



## Grant Opportunity Guidelines

# Inspiring Australia – Science Engagement Programme The Prime Minister’s Prizes for Science - Science Prizes

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<b>Nomination Stage 1 closing date and time:</b>	5.00pm AEDT on Thursday, 10 February 2022
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# 1. Inspiring Australia – Science Engagement Programme: The Prime Minister’s Prizes for Science - Science Prizes processes

## **The Inspiring Australia – Science Engagement Programme is designed to achieve Australian Government objectives**

This grant opportunity is part of the above grant program, which contributes to the [Department of Industry, Science, Energy and Resources’ Outcome One](#). The Department of Industry, Science, Energy and Resources works with stakeholders to plan and design the grant program according to the [Commonwealth Grants Rules and Guidelines](#).



## **Stage 1 nominations open**

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



## **You complete and submit a Stage 1 nomination form**

You as a nominator apply on behalf of a nominee. You will provide a brief statement (up to 500 words) addressing the nominee’s achievement for a particular science prize, the contact details of the nominee, two supporters and two independent referees. One independent referee must be based overseas for all Prizes, except the Prize for New Innovators.



## **We assess all nominations**

We assess the nominations against eligibility criteria. An independent committee assesses eligible nominations against the assessment criteria for each prize and compares it with other eligible nominations.



## **Eligible and competitive nominations are shortlisted and invited to apply for Stage 2**

If your nominee has been shortlisted, we invite you (the nominator) and the two supporters of your original nomination to prepare a more detailed nomination addressing the assessment criteria. For the Prime Minister’s Prize for Innovation, you are required to address different criteria at each stage.



## **Stage 2 nominations are sent to referees**

We refer the nominator and supporters’ Stage 2 statements to the independent referees (two provided by the nominator and one identified by the committee) with relevant expertise to seek their professional opinions on the claims made in the nomination.



## **Stage 2 nominations are assessed and prize recipients are recommended**

The committee assesses Stage 2 nominations and recommends prize recipients to the decision maker.



## **Final decisions are made**

The decision maker decides which nominations are successful.



## **We notify you and the nominee of the outcome**

We advise you of the outcome of your nomination. Prize recipients will be notified under embargo, in writing, and invited to receive their awards at the Prime Minister’s Prizes for Science awards event.

## 2. About the Inspiring Australia – Science Engagement Programme

The Inspiring Australia - Science Engagement Programme (the program) provides funding for a range of initiatives.

The program contributes to the Government's vision for an Australian society engaged in and enriched by science. Through this program and other science engagement activities, the Government aims to achieve:

- engagement by the wider Australian community with the sciences, including through major activities and events such as National Science Week
- public recognition and national awareness and pride in the achievements of our best scientists and innovators
- effective communication on key science issues, between scientists, the general public and Australian decision makers in business and government
- enhanced focus on building skills and capability in science, technology, engineering and mathematics (STEM) and digital literacy, in Australian schools and communities.

It does this by funding and supporting a range of science communication and engagement activities and events under the following program elements:

- Targeted Science Communication
- National Science Week
- Prime Minister's Prizes for Science (Science Prizes and Science Teachers Prizes)
- Citizen Science Grants
- Maker Projects Grants
- Sponsorship Grants for Student Science Engagement and International Competitions.

These Guidelines relate to the Prime Minister's Prizes for Science (Science Prizes) element of the program. There will be other grant opportunities as part of this program. We will publish the opening and closing dates and any other relevant information on [business.gov.au](https://business.gov.au) and [GrantConnect](#).

The Program Delegate may agree to run a closed non-competitive grant selection process for particular activities under select program elements where:

- it can be demonstrated that the activity is consistent with the program objectives and with one of the program elements
- there is funding available under the program to support the activity
- the activity requires capabilities that are not widely available, such that it would not be cost-effective to run an open application process, or relies on intellectual property that cannot be obtained through an open application process
- there is clear documentation showing the grant selection process and demonstrating that the grant represents good value for money.

The Program Delegate may re-allocate funding between elements under the program based on demand.

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

## 2.1. About the Prime Minister's Prizes for Science

The Prime Minister's Prizes for Science is an ongoing element of the program. There are two grant opportunities as part of this program, the Science Prizes and the Science Teaching Prizes.

The Prime Minister's Prizes for Science are Australia's most prestigious and highly regarded awards for outstanding achievements in scientific research, research-based innovation and excellence in science teaching.

