

# Grant program guidelines

## Grain sediment reduction program Round 1 - 2026



Prepared by: the Grants Administration Unit,  
Department of the Environment, Tourism  
Science and Innovation.

© State of Queensland, 2026.

The Queensland Government supports and encourages the dissemination and exchange of its information. This work is licensed under a Creative Commons Attribution 4.0 International License.



Under this licence you are free, without having to seek our permission, to use this publication in accordance with the licence terms. You must keep intact the copyright notice and attribute the State of Queensland as the source of the publication.

For more information on this licence, visit <https://creativecommons.org/licenses/by/4.0/>

*The Department of the Environment, Tourism, Science and Innovation acknowledges Aboriginal 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 and present.*

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

*Cover artwork by Shallan Herrig.*

#### Disclaimer

This document has been prepared with all due diligence and care, based on the best available information at the time of publication. The department holds no responsibility for any errors or omissions within this document.

Any decisions made by other parties based on this document are solely the responsibility of those parties. Information contained in this document is from a number of sources and, as such, does not necessarily represent government or departmental policy.

The Queensland Government is committed to providing accessible services to Queenslanders from all culturally and linguistically diverse backgrounds. If you have difficulty in understanding or accessing this document, you can contact us for assistance and we will arrange for this publication to be made available in an alternative format.

## Table of Contents

Grant program guidelines .....	1
Overview .....	4
Guidelines .....	5
Program objective.....	5
Application eligibility .....	5
Ineligible applicants.....	6
Program funding.....	6
Applications and GST.....	6
Project timeframes .....	6
Eligible projects and activities .....	7
Ineligible projects and activities .....	7
Eligible costs .....	7
Additional information about project expenses .....	8
Ineligible expenses .....	8
Application guidance .....	9
Application requirements .....	9
Application process.....	9
Application assessment .....	10
Assessment criteria.....	10
Application outcome.....	11
Funding availability.....	11
Grants terms and conditions.....	11
Public acknowledgement of the State Government assistance .....	13
Announcement of successful applicants .....	13
Privacy .....	14
Contact information .....	14

# Overview

The Grain Sediment Reduction Program (GSRP) is funded through the Queensland Government’s Queensland Reef Water Quality Program in partnership with the Department of Primary Industries (DPI). The program is managed by the Office of the Great Barrier Reef and World Heritage (OGBR&WH) within the Department of the Environment, Tourism, Science and Innovation (DETSI).

A total of \$1.75 million is available through the program to:

- Support landholders<sup>1</sup> to improve practices that reduce sediment<sup>2</sup> loss in grain cropping systems.
- Support landholders to make practice changes that align with the Paddock to Reef (P2R) Projector tool/Water Quality Risk Framework - shifting from higher risk practice to lower risk practices.

Funding up to \$100,000 (GST exclusive) is available to eligible recipients to repair or establish contour banks and undertake site works relating to improved groundcover, drainage, soil health or crop management practices that reduce sediment loss.

Subject to available funding, further funding rounds may be offered in the future. If further funding rounds are opened, successful applicants may be able to apply for further funding to extend activities.

Further details are provided in these guidelines, including information about eligibility and assessment criteria, project timeframes and reporting requirements, and advice about how to apply and what makes a good application.

**Key dates:**

Key activity	Key dates
Program guidelines release	22 April 2026
Applications opening date	9am, 22 April 2026
Applications closing date	3pm, 3 June 2026
Funding period	Early 2026 to 1 July 2027
Project activity completion date	1 July 2027
Final project acquittal	31 December 2027

For more information contact [grantsadministration@detsi.qld.gov.au](mailto:grantsadministration@detsi.qld.gov.au) or contact the grants program office on (07) 3330 6360.

<sup>1</sup> Landholders include landowners and managers for the purposes of the grant guidelines.

<sup>2</sup> All references to sediment loss and projected tonnes of reduced sediment through the Paddock to Reef Projector refer to end of catchment values.

# Guidelines

Applicants are strongly encouraged to become familiar with these guidelines and the SmartyGrants online application system, and to read other supporting documentation before starting the process. Application information is available at [www.qld.gov.au/environment/coasts-waterways/reef/reef-program/grain-sediment-reduction-program](http://www.qld.gov.au/environment/coasts-waterways/reef/reef-program/grain-sediment-reduction-program).

## Program objective

To accelerate adoption of best practice, the program offers a landholder co-funded incentive grant to assist implementing practice change.

