



## Advice for successful applicants (round 18)

### 1 Important dates

Date	Event
Tuesday 25 February 2025	Applications open for round 18 through <a href="#">GrantsNT</a> .
5pm ACST Monday 28 April 2025	Applications close.
May 2025	Assessment panel meet; applicants notified of funding outcome.
June 2025	Funding Agreements negotiated and signed.
1 August 2025	Deadline for returning signed Funding Agreements.
31 December 2025	Deadline for completing fieldwork.
30 June 2026	Funding Agreement ends
1 August 2026	Final OPEN FILE date (six months after fieldwork completion or 1 August 2026, whichever is earlier).

### 2 Notification

- Applicants will be notified of funding outcomes via GrantsNT by **early June 2025**.
- Details of successful projects (company name, project title, tenement, exploration technique) will be published on the Resourcing the Territory website and through a Minister's media announcement.
- Co-funded projects may commence only after public announcement and execution of the Funding Agreement.

### 3 Funding Agreement

- The successful applicants enter into a pro-forma Funding Agreement with the NT Government. The agreement binds the payment of up to the agreed funding amount inclusive of GST with the successful completion of the proposed project, lodging of invoices and supply of all project deliverables within specific timeframes. It also contains conditions regarding media releases and termination rights.
- Signed Funding Agreements must be returned by **1 August 2025** as stipulated in the Letter of Offer or NTGS may withdraw the offer of funding.
- Variations to any aspect of the proposal or Funding Agreement must be pursued proactively and not retrospectively and must be submitted by email for consideration.

## 4 Fieldwork

- All fieldwork must be completed prior to **31 December 2025**.
- Upon fieldwork commencement email the **fieldwork commencement date** to [collaborations.DME@nt.gov.au](mailto:collaborations.DME@nt.gov.au).
- Upon fieldwork completion email the **fieldwork completion date** to [collaborations.DME@nt.gov.au](mailto:collaborations.DME@nt.gov.au).
- The fieldwork completion date is defined as the end-of-hole date for the final hole in drilling program or the final date of survey acquisition. This date sets the schedule of deliverables outlined in detail in the funding agreement.
- Under exceptional circumstances, variations to the program or a request for an extension to the commencement or completion date can be made by email to [collaborations.DME@nt.gov.au](mailto:collaborations.DME@nt.gov.au).

## 5 Invoices

**Within one month of fieldwork completion** submit two 50% invoices through GrantsNT for approval and payment by NTGS.

**IMPORTANT:** First time funding recipients will need to submit an [NT Government vendor creation form](#) and return to [accountspayable@nt.gov.au](mailto:accountspayable@nt.gov.au). Funding recipients also need to ensure the GrantsNT Organisation Profile contains bank account details consistent with invoice and vendor details for payments to be processed.

- If recipients require help to determine actual direct costs, email all supporting contractor invoices and receipts (drilling and geophysics, TSI costs) to the [collaborations.DME@nt.gov.au](mailto:collaborations.DME@nt.gov.au). For drilling programs, the contractor's invoice should detail the number of metres drilled, type of drilling and location of holes and include plods if the program also includes holes outside of the co-funded program. For geophysics programs, the contractor invoices should include the actual line kilometres flown or actual number of stations acquired. Round 18 guidelines *Section 5.2 claimable costs* and *Section 5.3 TSI costs* lists all claimable costs.
- If the actual direct program costs are less than the awarded funding amount, the eligible co-funding amount will reflect half of the actual direct costs. If the actual direct program costs exceed the awarded funding amount, these additional costs will be borne by the applicant. The **Collaborations grant manager** will verify your eligible co-funding amount (including the TSI if applicable) via email.
- Once NTGS verifies the eligible funding amount, use *8 Reporting submission instructions* of this guide to submit **first and final 50% invoices** against the reporting requirements.
- The two itemised tax invoice will be addressed from the successful applicant (company) to:
  - Senior Executive Director, NT Geological Survey  
Department of Industry, Tourism and Trade  
GPO Box 4550  
Darwin NT 0801
- The company name, ABN and bank details should reflect GrantsNT Organisation profile details.
- The **first 50% invoice** will then be paid.
- The **final 50% invoice** will be paid upon submission and NTGS approval of all project deliverables outlined under the Funding Agreement.

# 1 Project deliverables

Within three months of fieldwork or acquisition completion, successful applicants must submit the final report and all associated data through GrantsNT. For drilling programs, deliver drill core and/or drill samples to the nearest NTGS Core Facility, and in accordance with the [geological sample submission procedure](#).

For programs with an approved variation to commence and/or complete after 31 December 2025, NTGS may require submission dates less than three months from completion.

## 7.1 Final report and data (performance report)

**IMPORTANT:** The final report and data is assessed against the Proposal. Everything contained in the Proposal must be submitted. Pending assays or pending other analysis will not be accepted. Core photography and contractor reports are expected to be included where relevant.