The Prime Minister's Prizes for Science recognise the achievements and success of Australian scientists and innovators, and benefits to both Australia and the rest of the world. The prizes also recognise the critical role science educators play in inspiring and encouraging students to take an interest in science and consider science as a career.

We strongly encourage nominations of diverse candidates, including those from a different range of backgrounds and geographical regions.

Through the program, the Prime Minister's Prizes for Science will award up to \$750,000 each year for outstanding achievements in science, research-based innovation and excellence in science teaching.

There are five prizes for science and innovation (referred to as the Science Prizes) and two prizes for science teaching (referred to as the Science Teaching Prizes).

### Science Prizes

- Prime Minister's Prize for Science (\$250,000)
- Prime Minister's Prize for Innovation (\$250,000)
- Malcolm McIntosh Prize for Physical Scientist of the Year (\$50,000)
- Frank Fenner Prize for Life Scientist of the Year (\$50,000)
- Prize for New Innovators (\$50,000).

### Science Teaching Prizes

- Prime Minister's Prize for Excellence in Science Teaching in Primary Schools (\$50,000)
- Prime Minister's Prize for Excellence in Science Teaching in Secondary Schools (\$50,000).

We will publish the [opening and closing dates](#)<sup>2</sup> and any other relevant information on [business.gov.au](#) and [GrantConnect](#).

## 2.2. About the Science Prizes grant opportunity

These guidelines contain information for the Science Prizes. The nomination process for each prize involves two stages.

**Stage 1:** where you, as the nominator, provide a submission (up to 500 words) outlining the nominee's achievement and why they would be a good candidate for a particular science prize. You will also need to provide the contact details of two supporters and two independent referees.

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

<sup>2</sup> <https://www.business.gov.au/scienceprizes>

One independent referee must be based overseas for all Prizes except the Prize for New Innovators.

**Stage 2:** where, if we have shortlisted your nominee, we invite you (the nominator) and two supporters to prepare a more detailed submission addressing the relevant assessment criteria.

This grant opportunity guidelines document sets out:

- the eligibility and assessment criteria
- how we consider and assess applications
- how we monitor and evaluate nominees
- responsibilities and expectations in relation to the opportunity.

The Department of Industry, Science, Energy and Resources (the department) is responsible for administering the Science Prizes.

We have defined key terms used in these guidelines in the glossary at section 11.

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

## 2.3. Overview of the Science Prizes

We award the Science Prizes for outstanding achievements in science, research-based innovation and commercialisation.

### 2.3.1. Prime Minister's Prize for Science

We award the Prime Minister's Prize for Science for a significant advancement of knowledge through science. It is awarded to an individual or a team of up to four individuals if the achievement is the result of a collaborative team effort.

The prize includes a medallion, lapel pin, award certificate and prize money of \$250,000. Where we award the prize to a team, each member will receive a medallion, lapel pin, award certificate and an equal portion of the prize money.

### 2.3.2. Prime Minister's Prize for Innovation

The Prime Minister's Prize for Innovation is awarded for the innovative translation of scientific knowledge into a commercially available product, service or process that has had economic, social and, where relevant, environmental benefits. It is awarded to an individual or a team of up to four individuals if the achievement is the result of a collaborative team effort.

The prize includes a medallion, lapel pin, award certificate and prize money of \$250,000. Where we award the prize to a team, each member will receive a medallion, lapel pin, award certificate and an equal portion of the prize money.

### 2.3.3. Malcolm McIntosh Prize for Physical Scientist of the Year and Frank Fenner Prize for Life Scientist of the Year

The Malcolm McIntosh Prize for Physical Scientist of the Year and Frank Fenner Prize for Life Scientist of the Year each recognise an exceptional achievement in science that benefits, or has the potential to benefit, human welfare or society. We award each prize to an individual who has realised the nominated research achievement and been nominated within 10 years (full time or full-time equivalent (FTE)) of completing their highest relevant tertiary qualification.

The date of award of the highest relevant degree can include research conducted as part of studies leading to the award of the nominee's highest relevant degree.

Each prize includes a medallion, lapel pin, award certificate and prize money of \$50,000.

#### 2.3.4. Prize for New Innovators

The Prize for New Innovators recognises early achievement towards partial or full commercialisation of scientific research with economic, social and, where relevant, environmental benefits. The commercialisation of scientific research can be demonstrated by either advancement towards commercial outcome or by the actual attainment of a commercial outcome itself.

