



Australian Government

Department of Industry, Science and Resources

**Department of Climate Change, Energy,
the Environment and Water**

Grant Opportunity Guidelines

Australian Biological Resources Study National Taxonomy Research Grant Program 2023-24

Opening date:	Monday 23 November 2022
Closing date and time:	5:00PM Australian Eastern Daylight Time on Wednesday, 18 January 2023 Please take account of time zone differences when submitting your application.
Commonwealth policy entity:	Department of Climate Change, Energy, the Environment and Water (DCCEEW)
Administering entity:	Department of Industry, Science and Resources (DISR)
Enquiries:	If you have any questions, contact us on 13 28 46.
Date guidelines released:	Tuesday 08 November 2022, updated 4 May 2023
Type of grant opportunity:	Targeted competitive

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1. Australian Biological Resources Study: National Taxonomy Research Grant Program processes

The National Taxonomy Research Grant Program is designed to achieve Australian Government objectives

This grant opportunity is part of the above grant program which contributes to the Department of Climate Change, Energy, the Environment and Water's (DCCEEW) Outcome 2: Conserve, protect and sustainably manage Australia's biodiversity, ecosystems, environment and heritage through research, information management, supporting natural resource management, establishing and managing Commonwealth protected areas, and reducing and regulating the use of pollutants and hazardous substances, and coordination of climate change adaptation strategy and climate change science activities. The DCCEEW works with stakeholders to plan and design the grant program according to the [Commonwealth Grants Rules and Guidelines](#).



The grant opportunity opens

We publish the grant guidelines on [business.gov.au](#) and GrantConnect.



You complete and submit a grant application

You complete the application form, addressing all the eligibility and assessment criteria in order for your application to be considered.



We assess all grant applications

We review the applications against eligibility criteria and notify you if you are not eligible. We assess eligible applications against the assessment criteria including an overall consideration of value for money and compare it to other eligible applications.



We make grant recommendations

We provide advice to the decision maker on the merits of each application.



Grant decisions are made

The decision maker decides which applications are successful.



We notify you of the outcome

We advise you of the outcome of your application. We may not notify unsuccessful applicants until grant agreements have been executed with successful applicants.



We enter into a grant agreement

We will enter into a grant agreement with successful applicants. The type of grant agreement is based on the nature of the grant and proportional to the risks involved.



Delivery of grant

You undertake the grant activity as set out in your grant agreement. We manage the grant by working with you, monitoring your progress and making payments.



Evaluation of the National Taxonomy Research Grant Program

DCCEEW will evaluate the specific grant activity and the Australian Biological Resources Study: National Taxonomy Research Grant Program processes as a whole. We base this on information you provide to us and that we collect from various sources.

2. About the grant program

The National Taxonomy Research Grant Program (NTRGP) (the program) is supported by the Australian Biological Resources Study (ABRS). The program contributes to the DCCEEW's Environmental Information and Research Program (Program 2.2) and the Departmental Strategic Outcome 2 (conserve, protect and sustainably manage Australia's biodiversity, ecosystems, environment and heritage through research, information management, supporting natural resource management, and the broader Australian National Science Statement (2017)).

The ABRS is the national focal point for taxonomy and systematics – the science of discovering, naming, and classifying Australia's living organisms. The ABRS facilitates taxonomic research and disseminates authoritative taxonomic information. Through these activities, the ABRS supports the science and decision-making essential for biodiversity conservation.

The intended outcomes of the program are:

- to support research grants for the ABRS's 3 Priority Areas for Research (listed in Appendix A)
- to inform, direct and influence ABRS information products, including the Australian Faunal Directory, Flora of Australia, publications, identification keys and any other taxonomic communication tools
- positively contribute to the fields of taxonomy and systematics.

We administer the program according to the [Commonwealth Grants Rules and Guidelines \(CGRGs\)](#)¹.

2.1. About the National Taxonomy Research grant opportunity

The NTRGP provides grants for taxonomy and systematics research (herein referred to as taxonomy), training and recruitment of taxonomists.

Grants will support projects with the primary aim of undertaking research into the taxonomy of the Australian biota. The ABRS has 3 Priority Areas for Research:

- Biodiversity, Conservation and Vulnerable and Endangered Species
- Public, Plant, Animal and Environmental Health
- Building Taxonomic Capacity.

Seven grant streams are available to applicants to support research projects of differing levels of complexity and at different stages of their career. The grant streams are:

- Research Grant - Researcher employed or hosted by an appropriate institution
- Early Career Research Grant - Early career researcher employed or hosted by an appropriate institution
- Postdoctoral Fellowship Grant - Researcher who has had their PhD thesis accepted and is hosted by an appropriate institution
- Honours Scholarship - Honours student hosted by an appropriate institution
- Masters Scholarship - Masters student hosted by an appropriate institution
- PhD Scholarship Support Grant - PhD student with a Research Training Program Scholarship that commenced in 2022 hosted by an appropriate institution

¹ <https://www.finance.gov.au/government/commonwealth-grants/commonwealth-grants-rules-guidelines>

- Non-salaried Researcher Grant - A retired or unemployed Australian citizen, or someone who is employed in a non-taxonomy capacity, for whom taxonomic research is an auxiliary, non-funded activity.

The program is targeted towards supporting research into taxonomy. The program aims to:

- improve knowledge of the Australian biota through targeted taxonomic research
- increase funding for taxonomy through enhanced co-funding opportunities
- build Australia's taxonomic capacity by supporting tertiary research training and early career researchers.

This document sets out:

- the eligibility and assessment criteria
- how we consider and assess grant applications
- how we notify applicants and enter into grant agreements with grantees
- how we monitor and evaluate grantees' performance
- responsibilities and expectations in relation to the opportunity.

The Department of Industry, Science and Resources (the department/DISR) is responsible for administering this grant opportunity on behalf of DCCEEW.

We have defined key terms used in these guidelines in the glossary at section 13.

You should read this document carefully before you fill out an application.

2.2. Principal Investigator

The Principal Investigator:

- must be employed or contracted at least part-time by an appropriate institution
- is expected to have administrative attachment to an appropriate institution to gain access to facilities and material from collections
- has scientific and intellectual responsibility for the project
- is responsible for ensuring the proposed project is conducted in accordance with the grant agreement
- for a Non-Salaried Researcher Grant may be a retired or unemployed Australian citizen, or someone who is employed in a non-taxonomy capacity and for whom taxonomic research is an auxiliary, non-funded activity
- may be an existing (non-ABRS) Postdoctoral Fellow applying as a Principal Investigator for a Research Grant or be included as part of a team
- may be contacted for future involvement in the assessment of future grant rounds, or in public outreach activities run by the ABRS to promote taxonomy.