The program includes on-ground extension, training and demonstration sites showcasing techniques which reduce sediment and improve grain productivity. In consultation with the P2R program, the DPI team will work with growers to target areas with high sediment delivery to the Reef. Engaging grain producers through the existing DPI Reef extension project, this program will build on the successful DPI led delivery of grain cropping extension services and extensive landholder engagement in the Great Barrier Reef catchments of Central Queensland.

The DPI project team will assist landholders in accessing soil conservation information for planning and design of earthworks, provide technical advice and support landholders in developing their grant application.

## Application eligibility

### Eligible Applicants must be:

- Dry land broad acre grain and forage cropping producers (including landowners and land managers); and
- Located in Great Barrier Reef catchments; and
- Located in the following local government areas:
  - Rockhampton Regional Council
  - Livingstone Shire
  - Gladstone Regional Council
  - Banana Shire
  - Central Highlands Regional Council
  - Isaac Regional Council
  - Woorabinda Aboriginal Shire Council.

### Other Eligibility requirements:

- The applicant must develop the application with a DPI extension officer to access the P2R Projector and complete a Queensland Reef Water Quality Program (QRWQP) declaration and consent form.
- The activity area must be able to be modelled by the P2R Projector grains model to produce expected sediment savings from the proposed practice change. Contact your local DPI grains extension officer to confirm eligibility through [Sustainable.Grains@dpi.qld.gov.au](mailto:Sustainable.Grains@dpi.qld.gov.au)

## Ineligible applicants

1. Irrigated cropping land.
2. Grain producers that have not consulted with DPI about their projects. Contact the DPI Grains Extension Team through [Sustainable.Grains@dpi.qld.gov.au](mailto:Sustainable.Grains@dpi.qld.gov.au)

## Program funding

Applicants may seek funding for grants up to \$100,000 (GST exclusive).

A landholder may apply for more than one project; however they will be subject to an overall grant cap of \$100,000 (exclusive GST) across this round of funding.

Landholders are expected to contribute to the projects, through direct financial contributions and/or in kind support.

Eligible activities	Funding	Contribution from landholder
Design, construction or rebuilding of contour banks	Up to \$100,000 (GST exclusive)	At least 25% (financial and/or in-kind)
All other eligible activities	Up to \$100,000 (GST exclusive)	At least 50% (financial and/or in-kind)

Most projects will involve a combination of direct financial contributions and in-kind support from landholders. In-kind contributions include project management, labour, use of machinery, or materials, with labour rates specified in the budget. Financial contributions cover costs like materials or contract labour paid by the landholder.

## 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 ATO.

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

For advice on GST, please seek assistance from the Australian Tax Office.

For more information, please email [grantsadministration@detsi.qld.gov.au](mailto:grantsadministration@detsi.qld.gov.au) or contact the grants program office on (07) 3330 6360.

## Project timeframes

Project activities must be completed by 1 July 2027 with all reporting and financial acquittals by 31 December 2027.

Please refer to the Grants terms and conditions section of this document for more information about grant agreements.

## Eligible projects and activities

Projects funded will be those that carry out activities to minimise sediment loss. Project proposals will be prioritised according to the extent to which they will reduce soil erosion.

Practices that reduce soil erosion through:

- Design and construction of contour banks or the rebuilding of existing contour banks
- Erosion control structures (grassed buffer strips, banks, channels and waterways) as part of the overall design
- Purchase of machinery guidance hardware and software (including GPS for earthworks equipment) to minimise compaction and application overlap via controlled traffic
- Purchases or upgrade planting equipment to zero tillage capability to limit soil disturbance.

Note: Eligible capital purchases are limited to installing, purchasing or upgrading GPS on existing tractors or earthmoving equipment (not purchasing new machinery), and modifying equipment to support soil conservation or reduce tillage, where applicants can demonstrate reduced tillage frequency or improved operational accuracy that will result in a reduction in sediment loss to the Reef.

Additionally, landholders, with the support of DPI Extension Officers, may propose other projects that can demonstrate a reduction in sediment loss as modelled by the P2R Projector in line with the grant guidelines.

## Ineligible projects and activities

Activities that do not produce a measurable projected sediment saving through the P2R Projector.