We will consider the innovation, underlying research and trial pathway equally important. The innovation must, or have the potential to, generate measurable revenue or measurable socio-economic benefit.

We will award the prize to an individual who has achieved or made achievements towards commercialising their research outcomes and been nominated within 10 years (full time or FTE) of completing their highest relevant tertiary qualification.

The prize includes a medallion, lapel pin, award certificate, and prize money of \$50,000.

#### 2.3.5. Fields of science covered by the Science Prizes

The Science Prizes are awarded for achievement in any of the following fields, as defined in the Australian and New Zealand Standard Research Classifications 2020:

Division 30	Agricultural, Veterinary and Food Sciences
Division 31	Biological Sciences
Division 32	Biomedical and Clinical Sciences
Division 34	Chemical Sciences
Division 37	Earth Sciences
Division 40	Engineering
Division 41	Environmental Sciences
Division 42	Health Sciences
Division 45	Indigenous studies, Group 4506 Aboriginal and Torres Strait Islander sciences
Division 45	Indigenous studies, Group 4517 Pacific Peoples sciences
Division 46	Information and Computing Sciences
Division 49	Mathematical Sciences
Division 51	Physical Sciences

### 3. Grant amount and grant period

Through the program, the Prime Minister's Prizes for Science will award up to \$750,000 in 2022 for outstanding achievements in science, research-based innovation and excellence in science teaching.

#### 3.1. Grants available

For the Science Prizes grant opportunity, the grant will be up to \$650,000 in prize money as described below:

##### Science Prizes

- Prime Minister's Prize for Science (\$250,000)
- Prime Minister's Prize for Innovation (\$250,000)



- Malcolm McIntosh Prize for Physical Scientist of the Year (\$50,000)
- Frank Fenner Prize for Life Scientist of the Year (\$50,000)
- Prize for New Innovators (\$50,000).

Each prize recipient receives a medallion, lapel pin, award certificate and prize money. Where we award the prize to a team, each member will receive a medallion, lapel pin, award certificate and an equal portion of the prize money.

We will publish the [opening and closing dates<sup>\[3\]</sup>](#) and any other relevant information on [business.gov.au](http://business.gov.au) and [GrantConnect](#).

## 4. Eligibility criteria

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

### 4.1. Who is eligible?

To be eligible for a Science Prize, a nominee must:

- be an Australian citizen or permanent resident of Australia
- not be self-nominated
- not be nominated in more than one prize category. Where a nominee is nominated in more than one category, the department will ask the nominee to select a single nomination to pursue. This will occur at Stage 1.

Prize nominees do not need to be a member of a professional association or to have received any prior award to be eligible.

Additional eligibility criteria for each prize are listed below.

### 4.2. Additional eligibility requirements

Previous nominees are eligible for renomination subject to meeting relevant eligibility criteria, submitting a new nomination and the nominator and supporters providing evidence of any relevant achievements. Different individuals may nominate and support the nominee where appropriate.

#### 4.2.1. Prime Minister's Prize for Science and Prime Minister's Prize for Innovation

To be eligible for the Prime Minister's Prize for Science or the Prime Minister's Prize for Innovation, a nominee must also:

- be an individual or a member of a team with up to four individuals
- hold an active position in research, academia or the private sector.

Where you nominate a team, all individuals must meet the eligibility criteria and you must demonstrate a collaboration for the nomination to be eligible. We cannot award the prize to a group of individuals who have produced recognised research or research impacts in the same field, but who did not work collaboratively to achieve them.

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<sup>[3]</sup> <https://www.business.gov.au/scienceprizes>

#### 4.2.2. Malcolm McIntosh Prize for Physical Scientist of the Year and Frank Fenner Prize for Life Scientist of the Year

To be eligible for the Malcolm McIntosh Prize or the Frank Fenner Prize, a nominee must also:

- be an individual
- have realised their nominated research achievements and be nominated within 10 years (full-time or FTE) of completing their highest relevant tertiary qualification
- have completed at least four years (full-time or FTE) of research in Australia.

The research achievement can include work done as part of relevant academic studies.

A nominee may have had one, or more, allowable career interruptions (as defined in section 11 Glossary) since completing their highest relevant tertiary qualification. In these situations, the 10 years (full-time or FTE) requirement is extended by the length of the career interruption. For example, a nominee experiencing career interruptions totalling two years will be eligible to apply within 12 years full-time or FTE since completing their highest relevant tertiary qualification.