2.3. Joint Investigator

A Joint Investigator is a researcher who will contribute substantially to the scientific and intellectual knowledge of the project.

You must provide the Curriculum Vitae (CV) for each Joint Investigator, refer to section 7.1.

3. Grant amount and grant period

The Australian Government has committed ongoing funding of \$2.03 million per year for the program. Up to \$2.03 million is available for this grant opportunity.

3.1. Grants available

The grant amount will be up to the nominated grant percentage of eligible project expenditure and will vary depending on your grant stream.

- The minimum grant amount is \$10,000
- The maximum grant amount is:
 - \$300,000 for Postdoctoral Fellowship Grant
 - \$270,000 for Research Grant
 - \$20,000 for PhD Scholarship Support Grant and Early Career Research Grant
 - \$10,000 for Honours, Masters Scholarship and Non-salaried Researcher Grant.

You are responsible for the remaining eligible and ineligible project costs.

Co-funding is a requirement of Research Grant, Early Career Researcher Grant and Postdoctoral Grant. Refer to section 3.2.

You cannot use funding from state, territory, or local government grants to fund the balance of project expenditure not covered by the grant. The only Commonwealth funding you can use as co-funding in your application is the salary component from the Australian Research Council (ARC) Discovery Grant. You cannot use any other Commonwealth funds not covered by the grant.

3.2. Co-funding contributions

Co-funding requirements:

- Honours and Masters Scholarship, PhD Scholarship Support Grant and Non-salaried Researcher Grant do not require a co-funding contribution and the grant amount will be up to 100 per cent of eligible expenditure
- Postdoctoral Fellowship Grant, Research Grant and Early Career Research Grant require at least 50 per cent in co-funding

You must provide letters of support confirming cash and salary co-funding contributions including any limitations to funding required by the other granting agencies in the co-funding support letter.

If you have been awarded an ARC Discovery Grant, which includes a salary component, you can nominate this amount as salary co-funding in your application.

Funding from previously awarded NTRGP grants cannot be used as co-funding contributions.

All co-funding contributions should be listed in the application form, and co-funding support letters, in Australian dollars. Contributions from overseas institutions are accepted.

In-kind support is encouraged but cannot be used as co-funding.

You may refer to the Research Streams table in *Appendix B* for a summary of the requirements for each stream.

3.3. Project period

The project period for each research stream is:

- Research Grant: 3 years
- Early Career Research Grant: 1 or 2 years
- Postdoctoral Fellowship Grant: 3 years
- Honours Scholarship: 1 year (or 2 years part-time)
- Masters Scholarship: 1 year (or 2 years part-time)
- PhD Scholarship Support Grant: 2 years
- Non-salaried Researcher Grant: 1 year.

All projects cannot commence before 1 July 2023 and must be completed by 30 June 2026.

4. Eligibility criteria

We cannot consider your application if you do not satisfy all eligibility criteria.

4.1. Who is eligible?

To be eligible you must:

- have an Australian Business Number (ABN), unless you are not entitled to an ABN
- and
- be an appropriate host institution submitting an application on behalf of a Principal Investigator or scholarship student (applies to all streams except the Non-Salaried Researcher Grant); or
 - an individual submitting a Non-Salaried Researcher Grant application.

and be one of the following entities:

- an entity, incorporated in Australia (this includes Indigenous organisations registered with the Office of the Registrar of Indigenous Corporations)
- a co-operative
- a partnership
- a publicly funded research organisation (PFRO)
- an Australian local government agency or body
- an Australian State/Territory Government agency or body
- an Australian Commonwealth Government agency or body
- an individual.

If you are applying as:

- as an individual, you must be 18 years of age or older and provide proof of identity documentation (see section 7.2)
- an incorporated association or not for profit organisation and you do not have an active state or territory incorporated association registration or ACNC registration at the time of application, provide the Constitutional documents and/or Articles of Association that demonstrate the character of the organisation
- a partnership, provide a copy of your partnership agreement.

4.2. Additional eligibility requirements

We can only accept applications where:

- your project addresses at least one of the ABRS Priority Areas for Research listed in Appendix A
- you declare that there are no outstanding reports beyond agreed timeframes from previous grants rounds
- you provide a CV of no more than 4 pages for each Principal Investigator and Joint Investigator
- you provide a CV of no more than 4 pages for each Honours and Masters Scholarship student Supervisor
- you provide all mandatory attachments as outlined in section 7.1.

In addition, the following eligibility requirements apply to specific grants:

Research Grant:

- you must declare the Principal Investigator is an Australian citizen or permanent resident
- you must meet your share of project costs and provide evidence of your cash contributions as outlined at section 3
- you must declare that the Principal Investigator has no more than two current NTRGP grants awarded
- you must declare that the workload of the Principal Investigator for NTRGP grants is not greater than 1.0 FTE

Postdoctoral Fellowship Grant and Early Career Research Grant:

- you must declare the Principal Investigator is an Australian citizen or permanent resident
- you must meet your share of project costs and provide evidence of your cash contributions as outlined at section 3
- you must declare that the Principal Investigator has no more than two current NTRGP grants awarded
- you must declare that the workload of the Principal Investigator for NTRGP grants is not greater than 1.0 FTE
- the Principal Investigator must satisfy one of the following:
 - completed their postgraduate studies (degree awarded) no more than five years from the closing date of application submissions, or have received notification that their thesis has been accepted for examination prior to the closing date of application submissions. For Postdoctoral Fellows Grant, the degree must be a PhD
 - completed their postgraduate studies more than five years from the closing date of application but experienced an allowable career interruption as outlined in Appendix C. For Postdoctoral Fellows Grant, the degree must be a PhD.

Honours and Masters Scholarship:

- you must declare the student is an Australian citizen or permanent resident
- the proposed research must be undertaken at an appropriate Australian institution.

PhD Scholarship Support Grant:

- the host institution must declare the student is an Australian citizen or permanent resident

- the proposed research must be undertaken at an appropriate Australian institution
- the PhD student must have secured a Research Training Program Scholarship that commenced in 2022.

Non-salaried Researcher Grant:

- you must declare that you are an Australian citizen or permanent resident
- you must be affiliated with an appropriate institution
- you must declare that the Principal Investigator has no more than two current NTRGP grants awarded
- you must declare that the workload of the Principal Investigator for NTRGP grants is not greater than 1.0 FTE.

4.3. Who is not eligible?

You are not eligible to apply if you are:

- an organisation, or your project partner is an organisation, included on the [National Redress Scheme's website](#) on the list of 'Institutions that have not joined or signified their intent to join the Scheme'
- an employer of 100 or more employees that has [not complied](#) with the *Workplace Gender Equality Act (2012)*
- an international entity (overseas institutions are not eligible, but they can become Joint Investigators through an appropriate Australian institution or other collaborators on the application, or through co-funding contributions)
- an unincorporated association
- an applicant that provides a CV of more than 4 pages (per CV) for a Principal Investigator, Joint Investigator or Student Supervisor
- any organisation not included in section 4.1.

