



STAGE TWO

REEF PLACE-BASED INTEGRATED PROJECTS GRANTS 2024

Design and implementation of place-based integrated projects in one or more
Great Barrier Reef sub-catchments

Guidelines



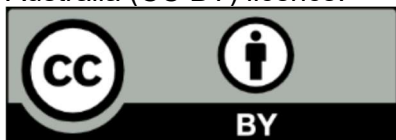
Prepared by: Environment and Heritage Policy and Programs, The Office of the Great Barrier Reef and World Heritage, Department of Environment, Science and Innovation

The Department of Environment, Science and Innovation acknowledges Aboriginal peoples and Torres Strait Islander peoples as the Traditional Owners and custodians of the land. We recognise their connection to land, sea and community, and pay our respects to Elders past, present and emerging.

The department is committed to respecting, protecting, and promoting human rights, and our obligations under the Human Rights Act 2019.

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Front cover image: Queensland Reef Water Quality Program

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Overview

Stage Two – Reef-Place-Based Integrated Projects seeks to continue the Queensland Government's Queensland Reef Water Quality Program (QRWQP) investment in the Great Barrier Reef (the Reef) catchments, by providing support to design and deliver place-based integrated projects in one or more Reef catchments.

Projects will be required to focus on water quality improvement by supporting progress toward the Reef 2050 Water Quality Improvement Plan (Reef 2050 WQIP) water quality targets for priority pollutants including fine sediment and dissolved inorganic nitrogen (DIN), and human dimensions targets to actively engage communities and land managers. In addition, projects will add value to whole-of-catchment and local economies. This may be achieved through a range of cross-sector settings, including but not limited to:

- natural capital
- agricultural land and catchment management
- landscape remediation
- agricultural whole-of-supply chain
- circular economy.

Stage Two – Reef Place-Based Integrated Projects seeks projects that can leverage co-investment, in-kind contribution, and integrate with new or existing initiatives across regional capacity building, extension, human dimensions, agricultural management practice change, catchment management, landscape repair, environmental markets, and other co-benefits.

The design and delivery of Reef Place-Based Integrated Projects will also help to facilitate skills and new job opportunities, growth in regions, and provide enduring legacy outcomes through the delivery of targeted projects in Reef catchments.

Up to \$5.5 million* in grant funding is available for *Stage Two – Reef Place-based Integrated Projects*. An additional notional allocation of up to \$750,000* is also available for applications that either demonstrate capacity to undertake Natural Capital projects, or a willingness to increase capacity to facilitate Natural Capital projects. Please refer to pages 5 and 13 more information on Natural Capital projects.

This grants program will provide funding to one or more recipients that use a place-based approach to design and deliver projects in one or more Reef sub-catchments.

Further details, including eligible applicants and eligible activities, are provided in these guidelines.

Applications close 12pm Friday 17 May 2024. For more information contact the Office of the Great Barrier Reef and World Heritage (OGBRWH) by email at officeofthegbr@des.qld.gov.au.

**Refer to Applications and GST section for information on how GST applies to grants.*

Guidelines for applicants

Applicants must read these guidelines in full before applying for funding and are strongly encouraged to familiarise themselves with the SmartyGrants online application system and other supporting documentation before beginning the application.

What is a Reef Place-Based Integrated Project?

The Queensland Government has committed \$289.6 million over five years to 2025–2026 to continue the

QRWQP which funds a range of projects working with industry, agricultural producers, communities, and Traditional Owners. The total funding available for *Stage Two – Reef Place-Based Integrated Projects* is \$5.5 million*, with potential for additional government investment, including of up to \$750,000 for Natural Capital projects.

Reef Place-Based Integrated Projects aim to consider the specific circumstances of a place (i.e., one or more Reef sub-catchments) and engage local people from different sectors (Traditional Owners, industry, private sector, local government etc.) as active participants to design and implement projects in a way that responds to local needs, issues, and opportunities, to improve Reef water quality and bring additional benefits to the environment, the community and local economy.