#### 4.2.3. Prize for New Innovators

To be eligible for the Prize for New Innovators, a nominee must also:

- be an individual
- have made significant achievement towards the commercialisation of their scientific research outcomes and be nominated within 10 years (full-time or FTE) of completing their highest relevant tertiary qualification
- have completed at least two years (full-time or FTE) of research in Australia.

Nominees who demonstrate partial or full commercialisation of scientific research outcomes are eligible for this Prize. Progress towards commercialisation can include work done as part of relevant academic studies.

A nominee may have had one, or more, allowable career interruptions (as defined in section 11 Glossary) since completing their highest relevant tertiary qualification. In these situations, the 10 years (full-time or FTE) requirement is extended by the length of the career interruption. For example, a nominee experiencing career interruptions totalling two years will be eligible to apply within 12 years full-time or FTE since completing their highest relevant tertiary qualification.

### 4.3. Who is not eligible?

Past recipients of the Prime Minister's Prize for Science or the Prime Minister's Prize for Innovation are not eligible to be considered for another award.

Past recipients of any other of the Science Prizes may only be nominated for the Prime Minister's Prize for Science or the Prime Minister's Prize for Innovation.

### 4.4. Who is eligible to be a nominator?

The nominator is the person making a nomination of a nominee.

To be eligible to submit a nomination for a Science Prize, a nominator must:

- not be related to the nominee
- be personally knowledgeable of the nominated achievement and be able to offer expert opinions about its worth
- hold professional qualifications in the same, or a closely related field as the nominee

- ensure the nominee is willing to be nominated and provide evidence necessary to support the nomination.

We encourage nominators to confirm the organisation of the nominee is aware of and can support the nomination. We also encourage nominators to work with support mechanisms available within their own organisations, such as research offices, to assist with developing high quality and competitive nominations.

If nominating a team, the nominator need only submit one nomination to address the work of all team members.

A person can be a nominator for more than one nominee.

A nominator cannot also be a supporter or an independent referee for the same nomination and a nominee cannot support their own nomination.

#### 4.5. Who is eligible to be a supporter?

A supporter is an individual identified by the nominator as someone who will support the nomination. A supporter cannot also be a nominator or an independent referee for the same nomination.

The supporter's role is to provide independent views on the nominee's achievements against the assessment criteria.

To be eligible to support a nomination for a Science Prize, a supporter must:

- not be related to the nominee
- be personally knowledgeable of the nominated achievement and be able to offer expert opinions about its worth
- hold professional qualifications in the same, or a closely related field as the nominee

At least one supporter must be working for a different organisation to the nominator and the nominee.

#### 4.6. Who is eligible to be an independent referee?

An independent referee is an individual identified by the nominator or the committee as someone who will verify the nomination. An independent referee cannot also be a nominator or supporter for the same nomination.

The independent referee's role is to review the statement of claims against the assessment criteria provided by the nominator and the supporter when contacted by the department.

To be eligible to be an independent referee for a Science Prize, the independent referee must:

- not be related to the nominee.

One of the independent referees identified by the nominator must be based overseas for all Prizes, except the Prize for New Innovators.

## 5. The assessment criteria

You must address all assessment criteria in your nomination. All assessment criteria are of equal weighting (there is a maximum of 20 points).

The application form asks questions that relate to the assessment criteria below. The application form displays size limits for answers.

You may address the criteria through the combined inputs of the nominator and supporters based on direct personal knowledge of the nominee's work. We understand that a supporter may not be

able to comment on all criteria. Supporters should provide independent views of the nominee's achievement/s, rather than confirming the views of the nominator.

We will assess responses to the assessment criteria at both stages of the nomination process. In Stage 1 a summary of up to 500 words that outlines the nominee's achievement and why they would be a good candidate for a particular science prize will be required, and in Stage 2 more detailed responses against the assessment criteria will be required.

## 5.1. Prime Minister's Prize for Science

### 5.1.1. Assessment criterion 1 (10 points)

#### **Demonstrated original and in-depth research effort**

You should demonstrate this by identifying the originality and depth of the research effort involved in the nominated achievement.

For team nominations also describe:

- each member's contribution
- the benefits of the collaboration
- why the prize should be jointly awarded.

### 5.1.2. Assessment criterion 2 (10 points)

#### **Demonstrated impact**

You should demonstrate this by identifying the achievement's impact on its field of science and, where appropriate, more broadly.

