## Inspiring Western Australia

# Mid-Tier Grant Guidelines 2025

## Overview

Inspiring Western Australia is offering **grants of up to $10,000** to support community STEM (Science, Technology, Engineering & Maths) projects and events in Western Australia during National Science Week.

National Science Week is Australia's annual celebration of science, held in August. In 2025, it runs from 9–17 August, offering communities across the country the chance to take part in exciting science events and activities.

Your project should focus on eligible activities in August 2025 as part of National Science Week. Where possible, it should engage historically underrepresented groups in STEM or highlight the contributions of scientists from these communities, including:

- First Nations communities and projects that highlight First Nations contributions to STEM

- Regional and remote communities

- Women and girls (including projects that highlight their achievements in STEM)

- Culturally and Linguistically Diverse (CaLD) people

- People with disability

- Neurodivergent people

- People from low socio-economic backgrounds

- LGBTQIA+ people

- People facing age-based discrimination

To strengthen your application, clearly identify your target audience and how you will engage them. Ensure your project meets all essential criteria before proceeding.

## Key Dates

| Date | Activity |
|---|---|
| Tuesday 4 March 2025 | Applications open |
| Monday 31 March 2025 | Applications close (5pm AWST) |
| Thursday 1 May 2025 | All applicants notified of outcome |
| Friday 30 May 2025 | Successful applicants submit tax invoices |
| August 2025 | Events delivered |
| No later than Friday 26 September 2025 | Post-event reports due |

## Grant Process

Here is what to expect from the grant process:

1. Application – Submit your project application by Monday 31 March 2025 (5pm AWST).
2. Assessment – Inspiring WA will review your application and may contact you for clarification.
3. Notification – All applicants will be notified of the outcome by Thursday 1 May 2025. Successful applicants will receive a grant agreement.
4. Grant Agreement – Sign and return the agreement and invoicing details by Friday 30 May 2025.
5. Project Delivery – Carry out your project.
6. Evaluation – Collect participant feedback and attendance numbers.
7. Final Report – Submit your evaluation report and financial acquittal by Friday 26 September 2025.

## Mandatory Criteria

To be eligible, your organisation must:

- Be a **registered organisation** (ABN or auspice required)
- Uphold the **National Principles for Child Safe Organisations,** comply with all relevant Western Australian child safety laws and provide documentation upon request.
- Engage an **underrepresented community group** in a STEM-based activity, as outlined above.
- Run your event during **August 2025**.
- **Not** run a **school-only** event*
- Provide a **clear budget that meets grant guidelines.**
- Collect participant feedback and meet reporting requirements**
- Have appropriate **insurance** coverage for your event

*Your event should benefit the **wider community**, not just school staff or students.*

*** Inspiring WA will provide participant feedback surveys and reporting templates. Not meeting reporting requirements may affect future funding eligibility.*

## General Criteria

Applications that meet the eligibility criteria will be assessed on:

- Project Summary – Provide an overview of your event.
- STEM Content – What STEM topics will your event cover, and how will they be delivered?
- Outcomes – What do you hope to achieve, and how will the community benefit?
- Marketing – How will you promote your event to your target audience?
- Contingency Plan – What challenges might arise, and how will you manage them?
- Feedback & Attendance – How will you track attendance and collect feedback?

## Desirable Criteria

Applications will also be assessed on:

- Community Partnerships – Are you partnering with or part of an organisation that supports underrepresented communities?

- Supporting Documents – Attach a Letter of Support or other documentation.
- Capacity to Deliver – What experience, skills, and resources do you have to make this event successful?
- Long-Term Impact – How will your event create future STEM opportunities or lasting impact beyond the event?
- Environmental Impact – How will you minimise environmental impact?
- Cost to Participants – How much will your event cost attendees, and why?

*To give your application the best chance of success, ensure your activity meets all essential criteria, as many desirable criteria as possible, and that all questions are answered.*

## Budget Guidelines

You can apply for **$5,000 - $10,000 (excluding GST)** to cover costs like:

- Promotional materials (e.g. posters, radio advertisements, social media ads, photography).

- Accessibility services or practitioners (e.g. Auslan translators).
- Catering (a suggested 15% of budget towards catering)*
- Project officer salaries or wages (a suggested 20% of budget towards salaries and wages)*

Projects that demonstrate additional cash or in-kind support—such as venue hire, materials, or staff time — will be highly valued.

*\*Inspiring WA invites budgets that demonstrate clear value for money. If your budget exceeds the suggested amounts for catering or wages but can justify the additional expenses, we encourage you to submit it.*

## Successful Applicants

If your application is successful, you must:

- Sign a **grant agreement** outlining key requirements.
- Submit **photos** from the event to Inspiring WA and provide photo consent forms.
- Collect and submit **participant feedback** (survey templates provided).
- Complete a **final report** by 26 September 2025.
- **Notify Inspiring WA within 10 business days** of becoming aware of any major changes to your event.
- **Return funds** within one month if the event cannot proceed.

*Failure to meet reporting requirements may impact eligibility for future grants.*

Additionally, successful grant recipients will be asked to provide the following:

- **Project Summary for Website** – Provide a 150-word summary of your project for the Inspiring WA website once notified of your successful application.
- **Presentation Session** – You will be invited to a virtual session to present your project. Attendance is optional but recommended for first-time recipients.

*Inspiring WA reports all grant activities to the National Inspiring Australia Network and the Commonwealth Government Department of Industry, Science and Resources (DISR), who funds the program. These requirements help demonstrate the impact of National Science Week and ensure continued support for science engagement.*

## Resources

Below are resources to assist you in your application.

**Application Support Materials:**

- Example of Grant Budget
- Example of Application Responses
- Assessment Criteria

**Past Grant Recipients:**

- Inspiring WA STEM Grant Recipients 2024
- National Science Week Grant Recipients 2024

**Event Videos from Previous Grants:**

- WA Gould League: *Beyond Boundaries: Expanding Access to STEM and Nature*
- Victoria Park Community Centre: *WOMEN ROCK!*
- ICRAR: *Connecting to Science through Stories and Sky*

If you have further questions, please contact wainspiringaustralia@scitech.org.au.