5. What the grant money can be used for

5.1. Eligible activities

To be eligible your project must:

- be aimed at undertaking research into at least one of the three Priority Areas for Research (Appendix A) listed in the Australian Biological Resources Study.

5.2. Eligible expenditure

To be eligible, expenditure must:

- be a direct cost of the project
- be incurred by you for required project audit activities.

You must incur the expenditure on your project between the start date and end or completion date for your grant activity for it to be eligible. You can only spend grant funds on eligible expenditure you have incurred on an agreed project as defined in your grant agreement. This includes:

- travel costs, both domestic and international, limited to the reasonable cost of accommodation and transportation required to conduct agreed project activities

- stipends and other support such as fieldwork expenses and miscellaneous consumables for Postgraduate students in the Research Grant stream
- direct labour costs of employees you directly employ on the core elements of the project. We consider a person an employee when you pay them a regular salary or wage, out of which you make regular tax instalment deductions. When completing the application budget, salary (plus salary on-costs) may be included as co-funding
- up to 28 per cent labour on costs to cover employer paid superannuation, payroll tax, workers compensation insurance, and overheads such as office rent and the provision of computers for staff directly working on the project
- contract expenditure is the cost of any agreed project activities that you contract to others
- equipment expenditure
- costs associated with loans of genetic material from Museums
- staff training that directly supports the achievement of project outcomes
- costs you incur in order to obtain planning, environmental or other regulatory approvals during the project period. However, associated fees paid to the Commonwealth, state, territory and local governments are not eligible
- contingency costs up to a maximum of 10 per cent of the eligible project costs. Note that we make payments based on actual costs incurred
- Postdoctoral Fellowship grantees may use grant funding for their own postdoctoral salary if the institution is not already paying their salary. Rates will vary from institution to institution and the appropriate rate is that which is designated by the administering institution.
- the cost of an independent audit of project expenditure up to a maximum of 1 per cent of total eligible project expenditure.

Eligible air transportation is limited to the economy class fare for each sector travelled; where non-economy class air transport is used only the equivalent of an economy fare for that sector is eligible expenditure. Where non-economy class air transport is used, the grantee will require evidence showing what an economy air fare costs at the time of travel.

Refer to the table in Appendix B for a breakdown of limitations/allowances to eligible expenditure for Honours Scholarship, Masters Scholarship, Postdoctoral Fellowship Grant and PhD Scholarship Support Grant. We may update the guidance on eligible and ineligible expenditure from time to time. If your application is successful, the version in place when you submitted your application applies to your project.

Not all expenditure on your project may be eligible for grant funding. The Program Delegate (who is a manager within the department with responsibility for administering the program) makes the final decision on what is eligible expenditure and may give additional guidance on eligible expenditure if required.

If your application is successful, we may ask you to verify project costs that you provided in your application. You may need to provide evidence such as quotes for major costs.

5.3. What you cannot use the grant for

Expenditure items that are not eligible are:

- purchase of land
- major capital expenditure or general infrastructure costs (for example, lab upgrades, purchases of large equipment)

- repairs to equipment not purchased with grant funds
- to cover retrospective costs
- costs incurred in the preparation of a grant application or related documentation
- salaries of curatorial staff of collection institutions that are carrying out their normal collection-related duties
- subsidy of general ongoing administration of an organisation such as electricity, phone and rent
- other costs not directly related to the proposed research project, such as professional membership fees, fees for patent application and holding, visas, relocation costs, costs of dependants, insurance, mobile phones. Stipends can only be associated with a student attached to a Research Grant.
- funding in Honours Scholarship, Masters Scholarship or PhD Scholarship Support cannot be used as stipends or for living costs
- activities for which other Commonwealth, state, territory or local government bodies have primary responsibility.

We cannot provide a grant if you receive funding from another government source for the same purpose.

6. The assessment criteria

You must address all assessment criteria in your application. We will assess your application based on the weighting given to each criterion.

The application form asks questions that relate to the assessment criteria below. The amount of detail and supporting evidence you provide in your application should be relative to the project size, complexity and grant amount requested. You should provide evidence to support your answers. The application form displays character limits for each response.

We will only consider funding applications that score at least 50 per cent against each assessment criterion, as these represent best value for money.

6.1. Assessment criterion 1

Relevance of the project to ABRS and taxonomic science (40 points)

You must demonstrate how your project:

- a. addresses one or more of the ABRS Priority Areas for Research (see Appendix A)
- b. informs, directs and/or influences ABRS information products such as the Australian Faunal Directory, Flora of Australia, publications, identification keys and any other taxonomic communication tools
- c. positively contributes to the fields of taxonomy and/or systematics research.

6.2. Assessment criterion 2

Feasibility of proposed research project (40 points)

You must demonstrate this by describing:

- a. the outcomes that will be achieved through completion of the project
- b. the research methods you will use to ensure the successful outcome of your project

- c. how you will manage the project including budget, risk management and supervisory arrangements.

6.3. Assessment criterion 3

Capacity of researchers and/or institutions to deliver (20 points)

To support your response to this criteria you must attach:

- a CV of no more than four pages in length for each Principal Investigator, Joint Investigator and Student Supervisor
- a copy of the most recent academic transcript for the student (if applying on behalf of a student).

For Research Grant, Early Career Research Grant and Postdoctoral Fellowship Grant, you must demonstrate this by describing:

- a. access to researchers and an appropriate host institution with the right skills and experience in delivering the project activities
- b. the track record of the Principal Investigator in undertaking similar projects or, for Early Career Researchers, the demonstrated potential to complete the project.

For Honours Scholarship, Masters Scholarship, PhD Scholarship Support Grant and Non-salaried Researcher Grant, you must demonstrate this by describing:

- a. the experience or expertise of the researcher, or demonstrated potential to undertake and deliver the project activities
- b. the access to institutional resources, including supervisory panel expertise, to deliver the project activities.

7. How to apply

Before applying you should read and understand these guidelines, the sample [application form](#) and the sample [grant agreement](#) published on business.gov.au and GrantConnect. Applicants should read all eligibility and assessment criteria closely and attach detailed evidence that supports the assessment criteria.

You will need to set up an account to access our online [portal](#). You can only submit an application during a funding round.

To apply, you must:

- complete and submit your application through the online portal
- provide all the information requested
- address all eligibility and assessment criteria
- include all necessary attachments.