## 5.2. Prime Minister's Prize for Innovation

For this prize, nominees are required to address different assessment criteria at each stage.

### 5.2.1. Stage 1 Assessment Criteria

#### **5.2.1.1. Assessment criterion 1 (10 points)**

##### **Demonstrated commercialisation**

You should demonstrate commercialisation by identifying the key research and development efforts involved in innovatively translating scientific knowledge into a commercially available product, process or service that has had substantial economic, social, and where relevant, environmental benefits.

For team nominations also describe:

- each member's contribution
- the benefits of the collaboration
- why the prize should be jointly awarded.

#### **5.2.1.2. Assessment criterion 2 (10 points)**

##### **Demonstrated value and benefit to Australia**

You should demonstrate this by identifying the direct and indirect benefits of the innovation to Australia and its public good value.

## 5.2.2. Stage 2 Assessment Criteria

### 5.2.2.1. Assessment criterion 1 (10 points)

#### **Demonstrated commercialisation through innovation**

You should demonstrate this by identifying:

- a. the key research and development efforts involved in innovatively translating scientific knowledge into a commercially available product, process or service that has had substantial economic, social, and where relevant, environmental benefits
- b. the research and innovation pathway to the final product, process or service and its successful commercialisation, including:
  - the roles and contributions of those involved
  - any patents granted or applied for.

For team nominations also describe:

- each member's contribution to the development of the innovation and its commercialisation
- the benefits of the collaboration
- why the prize should be awarded jointly.

### 5.2.2.2. Assessment criterion 2 (10 points)

#### **Demonstrated value and benefit to Australia**

You should demonstrate this by identifying:

- a. the direct and indirect economic, social and, where relevant, environmental benefits of commercialisation, such as:
  - capital investment and employment outcomes for Australia
  - the value of sales
  - tax revenues
  - royalty streams to the host research organisation
  - new partnerships and synergies
  - the value of its public good.
- b. other benefits of the innovation process such as:
  - pathways for further research and development on both the commercialised product, process or service and other potential outcomes
  - the number of PhD students involved in the research programs
  - any unexpected outcomes realised through the innovation and product, process or service development processes.

### 5.3. Malcolm McIntosh Prize for Physical Scientist of the Year and Frank Fenner Prize for Life Scientist of the Year

#### 5.3.1. Assessment criterion 1 (10 points)

##### **Nature of the research achievement**

You should demonstrate this by identifying the originality and impact of the achievement within its field of science.

#### 5.3.2. Assessment criterion 2 (10 points)

##### **Benefit, or potential for benefit, to human welfare or society**

You should demonstrate this by identifying the application of the research achievement, particularly to Australia.

### 5.4. Prize for New Innovators

#### 5.4.1. Assessment criterion 1 (10 points)

##### **Nature of the innovation achievement**

For this prize, you should demonstrate the commercial viability of your innovation, including any progress towards commercialisation.

You should demonstrate this by identifying the research and development and innovation involved in translating scientific knowledge into a commercial product, process or service including:

- the pathway leading to the development and commercialisation of the product, process or service
- the role of the nominee in the process
- whether any patents were granted or applied for
- the originality and impact of the achievement within its field of science.

We will consider the innovation, underlying research and trial pathway equally important.

#### 5.4.2. Assessment criterion 2 (10 points)

##### **Value and benefit to Australia**

You should demonstrate this by identifying the application of the innovation and its benefits, including substantial progress towards commercialisation and any direct and indirect economic, societal and environmental benefits.

## 6. How to submit a nomination

Before applying, you should read and understand these guidelines and the nomination form published on [business.gov.au](https://business.gov.au) and [GrantConnect](#).

You can only submit a nomination while nominations are open.

You must also ensure the nominee:

- is willing to be a nominee
- will provide the evidence necessary to support the nomination and
- understands the obligations that come with the prize.

We encourage nominators to confirm the organisation of the nominee is aware of, and can support the nomination.

Nominations are a two-stage process. If your nominee is shortlisted, you will need to submit an online nomination form for both stages.

You will receive confirmation when you submit your nomination. You should retain a copy of your application 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 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.

If we find an error or information that is missing, we may ask for clarification or additional information from you that will not change the nature of your application. However, we can refuse to accept any additional information from you that would change your submission after the application closing time.

The selection of nominees and recipients reflect the nominations received and information available to the department at the time. The department reserves the right to exclude a nomination from consideration or withdraw a prize, if further information or the nominee/recipient's conduct may bring, or has brought, the Prizes, the department or the Australian Government into disrepute.

