought ($amount ex GST)	Funding from other grants or sponsor/ partners ($amount ex GST)	Funding from applicant organisation ($amount ex GST)
	Must be a dollar amount.	Must be a dollar amount.	
	$	$	$
	$	$	$

Sample and data collection (for those organisations/individuals registered for GST)

Expenditure Description	Engaging Science Grants funding sought ($ amount ex GST)	Funding from other grants or sponsor/ partners ($amount ex GST)	Funding from applicant organisation ($amount ex GST)
		Must be a dollar amount.	
	$	$	$
	$	$	$

Budget totals (for those organisations/individuals registered for GST)

Note - the maximum grant amount is $25,000 (ex GST).

Engaging Science Grants funding sought: *

$

This number/amount is calculated.

Funding from other grants or sponsors/ partners:

$

This number/amount is calculated.

Funding from applicant organisation:

$

This number/amount is calculated.

Staff cost (for those organisations/individuals NOT registered for GST)

Please note: staff costs are to be used for direct salary costs for employees delivering the engagement activity.

Expenditure Description (fees for the project leader, or staff salaries working directly on the project).	Engaging Science Grants funding sought ($ amount inc GST)	Funding from other grants or sponsors/ partners ($ amount inc GST)	Funding from applicant organisation ($ amount inc GST)

	Must be a dollar amount.	Must be a dollar amount.	Must be a dollar amount.
	$	$	$
	$	$	$

Specialist skills (for those organisations/individuals NOT registered for GST)

Expenditure Description (fees for external guest speakers and specialist contractors such as graphic designers engaged to support the activity).	Engaging Science Grants funding sought ($ amount inc GST)	Funding from other grants or sponsor/ partners ($ amount inc GST)	Funding from applicant organisation ($ amount inc GST)$
		Must be a dollar amount.	
	$	$	$
	$	$	$

Production (for those organisations/individuals NOT registered for GST)

Expenditure Description (cost of administration, materials, equipment, venue hire, catering, etc).	Engaging Science Grants funding sought ($ amount inc GST)	Funding from other grants or sponsors/ partners ($ amount inc GST)	Funding from applicant organisation ($ amount inc GST)
	Must be a dollar amount.	Must be a dollar amount.	Must be a dollar amount.
	$	$	$
	$	$	$

Project planning (for those organisations/individuals NOT registered for GST)

Expenditure Description (no more than 20% of the total requested funds are to be used on this component)	Engaging Science Grants funding sought ($ amount inc GST)	Funding from other grants or sponsor/ partners ($ amount inc GST)	Funding from applicant organisation ($ amount inc GST)
		Must be a dollar amount.	
	$	$	$
	$	$	$

Purchase of equipment (for those organisations/individuals NOT registered for GST)

Expenditure Description (no more than 50% of the total requested funds are to be used on this component). For example, drones or development of software/technology solutions (i.e. teaching software).	Engaging Science Grants funding sought ($ amount inc GST)	Funding from other grants or sponsor/ partners ($ amount inc GST)	Funding from applicant organisation ($ amount inc GST)
		Must be a dollar amount.	
	$	$	$
	$	$	$

Marketing / media / promotion (for those organisations/individuals NOT registered for GST)

Expenditure Description (cost of printing, advertising, etc).	Engaging Science Grants funding sought ($ amount inc GST)	Funding from other grants or sponsors/ partners ($ amount inc GST)	Funding from applicant organisation ($ amount inc GST)
	Must be a whole dollar amount (no cents).	Must be a whole dollar amount (no cents).	Must be a whole dollar amount (no cents).
	$	$	$
	$	$	$

Travel (for those organisations/individuals NOT registered for GST)

Expenditure Description (travel directly relating to the project).	Engaging Science Grants funding sought ($ amount inc GST)	Funding from other grants or sponsor/ partners ($ amount inc GST)	Funding from applicant organisation ($ amount inc GST)
		Must be a dollar amount.	
	$	$	$
	$	$	$

Sample and data collection (for those organisations/individuals NOT registered for GST)

Expenditure Description	Engaging Science Grants funding sought ($ amount inc GST)	Funding from other grants or sponsor/ partners $ amount inc GST)	Funding from applicant organisations ($ amount inc GST).
		Must be a dollar amount.	
	$	$	$
	$	$	$

Budget totals (for those organisations/individuals NOT registered for GST)

Note - the maximum grant amount is $25,000 (ex GST).

Engaging Science Grants funding sought: *

$

This number/amount is calculated.

Funding from other grants or sponsors/ partners:

$

This number/amount is calculated.