## Eligible costs

Eligible costs must be directly associated with delivering the eligible activities above, delivered within the project timeframe and can include, but are not limited to:

- Purchase of equipment and associated supplies to undertake activities directly related to the grant project
- Hire of specialised machinery to undertake activities directly related to the grant project
- Fuel for landholders own heavy machinery (e.g. Grader, dozer) (purchase of fuel cards is ineligible) for use in the grant project
- Contractor and consultancy fees where there is a clearly demonstrated need directly related to the grant project
- Appropriately costed applicant labour or applicant employee salaries (excluding project administration salaries) related to the grant project
- Independent financial auditor costs for the purpose of grant acquittal.

Eligible costs must be linked to an eligible activity and must be supported by detailed evidence of the actual expenditure and dates delivered when claiming payments and acquitting the grant and exclude GST.

## Additional information about project expenses

Please note the following information when preparing your budget.

### Quotes

Applicants must submit an itemised quote for contractor costs, hire of specialised machinery and any other expenditure items with their application. For owner builder works, an itemised budget must be submitted. The quote/budget will assist the assessment panel to determine the project's value for money in relation to projected sediment savings.

## Ineligible expenses

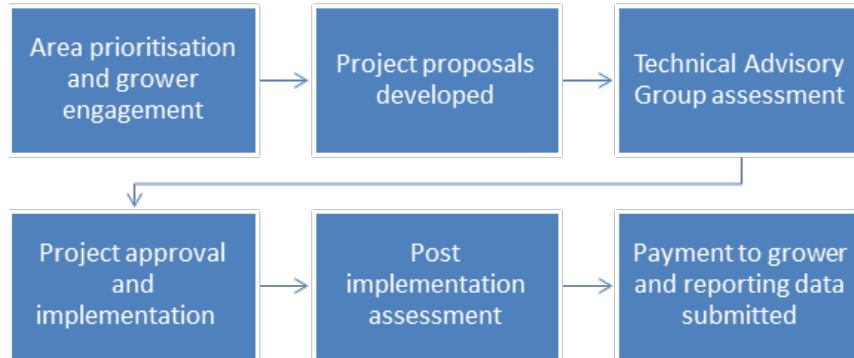
Ineligible expenses include but are not limited to:

- Costs unrelated to sediment reduction
- Insurances (e.g. public liability, volunteer);
- Recurrent operational expenses and operational on-costs (e.g. electricity, office rent/leases, rates, water rates, vehicle registration, office equipment hire and maintenance);
- Costs related to the ongoing maintenance of a motor vehicle including but not limited to registration fees, vehicle insurance and repairs and maintenance;
- General farm inputs and labour costs unrelated to grant activities;
- Non-project capital works (e.g. new sheds and silos without a documented water quality benefit);
- Retrospective costs (e.g. incurred before grant approval);
- Cash payments without invoices or receipts;
- Administration costs;
- Entertainment, event or celebration expenses;
- Costs associated with travel;
- Alcohol/gift cards;
- Gifts/sponsorship/membership fees;
- Purchase of uniforms;
- Purchase of fuel cards;
- Purchase of land or buildings;
- Purchase of a motor vehicle or a boat (motorised);
- Permits and licences.

The above list identifies the most common examples of ineligible costs and is not intended to be prescriptive or comprehensive. If there is any doubt about ineligible projects/activities, please contact the department.

# Application guidance

The below diagram outlines the landholder engagement and application process:



The DPI project team will assist landholders in accessing soil conservation information for planning and design of earthworks, provide technical advice and support landholders in developing their grant application.

It is strongly recommended that applicants commence their applications early to enable timely consultation with appropriate experts, DPI and other stakeholders.

## Application requirements

All applications must include the following:

- Images (dated and geo-referenced) providing existing conditions, including aerial or satellite imagery if possible.
- A signed QRWQP declaration and consent form for data sharing with the P2R Team, this agreement is mandatory during the development stage of the application process.
- Current farm maps including field elevations, soil type, waterways, and roads (relevant for the project area).
- Design diagrams endorsed by DPI (if works are part of the application).
- An itemised quote/budget for all expenses.
- Financial documentation for your organisation as follows:
  - A detailed budget outlining a breakdown of item costs, highlighting what the applicant is offering as in-kind/financial and what items the funding will be spent on.
- If the applicant is not the land owner, and the application includes infrastructure works, a letter of support for the project from the land owner, or a copy of the lease agreement which provides approval for the applicant to undertake infrastructure projects on the property and consent for data sharing with P2R Team

## Application process

Applicants are required to submit the application and all supporting documentation in full by the submission deadline. 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 login 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.