If you need further guidance around the application process, or if you are unable to submit an application online, [contact us](#) at [business.gov.au](http://business.gov.au) or by calling 13 28 46.

## 6.1. Submitting a Stage 1 nomination

For a Stage 1 submission, you must:

- complete the online Stage 1 [nomination form](#)<sup>3</sup> on [business.gov.au](http://business.gov.au)
- address all eligibility and assessment criteria
- provide all the information requested including
  - the contact details of two supporters
  - the contact details of two independent referees. One independent referee must be based overseas for all Prizes except the Prize for New Innovators
- provide all necessary attachments, as outlined in section 6.3.1.

## 6.2. Submitting a Stage 2 nomination

For a Stage 2 submission, you must:

- be invited to participate in Stage 2 of the nomination process
- complete the online Stage 2 nomination form on [business.gov.au](http://business.gov.au)
- address all eligibility and assessment criteria
- provide all the information requested
- provide all the necessary attachments, as outlined in section 6.3.2.

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<sup>3</sup> <https://www.business.gov.au/grants-and-programs/prime-ministers-prizes-for-science>

### 6.3. Attachments to the application

You must attach supporting documentation to the application form in line with the instructions provided within the form. You should only attach requested documents. We will not consider information in attachments that we do not request.

Supporters who wish to submit their statements separately should contact us for advice on how to do this.

#### 6.3.1. Stage 1 attachments

We require the following documents with your nomination:

- a current two page CV for each nominee
- a 500 word achievement summary addressing the assessment criteria.

The CV should include reference to any patents and to four key articles or publications that relate most directly to the work referenced in the nomination. Where the nominee is a joint author, the citation should note if the nominee was the principal author or not. If the nomination is for a team, at least two of the team members, including the team leader, must be joint authors of at least three of the publications.

#### 6.3.2. Stage 2 attachments

We require the following documents with your nomination:

- statements from the you and both supporters that independently address the assessment criteria (template provided on [business.gov.au](http://business.gov.au) and [GrantConnect](#))
- brief (250 words) plain English statement from the you summarising the nominee's science achievements and impacts
- certified evidence of the nominee's Australian citizenship or permanent resident status
- a certified copy of the nominee's testamur (for Frank Fenner, Malcolm McIntosh and Prize for New Innovators only)
- links to four peer reviewed publications or patents that best describe the nominee's achievement. You may attach publications or patents where they are not freely available online.
- a list of published articles and/or books directly relevant to the nominee's achievement. Where the nominee is a joint author, the citation should note if the nominee was the principal author or not. If the nomination is for a team, the papers must be co-authored by the majority of the team.
- a declaration from the nominee stating, amongst other things, that they have not, and will not, take actions that bring the Prizes, the department or the Australian Government into disrepute.

### 6.4. Timing of grant opportunity

You can only submit an application between the published opening and closing dates. We cannot accept late applications.



Table 1: Expected timing for this grant opportunity

Activity	Timeframe
Stage 1 Nominations Open	12 weeks
Assessment of Stage 1 Nominations	4 weeks
Stage 2 Nominations Open	3 weeks
Assessment of Stage 2 Nominations	9 weeks

## 7. The grant selection process

We first assess your application against the eligibility criteria and then 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.

We refer your application to the Science Prizes Committee, an independent committee of experts, which may include members of relevant industry associations, industry stakeholders or subject matter experts.

In Stage 1 the committee will assess eligible nominations against the assessment criteria for each prize, compare them to other eligible nominations, and shortlist them.

We will invite shortlisted nominations to apply for Stage 2. We invite you (the nominator) and two supporters to prepare a more detailed nomination addressing the assessment criteria. For the Prime Minister's Prize for Innovation, nominees are required to address different criteria at each stage.

We refer the nominator and supporters' Stage 2 statements to the independent referees with relevant expertise to seek their professional opinions on the claims made in the nomination. The committee will approach an alternative independent referee for further confirmation of the nominee's achievements.

In Stage 2, the committee will assess eligible nominations for the shortlisted nominees against the assessment criteria, compare them to other eligible Stage 2 nominations and recommend prize recipients.

The committee will be gender balanced, consistent with the gender diversity target on Australian Government boards. The committee must undertake compulsory implicit bias training before reviewing applications. The committee may also seek additional advice from independent technical experts.

The committee may re-assign nominations between the Science Prizes, subject to meeting eligibility criteria and confirmation from the Program Delegate.

