

Supporting Young Scientists Equity and Access Program 2024-25 Round 2

Form Preview

Privacy Statement

Application Terms

Your application

1. Submission of an application to the Crown in the Right of the State of New South Wales acting through the Premier's Department (the Department) (ABN 34 945 244 274) constitutes an acceptance by you of the Supporting Young Scientists Equity and Access Program (Program) and these Terms and you agree to be bound by both of them.
2. Your application must be submitted to the Department on or before 10:00 AEST 30 September 2024.
3. Applications may only be submitted using the method described in the Program Guidelines.
4. Applications that are incomplete or do not comply with the instructions provided in the application form and/or the Program Guidelines may be rejected by the Department. the Department may, in its sole discretion, accept or reject an application which is incomplete or does not comply with the Program Guidelines, or for any other reason.
5. You agree to bear the costs of preparing and submitting your application without recourse to the Department.
6. You confirm that all of the information provided as part of the application is true, correct and valid as at the date of your application.
7. You agree to indemnify the Department against and in respect of all damages, losses, expenses and costs (including legal costs on an indemnity basis) which arise out of or in relation to any incorrect or invalid information that you provide to the Department through this application.
8. If you are found to have made false or misleading claims or statements, or to have obtained improper assistance in relation to your application, the Department may exclude your application from the evaluation process. You should be aware that giving false or misleading information to the Department is a serious offence under the Crimes Act 1900 No 40(NSW).
9. An application submitted electronically will be treated in accordance with the Electronic Transactions Act 2000 (NSW).
10. Assessment and approval of your application will be in accordance with the criteria outlined in the Program Guidelines.
11. Submitting an application does not guarantee approval under the Program. Approval is at the sole discretion of the Department.
12. The Department reserves the right to verify the information provided by you as part of your application and determine your eligibility for the Program.
13. You must seek the written consent of the Department before making any public announcement about the Program and the Department's and the State's role in the Program.
14. Nothing in this request for applications or your application will be construed as giving rise to any contractual obligations or rights, express or implied, (other than your agreement to these Terms and the Program Guidelines).
15. If your application is successful, the information provided in your application will form part of a funding agreement to be separately agreed and signed between you and the Department.
16. If your application is unsuccessful, feedback will be provided. Unsuccessful applications will be notified via email and/or letter of the outcome of their application and will be offered further feedback if requested. Unsuccessful applicants may reapply at any time you believe you are eligible under the Program Guidelines.

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1. You are not eligible for any funding until a funding agreement is agreed and signed.
1. Subject to the terms of any funding agreement entered into between you and the Department, the Department reserves the right to alter, amend, suspend, cancel or withdraw the Program for any reason and in any circumstances in its sole and absolute discretion and without notice to you.

Disclaimer

1. Subject to any applicable law, the Department makes no representation or warranty of any kind, express or implied, in relation to any information or material provided in the application form or the Program Guidelines including as to its accuracy, currency or reliability.
2. The information and material provided by NSW Government as part of the application form and Program Guidelines is of a general nature only and is not legal or other professional advice or intended to be comprehensive. You are responsible for determining the validity, quality and relevance of any information or materials and taking appropriate independent advice before submitting an application or entering into a funding agreement.
3. NSW Government does not accept responsibility for and excludes liability for any loss, damage, cost or expense howsoever caused (including through negligence or matters outside its control), which you or any person may directly or indirectly suffer in connection with your or such person's use of or reliance on, information or materials contained in the application form or the Program Guidelines.

Privacy and disclosure

1. the Department collects the information in your application, which may include "personal information" for the purposes of the Privacy and Personal Information Protection Act 1998(NSW) (PIIP Act). the Department collects this personal information for the purposes of considering and assessing your application. If your application is successful, your information will also be used to provide the rebate(s) to you, to assist you in meeting your obligations and for reporting on the Program to which your funding relates.
2. Providing your personal information to the Department is voluntary, however, if you do not provide this information, we will not be able to assess your application and you will not be considered for the Program.
3. the Department may also disclose your personal information to the following third parties:
4. Smarty Grants (through Our Community Pty Ltd ABN 24 094 608 705), being the application portal providers that assist the Department to administer the Program;
5. Independent probity advisors assisting the Department with its general risk assessment of the Program;
6. Legal advisers and other advisers to the Department;
7. A credit assessment agency to help complete due diligence checks, and
8. Other New South Wales Government agencies (including but not limited to the Premier's Department) to help assess and administer the Program, monitor activity, assist organisations whose applications are successful in meeting their obligations, and introduce unsuccessful applicants to other support programmes that may be of assistance to them.
9. the Department may also use your information to promote and make announcements about successful applicants. Information (such as your company and business name,

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office location and CEO) will be used by the Department for media announcements and case studies which may be published on NSW Government websites and other social media accounts.

