

Frequently Asked Questions

Applying for a Celebrating Reconciliation Grant

DELIVERING FOR QUEENSLAND | Queensland Government

Thank you for your interest in applying for a Celebrating Reconciliation Grant.
Celebrating Reconciliation Grants support community-led activities that promote understanding, respect and positive relationships between Aboriginal and Torres Strait Islander peoples and the broader Queensland community. This FAQ provides practical information to help you prepare and submit your application through SmartyGrants and should be read alongside the Funding Guidelines.

Grants of $2,500 (excluding GST) are available for events and activities held during National Reconciliation Week (27 May – 3 June 2027).

Quick links

Funding Guidelines
www.qld.gov.au/crg

Apply Online via SmartyGrants
https://datsip.smartygrants.com.au/CRG2027

Key Dates
Applications close: 12:00pm (AEST), Friday 18 December 2026
Successful applicants announced: March 2027
National Reconciliation Week: 27 May – 3 June 2027
Events completed by: 30 June 2027
Acquittal report due: within 30 days of your event

Grant Enquiries
Email: crg@dwatsipm.qld.gov.au
Phone: 07 3097 7725

Regional Service Centres
https://www.dwatsipm.qld.gov.au/contact-us/regional-service-centres

Preparing your application

Where should I start?

Start by reading the Funding Guidelines. They explain who can apply, what activities can be funded, the assessment criteria and the information required to support your application.

What information should I have ready before I start?

Having your organisation details, ABN, contact information, activity description, draft budget and any supporting quotes or estimates ready before you begin will make the application process easier. You can save your application at any time and return to it later.

Can our organisation submit more than one application?

No. Organisations may submit one application only per funding round.

How much funding can we apply for?

Each grant is $2,500 (excluding GST). Partial funding is not offered, so your budget should show how the full $2,500 will be spent.

Do we need to contribute our own funds?

No. A co-contribution is not required. You can use other funding, sponsorship or donations for your event, as long as the same costs are not funded twice. Grant funds cannot be used for costs already funded by another Queensland Government grant.

When does our event need to be held?

During National Reconciliation Week (27 May – 3 June 2027). If your event can't be held that week, explain why in your application, as limited flexibility may be considered. All funded events must be completed by 30 June 2027.

Our organisation is not eligible to apply. Can we apply through an auspice organisation?

Yes. An eligible organisation may auspice an application on behalf of another group. If applying through an auspice arrangement, ensure all required documentation is included with your application and refer to the Funding Guidelines for eligibility requirements.

What is an auspice organisation?

An auspice organisation is an eligible organisation that agrees to accept legal and financial responsibility for the grant on behalf of another group or organisation.

How can our activity support reconciliation?

Celebrating Reconciliation Grants support activities that bring people together, encourage learning and understanding, and strengthen relationships between Aboriginal and Torres Strait Islander peoples and the broader community. Your application should clearly explain how the activity will contribute to reconciliation outcomes and create opportunities for people to connect, learn and engage.

Does our activity need to involve Aboriginal and Torres Strait Islander peoples?

Yes. It is a requirement of the program that Aboriginal and Torres Strait Islander peoples are meaningfully involved in the design and delivery of the activity, not only as participants or audience members. This may include engaging Elders, Traditional Owners, Aboriginal and Torres Strait Islander organisations, artists, speakers, performers, facilitators or community representatives. Applications should clearly explain who will be involved and how they will contribute to the activity. Fees for cultural practitioners, such as performers and artists, can be included in your budget.

What makes a strong application?

Strong applications clearly describe the proposed activity, demonstrate community involvement, explain how the activity supports reconciliation, identify who will benefit and include a realistic budget and delivery plan. Assessors can only consider the information included in your

application, so ensure your responses are clear, complete and relevant. Make sure you respond to all three assessment criteria in the Funding Guidelines. The first criterion, how your activity supports the objectives of National Reconciliation Week, carries the most weight (40%).

What is an evaluation approach?

The third assessment criterion asks how you will know your activity was a success. Keep it simple: say what you will measure (for example, how many people) and how you will collect it (for example, a head count). You will report on these results in your acquittal.

How to apply

How do I apply?

Follow the three steps in the *Application process* section in the Funding Guidelines:

Step 1: Review the Funding Guidelines to confirm your organisation and activity are eligible.

Step 2: If your activity involves children or young people, check the working with children (blue card) requirements at www.qld.gov.au/bluecard.

Step 3: Submit your application through SmartyGrants by 12:00pm (AEST) on Friday 18 December 2026:

a. Open the SmartyGrants application link (see *Quick Links*).
b. Log in, or register if you are new to SmartyGrants. If you have used SmartyGrants before, with any funder, you can use the same login.
c. Complete each page of the form, saving regularly.
d. Upload your supporting documents, such as quotes and letters of support.
e. Go to the Review and Submit page, fix anything flagged as incomplete, then select Submit.

Can I see the questions before I start?

Yes. You can preview the application form, and download a copy once you have registered. Many applicants find it easier to draft their answers in a Word document first and paste them in.

Can I email or post my application?

No. Applications must be lodged through SmartyGrants. If you have difficulty applying online, contact us or your local regional office. Staff can help you complete and upload your application.

When do applications close?

Applications close at 12:00pm (midday) AEST on Friday 18 December 2026. Many offices close over the holiday period, so if you need help, contact us well before the closing date. SmartyGrants closes the form automatically at the closing time, so late applications cannot be submitted.