The intent of the Reef Place-Based Integrated Projects is to support the management, protection, and resilience of the Reef by:

- supporting progress toward Reef water quality targets in line with the:
 - [Reef 2050 Long-Term Sustainability Plan \(Reef 2050 Plan\)](#)
 - [Reef 2050 Water Quality Improvement Plan \(Reef 2050 WQIP\)](#)
 - [Queensland Reef Water Quality Program \(QRWQP\)](#)
 - [Department of Environment and Science Strategic Plan 2022–26](#)
- building on the learnings of previous place-based projects across the Reef catchments
- adding value to whole-of-system catchment management
- building enduring industry and community capacity
- facilitating local co-design and effective partnerships in a geographical area
- leveraging external investment, resources, or in-kind contributions
- enabling future investment
- responding to contemporary environmental trends and markets, and
- enable opportunities that focus on investment, capital and infrastructure, employment and skills, and positive social and environmental outcomes (green economy).

Natural Capital

An additional notional allocation of up to \$750,000* will be available for applications that either demonstrate capacity to undertake Natural Capital projects, or willingness to increase capacity to facilitate Natural Capital projects.

Natural Capital is generally defined as the stock of natural assets including soil, water, land, air, and all living things from which we derive environmental, economic, social and cultural value. Natural Capital projects are generally designed to support or facilitate the connection of private capital to the restoration or protection of natural assets. This may be directly through environmental markets, such as the carbon market, or mechanisms such as impact funds or indirectly through the supporting mechanisms such as natural capital accounting.

There are several factors driving increased focus on Natural Capital projects, including enhanced global attention on Environment, Social, and Governance (ESG) reporting and risk disclosures; increasing recognition for nature's role in mitigating climate and other risks; and opportunities for high-quality carbon projects with improved outcomes for nature through nature-based solutions.

Behaviours underpinning water quality improvements

The Reef 2050 WQIP incorporates the human dimensions of change, which are defined as the human factors that exist at all social scales and play a role in shaping social, economic, cultural, and environmental outcomes associated with the Reef. This includes but is not limited to: the aspirations and capacities of

landholders, industries, and communities; stewardship practices; and broader governance of the Reef.

Actively engaging the communities and land managers who influence water quality is critical to support progress towards land and catchment management outcomes. Monitoring and evaluating collaborative principles and processes from the beginning of the Reef Place-Based Integrated Projects will assist in demonstrating the benefits of grassroots approaches towards behaviour change and long-term water quality improvements.

Objective of this grants program

The objective of this grants program is to provide funding to eligible and successful recipients to design and deliver place-based integrated projects in one or more Reef sub-catchments to improve Reef water quality whilst adding value to whole-of-catchment and local economies through a range of cross-sector settings, and delivering other co-benefits.

Collaborations

Two or more organisations may collaborate on a single project. Applications must state the overall lead organisation, and identify which organisation will take the lead on project components such as management, budget, and reporting requirements for the duration of the funding agreement activities.

A letter of commitment will be required from the accountable officer of each collaborating organisation which provides details of the organisation's involvement in the project.

Applications that involve collaborations across a range of disciplines to achieve the outlined co-benefits are encouraged.

Application eligibility

The following applicants are eligible to apply for a grant in their own right:

- tertiary education institutions administered by the Australian Government or Queensland Government
- approved research institutes as defined by the [Australian Taxation Office](#)
- a business registered for an Australian Business Number (ABN)
- properly established incorporated associations (incorporated under the *Associations Incorporation Act 1981*)
- Australian charities registered with the Australian Charities and Not-for-profits Commission (ACNC)
- not-for-profit organisations registered under the *Corporations Act 2001*
- Indigenous corporations incorporated under the *Corporations (Aboriginal and Torres Strait Islander) Act 2006* (Cwlth)
- Natural Resource Management (NRM) bodies.

Ineligible applicants

The following applicants are ineligible to apply for funding:

- individuals
- statutory bodies and authorities
- Australian Government agencies
- Queensland Government agencies
- political parties or lobbyists
- local government authorities
- schools (government and non-government schools).

Available funding

Applicants may seek funding for grants of up to \$2.5 million per application.

A single application exceeding \$2.5 million may be considered if the recipient is able to demonstrate that they can significantly leverage and integrate investment, resources, and in-kind contribution. It is anticipated that the funding provided through this grant will create a foundation enabling potential suppliers to attract additional investment to build the project, increasing enduring benefits for the chosen geographical area. Applications that are unfunded by *Stage Two – Reef Place-Based Integrated Projects Grant Program*, but considered by the panel to have strong potential, may be considered if additional funds become available from within the QRWQP, or through other collaborative opportunities.

Project timeframes

QRWQP project activities must be completed by 30 June 2026. However, where a recipient provides co-investment for the implementation of a Reef Place-Based Integrated Project that goes beyond 30 June 2026, the department may consider extended project timeframes.