10 We may also be required to disclose information by law. For example, the Department is subject to the Government Information (Public Access) Act 2009 (NSW) (GIPA Act), which means the information you provide may be required to be released in response to a request under the GIPA Act. We may also be required to disclose information to oversight and investigative bodies and to the Parliament of New South Wales.

11 By submitting this application form, you consent to the Department collecting, using and disclosing information about you in the manner described above.

12 You must comply with the PIPP Act in relation to any personal information disclosed to you by the Department in connection with this application or the Program Guidelines.

13 Please refer to website <https://www.nsw.gov.au/departments-and-agencies/premiers-department/contact-us/privacy> for more information on The Department's privacy policy and your rights to access or correct the information.

14 All applications become the property of the Department on submission. The Department may make copies of the application for any purpose.

Instructions

Moving through the application form

- On every page of the form, you will find a **Form Navigation** contents box on the right-hand side. Click the page title link to jump directly to the page you want.
- You can also click **Next Page** or **Previous Page** on the top or bottom of each page to move forward, or backward, through the application.
- Do not use the Forward or Back buttons on your browser as you may lose your progress.
- Moving between pages using the Form Navigation, Next and Previous Page buttons will automatically save your application.
- You can also click the **Save Progress** button as you go.

Saving your application

- Moving between pages using the **Form Navigation, Next** and **Previous Page** buttons will automatically save your application. You can also click the **Save Progress** button as you go.
- You can start your application, save what you have done and return to it as many times as you like before the grant deadline.
- If you wish to leave a partially completed application, press **Save and Close** and log out. This will save your application as a draft.
- When you log back in and click on the **My Submissions** link at the top of the screen, you will find a list of applications you have started or submitted.
- You can reopen your draft application and continue where you left off.
- You can also download any application, whether draft or completed, as a PDF. Click on the **Download PDF** button located at the bottom of the last page of the application form.

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Required fields and correct formatting

Questions with a red asterisk* are required fields. Some questions require a correct format to be considered a valid response, such as:

- Number and Currency fields can only accept numbers and a decimal point, not text (one hundred) or punctuation (, and \$)
- Dates must be in the Australian format DD/MM/YYYY
- Websites must be an active web address.

You will not be able to submit your application until all required fields are complete and in the correct format.

Attachments and support documents

- Please label each document clearly with 'Applicant ID - School - Document Name'. For example: SYSEAP1122-0042-School X- Letter of Support or Activity Registration.
- When uploading multiple attachments, wait for each file to upload before trying to attach another file. Files can be up to 25MB each, however, we do recommend trying to keep files to a maximum of 5MB - the larger the file, the longer the upload time.
- You are strongly encouraged to upload your attachments a few days before submitting your application.

Completing an application in a group or team

- Several people can work on an application using the same log-in details. If applicable, it's best to use a shared email address, for example, info@yourschool.org.au.
- It is important to ensure only one person is working on an application at a time. If two people are working on the same form at the same time, it will only save the progress of one person and someone may lose their work.

Submitting your application

- You will find a **Review and Submit** button at the bottom of the Navigation Panel. You need to review your application before you can submit it.
- Once you have reviewed your application you can submit it by clicking on 'Submit' at the top or bottom of the screen or on the navigation panel.
- You will not be able to submit your application until all the compulsory questions are completed and there are no validation errors.
- Once you have submitted your application, no further editing or uploading of support materials is possible.
- When you submit your application, you will receive a confirmation email with a copy of your submitted application attached. This will be sent to the email you used to register.

Need help?

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- If you need more help using this form, please read the [Help Guide for Applicants](#) and [Applicant Frequently Asked Questions \(FAQs\)](#).
- If you have any questions regarding the eligibility criteria or the program, please contact the **Office of the Chief Scientist and Engineer on 6586 7879 or email raap.grants@chiefscientist.nsw.gov.au**
- At the Department, we are committed to diversity, equity, and inclusion. We encourage people with disability to apply. If you have a disability and require more information on adjustments and assistance to apply, please contact us. Assistance in completing this application can be found at [Communities and Justice](#), [People with disability Australia](#) or [legal aid](#). If you are an Aboriginal or Torres Strait Islander check out [Aboriginal Affairs](#) or your country's [Aboriginal Corporation](#) to get assistance in the preparations of applications and grant program processes.