You can view and print a copy of your submitted application on the portal for your own records.

You are responsible for making sure your application is complete and accurate. Giving false or misleading information is a serious offence under the *Criminal Code Act 1995* (Cth). If we consider that you have provided false or misleading information, we may not progress your application. If you find an error in your application after submitting it, you should call us immediately on 13 28 46.

After submitting your application, we can contact you for clarification if we find an error or any missing information, including evidence that supports your eligibility/merit. The acceptance of any additional information provided after the submission of your application is at the discretion of the

Program Delegate. Additional information should not materially change your application at the time it was submitted and therefore may be refused if deemed to be purely supplementary.

7.1. Attachments to the application

You must provide the following documents with your application:

- support letters from each contributing Investigator/institution confirming cash and salary co-funding contributions (if applicable)
- curriculum vitae (CVs) – applications must include a CV of no more than four pages in length for each:
 - Principal Investigator
 - Joint Investigator
 - Student Supervisor
- if applying on behalf of a student, you must attach a PDF copy of the student's most recent academic transcript
- if applying on behalf of a PhD Scholarship Support Grant student, you must attach a letter confirming the PhD student secured a Research Training Program (RTP) Scholarship that commenced in 2022
- copy of notification confirming acceptance of PhD thesis for Postdoctoral Fellowship Grant (if applicable)
- proof of identity documentation outlined in section 7.2 (if applicable)
- if you are applying as an incorporated association or not for profit organisation and you do not have an active state or territory incorporated association registration or ACNC registration at the time of application, Constitutional documents and/or Articles of Association that demonstrate the character of the organisation
- if you are applying as a partnership, a copy of your partnership agreement
- trust deed (if applicable).

You must attach supporting documentation to the application form in line with the instructions provided within the form. You should only attach requested documents. The total of all attachments cannot exceed 20MB. We will not consider information in attachments that we do not request.

7.2. Proof of identity documentation

If you are applying as an individual you must provide one primary source document and one secondary source document listed below. Principal Investigators must include a source that demonstrates Australian citizenship or permanent resident status. This can include:

Primary source

- Australian driver licence (all states and territories)
- Current Australian passport
- Expired Australian passport which has not been cancelled and was current within the preceding two years
- Australian Visa
- Birth Certificate
- Change of name certificate.

Secondary source

- Medicare card
- Marriage certificate
- Enrolment with the Australian Electoral Commission
- Bank or financial institution statement (including bank book, credit, savings or cheque accounts)
- Centrelink pensioner concession card or Department of Veteran Affairs card or other entitlement card issued by Australian Government
- Australian Tax Office assessment
- Home insurance papers
- Motor vehicle registration.

7.3. Timing of grant opportunity

You can only submit an application between the published opening and closing dates. We will only accept a late application where an applicant has experienced exceptional circumstances that prevent the submission of the application. Broadly, exceptional circumstances are events characterised by one or more of the following:

- reasonably unforeseeable
- beyond the applicant's control
- unable to be managed or resolved within the application period.

Exceptional circumstances will be considered on their merits and in accordance with probity principles.

7.4. How to lodge a late application

Applicants seeking to submit a late application will be required to submit a late application request.

The request should include a detailed explanation of the circumstances that prevented the application being submitted prior to the closing time. Supporting evidence must be provided to verify the claim of exceptional circumstances.

Written requests to lodge a late application will only be accepted within three calendar days after the grant opportunity has closed.

The program delegate will determine whether a late application will be accepted. The decision of the delegate will be final and not be subject to a review or appeals process.

If you are successful, you cannot commence your project until 1 July 2023.

Table 1: Expected timing for this grant opportunity

Activity	Timeframe
Assessment of applications	10 weeks
Approval and announcement of successful applicants	Up to 7 weeks
Negotiations of grant agreements	Up to 7 weeks
Notification to unsuccessful applicants	7 weeks
Earliest start date of grant activity	1 July 2023
Project completion date	1-3 years after activity start date, depending on the type of grant.
End date of grant commitment	September 2026

8. The grant selection process

We review your application against the eligibility criteria. If eligible, we then assess it against the assessment criteria. Only eligible applications will proceed to the assessment stage.

We consider your application on its merits, based on:

- how well it meets the criteria
- how it compares to other applications
- whether it provides value for relevant money.

When assessing whether the application represents value for relevant money, we will have regard to:

- the overall objectives of the grant opportunity
- the evidence provided to demonstrate how your project contributes to meeting those objectives
- the relative value of the grant sought.

We refer your application to the departmental assessment committee which includes representatives from the DCCEE, ABRS, and may include subject matter experts.

The committee may also seek additional advice from independent technical experts.

The committee will assess your application against the assessment criteria and compare it to other eligible applications before recommending which projects to fund.

The committee will also consider the following factors:

- the track record of the host institution across previous rounds of NTRGP
- any non-compliance in relation to previous grant activity
- the CV of each Principal Investigator, Joint Investigator and Student Supervisor relevant to the project
- the academic transcript of students.

If applications are scored the same, the committee will consider value for money and alignment to the program objectives to recommend applications for funding.

The committee will be required to perform their duties in accordance with the CGRGs.

To recommend a project for funding it must score highly against every assessment criterion. While we assess all eligible applications against the same assessment criteria, we will score your application relative to the project size, complexity and grant amount requested.

8.1. Who will approve grants?

The Minister for the Environment and Water decides which grants to approve considering the application assessment, the recommendations of the committee and the availability of grant funds.

The decision maker's decision is final in all matters, including:

- the grant approval
- the grant funding to be awarded
- any conditions attached to the offer of grant funding.

We cannot review decisions about the merits of your application.

The decision maker will not approve funding if there are insufficient program funds available across relevant financial years for the program.

9. Notification of application outcomes

We will advise you of the outcome of your application in writing. If you are successful, we advise you of any specific conditions attached to the grant.

If you are unsuccessful, we will give you an opportunity to discuss the outcome with us.

You can submit a new application for the same (or similar) project in any future funding rounds. You should include new or more information to address the weaknesses that prevented your previous application from being successful. If a new application is substantially the same as a previous ineligible or unsuccessful application, we may refuse to consider it for assessment.

9.1. Grant agreement

You must enter into a legally binding grant agreement with the Commonwealth. The grant agreement has general terms and conditions that cannot be changed. A sample grant agreement is available on business.gov.au and GrantConnect.

We will manage the grant agreement through the online portal. This includes issuing and executing the grant agreement.

Execute means both you and the Commonwealth have accepted the agreement. We are not responsible for any expenditure you incur and cannot make any payments until a grant agreement is executed.

The approval of your grant may have specific conditions determined by the assessment process or other considerations made by the Program Delegate or Minister. We will identify these in the offer of grant funding.