Eligible projects and activities

To be eligible for funding, the proposed place-based integrated project/s must be in one or more Great Barrier Reef sub-catchments (refer to **Appendix 1**):

- Wet Tropics Region*
- Burdekin Region*
- Mackay Whitsunday Region
- Fitzroy Region
- Cape York Region
- Burnett Mary Region*

***Please note** sub-catchment exclusions under '*Ineligible projects and activities*' and *Appendix 1*.

Activities funded will be those which encourage Reef water quality improvement and co-benefits. Funding may be provided toward projects and activities that involve:

- Natural Capital
- agricultural land and catchment management
- landscape remediation
- initiatives across the agricultural whole-of-supply chain (suppliers, farming, processing, distribution, retail consumers)
- circular economy opportunities.

The department will also consider the co-benefits in the application, including but not limited to:

- economic benefit to local people (i.e. use of businesses, workforce, or suppliers within the local area)
- employment of regional workers
- skills / training provided to regional workers
- local community participation and engagement in the project
- benefits to relevant First Nations peoples.

Ineligible projects and activities

Projects and activities *not* considered for funding under *Stage Two – Reef Place-Based Integrated Projects* include:

- projects located outside the Reef sub-catchments
- projects located in any of the following sub-catchments:
 - Wet Tropics Region: *Tully, Johnstone, Barron sub-catchments*
 - Burdekin Region: *Bowen-Broken-Bogie sub-catchment*
 - Burnett Mary Region: *Burrum sub-catchment*

- projects that do not have a primary aim of:
 - implementing a place-based approach to design and delivery
 - demonstrating contribution toward Reef water quality targets, primarily the reduction of dissolved inorganic nitrogen (DIN) and fine sediment
- devolved grant funding (requests for funding to be provided to an applicant organisation who will then disseminate this funding to other organisations or individuals to complete work. This does not apply if the recipient seeks to contract another organisation/s to undertake specific activities under the agreement.)

Eligible expenses

Eligible expenses include the expenditure required to design and implement the project. This may include, but is not limited to:

- purchase of equipment and associated supplies to undertake activities directly related to the project
- salaries, wages, and other employee costs associated with the delivery of the project
- reasonable project administration costs (e.g., 10-15 per cent) directly related to the administration of the grant project (e.g., stationery, postage, office supplies and audit fees)
- costs related to obtaining relevant Australian Government or Queensland Government permits to undertake the project (with approval from the department)
- contractor fees where there is a clearly demonstrated need for the contractor's services
- purchase of catering for project participants participating in on-ground project activities
- fuel
- reasonable sitting fees for project panel members, approved sub-contractors, working groups, landholders, and Traditional Owners participating in the project.

Applicants should note that eligible expenses will be negotiated between the department and successful recipient(s) via a grant agreement.

Ineligible expenses

Ineligible expenses include any expenditure which is inconsistent with designing or delivering the project. This may include but is not limited to:

- loan/gifts
- contingencies
- insurances (e.g., public liability, volunteer)
- costs associated with obtaining permits, registrations, and licences which the recipient would normally expect to procure as part of business-as-usual activities
- recurrent operational expenses (e.g., electricity, office rent/leases, rates, water rates, telephone costs not associated with the project, vehicle registration, office equipment hire and maintenance, equipment and motor vehicle repairs or maintenance)
- alcohol/gift cards
- gifts/sponsorship/membership fees
- purchase of uniforms
- purchase of fuel cards
- expenses incurred prior to the commencement date of the project
- sitting fees to directors, management committee members, or members of the recipient's organisation.

Resources

A list of resources that may provide useful reference material to support applications has been provided in

Appendix 2.

Application guidance

There is no limit to the number of grant applications that an applicant can make to *Stage Two – Reef Place-Based Integrated Projects*, although the assessment panel is charged with considering diversity within the overall portfolio of projects. It is strongly recommended that applicants commence their applications early to enable timely consultation with appropriate experts, expert bodies, and other stakeholders.

Application process

Applicants are required to submit their application and all supporting documentation in full by the submission deadline of **12pm Friday 17 May 2024**.

All applications must be submitted using [SmartyGrants](#), the department's online grants administration program. New users will need to set up a free online SmartyGrants account. If you already have a SmartyGrants account, you can log in using your existing details.

The [Help Guide for Applicants](#) explains the steps you need to take to complete and submit your form.