Before you begin

Please read the Program Guidelines and understand the requirements before proceeding with your application. Guidelines can be viewed here: <https://www.chiefscientist.nsw.gov.au/funding/science-education/supporting-young-scientists-program>.

Introduction

Overview

The Supporting Young Scientists Equity and Access Program (Program) supports NSW high school students wishing to further their education in STEM (Science, Technology, Engineering, Mathematics). The Program is the primary mechanism by which the OCSE provides financial support to NSW high school students, either as individuals or in groups, who seek to further their education in STEM through participation in STEM-related Activities, held either domestically or internationally, including:

- 1.competitions
- 2.events
- 3.academic course.

This is Round 2 of the Supporting Young Scientists Equity and Access Program 2024-25 and grants will be awarded on a competitive basis for students engaging in competitions, events or courses (Activities) held between June and December 2025.

Successful applicants for Round 2 will be awarded funds from a maximum pool of \$50,000 (ex GST) with the final amount decided at the Department's discretion. Each successful team is eligible to receive up to \$10,000 (ex GST) and each successful single student is eligible to receive up to \$2,500 (ex GST) for domestic activities and \$5,000 (ex GST) for international activities at the Department's discretion.

Eligible Applicants

Types of organisations or entities eligible to apply:

1. The applicant must:

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a. have an Australian Business Number (ABN) or

b. be one of the following entities:

- - a secondary school that is registered with the relevant authority
 - an incorporated not for profit organisation
 - an entity incorporated in Australia, and
 - be able to enter into a grant agreement in your own right or through an affiliated entity.

Specific requirements that applicants must meet

1. Grant funding will be considered for students who identify with at least one of the following groups. For student teams, composition must reflect diversity, equity and inclusion which can include participants who identify with at least one of the following groups:

- a. experiencing financial hardship
- b. from remote or regional areas
- c. from a low socio-economic background
- d. Aboriginal and Torres Strait Islander
- e. living with a disability
- f. from any other background that might need support.

1. The applicant **must** be:

- - A relevant teacher or Principal at a NSW high school applying on behalf of a student or group of secondary school students. The relevant teacher, advisor or school Principal must complete the Letter of Support for each student.
- or
 - A relevant teacher, Principal or agent of a NSW high school or other NSW educational institution or association, in their capacity as organiser of a student team, which involves secondary school student entries from more than one NSW high school. An agent must include the Letter of Support for each student from the relevant teacher, advisor or school Principal.

Types of organisations or entities ineligible to apply

1. You are not eligible to apply for the Program if you are:

- - an individual
 - a partnership
 - an unincorporated association
 - a trust (however, an unincorporated trustee may apply on behalf of a trust)
 - coordinating the Activity for which you are applying, except when it is for a school excursion where the school itself is the applicant.

Program Key Dates

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Applications open

10:00 AEST 1 December 2024

Applications close

10:00 AEST 28 February 2025

Notification of outcome

April 2024

Allocation of funds

Within 60 days of exchanging a fully executed funding agreement.

End date of Program activity

30 December 2025

Departmental Contact Details

The Office of the NSW Chief Scientist & Engineer: raap.grants@chiefscientist.nsw.gov.au

Applicant information

* indicates a required field

Authorising entity contact details (Applicant Contact)

Add details for authorising Teacher/Principal

or

Authorising agent of a NSW educational institution or association organising a team which involves entries from more than one NSW high school

School/Institution/Association name *

Organisation Name

Primary address *

Address

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

Postal address *

Address

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

Website *

Must be a URL.

ABN Details

Do you have an Australian Business Number (ABN)? *

- Yes
 No

Applicant Contact ABN

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

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

Must be an ABN.

Project Lead Contact Details

Project Lead Contact Details *

Title First Name Last Name

<input type="text"/>	<input type="text"/>	<input type="text"/>
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(authorising Teacher/Principal or authorising agent of a NSW educational institution or association organising a program which involves entries from more than one NSW high school)

Job title/Position *

Applicant Primary Phone Number *

Must be an Australian phone number.

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Applicant Primary Email *

Must be an email address.

Applicant Office Phone Number

Must be an Australian phone number.

Applicant Office Email

Must be an email address.

Secondary Contact

This person may be contacted if the Primary Contact is unreachable and may be included in some correspondence.

Secondary Contact *

Title First Name Last Name

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Job title/Position

Secondary Contact Mobile Phone Number *

Must be an Australian phone number.