If you enter an agreement under the National Taxonomy Research Grant Program 2023-24, you cannot receive other grants for the same activities from other Commonwealth, State or Territory granting programs.

The Commonwealth may recover grant funds if there is a breach of the grant agreement.

You will have 30 days from the date of a written offer to execute this grant agreement with the Commonwealth. During this time, we will work with you to finalise details.

The offer may lapse if both parties do not sign the grant agreement within this time. Under certain circumstances, we may extend this period. We base the approval of your grant on the information you provide in your application. We will review any required changes to these details to ensure they do not impact the project as approved by the Minister.

9.2. Project specific legislation, policies and industry standards

You must comply with all relevant laws, regulations, and Australian Government sanctions in undertaking your project. You must also comply with the specific legislation/policies/industry standards that follow. It is a condition of the grant funding that you meet these requirements. We will include these requirements in your grant agreement.

9.2.1. Intellectual Property (IP)

Under the terms of the grant agreement, all intellectual property rights in any material created by the grant recipient for the purpose of the grant activity will be held by the host institution, student, or researcher. The host institution and researcher are required to make available the material created by the grant recipient under a Creative Commons Attribution License.

9.2.2. Permits

All collecting activities carried out as part of research funded or otherwise supported by the ABRS must be undertaken in full compliance with the laws and regulations of the States and Territories of the Commonwealth of Australia. There are substantial fines for illegal collecting in most states and territories. A range of authorities in each of the states and territories is responsible for the issuing of permits for biological collection. Relevant information may be obtained from the leading wildlife management agency, museum or herbarium in each state or territory, which should be consulted, in any case, as part of the planning process.

Researchers proposing to make scientific collections from Indigenous Protected Areas (IPA) as part of their project must first have permission from the relevant Traditional Owners (or their representatives) organisations. Researchers are encouraged take account of the principles found in the Engage Early guidelines for better practice Indigenous engagement. If access to an IPA is negotiated a letter of support or agreement from the relevant Traditional Owners must be provided prior to entering the grant agreement.

9.2.3. Genetic Resources

A permit is required to collect biological samples for genetic/biochemical research in Commonwealth areas (including Commonwealth marine waters and Commonwealth biological collections). There are similar requirements in Queensland and the Northern Territory, and other states are considering the introduction of such measures. Contact details for each of the state and territory management authorities can be found on the [DCCEEW's website](#).²

9.2.4. Lodging of specimens and digital records

All specimens collected and digital records created in relation to NTRGP projects must be lodged with a recognised permanent collection such as a state or territory wildlife management agency, museum, or herbarium. Once a project commences, it is recommended this lodgement request be made as soon as possible.

² <http://www.environment.gov.au/topics/science-and-research/australias-biological-resources/access-biological-resources-states-and>

9.2.5. Animal ethics

Where the activity involves the collection, use or care of any living non-human vertebrate and in some cases invertebrate animals or tissue for scientific purposes, the student/researcher must obtain approval for such scientific purposes and methods. Approval must be obtained from a recognised animal ethics committee operating under the [Australian Code of Practice for the Care and Use of Animals for Scientific Purposes](#).³ The student/researcher agrees to provide the department with a certificate of compliance with the appropriate guidelines prior to the commencement of any such scientific activities.

9.3. How we pay the grant

The grant agreement will state the:

- maximum grant amount we will pay
- proportion of eligible expenditure covered by the grant (grant percentage)
- any in-kind contributions you will make
- any financial contribution provided by you or a third party.

We will not exceed the maximum grant amount under any circumstances. If you incur extra costs, you must meet them yourself.

We will make payments according to an agreed schedule set out in the grant agreement. Payments are subject to satisfactory progress on the project.

We may need to adjust your progress and/or final payments to align with available program funds across financial years.

9.4. Tax obligations

If you are registered for the Goods and Services Tax (GST), where applicable we will add GST to your grant payment and provide you with a recipient created tax invoice. You are required to notify us if your GST registration status changes during the project period. GST does not apply to grant payments to government related entities⁴.

Grants are assessable income for taxation purposes, unless exempted by a taxation law. We recommend you seek independent professional advice on your taxation obligations or seek assistance from the [Australian Taxation Office](#). We do not provide advice on tax.

10. Announcement of grants

We will publish non-sensitive details of successful projects on GrantConnect. We are required to do this by the [Commonwealth Grants Rules and Guidelines](#) unless otherwise prohibited by law. We may also publish this information on business.gov.au. This information may include:

- name of your organisation
- title of the project
- description of the project and its aims
- amount of grant funding awarded
- Australian Business Number

³ <https://www.nhmrc.gov.au/about-us/publications/australian-code-care-and-use-animals-scientific-purp>

⁴ See Australian Taxation Office ruling GSTR 2012/2 available at ato.gov.au

- business location
- your organisation's industry sector.

11. How we monitor your grant activity

11.1. Keeping us informed

You should let us know if anything is likely to affect your project or organisation.

We need to know of any key changes to your organisation or its business activities, particularly if they affect your ability to complete your project, carry on business and pay debts due.

You must also inform us of any changes to your:

- name
- addresses
- nominated contact details
- bank account details.

If you become aware of a breach of terms and conditions under the grant agreement, you must contact us immediately.

You must notify us of events relating to your project and provide an opportunity for the Minister or their representative to attend.

11.2. Reporting

You must submit reports in line with the grant agreement. We will provide the requirements for these reports as appendices in the grant agreement. We will remind you of your reporting obligations before a report is due. We will expect you to report on:

- progress against agreed project milestones
- project expenditure, including expenditure of grant funds
- contributions of participants directly related to the project.

The amount of detail you provide in your reports should be relative to the project size, complexity, and grant amount.

We will monitor the progress of your project by assessing reports you submit and may conduct site visits to confirm details of your reports if necessary. Occasionally we may need to re-examine claims, seek further information, or request an independent audit of claims and payments.

11.2.1. Progress reports

Progress reports must:

- include details of your progress towards completion of agreed project activities
- show the total eligible expenditure incurred to date
- include evidence of expenditure
- be submitted by the report due date (you can submit reports ahead of time if you have completed relevant project activities).

We will only make grant payments when we receive satisfactory progress reports.

You must discuss any project or milestone reporting delays with us as soon as you become aware of them.

11.2.2. End of project report

When you complete the project, you must submit an end of project report.

End of project reports must:

- include the agreed evidence as specified in the grant agreement
- identify the total eligible expenditure incurred for the project
- include a declaration that the grant money was spent in accordance with the grant agreement and to report on any underspends of the grant money
- be submitted by the report due date.

11.2.3. Ad-hoc reports

We may ask you for ad-hoc reports on your project. This may be to provide an update on progress, or any significant delays or difficulties in completing the project.