If you experience technical difficulties creating an account or completing an online form, contact SmartyGrants on (03) 9320 6888.

Deadlines for submitting an application are strict. No extensions will be provided.

Applications and GST

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 Australian Taxation Office (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 ATO.

Please contact officeofthegbr@des.qld.gov.au for further information.

Assessment criteria

All eligible applications will be assessed against the criteria in *Table 1*. Eligible applications that have elected to apply for additional funding to expressly support Natural Capital co-benefits as part of this program will be assessed against the criteria in *Table 2* (in addition to the criteria in *Table 1*).

Applications will be reviewed and assessed by a panel comprised of Queensland Government employees and external representatives with relevant expertise.

Criterion 1: Meets the objectives of the grants program		55%
Description	Evidence required	Weighting
a) Demonstrates how the proposal will respond to opportunities in one or more Reef sub-catchments to help support progress towards Reef water quality targets, primarily the reduction of DIN and fine sediment.	Evidence may include a description of how Reef water quality in one or more Reef sub-catchments will benefit by identifying how the project aligns with, and supports achievement of the objectives of the QRWQP and the Reef 2050 WQIP water quality objectives. <i>Note: Refer to Appendix 1 for Reef sub-catchments.</i>	15%
b) Provides added value by leveraging investment or integrating projects, resources, or in-kind contributions (including knowledge, skills, capability, capacity).	Evidence should include a description of plans/intent for leveraging investment or integrating with existing projects, resources, or in-kind contributions (including knowledge, skills, capability, capacity). Where possible, the degree of leverage confirmed/secured, and letters of support where relevant should be provided as evidence. A proposal that is integrated with a similar regional project that is underway must indicate how explicit benefits from this Stage Two will be demonstrated.	15%
c) Demonstrates innovative partnerships and approaches that facilitate project access to green economy opportunities.	Evidence should include a description of the type of partnership(s) and approaches that will facilitate the proposed project access to the green economy. For example: <ul style="list-style-type: none"> • innovative partners that have been identified/engaged • the degree to which partners have been engaged • strategy to identify how partners will help to materialise opportunities across environmental markets (i.e. skills, knowledge, experience etc.) • green economy opportunities that are within the scope of the project. 	15%
d) Identifies co-benefits in addition to water quality improvement to support whole-of-catchment management and strengthen local economies.	Evidence should include a description of anticipated co-benefits in addition to Reef water quality, and how they will be achieved. This could include environmental or socio-economic benefits, including from Natural Capital initiatives, improved land condition, land stewardship, whole-of-catchment management, agricultural whole-of-supply chain, circular economy, jobs/skills, and advancing regions.	10%

Criterion 2: Demonstrates a clear place-based approach		25%
Description	Evidence required	Weighting
<p>a) Fosters and delivers a whole-of-system place-based approach that focuses on the knowledge, experience, values and needs of a place (e.g., a Reef sub-catchment) to reveal opportunities and challenges in a geographical area.</p>	<p>Evidence may include a place-based methodology and process that outlines how the supplier will for example:</p> <ul style="list-style-type: none"> • identify drivers • identify ecosystems, processes, intrinsic values, and ecosystem services and associated benefits • engage Traditional Owners and other landholders • identify values for landholders, beneficiaries and other stakeholders • manage threats, pressures, and opportunities • employ a local stakeholder co-design approach for decision-making • identify objectives, management interventions, prioritise activities and implement solutions • manage data including collecting and storage • identify project maintenance and monitoring. 	10%
<p>b) Focuses on one or more Reef sub-catchments that are willing and ready to take up the opportunity to be involved in a place-based approach (e.g., effective mix of local and industry leadership, resources, and skills) to drive a collaborative and flexible approach that delivers efficient and effective use of resources.</p>	<p>References to relevant research, analysis, discussions, engagement etc, in one or more Reef sub-catchments, which demonstrate willingness to actively contribute to and be part of a place-based project.</p>	15%