Funding from applicant organisation:

$

This number/amount is calculated.

Quotes

Where applicable, please attach quotes for materials, proposed use of contractors/consultants, and evidence of applicant contribution.

Attach a file:

Max 25mb.

Where applicable, please provide justification for staffing costs.

Please explain the reason why you are using grant money for staff costs.

CERTIFICATE OF CURRENCY - PUBLIC LIABILITY INSURANCE

Please provide insurance policy for public liability insurance coverage of at least $20 million (in total) that is current and will remain current for the duration of the project.

Evidence of public liability insurance must be provided to the Department before any funding is released.

Do you have public liability insurance of at least $20 million (in total and per event)?
○ Yes
○ No
○ Will provide if successful
Evidence of Public Liability Insurance is required if your application is successful.

Insurance	Expiry Date	Certificate of Currency
	Must be a date.	
Public Liability Insurance		

Do you hold appropriate industry requirements?

○ Yes
○ No
○ Not applicable

e.g. If you are working or volunteering with children in Queensland you may need a Blue Card.

Please upload a copy of the industry requirements (if applicable)
Attach a file:

Additional Information

Please attach any other documents you would like to submit to support your application
Attach a file:

DECLARATION

* indicates a required field

CONFLICT OF INTEREST

Does this project have any real or perceived conflict of interest that you are aware of?
○ Yes
○ No

A conflict of interest exists in instances where a successful applicant has, or could be perceived to have, an interest (whether personal, financial or otherwise) which conflicts or which may reasonably be perceived as conflicting with the recipient's ability to meet the requirements and obligations of the project fairly, objectively and independently. A conflict of interest may relate to land ownership, salaries, contractor payments or source of project supplies.

If 'yes' please provide details below

DECLARATION - must be filled out by the authorised applicant organisation

I declare that I have read and agree to the Terms & Conditions published on the department's website.

I understand that once I have agreed to the Terms & Conditions, they cannot be changed.

I declare that all information provided in this application is true and correct and no information is false or misleading.

I am authorised by my group/organisation to complete this form.

I agree that the Department of the Environment, Tourism, Science and Innovation does not accept any liability for the project.

I have the agreement of all parties identified in the application to include their details within the proposal.

I understand that information provided in this project proposal may be disclosed to internal and external parties as required to undertake assessment of the application in accordance with the program guidelines.

If successful, I will:

- ensure that all necessary permits/approvals are obtained prior to the commencement of the project and will remain valid through the grant term
- ensure that the project will be covered by appropriate insurances and will remain valid through the grant term
- ensure that all relevant health and safety standards will be met
- ensure that all progress reports are submitted to the Department in the form and on the dates specified in the Grant Agreement
- ensure that acquittal requirements are met in accordance with the Grant Agreement signed by both parties
- ensure that funds are claimed within six months of notification
- ensure the grant funding will only be used towards eligible expenses that contribute to activities outlined in the executed Grant Agreement (and any subsequent Deed of Variation)
- accept the terms and conditions of the grant in accordance with the Department of the Environment, Tourism, Science and Innovation's requirements
- provide any documentation required by the Department of the Environment, Tourism, Science and Innovation on request
- ensure that an anti-cyberbullying policy and process for the detection, prevention, intervention, reporting and management response of cyberbullying acts or allegations is implemented and maintained for the duration of the grant. For further information please visit Australian Government eSafety website.

I agree to the above *
○ Yes

Name of applicant accountable officer

Title   First Name   Last Name

Position of applicant accountable officer

Date

Must be a date.

FEEDBACK

You are now coming to the end of your application process and before you **REVIEW** and click the **SUBMIT** button please take a few moments to provide some data and feedback which will be used for statistical research and evaluation of our program.

The project leader is: *
○ Male
○ Female

○ Non-binary or other gender diverse
○ Prefer not to declare

How did you find out about this grant program?
☐ Facebook page
☐ Email alert from DETSI or Queensland Chief Scientist
☐ Queensland Government website
☐ Previous grant applicant/recipient
☐ Media release
☐ Other:

The project leader is: *
☐ Aboriginal
☐ Torres Strait Islander
☐ Both Aboriginal and Torres Strait Islander
☐ Born overseas
☐ Speaks a language other than English
☐ None of the above

How long did it take you / your organisation to complete this form? *
○ Less than 2 hours ○ 2-5 hours ○ 5-10 hours ○ More than 10 hours

How straightforward was completing this application form?
○ Very straightforward ○ Somewhat straightforward ○ Somewhat difficult ○ Very difficult

Is there any other feedback you would like to share with the department, such as how we could improve the application process?