11.3. Independent audits

We may ask you to provide an independent audit report. An audit report will verify that you spent the grant in accordance with the grant agreement. The audit report requires you to prepare a statement of grant income and expenditure. The report template is available on business.gov.au and GrantConnect.

11.4. Compliance visits

We may visit you during the project period to review your compliance with the grant agreement. We may also inspect the records you are required to keep under the grant agreement. We will provide you with reasonable notice of any compliance visit.

11.5. Grant agreement variations

We recognise that unexpected events may affect project progress. In these circumstances, you can request a variation to your grant agreement, including:

- changing project milestones
- extending the timeframe for completing the project but within the maximum period allowed in program guidelines year period
- changing project activities.

The program does not allow for:

- an increase of grant funds.

If you want to propose changes to the grant agreement, you must put them in writing before the project end date. You can submit a variation request via our online portal.

If a delay in the project causes milestone achievement and payment dates to move to a different financial year, you will need a variation to the grant agreement. We can only move funds between financial years if there is enough program funding in the relevant year to allow for the revised payment schedule. If we cannot move the funds, you may lose some grant funding.

You should not assume that a variation request will be successful. We will consider your request based on factors such as:

- how it affects the project outcome
- consistency with the program policy objective, grant opportunity guidelines and any relevant policies of the department

- changes to the timing of grant payments.

11.6. Evaluation

DCCEEW will evaluate the grant opportunity to measure how well the outcomes and objectives have been achieved. We may use information from your application and project reports for this purpose. We may also interview you or ask you for more information to help us understand how the grant impacted you and to evaluate how effective the program was in achieving its outcomes.

We may contact you up to two years after you finish your project for more information to assist with this evaluation.

11.7. Grant acknowledgement

If you make a public statement about a project funded under the program, including in a brochure or publication, you must acknowledge the grant by using the following:

‘This project received grant funding from the Australian Government.’

If you erect signage in relation to the project, the signage must contain an acknowledgement of the grant.

12. Probity

We will make sure that the grant opportunity process is fair, according to the published guidelines, incorporates appropriate safeguards against fraud, unlawful activities and other inappropriate conduct and is consistent with the CGRGs.

12.1. Conflicts of interest

Any conflicts of interest could affect the performance of the grant opportunity and/or program. There may be a conflict of interest, or perceived conflict of interest, if our staff, any member of a committee or advisor and/or you or any of your personnel:

- has a professional, commercial, or personal relationship with a party who can influence the application selection process, such as an Australian Government officer or member of an external panel
- has a relationship with or interest in, an organisation, which is likely to interfere with or restrict the applicants from carrying out the proposed activities fairly and independently or
- Has a relationship with, or interest in, an organisation from which they will receive personal gain because the organisation receives a grant under the grant program/grant opportunity.

As part of your application, we will ask you to declare any perceived or existing conflicts of interests or confirm that, to the best of your knowledge, there is no conflict of interest.

If you later identify an actual, apparent, or perceived conflict of interest, you must inform us in writing immediately.

Conflicts of interest for Australian Government staff are handled as set out in the Australian [Public Service Code of Conduct \(Section 13\(7\)\)⁵](#) of the *Public Service Act 1999* (Cth). Committee members and other officials including the decision maker must also declare any conflicts of interest.

⁵ <https://www.legislation.gov.au/Details/C2019C00057>

We publish our [conflict of interest policy](#)⁶ on the department's website. The Commonwealth policy entity also publishes a conflict of interest policy on its website.

12.2. How we use your information

Unless the information you provide to us is:

- confidential information as per 12.2.1, or
- personal information as per 12.2.3,

we may share the information with other government agencies for a relevant Commonwealth purpose such as:

- to improve the effective administration, monitoring and evaluation of Australian Government programs
- for research
- to announce the awarding of grants.

12.2.1. How we handle your confidential information

We will treat the information you give us as sensitive and therefore confidential if it meets all of the following conditions:

- you clearly identify the information as confidential and explain why we should treat it as confidential
- the information is commercially sensitive
- disclosing the information would cause unreasonable harm to you or someone else
- you provide the information with an understanding that it will stay confidential.

12.2.2. When we may disclose confidential information

We may disclose confidential information:

- to the committee and our Commonwealth employees and contractors, to help us manage the program effectively
- to the Auditor-General, Ombudsman or Privacy Commissioner
- to the responsible Minister or Assistant Minister
- to a House or a Committee of the Australian Parliament.

We may also disclose confidential information if

- we are required or authorised by law to disclose it
- you agree to the information being disclosed, or
- someone other than us has made the confidential information public.

12.2.3. How we use your personal information

We must treat your personal information according to the Australian Privacy Principles (APPs) and the *Privacy Act 1988* (Cth). This includes letting you know:

- what personal information we collect

⁶ https://www.industry.gov.au/sites/default/files/July%202018/document/pdf/conflict-of-interest-and-insider-trading-policy.pdf?acsf_files_redirect

- why we collect your personal information
- to whom we give your personal information.

We may give the personal information we collect from you to our employees and contractors, the committee, and other Commonwealth employees and contractors, so we can:

- manage the program
- research, assess, monitor, and analyse our programs and activities.

We, or the Minister, may:

- announce the names of successful applicants to the public
- publish personal information on the department's websites.

You may read our [Privacy Policy](#)⁷ on the department's website for more information on:

- what is personal information
- how we collect, use, disclose and store your personal information
- how you can access and correct your personal information.

12.2.4. Freedom of information

All documents in the possession of the Australian Government, including those about the program, are subject to the *Freedom of Information Act 1982* (Cth) (FOI Act).

The purpose of the FOI Act is to give members of the public rights of access to information held by the Australian Government and its entities. Under the FOI Act, members of the public can seek access to documents held by the Australian Government. This right of access is limited only by the exceptions and exemptions necessary to protect essential public interests and private and business affairs of persons in respect of whom the information relates.

If someone requests a document under the FOI Act, we will release it (though we may need to consult with you and/or other parties first) unless it meets one of the exemptions set out in the FOI Act.

12.3. National security

Collaboration with foreign entities must be transparent, undertaken with full knowledge and consent, and in a manner, that avoids harm to Australia's national interests. It is your responsibility to consider the national security implications of the proposed project and identify and manage any risks, including risks relating to the unwanted transfer of sensitive knowledge technology.

You should ensure that you are informed about who you are collaborating with by undertaking appropriate due diligence, proportionate to the risk and subject to available information, of your global partners and their personnel participating in the project. This should consider any potential security, ethical, legal, and reputational risks, and, where necessary, you should be prepared to demonstrate how you will manage and mitigate any identified risks.