If the selection process identifies unintentional errors in your application, we may contact you to correct or clarify the errors, but you cannot make any material alteration or addition.

For a nominee to be recommended for a Science Prize, the nomination must score highly, at least 50 percent, against all assessment criteria. We will not award a prize in that year if the committee does not consider any of the nominations sufficiently meritorious.

### 7.1. Who will approve the prize recipients?

The Minister will make the final decision on the prize recipients taking into account the recommendations of the committee and the availability of program funds.

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

- the approval of prize recipients
- the prize money to be awarded.

We cannot review decisions about the merits of your application.

## 8. Notification of prize outcomes

We will notify you of the outcome of your nomination in writing following the completion of each stage.

### 8.1. How the prize will be awarded

We will notify the prize recipients in writing, and invite them to receive their awards at the Prime Minister's Prizes for Science awards event. This information is under embargo until we publicly announce the recipients of the Prime Minister's Prizes for Science at the awards event. This means prize recipients may not make any announcements in advance of the awards event.

We deposit the prize money into the recipients' accounts shortly after the awards event, following receipt of bank account details.

### 8.2. Obligations of the prize recipient

In the lead up to the awards event, we will contact prize recipients regarding preparations for the event.

Following the awards event, prize recipients may be asked to assist in publicly promoting the teaching and learning of science as important foundations for Australia's continuing economic, social and environmental wellbeing. Recipients should be prepared to undertake a small number of public engagements.

We may invite prize recipients to present at official events or participate in public events such as National Science Week. Subject to the availability of funds, we may contribute to the travel and accommodation costs of attending an event (to the limit of Government standard rates), where these are not covered by event organisers. We will consider requests to meet costs on a case-by-case basis, based on the benefits and value-for-money offered by the event. Participation at events will be subject to any public health restrictions in place at the time.

We encourage prize recipients to inform us of any invitations to attend events. We also ask prize recipients to notify us if they attended an event.

Where a prize recipient decides to use their share of the prize to benefit others (for example through the creation of a scholarship or enhancement of a science education program), the recipient is requested to notify us of this decision and its outcomes.

We require that prize recipients must not have and must not take any actions that will bring the Prizes, the department or the Australian Government into disrepute.

As at Section 6, the department reserves the right to withdraw a prize, if this is deemed to have occurred.

### 8.3. Tax obligations

The cash prizes awarded as part of the Prime Minister's Prizes for Science are not assessable as income under either section 6-5 or section 10-5 of the *Income Tax Assessment Act 1997*, or under paragraph 26(e) of the *Income Tax Assessment Act 1936*.

### 8.4. Use of materials

Material created by the Commonwealth for the Prime Minister's Prizes for Science, such as media statements, interviews, videos and photographs, are the property of the Commonwealth and may be used or disclosed by us in the promotion of science, innovation or science education programs.

## 9. Announcement of grants

We will publish non-sensitive details of successful nominations 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.

## 10. 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.

### 10.1. Conflicts of interest

Any conflicts of interest could affect the performance of the grant opportunity 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 is able to 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\(7\)\)<sup>4</sup>](#) of the *Public Service Act 1999* (Cth). Committee members and other officials including the decision maker must also declare any conflicts of interest.

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<sup>4</sup> <https://www.legislation.gov.au/Details/C2019C00057>

We publish our [conflict of interest policy](#)<sup>5</sup> on the department's website.

## 10.2. How we use your information

Unless the information you provide to us is:

- confidential information as per 0, or
- personal information as per 10.2.3

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.

### 10.2.1. 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.

### 10.2.2. 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.

### 10.2.3. 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:

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<sup>5</sup> [https://www.industry.gov.au/sites/default/files/July%202018/document/pdf/conflict-of-interest-and-insider-trading-policy.pdf?acsf\\_files\\_redirect](https://www.industry.gov.au/sites/default/files/July%202018/document/pdf/conflict-of-interest-and-insider-trading-policy.pdf?acsf_files_redirect)

- what personal information we collect
- 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 nominees to the public
- publish personal information on the department's websites.

You may read our [Privacy Policy](#)<sup>6</sup> 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.

#### 10.2.4. 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.

#### 10.3. 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:

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<sup>6</sup> <https://www.industry.gov.au/data-and-publications/privacy-policy>

Head of Division  
AusIndustry  
Department of Industry, Science, Energy and Resources  
GPO Box 2013  
CANBERRA ACT 2601

You can also contact the [Commonwealth Ombudsman<sup>7</sup>](#) with your complaint (call 1300 362 072). There is no fee for making a complaint, and the Ombudsman may conduct an independent investigation.