Criterion 3: Measurement Evaluation Reporting Improvement (MERI) and measuring impact			5%
Description	Evidence required	Weighting	
<p>a) Clearly outlines the approach to project monitoring and evaluating and reporting project outcomes.</p>	<p>Evidence may include:</p> <ul style="list-style-type: none"> • an outline of how an effective monitoring, evaluation, reporting and improvement strategy will be developed • how adaptive management frameworks will be put in place to underpin the project objectives, program of works, products, and outcomes • Agreement in principle to incorporate QRWQP key indicators into project progress reports to the department across aspects such as Traditional Owner engagement, training and employment, land management and agricultural practice change, and land remediation. 	5%	
Criterion 4: Demonstrates capability and capacity to deliver the project			10%
Description	Evidence required	Weighting	
<p>a) Demonstrates organisational and project team capability and capacity to deliver the project; <i>and</i></p> <p>b) Demonstrates a track record in delivering similar goods/services; <i>and</i></p> <p>c) Provides details on how stakeholder engagement, participation, and collaboration will be supported and facilitated; <i>and</i></p> <p>d) Demonstrates capability to manage and deliver complex projects across multiple participants.</p> <p>e) Demonstrates willingness to work and collaborate with parties, including independent parties who might be contracted separately by the department to deliver initiatives in parallel with the proposed project.</p>	<p>Evidence may include:</p> <ul style="list-style-type: none"> • Applicant's profile and team's skills and expertise, which may involve collaborations across a range of disciplines to achieve the outlined co-benefits. • Examples of previous place-based projects. • Methodology for undertaking stakeholder engagement and facilitation. • Approach to collaborate with independent parties to that may deliver initiatives in parallel with the proposed project. 	10%	
Criterion 5: Legacy			5%
Description	Evidence Required	Weighting	
<p>a) Demonstrates forward thinking to prepare for the project's legacy beyond June 2026.</p>	<p>Evidence may include a legacy approach outlining:</p> <ul style="list-style-type: none"> • long-term approach to sustain the 	5%	

	<p>project's outcomes</p> <ul style="list-style-type: none"> • consolidation or increase of benefits for local communities and the economy • consideration to diverse investment models on how to generate and attract future investment and in-kind contribution • retention of local capacity. 	
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Table 1: Standard Assessment Criteria

Natural Capital Criteria

Demonstrated capacity, or capability to build capacity are equally important at this stage of natural capital market development in Queensland. Therefore, responses to the natural capital criteria will be assessed and considered **holistically, and preference will not be given to existing capacity/capability over developing capacity/capability.**

Criteria

Description	Evidence required
Demonstrates capability to deliver, and/or capability to increase capacity to deliver and participate in, natural capital projects in the target region	<p>Evidence could include:</p> <ul style="list-style-type: none"> a) examples of successful delivery of previous natural capital projects b) Natural Capital expertise and experience that will be brought to the project-by-project partners c) how the project has identified the relevant natural capital priorities and targets to address through the place-based project. d) how the project will contribute to natural capital goals and targets in a geographical area. e) how the project will ensure the delivery of high-quality outcomes, which could include outcomes related to capability/capacity improvement f) how the project will measure and verify the improvement in natural capital assets as a result of the project, including through high integrity environmental accounting standards and methods g) a demonstrated understanding of the potential barriers, gaps, and opportunities for nature-based solutions in the chosen geographical area and how the project will address/leverage these. h) examples of how the project will build capability and capacity to deliver natural capital outcomes and participate in natural capital markets, particularly in landholders and Traditional Owners i) examples of how the project will establish or grow to support future innovative natural capital projects, particularly with landholders and investors who are key to nature-based solutions j) an outline of how the project will share its learnings, including risk management, that can be applied to future projects k) inclusion of project activities that involve training and development to increase the availability of skilled regional workers in the natural capital sector.

Table 2: Natural Capital Assessment Criteria

Application assessment

First, applications will be checked for eligibility to ensure the applicant and their project is eligible for funding.

Eligible applications will be assessed by an assessment panel consisting of Queensland Government employees and external representatives. The Panel will make funding recommendations to the Director-General, Department of Environment, Science and Innovation, who is the decision-maker for all funding recommendations.

Application outcome

All applicants will be advised of the outcome of their submission in writing. Details including the name of successful applicants, funding allocated, location of the project and a description of the project will be published on the Queensland Government website and may be announced through media, including social media.

Successful applicants will be contacted by the Grants Coordinator regarding funding arrangements, grant agreements and other documentation/approvals that may be required (refer to the 'Required documents' section of these guidelines).

All decisions are final. Unsuccessful applicants can request feedback on their application by emailing officeofthegbr@des.qld.gov.au.

Applicants may lodge an appeal with the department for any decisions made relating to their grant application by emailing officeofthegbr@des.qld.gov.au.