Secondary Contact Email *

Must be an email address.

Adverse Findings and Legal Proceedings

Is the organisation and/or any of the executive(s) subject to adverse or legal findings? *

- Yes
 No

Please provide details of adverse findings or legal proceedings *

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Activity information

* indicates a required field

Activity information (competition/event/course)

Title of Activity *

Purpose of Activity (Maximum 300 words) *

Word count:

Must be no more than 300 words.

Describe the focus or topic of the competition/event/course *

Activity Objective and Activity Plan (Maximum 500 words) *

Word count:

Must be no more than 500 words.

Describe the rationale for attending the competition/event/course. Include a description of how the funding will be used (e.g. travel, accommodation, materials) and important dates (e.g. registration due dates, travel dates, the dates of competition/event/course) *

Location of Activity *

Start date of Activity *

Must be a date and between 1/7/2025 and 31/12/2025.

End date of Activity *

Must be a date and between 1/7/2025 and 31/12/2025.

Number of student attendees (individual and/or total number in team) *

Attendees - List name(s) and the schools of all proposed attendees *

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Eligibility

* indicates a required field

Eligibility Questions

Please select one of the following. I am an applicant: *

The student I am representing identifies with at least one of the following groups (check all relevant groups) *

- experiencing financial hardship
- from remote or regional areas
- from a low socio-economic background
- Aboriginal and Torres Strait Islander
- living with a disability
- from any other background that might need support

The group or team of students I am representing demonstrates diversity, equity and inclusion which can include participants who identify with at least one of the following groups: (check all relevant groups) *

- experiencing financial hardship
- from remote or regional areas
- from a low socio-economic background
- Aboriginal and Torres Strait Islander
- living with a disability
- from any other background that might need support

The intended Activity falls under at least one of the following STEM-related areas (check all relevant areas) *

- Mathematical, information and computing sciences
- Physical, chemical and earth sciences
- Engineering, environmental sciences and energy innovation
- Biological and biotechnological sciences

This funding request is for NSW high school students undertaking STEM-related activities between December 2024 and June 2025 *

- Yes
- No

Students are only included in one application this funding round *

- Yes

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No

The applicant will provide confirmation of the competition, event or course entry or registration, and established competition, event or course plans. *

Yes

No

Confirmation of applicant attendance *

Yes, the team/applicant(s) has confirmed their attendance at the Activity

No, the team/applicant(s) has not yet confirmed their attendance but has received special approval from OCSE to apply for the Program

Provide documentation

Please upload a copy of the document confirming your registration *

Attach a file:

Contact OCSE

Please contact OCSE: raap.grants@chiefscientist.nsw.gov.au to get approval.

Then, upload a copy of the approval you received from OCSE *

Attach a file:

You are not eligible to apply for Supporting Young Scientists Equity and Access Program

Based on your response to the above questions, you are not eligible for this grant.

If you have any questions regarding the eligibility criteria, please contact the **Office of the Chief Scientist and Engineer on 6586 7879 or email raap.grants@chiefscientist.nsw.gov.au**

Do you understand? *

Yes I understand that I do not meet the mandatory criteria for Supporting Young Scientists Equity and Access Program 2023-24 grant and therefore I am ineligible to apply.

Assessment criteria

* indicates a required field

1. Access and equity (20% weighting)

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Describe the student's equity and/or access circumstances using the Letter of Support template below.

Please download and save the [Letter of Support](#) before completing it.

Step 1

A responsible person outside of the student's family who is aware of their personal and family circumstances may complete the Letter of Support. This might be a mentor, teacher, school counsellor, careers advisors, or social worker.

Step 2

The Letter of Support must be endorsed by a relevant teacher, advisor, or Principal from the student's school.

Upload your Letter of Support here *

Attach a file:

Note: diversity metrics can include gender, ethnicity, cultural and linguistic background, Aboriginal or Torre Strait Islander, neurodiversity, disability, sexual orientation, religious beliefs, socio-economic background and geographical location.

2. STEM education benefits (20% weighting)

Describe the benefits of the funding and the value of providing improved STEM skills and knowledge to the student(s) who participate in the eligible Activity.

STEM education benefits (Maximum 300 words) *

Word count:

Must be no more than 300 words.

3. Benefits to the community (20% weighting)

Describe the benefits that the Activity will provide to the community (for example: outreach to students, teachers and schools, community, or industry) and the wider significance of community involvement in the Activity.

Benefits to the community (Maximum 300 words) *

Word count:

Must be no more than 300 words.