Assessment and outcomes

Does meeting the eligibility requirements guarantee funding?

No. All eligible applications are assessed through a competitive process against the published assessment criteria and available funding.

Does it matter where our event is held?

All applications are assessed on merit. The program also aims for an appropriate spread of funding across Queensland, including regional and remote communities outside South East Queensland.

Will you contact us during the assessment?

We may contact you if we need to clarify information in your application. Please check your email, including junk folders, in January and February 2027, and let us know if your contact details change.

When will I be notified of the outcome?

Applicants will be notified by email once the assessment and approval process has been completed. Refer to the Funding Guidelines for indicative timeframes.

Can I receive feedback on my application?

Yes. Unsuccessful applicants may request feedback following notification of funding outcomes. Feedback requests can be emailed to crg@dwatsipm.qld.gov.au.

Can I appeal a funding decision?

Funding decisions are final. Applicants may request feedback to better understand the outcome of their application.

Can I make a complaint about the grant process?

Yes. If you have concerns about the administration of the program, you may contact the department. Complaints will be managed in accordance with the department's complaints management process.

Further information is available at: https://www.dwatsipm.qld.gov.au/contact-us/compliments-complaints

What happens if my application is successful?

Successful applicants will enter into a funding agreement, deliver the approved activity, acknowledge Queensland Government funding and complete all reporting and acquittal requirements.

If your application is successful

When will the grant be paid?

Once your funding agreement is in place, the grant is paid in full as a single payment. Agreements and payments are expected in March/April 2027.

How do we acknowledge the funding?

Display the Queensland Government crest on all promotional material for your event, such as flyers, posters, programs and social media posts. We will give successful recipients the crest and instructions for using it.

What if our event changes?

Email crg@dwatsipm.qld.gov.au straight away if you plan to change the activities, date or location of your event.

Will the department be involved in our event?

The department may contact you about promoting your event, and you may be asked to invite the Minister. Make sure you have consent from people before sharing photos or video of them.

What reporting do we need to do?

Submit an Event and Financial (Acquittal) Report in SmartyGrants within 30 days of your event. You will report on what was delivered, how many people took part, the outcomes, and how the grant was spent against your approved budget. Counting attendance and collecting photos and feedback on the day makes the report much easier. Keep all receipts, invoices and bank records, as they may be requested for reporting.

What if we don’t spend all the funds?

Unspent funds must be returned. See *Recovery of funds* in the Funding Guidelines.

Using SmartyGrants

Can I save my application and return later?

Yes. SmartyGrants allows you to save your application and return to it at any time before applications close. SmartyGrants logs you out after a period of inactivity, so save your work regularly.

Can more than one person work on our application?

Yes. Multiple people can contribute information; however, one person should be responsible for reviewing and submitting the final application. Only one person should edit the application at a time, as changes made at the same time may be overwritten.

How do I know my application has been submitted?

Once your application has been successfully submitted, SmartyGrants will send a confirmation email containing your application number. If you do not receive a confirmation email, log in to SmartyGrants and check that your application status shows Submitted.

Can I change my application after I submit it?

No. Once submitted, your application can’t be edited. If you notice an error before the closing date, email crg@dwatsipm.qld.gov.au and quote your application number.

I haven't received an email from SmartyGrants. What should I do?

Check your junk mail, spam or email quarantine folders first. If you still cannot locate the email, contact SmartyGrants Technical Support.

Phone: (03) 9320 6888
Email: service@smartygrants.com.au

I've forgotten my password or can't access my account.

Select Forgot Password on the SmartyGrants login page and follow the prompts. If you continue to experience difficulties, contact SmartyGrants Technical Support.

My application won't submit. What should I do?

Check that all mandatory questions have been completed, all required documents have been uploaded and there are no validation errors remaining in the form. The Review and Submit page will identify any sections requiring attention before submission.

What device do I need?

SmartyGrants works best on a computer or laptop with an up-to-date web browser such as Chrome, Edge, Safari or Firefox. Some pages may not display well on a phone in the form. The Review and Submit page will identify any sections requiring attention before submission.

Budget and GST

What can the grant be spent on?

See *Eligible expenses* and *Ineligible expenses* in the Funding Guidelines. Fees for performers and artists count as talent and entertainment. Insurance, wages, prizes or gifts, alcohol, auspice fees and costs already incurred cannot be funded.

Should I include GST in my budget?

No. All amounts entered in the application budget should be GST exclusive (excluding GST).

We are registered for GST. Will GST be added to the grant?

No. Grants are $2,500 (excluding GST) and GST is not paid on top of the grant.

What if my quote includes GST?

If GST is listed separately, use the GST-exclusive amount when preparing your budget. If the quote shows a total including GST but not the GST amount, divide the total by 1.1. For example, $220 ÷ 1.1 = $200. If you are unsure, seek advice from your accountant, bookkeeper or financial officer before submitting your application.

Do I need to provide quotes?

Where possible, provide quotes, estimates or other supporting information for significant expenditure items. This helps demonstrate that costs are reasonable and aligned with the proposed activity.

Need help?

If you have questions about the grant program or need assistance completing your application, we encourage you to contact us before the closing date. We are happy to help.

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SmartyGrants Technical Support
Phone: (03) 9320 6888
Email: service@smartygrants.com.au

Interpreter Service
Phone: 1800 512 451 (ask for an interpreter)

National Relay Service
If you are deaf, or have a hearing or speech impairment, contact us through the National Relay Service: www.accesshub.gov.au/about-the-nrs