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<sup>7</sup> <http://www.ombudsman.gov.au/>

## 11. Glossary

Term	Definition
AusIndustry	The division of the same name within the department.
Allowable career interruption	<p>A break in career for any of the following reasons:</p> <ul style="list-style-type: none"> <li>▪ carer's responsibilities</li> <li>▪ medical condition or disability</li> <li>▪ maternity or parental leave</li> <li>▪ unemployment</li> <li>▪ non-research employment not concurrent with research employment</li> <li>▪ being the primary carer of a dependent child, inclusive of carer's responsibilities and any maternity or parental leave (maximum of two years per dependent child, inclusive of any period of maternity or other parental leave)</li> <li>▪ disruption due to international relocation (maximum of three months per international relocation).</li> </ul> <p>A primary carer who has had extensive caring responsibilities for a dependent child may be granted a further extension (in addition to the two years) with justification. This may be due to the child being ill or having a disability.</p> <p>Each period of career interruption must be:</p> <ul style="list-style-type: none"> <li>▪ significant and not overlapping; and</li> <li>▪ for a period of greater than one month.</li> </ul> <p>The timeframes allowed for each career interruption must be commensurate with the interruption, unless otherwise stated.</p>
Collaboration	A joint participation on the same research project to which all team members have contributed leading to a specified research or research commercialisation achievement.
Date of award of the highest relevant degree	<p>The date of award of the highest relevant degree is not to be treated as a commencement date for research activity leading to the nominated achievement. Research conducted as part of studies leading to the award of the nominee's highest degree is eligible for consideration.</p> <p>However, once the initial stages of research have commenced, the highest degree becomes the one that was last awarded.</p>
Department	The Department of Industry, Science, Energy and Resources.
Eligible nomination	A nomination for a Science Prize under the Prime Minister's Prizes for Science that the Program Delegate has determined is eligible for assessment in accordance with these guidelines.
Grant funding or grant funds	The funding made available by the Commonwealth to grantees under the program.

Term	Definition
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.
Minister	The Commonwealth Minister for Science and Technology.
Nomination form	The document issued by the Program Delegate that nominators use to nominate nominees for Science Prizes under the program.
Nominator	The person making a nomination of a nominee.
Nominee	The individual or team being nominated for a Science Prize.
Personal information	<p>Has the same meaning as in the <i>Privacy Act 1988</i> (Cth) which is:</p> <p>Information or an opinion about an identified individual, or an individual who is reasonably identifiable:</p> <ol style="list-style-type: none"> <li>a. whether the information or opinion is true or not</li> <li>b. whether the information or opinion is recorded in a material form or not.</li> </ol>
Prize money	The monetary prize made available by the Commonwealth of Australia to prize recipients under the program.
Prize recipient	An individual or team that has been awarded a Science Prize.
Program Delegate	An AusIndustry manager within the department with responsibility for the program.
Program funding or Program funds	The funding made available by the Commonwealth for the program.
Referee	<p>Someone identified by either the Nominator or the Science Prizes Committee in addition to the Supporters who will be approached for an independent reference on the achievement/s of the Nominee.</p> <p>The referee's role is to review the statement of claims against the assessment criteria provided by the nominator and the supporter when contacted by the department.</p>
Science Prizes	Collectively refers to the five science and innovation prizes: the Prime Minister's Prize for Science, the Prime Minister's Prize for Innovation, the Frank Fenner Prize for Life Scientist of the Year, the Malcolm McIntosh Prize for Physical Scientist of the Year and the Prize for New Innovators.
Science Prizes Committee	The body by the same name established by the Program Delegate to consider and assess Eligible Nominations and make recommendations to the Minister for prizes under the program.



Term	Definition
Science Teaching Prizes	<p>Refers to the two science teaching prizes:</p> <ul style="list-style-type: none"> <li>▪ Prime Minister’s Prize for Excellence in Science Teaching in Primary Schools</li> <li>▪ Prime Minister’s Prize for Excellence in Science Teaching in Secondary Schools.</li> </ul>
Supporter	<p>An individual identified by the nominator as someone who will support the nomination.</p> <p>The supporter’s role is to provide independent views on the nominee’s achievements against the assessment criteria.</p>