4. Alignment with the Program purpose and the OCSEs core function (20% weighting)

Describe how the Activity aligns with the purpose of the Program and OCSEs core function of science outreach and education. Check the Program Guidelines and [OCSE website](#) for details.

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Alignment with the Program purpose and the OCSE's core function (Maximum 300 words) *

Word count:

Must be no more than 300 words.

5. Need for funding (20% weighting)

Demonstrate need for funding through a budget breakdown, including matched or co-funding contributions / support (for example: from the applicants high school, parents, philanthropists or industry partners), which will leverage the Departments investment).

How much financial support are you seeking in your application? *

Must be a dollar amount.

Please note that each successful team is eligible to receive up to \$10,000 (ex GST) and each successful single student is eligible to receive up to \$2,500 (ex GST) for a domestic activity and \$5,000 (ex GST) for an international activity at the Department's discretion.

Estimated budget of attending the Activity - List budget allocation in fields below (List in-kind contributions separately.)

- Please include any in-kind or matched funding. Check examples and how to calculate in-kind contributions on this website: [Tips for valuing 'in-kind' contributions in grant applications - Next Dimension Accounting](#)
- Funding sources may include the school's own contribution to the event(s) and grants received by other collaboration partners, for example, parents, philanthropists or industry partners), which will leverage the Department's investment)
- In-kind or matched funding sources may include any non-cash items such as venues that have waived their fees.
- Please fill out the Expense Amount and Funding Source Amount columns separately.

For Example

Expense

\$

Funding source

\$

Project materials

\$500

SYSEAP grant

\$500

Competition registration

\$500

SYSEAP grant

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\$500

Travel

\$1000

SYSEAP grant

\$1000

Accommodation

\$1500

Sponsor

\$1500

Meals

\$750

Fundraiser

\$750

Administration

\$1200

In kind - applicant contribution

\$1200

Total expenses

\$5450

Total funding

\$5450

Budget

Expense	\$	Funding Source	\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$

Budget Totals

Total Expenses *

\$

This number/amount is calculated.

Total Funding Amount *

\$

This number/amount is calculated.

Additional Information

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Word count:

Must be no more than 300 words.

Feedback and Evaluation and Communication

* indicates a required field

The Department regularly examines its programs to ensure they are achieving their intended outcomes and providing benefit to people in NSW. We will evaluate the Program to:

- study the implementation of the Program
- measure how well the outcomes and objectives have been achieved.

Are you happy to be contacted by the Department within one year for research related to the evaluation of the Program? *

- Yes
 No

Sign up to receive email updates on new grant programs and newsletters promoting our programs:

• **Receiving emails on new grant programs ***

- Yes
 No

• **Receiving newsletters promoting government programs ***

- Yes
 No

Declaration

* indicates a required field

I confirm that:

- I have read and understood the Terms.
- I have read and understood the Program Guidelines with respect to assistance under this Program.
- I am authorised to make this application on behalf of the applicant.
- The applicant agrees to the Terms and the Program Guidelines.
- The information provided in this application is true, correct and valid as at the date of submitting this application.

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I declare that the information provided in this application form and any attachments to this application are true and correct. *

Yes

I understand that the information provided in my application will remain confidential and used by the NSW Government only for the purposes of assessing the application, evaluating the performance of funding awarded under the Supporting Young Scientists Equity and Access Program and evaluating the performance of the Supporting Young Scientists Equity and Access Program. *

Yes

I understand that the NSW Government may disclose confidential information provided in my application if required by law. *

Yes

If my application is successful, I consent to the NSW Government disclosing my school / association name and a basic summary of my proposed solution when announcing successful funding recipients. *

Yes

I understand that my application will be assessed in accordance with the procedure outlined in the Supporting Young Scientists Equity and Access Program Guidelines. *

Yes

Click [here](#) to access the Guidelines

I declare that I have obtained the consent of all persons whose Personal Information (as defined by the Privacy and Personal Information Protection Act 1998 NSW) has been included in this application to provide that information to the NSW Government. *

Yes

I have the authority to complete and submit this application form on behalf of the student/students that are seeking grant funding. *

Yes

Name of authorised person *

Student's authorising teacher/Principal or agent of a NSW educational institution or association in their capacity as organiser of a team or group which involves entries from more than one NSW high school

Position *

Date *

Must be a date.

Must be a date no later than 30 September 2024

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NOTE: Please ensure you click Submit Application when you are ready to submit. Applications must be submitted prior to the round closing date to be eligible for consideration.

Once you have submitted your application you cannot make any changes.