You and any entities participating in the project must disclose all foreign ownership (including foreign government ownership), affiliations with foreign governments, organisations, institutions or companies, or membership of foreign government talent programs. You must report any material changes in the nature of the activity or key personnel involved, including affiliations/links with foreign governments or companies.

⁷ <https://www.industry.gov.au/data-and-publications/privacy-policy>

12.4. Enquiries and feedback

For further information or clarification, you can contact us on 13 28 46 or by [web chat](#) or through our [online enquiry form](#) on business.gov.au.

We may publish answers to your questions on our website as Frequently Asked Questions.

Our [Customer Service Charter](#) is available at business.gov.au. We use customer satisfaction surveys to improve our business operations and service.

If you have a complaint, call us on 13 28 46. We will refer your complaint to the appropriate manager.

If you are not satisfied with the way we handle your complaint, you can contact:

General Manager

Department of Industry, Science and Resources

GPO Box 2013

CANBERRA ACT 2601

You can also contact the [Commonwealth Ombudsman](#)⁸ with your complaint (call 1300 362 072). There is no fee for making a complaint, and the Ombudsman may conduct an independent investigation.

13. Glossary

⁸ <http://www.ombudsman.gov.au/>

Term	Definition
Accountable authority	See subsection 12(2) of the Public Governance, Performance and Accountability Act 2013 (PGPA Act) .
Administering entity	The entity that is not responsible for the policy however is responsible for the administration of part or all of the grant administration processes.
Applicant	The host institution that submits the application, or individual submitting a Non-Salaried Researcher Grant
Application form	The document issued by the Program Delegate that applicants use to apply for funding under the program.
Appropriate institution	<p>All streams of the grant except the Non-salaried Researcher Grant must be administered by an appropriate Australian host institution.</p> <p>Includes Australian museums, herbaria, universities, and other government agencies that have some focus on the science of taxonomy and systematics. These institutions can provide access to basic library collections, office accommodation, basic computing facilities, standard reference materials or funds for abstracting services; and use of photocopiers, telephones, email. It does not include private organisations or consultants.</p>
Assessment criteria	The specified principles or standards, against which applications will be judged. These criteria are also used to assess the merits of proposals and, in the case of a competitive grant opportunity, to determine application ranking.
Current NTRGP Grants	Grants for which the final report has not been submitted and accepted by ABRS.
Committee/ Selection Advisory Panel	Provides strategic oversight, advice, and recommendations to the decision maker on assessed applications from the program specific, service provider composition and service location perspectives.
Cash co-funding	Money provided only for the proposed project, either by the institution or an external source. If it is used to fund a salary, then that salary is dependent on the success of the application and the worker would not otherwise be employed.
Commonwealth entity	A department of state, or a parliamentary department, or a listed entity or a body corporate established by a law of the Commonwealth. See subsections 10(1) and (2) of the PGPA Act.

Term	Definition
Commonwealth Grants Rules and Guidelines (CGRGs)	Establish the overarching Commonwealth grants policy framework and articulate the expectations for all non-corporate Commonwealth entities in relation to grants administration. Under this overarching framework, non-corporate Commonwealth entities undertake grants administration based on the mandatory requirements and key principles of grants administration.
Co-sponsoring entity	When 2 or more entities are responsible for the policy and the appropriation for outcomes associated with it.
Department	The Department of Industry, Science and Resources
Decision maker	The Minister for the Environment and Water
Eligible activities	The activities undertaken by a grantee in relation to a project that are eligible for funding support as set out in 5.1.
Eligible application	An application or proposal for grant funding under the program that the Program Delegate has determined is eligible for assessment in accordance with these guidelines.
Eligibility criteria	The mandatory criteria, which must be met to qualify for a grant. Assessment criteria applies in addition to eligibility criteria.
Eligible expenditure	The expenditure incurred by a grantee on a project, and which is eligible for funding support as set out in 5.2.
Grant agreement	<i>A legally binding contract between the Commonwealth and a grantee for the grant funding.</i>
Grant funding or grant funds	The funding made available by the Commonwealth to grantees under the program.
GrantConnect	The Australian Government's whole-of-government grants information system, which centralises the publication and reporting of Commonwealth grants in accordance with the CGRGs.
Grantee	The recipient of grant funding under a grant agreement.
Guidelines	Guidelines that the Minister gives to the department to provide the framework for the administration of the program, as in force from time to time.
Host institution	The institution at which the researcher will be based and who will manage the grant on behalf of the researcher.

Term	Definition
In-kind contributions	<p>Contributions that, as part of a commitment to a research project, would normally involve a monetary fee-for-service contribution but are instead provided in the form of services, facilities or consumables. Examples of in-kind contributions include:</p> <ul style="list-style-type: none"> ▪ curatorial support for collections ▪ research technician support ▪ IT support ▪ use of equipment, including sequencing machines ▪ access to libraries ▪ bench fees ▪ office space ▪ use of institution vehicles, field equipment, etc.
Minister	Minister for the Environment and Water.
Non-salaried Researcher Grant	<p>Applies to a taxonomist employed in an area that is not commensurate with taxonomic research and their own research is not conducted in work time. Examples include researchers who are employed in jobs that have no relation to taxonomy or research, such as private sector, public service policy, administrative work, retail/hospitality etc.</p>
Permanent resident	<p>An Australian permanent resident (permanent resident) is a non-citizen who holds an Australian permanent visa, or is usually resident in Australia and holds a permanent visa.</p>
Personal information	<p>Has the same meaning as in the <i>Privacy Act 1988</i> (Cth) which is:</p> <ul style="list-style-type: none"> ▪ Information or an opinion about an identified individual, or an individual who is reasonably identifiable: <ul style="list-style-type: none"> a. whether the information or opinion is true or not; and b. whether the information or opinion is recorded in a material form or not.
Program Delegate	A manager within the department with responsibility for administering the program.
Program funding or Program funds	The funding made available by the Commonwealth for the program.
Project	A project described in an application for grant funding under the program.

Term	Definition
Publicly funded research organisation (PFRO)	All higher education providers listed at Table A and Table B of the <i>Higher Education Support Act 2003</i> (Cth) and corporate Commonwealth entities, and State and Territory business enterprises which undertake publicly funded research.
Principal Investigator	<p>For the for the Research Grant, Early Career Research Grant, Postdoctoral Fellows Grant and Non-salaried Research Grant streams the researcher undertaking the project and who has scientific and intellectual responsibility for the conduct of the project.</p> <p>The Principal Investigator is responsible for ensuring the proposed project is conducted in accordance with the project details, project budget and in line with the timeframe associated with the application. If successful, the principal investigator is also responsible for ensuring that reports are completed and provided to the host institution contact for signing.</p>
Researcher	The researcher undertaking the project.
Salary co-funding	Wages or salary received by a researcher who is already employed, either part-time or full-time, by an institution and whose position is not dependent on the success of the grant application.
Taxon, plural taxa	Any unit used in the science of biological classification, or taxonomy. Taxa are arranged in a hierarchy from kingdom to subspecies, a given taxon ordinarily including several taxa of lower rank. In the classification of protists, plants, and animals, certain taxonomic categories are universally recognized; in descending order, these are kingdom, phylum (in plants, division), class, order, family, genus, species, and subspecies, or race.