By submitting an application, the applicant agrees to abide by all of the terms and conditions as specified in these guidelines.

## Application assessment

Applications will be assessed by an assessment panel, with relevant skills and experience, for suitability using the assessment criteria outlined below.

The Panel will make funding recommendations to the Director-General, the Department of the Environment, Tourism, Science and Innovation, who is the decision maker for all funding recommendations.

## Assessment criteria

All applications will be assessed on the following criteria:

### 1. *Meets the program objectives*

This includes the extent to which the proposed project:

- Clearly shows how activities will reduce sediment loss and demonstrate best practice.
- Provides projected end-of-catchment total tonnes of sediment saving as calculated by the P2R Projector.

### 2. *Demonstrates a clear project management approach*

This includes the extent to which the application:

- Clearly demonstrates how the project will be completed within 12 months of grant execution.
- Shows a realistic and achievable timeline through evidence of detailed planning, for example:
  - Discussions with specific contractors or service providers regarding the scope of works and timeframes.
  - Evidence of previously completing similar works over set time frames.
  - A well-defined project plan outlining key steps, milestones, and expected timeframes between milestones. Including (where applicable) expected delivery time for specialised equipment.
  - Consideration of external factors, such as seasonal weather variations, that may impact project delivery, with appropriate contingency measures included.

### 3. *Represents value for money*

This includes the extent to which the application:

- Clearly demonstrates cost effectiveness given as reduction in sediment delivery divided by the total project cost (grant funding combined with financial and in-kind applicant contribution). Given as \$X/tonne of sediment
- Provides a strong return on investment compared to other applications in the funding round.
- identifies opportunities for the proposed activities to form part of a broader program of works or initiatives, either being progressed in parallel or planned for future implementation. Please note if the broader program involves alternate funding sources (e.g. landholder funded, other grant programs) and provide P2R projected sediment savings, if available.

Where relevant, an applicant's past performance under another grant program managed by the department, including if there are any outstanding reports, will be taken into consideration.

## Application outcome

All applicants will be advised of the outcome of their submission in writing.

Details, including the name of the successful applicants, funding allocated, and project location and description, will be published on the Queensland Government website and may be announced through media including social media.

Successful applicants will be contacted by the grant's coordinator regarding funding arrangements, grant agreements and other documentation/approvals that may be required.

Unsuccessful applicants can request feedback on their application by emailing [grantsadministration@detsi.qld.gov.au](mailto:grantsadministration@detsi.qld.gov.au).

Applicants may lodge an appeal with the department for any decisions made relating to their grant application by emailing [grantsadministration@detsi.qld.gov.au](mailto:grantsadministration@detsi.qld.gov.au).

## Funding availability

Successful applicants will receive a portion of funding once both parties have signed the grant agreement, and all required documentation has been received by 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.

## Grants 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:

- Public liability insurance of a minimum of \$20 million
- If applicable (by law), workers and volunteers under the Queensland *Work Health and Safety Act 2011*.

Any liaison with an assessment panel member by an applicant or another person about a specific application may result in immediate disqualification. The assessment panel will not include DPI grains extension support staff or DPI soil conservation officers recommended for consultation during the application process.

### *Grant agreements*

- Successful applicants must enter into (sign) a grant agreement with the department which outlines the terms and conditions for the funding received.
- The grant agreement is prepared by the department using information provided in the application form and in consultation with the approved recipient.

- The grant agreement will specify the financial and operational requirements of the grant.
- All successful applicants must comply with all terms and conditions in the grant agreement.
- Funding will not be available until both parties have signed the grant agreement, along with the provision of any additional required documentation to the department.