Funding availability

Funding is expected to be available from June 2024. It will be provided once all parties have signed the grant agreement/s and provided all required documentation to the department.

The department reserves the right to determine specific project payment structures on a case-by-case basis and in negotiation with the recipient. In all cases a percentage of funds will be retained by the department until project acquittal.

Projects funded under Stage Two – Reef Place-Based Integrated Projects will be provided with an initial upfront payment to assist with start-up project costs, with additional payments made as per agreed deliverables and milestones for each project.

Required documents

- **Eligibility documentation for your organisation:**

Incorporated Association	A copy of the Certificate of Incorporation
Registered Charity	A charity certificate from the Australian Charities and Not-for-profit Commission (ACNC)
Not-for-profit entity (not registered with the ACNC)	A Certificate of Registration of Company from the Australian Securities & Investments Commission (ASIC) and a copy of the organisation's constitution.
Indigenous Corporation	Certificate of Registration of an Aboriginal and Torres Strait Islander Corporation

- **A letter of support from collaborating organisations** (if applicable)
- **Evidence of commitment of cash and in-kind contributions** (such as letters from contributors).

- **Financial documentation for your organisation as follows:** The latest signed, audited financial statement for the organisation and the latest bank statement showing the BSB and account number or, for organisations without an audited financial statement:
 - balance sheet, income, and expenditure statement and the last two bank statements showing the BSB and account number.
- **Further information to support your approach / methodology, and relevant assessment criteria.**

Successful applicants will be required to provide the following prior to release of any grant funding:

- **Certificate of Currency for public liability insurance coverage of at least \$20 million** that is current. The insurance must remain current for the duration of the project.
- **Certificate of Currency for workplace health and safety insurance and evidence of adequate insurance coverage for workers and volunteers** as required under the *Work Health and Safety Act 2011* (where applicable).
- **Professional Indemnity Insurance of at least \$5 million** that is current. The insurance must remain current for the duration of the project and at least 12 years after the expiry date or the grant agreement.
- **Insurance of assets (if applicable)** against risk, loss, or damage that is current. The insurance must remain current for the duration of the project.

Further information

If you have any questions relating to these guidelines or if you would like to discuss your application, please contact officeofthegbr@des.qld.gov.au.

The department's Office of the Great Barrier Reef and World Heritage can provide you with the best advice based on the information provided. All decisions relating to a grant application will be made based on the information contained in that application.

Privacy statement

The Department of Environment, Science and Innovation is collecting personal information in the application for *Stage Two – Reef Place-Based Integrated Projects*, to assess your application for funding and prepare a grant agreement, should your application be successful.

All personal information you provide in your application, including all attachments, will be routinely provided to the following parties for assessing the application:

- other Queensland Government agencies
- external assessment panel members.

Where necessary, information contained in your application may also be provided to the Queensland Minister for Environment and Science and the Great Barrier Reef, and the Minister's staff members for reporting purposes (except for that information which relates to the department's confidentiality obligations).

The department will seek your consent for any uses or disclosures outside of these specific terms. If your application is successful, the following information will be routinely published on the Queensland Government website:

- your organisation's name
- total amount of funding allocated

- project name, location, and description.

Your 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, you may contact Right to Information Services.

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

Grant terms and conditions

Applying for the grant

- Applicants must provide all required information at the time of submission of their application. Required information is clearly identified in the application form by a red asterisk (*). Failure to submit all required documents may result in your application being deemed ineligible.
- By submitting an application, the applicant agrees to abide by all of the terms and conditions as specified in these guidelines.
- Applicants must be covered by at least the following insurance:
 - a) public liability insurance of a minimum of \$20 million
 - b) workers and volunteers under the Queensland *Work Health and Safety Act 2011*
 - c) Professional Indemnity Insurance of at least \$5 million that is current. The insurance must remain current for the duration of the project and at least 12 years after the expiry date or the grant agreement.
- Any liaison with an assessment panel member by an applicant or another person about a specific application may result in immediate disqualification.

Grant agreements and the provision of funding

- A grant agreement will be developed using information provided in the application form and in negotiation with the approved recipient or their sponsor.
- The grant agreement will specify the financial and operational requirements of the grant.
- All recipients must comply with all terms and conditions in the grant agreement.
- Funding will not be available until both parties sign the grant agreement, along with the provision of any additional required documentation to the department.
- The project activities cannot commence until both parties have signed the grant agreement and any additional required documentation is received by the department.
- Successful applicants may be required to complete a Conflict of Interest declaration prior to the release of any funding. 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.
- Acceptance of the grant payment indicates the recipient's acceptance of all funding terms and conditions in the guidelines and grant agreement.
- Funding may be provided in milestone payments with a final payment withheld until completion of the project and the department's acceptance of acquittal documentation.