Appendix A. Priority Areas for Research

1. Biodiversity, Conservation and Vulnerable and Endangered Species

1.1 Documenting Australia's biodiversity

Studies that contribute to discovery and knowledge of Australia's biodiversity, through identification, revision and documentation of understudied taxonomic groups.

This may include, for example, studies of taxonomic groups in largely unexplored habitats or molecular projects that make genetic information publicly available.

1.2 Conservation

Taxonomic research that provides critical underpinning data on the response of biota to human-induced change, for conservation, for planning or for the rehabilitation of degraded environments.

This may include, for example, taxonomic or systematic research on a group likely to be effective as an indicator of climate change, or focused taxonomic research on a region subject to major development.

1.3 Vulnerable and endangered species

Taxonomic research that contributes to a greater knowledge of Australia's vulnerable and endangered biological heritage, especially that listed under the [Environment Protection and Biodiversity Conservation Act 1999](#) (EPBC Act)⁹.

This may include, for example, a revision of a genus to clearly establish the taxonomic position and conservation status of a previously undescribed species, related to species currently listed under the EPBC Act.

1.4 Identifying Australia's biodiversity

Tools and products that contribute to the identification of Australia's biodiversity. This may include, for example, an identification key for a taxonomic group at a national scale.

2. Public, Plant, Animal and Environmental Health

This criterion focuses on a range of research activities relevant to protecting or benefiting Australians and Australia's natural resource industries and its environment from elements of the Australian biota.

2.1 Public, plant and animal health

Taxonomic research on native species that are, or have the potential to become, pests or agents of disease, or may be venomous or toxic and thereby threaten public, plant or animal health in Australia.

This may include the Australian component of a large taxonomic group that has non-Indigenous representatives constituting a significant biosecurity risk, where there is a need to be able to distinguish between native and exotic species.

⁹ <https://www.legislation.gov.au/Details/C2016C00777>

2.2 Environmental health

Taxonomic studies that focus on Australian organisms that may aid in the rehabilitation, resilience or productivity of natural or cultivated environments.

This may include projects that identify and document beneficial species within natural ecosystems, crops, pastures or waterways, for example, soil crusts, algal colonies, nitrogen-fixing plants or invertebrates that play an ecosystem service.

3. Building Taxonomic Capacity

This criterion focuses on support for training and/or recruitment of taxonomists, especially for research on critical taxonomic groups.

3.1 Training of early career researchers

Taxonomic studies that include clearly specified opportunities for capture and passage of skills and information from professionals (employed, retired or unemployed) to younger colleagues, students or early career researchers.

This may include a project where there is a component that includes a clearly documented opportunity for passing knowledge from a more senior taxonomist to an early career researcher.

3.2 Knowledge management

Taxonomic studies that include clearly specified opportunities for capture and passage of skills and information from retired or unemployed professionals to former colleagues, students or the broader Australian public.

This may include the development of a peer reviewed book, diagnostic key or website that improves our understanding of a taxonomic group, collection history or other aspects of the Australian biota.

3.3 Exchange of international expertise

Projects that facilitate international exchange of research expertise and training in areas that will boost Australia's taxonomic capacity.

The lasting benefits to Australian taxonomy must be clearly specified and must include capacity building.

For example, building collaborations that involve knowledge exchange from international experts to support research capacity of early career researchers, or working on a taxon for which there are currently no Australian-based experts.

Appendix B. Research Streams Table

Research Stream	Duration	Grant amount (GST exclusive)		Co-funding requirements	Who is eligible to apply?	Eligible Expenditure - conditions
		Total (maximum)	Annual (maximum)			
Research Grant	3 years	\$270,000	\$90,000	At least 50 per cent of total grant funding	An appropriate host institution submitting an application on behalf of a researcher	
Early Career Research Grant	1 year or 2 years	\$20,000	\$20,000 (\$10,000 per year if over 2 years)	At least 50 per cent of total grant funding	An appropriate host institution submitting an application on behalf of an early career researcher	
Postdoctoral Fellowship Grant	3 years	\$300,000	\$100,000	At least 50 per cent of total grant funding	An appropriate host institution submitting an application on behalf of a researcher with an accepted PhD thesis	May use grant funding for their own postdoctoral salary if the institution is not already paying their salary. Rates will vary from institution to institution and the appropriate rate is that which is designated by the administering institution. Salary on-costs can be included up to a maximum of 28 per cent.
Honours Scholarship	1 year (or 2 part-time)	\$10,000	\$10,000 (or \$5,000 per year if part-time)	Nil	An appropriate host institution submitting an application on behalf of an Honours student	Must use grant funding to supplement research costs only. Funding from these grants cannot be used to supplement daily living costs but can, however, be used for accommodation, travel and meals related to fieldwork.

Research Stream	Duration	Grant amount (GST exclusive)		Co-funding requirements	Who is eligible to apply?	Eligible Expenditure - conditions
		Total (maximum)	Annual (maximum)			
Masters Scholarship	1 year (or 2 part-time)	\$10,000	\$10,000 (or \$5,000 per year if part-time)	Nil	An appropriate host institution submitting an application on behalf of a Masters student	Must use grant funding to supplement research costs only. Funding from these grants cannot be used to supplement daily living costs but can, however, be used for accommodation, travel and meals related to fieldwork.
PhD Scholarship Support Grant	2 years	\$20,000	\$10,000	Nil	An appropriate host institution submitting an application on behalf of a PhD student with a Research Training Program Scholarship	Must use grant funding to supplement research costs only. Funding from these grants cannot be used to supplement daily living costs but can, however, be used for accommodation, travel and meals related to fieldwork.
Non-salaried Researcher Grant	1 year	\$10,000	\$10,000	Nil	Non-salaried researcher	

Appendix C. Allowable career interruptions for Early Career and Postdoctoral Fellowship Grants

Principal Investigators who completed their doctoral studies more than five years ago but experienced an allowable career interruption may be eligible. Allowable career interruptions may be for medical reasons, carer responsibilities, primary care/parental leave, unemployment, or employment not concurrent with research employment. The period which can be claimed must be commensurate with the time frame for the interruption.