#### *Successful applicant process*

- The applicant must return the signed grant agreement within four weeks of receiving the draft grant agreement, or the offer may be withdrawn. Project activities (such as incurring expenses or in-kind labour costs) cannot commence until both parties have signed the grant agreement and the additional required documents (below) are received by the department.
- Successful applicants will be required to provide the following documentation prior to release of any grant funding:
  - Evidence of public liability insurance coverage of at least \$20 million (in total and per event) that is current and remains current for the project duration.
  - Certificate of Currency for Work Cover insurance (as required by law) and evidence of adequate insurance coverage for workers and volunteers as required under the *Work Health and Safety Act 2011* (where applicable)
  - A copy of a recent bank statement or letter from the bank, to confirm the BSB and account details of the recipient. This is the account the grant funding will be paid into.
- Successful applicants may need to complete a conflict of interest declaration prior to the release of any funding.
- A conflict of interest exists 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.
- Changes to the agreed project will require the successful applicant to apply for a variation in writing to the department. This includes, but is not limited to changes in:
  - budget and expenditure;
  - agreed project outcomes;
  - changes in project activities including location; and/or
  - milestone descriptions and delivery dates.
- 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.
- Funds granted must be spent for the purposes stated in the application form and grant agreement.
- Acceptance of a grant payment indicates the recipient's acceptance of all funding terms and conditions in this guideline and grant agreement.
- Funding may be provided in milestone payments with a final payment withheld until the project has been completed and the department has accepted acquittal documentation.
- Successful applicants will have 12 months to implement the practice change according to their application. Upon completion of the works outlined, DPI project staff will inspect the completed works, collect P2R management practice survey data and facilitate the Perceptions of Practice (PoP) survey.
- All project activities for the 2026 round of funding must be completed 12 months from the commencement date of the project.

### Reporting requirements

- All grant recipients must complete periodic progress reporting through SmartyGrants or otherwise negotiated. This is required at key milestones as in the agreed project plan for the duration of the project. This report will be provided by the department to recipients through SmartyGrants (or otherwise negotiated) and will include:
  - Actual expenditure reported against the grant funding
  - Percentage of project completed
  - Project milestones achieved to date
  - Any forecasted variances in activities, cost or time
  - Report to be signed off by the authorised accountable officer.
- All grant recipients must complete and submit a final report and acquittal within 30 calendar days after the completion date of the project. This reporting form will be provided by the department to recipients through SmartyGrants during the course 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, a profit and loss statement for the grant (not the whole of the business) and receipts for expenditure). This documentation must be provided to the department on request.
- Grants exceeding \$50,000 (excluding GST) may require an audited financial statement signed by an independent auditor, CPA or chartered accountant at the project's completion. The cost of an audit may be included in the project budget as an eligible cost.
- The applicant must allow departmental officers to use information/images relating to the project for promotional or other purposes. Applicants will be consulted before images are used for promotional materials.

## Public acknowledgement of the State Government assistance

All recipients must acknowledge the Grain Sediment Reduction Program funding contribution in public materials, which includes but is not limited to:

- Media releases, social media, posters, advertising and signage associated with the approved project;
- Acknowledgement or statements in project publications and materials; and
- Events that use or include reference to the approved project.

A final draft of any promotional material using the Queensland Government logo must be approved by the department before going to print.

For further information regarding funding acknowledgement requirements view the department's website [Funding acknowledgment requirements | Environment, land and water | Queensland Government](#) or contact the grants coordinator by phone (07) 3330 6360 or email [grantsadministration@detsi.qld.gov.au](mailto:grantsadministration@detsi.qld.gov.au).

## Announcement of successful applicants

The Minister will 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 of the successful applicants. This means no media or public announcements of the project may be made until the Minister has announced the outcomes of this funding round.

## Privacy

The Department of the Environment, Tourism, Science and Innovation (DETSI) is collecting personal information to assist the grant program assessment panel review funding applications and to prepare a grant agreement, should your application be successful.

All personal information provided in the application form, including all attachments, will be provided to the following parties for assessing the application:

- Authorised officers from DETSI and other Queensland Government agencies
- Approved external assessment panel members (e.g. industry experts).

Information contained in your application, including ongoing project reporting and acquittal documentation for successful projects, may also be provided to the Minister for the Environment and Tourism and the Minister for Science and Innovation and the minister's members of staff.

If your application is successful, the following information will be published on the Queensland website, and potentially on Queensland Environment social media channels:

- Total amount of funding allocated
- Project name, suburb location and description
- Recipient business name.

The department will not otherwise use or disclose your personal information unless you provide your consent, or if the use or disclosure is authorised or required by law.

The grant application and associated documentation is subject to the *Right to Information Act 2009*. If you wish to access your personal information that is in the control of the department, please contact the department's Right to Information Services unit by email [rtiservices@detsi.qld.gov.au](mailto:rtiservices@detsi.qld.gov.au).

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@detsi.qld.gov.au](mailto:privacy@detsi.qld.gov.au).

## Contact information

If you have any questions relating to grants or these guidelines, please contact the grants coordinator by phone (07) 3330 6360 or email [grantsadministration@detsi.qld.gov.au](mailto:grantsadministration@detsi.qld.gov.au).

The grants coordinator will be able to 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.