- The date and value of the milestone payments will be negotiated however the final decision will be made by the department.
- Funds granted must be spent for the purposes stated in the application form and grant agreement. Variations to the agreed project details should be applied for in writing to the department. It is at the absolute discretion of the delegated officer to provide approval. No variation is to be implemented without the applicant first receiving a notice of approval from the department.
- In the event of cancellation of a funded activity, the department must be notified in writing and all unspent funds returned to the department immediately.
- All projects must be completed by 30 June 2026, except where a co-investment project is approved. In this case, the project must be completed within five years of signing the grant agreement, unless alternative arrangements have formally been put in place.

Reporting requirements

- All grant recipients will be required to submit periodic progress/milestone reports as per the department's requirements. Reports will be requested on at least a six-monthly basis.
- All grant recipients will be required to complete and submit a final report and acquittal within 90 calendar days after the completion date of the project.
- All grant recipients will be required to maintain full financial records of expenditure relating to the grant (including, but not limited to, profit and loss statement and receipts for expenditure). This documentation must be provided to the department on request.
- Grants exceeding \$2.5 million are required to provide an audited financial statement signed by an independent auditor, CPA or chartered accountant at the project's completion.
- All promotional material relating to the project must acknowledge funding from the department. This includes promotional flyers, banners and any other promotional material.
- The final draft of any promotional material using the Queensland Government crest must be approved by the department before going to print.

Announcement of successful applicants

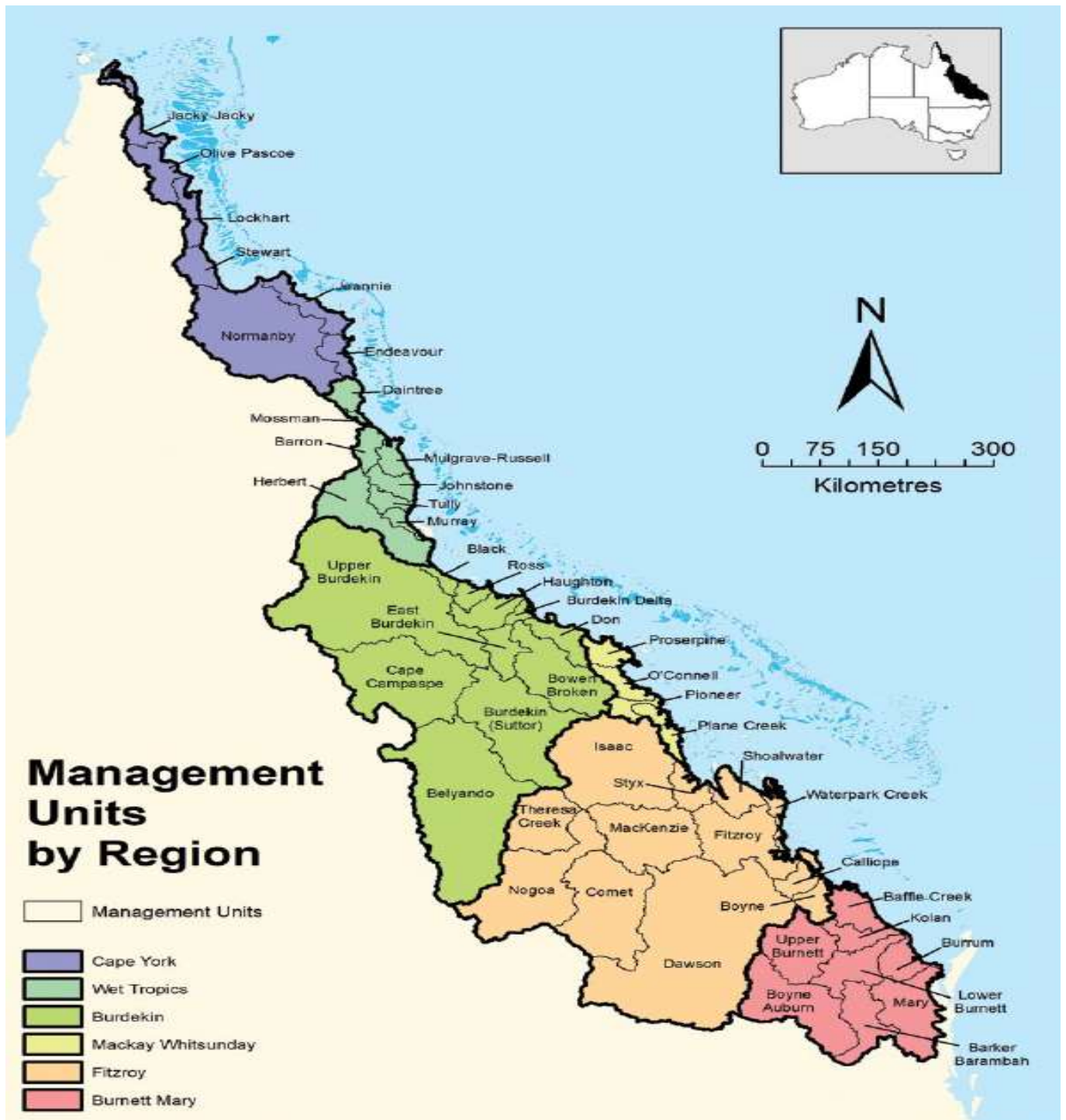
- The Minister for Environment and Science might announce successful applicants.
- Following the announcement, successful applicants will be listed on the Queensland Government website.
- All applicants will be advised of the outcome of their application in writing.
- Successful recipients are to treat their funding as confidential prior to the announcement by the Minister for Environment and Science of the successful applicants. This means no media or public announcements of the project until the Queensland Government has made an announcement.

Appendix 1: Great Barrier Reef sub catchments

The following locations are excluded from Stage Two – Reef Place-Based Integrated Projects Grants Program:

- Wet Tropics Region: *Tully, Johnstone, Barron sub-catchments*
- Burdekin Region: *Bowen-Broken-Bogie sub-catchment*
- Burnett Mary Region: *Burrum sub-catchment*.

For the purposes of this guideline, a sub-catchment refers to a defined area and includes river basins and management units.



Appendix 2: List of Resources

The Great Barrier Reef

- The Queensland Reef Water Quality Program (QRWQP):
www.qld.gov.au/environment/coasts-waterways/reef/reef-program
- The Reef 2050 Water Quality Improvement Plan (WQIP):
www.reefplan.qld.gov.au/
- Reef catchments and profiles:
www.reefplan.qld.gov.au/water-quality-and-the-reef/the-plan/targets/catchment-targets
- The Reef 2050 Long-Term Sustainability Plan:
www.dcceew.gov.au/parks-heritage/great-barrier-reef/protecting/reef-2050-plan
- Information on Reef Place-Based Integrated Projects:
www.qld.gov.au/environment/agriculture/sustainable-farming/reef/reef-major-projects
- Protecting the Great Barrier Reef:
www.des.qld.gov.au/great-barrier-reef

First Nations

- Reef 2050 Traditional Owner Implementation Plan
<https://reefto.au/>
- The Gurra Gurra Framework 2020-2026:
www.des.qld.gov.au/our-department/corporate-docs/gurra-gurra-framework

Other

- Whole-of-System, Values-Based Framework:
wetlandinfo.des.qld.gov.au/wetlands/management/whole-system-values-framework/
- Catchment stories:
wetlandinfo.des.qld.gov.au/wetlands/ecology/processes-systems/water/catchment-stories/
- The 'Walking the Landscape' Framework:
wetlandinfo.des.qld.gov.au/resources/static/pdf/ecology/connectivity/walking-the-landscape-15-02-13.pdf
- Queensland Organics Action Plan 2022–2023:
https://www.qld.gov.au/__data/assets/pdf_file/0023/240746/organics-action-plan.pdf
- Queensland Organics Strategy 2022–2023:
https://www.qld.gov.au/__data/assets/pdf_file/0024/240747/organics-strategy-2022-2032.pdf
- Department of Environment and Science Strategic Plan 2022–26
https://www.des.qld.gov.au/__data/assets/pdf_file/0033/273948/des-strategic-plan-2022-2026.pdf
- Queensland Low Emissions Agriculture Roadmap 2022–2032
<https://www.daf.qld.gov.au/news-media/campaigns/low-emissions-roadmap/about-the-roadmap>