- **Within three months of fieldwork completion** submit the final report and all associated data through GrantsNT using the reporting requirement 'performance report'. All final reporting templates and documents are available through 'Guidelines and templates' and included in the Funding Agreement schedules.
- All project deliverables must comply with the reporting and data in [Guideline 7 Reporting on Mineral Titles](#) and [Guidelines for NT Onshore Petroleum Reporting and Data Submission](#) to meet funding obligations. Amendments to the final report and/or data may be requested via email by the Collaborations grant manager or the NTGS Exploration Evaluations Team. NTGS will review and accept the submission.
- If data is too large to upload using GrantsNT, please contact the [collaborations.DME@nt.gov.au](mailto:collaborations.DME@nt.gov.au) to supply the data by the NTGS FTP site.

**IMPORTANT:** When reporting the GDC work program in the subsequent Annual Report for the year the work took place, clearly outline what work was included under the GDC program and provide the GDC Company Report number in the Annual report submission when not submitting data.

## 7.2 Drill core and sample submission (delivery materials)

All proposed sampling must be undertaken on the company's half of the core (not NTGS's half). All sampling must be complete prior to submitting the core to the NTGS Core Facility.

**Within three months of fieldwork completion** of drilling projects submit drill core (or drill chips from RC only programs) to the nearest NTGS Core Facility. Notify [core.facility@nt.gov.au](mailto:core.facility@nt.gov.au) prior to delivery of drill core or drill samples.

- The submission should be in accordance with the [geological sample submission procedure](#).
- Fill in the [geological sample submission form](#) electronically for each drill hole and email to the [core.facility@nt.gov.au](mailto:core.facility@nt.gov.au) and [collaborations.DME@nt.gov.au](mailto:collaborations.DME@nt.gov.au) and submit using the GrantsNT reporting requirement 'delivery material'.
- For diamond drilling projects, half of all diamond drill core (split lengthways) for the entire length of the cored hole must be submitted as per Funding Agreement. Submit half core in the correct sized trays for the size of the core, marked up and delivered in accordance with geological sample submission procedure. The half core submitted is owned by the NTGS and must not be sampled. Any analytical sampling, including petrography, must be sampled from the applicants' half of the core.

- For RC drilling projects, a clearly labelled chip tray for each metre down the hole and 250g samples for each metre down the hole must be submitted as per the Funding Agreement. On submission, fill out all details in the 'cuttings intervals' in the geological sample submission form.
- The NTGS Core Facility will only accept core submissions that comply with the requirements outlined. Non-compliant submissions may be returned to the applicant at their cost.
- On occasion, NTGS reserves the right to choose a selection of representative core and/or samples from a program for retention in the NTGS Core Facility. NTGS may request preliminary geochemical data and core and/or chip photography to evaluate which holes will be submitted for retention from the program. This process will be discussed on a case-by-case basis directly with the applicant prior to the core and sample submission. This is usually more relevant to brownfields diamond drilling and greenfields reverse circulation drilling programs.
- Compliance with NTGS geological sample submission procedures may be considered under 'Past performance' for future co-funding applications.
- For drilling programs targeting uranium, NTGS uses the standard unit for radiation exposure as Sievert (Sv) inSv) in line with the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA). The relevant section from the NTGS Radiation Management Plan states that NTGS cannot accept any samples that measure above 500  $\mu\text{Sv/hr}$ . For readings that consistently reach above 100  $\mu\text{Sv/hr}$ , NTGS may seek additional information prior to accepting the submission.

**IMPORTANT:** To comply with NTGS Radiation Management Plan and prior to transporting samples to the Core Facility, please email [collaborations.DME@nt.gov.au](mailto:collaborations.DME@nt.gov.au) through scintillometer data in  $\mu\text{Sv/hr}$  taken down the length of the core to ensure samples being accepted into the Core Facility do not exceed 500  $\mu\text{Sv/hr}$ . If there are any readings exceeding 500  $\mu\text{Sv/hr}$  on submission, the recipient will be responsible for transporting the core or samples offsite immediately at their expense.

## 8 Reporting submission instructions

Step by step instructions are provided here to help navigate the submission process through GrantsNT.

**To view a reporting requirement (invoices, performance report, or delivery materials) for awarded grant in GrantsNT:**

- Log into GrantsNT.
- Select the relevant profile. Refer to help page on "Setup Account and Profile / Create organisation profile / Moving between profiles".
- Click on the downward arrow next to your name.
- Click on "Applications" or "My Applications".
- Click on Reporting.
- Click on the link in the Type column to open the respective Reporting Requirement.

**To submit reporting requirement:**

- Click on "Add Submission".
- Enter a response and/or attach a file as instructed.
- Click on "Save".
- Click on "Edit".
- Click on "Submit".

If data is too large to upload using GrantsNT, please contact [collaborations.DME@nt.gov.au](mailto:collaborations.DME@nt.gov.au) to supply the data by NTGS FTP site.

## 9 Project completion

- The **final 50% invoice** will be paid upon submission and NTGS approval of all project deliverables and drill core and sample submission outlined under the Funding agreement.
- Compliance with the Funding Agreement obligations may be considered under 'Past performance' for future co-funding applications.
- The Funding Agreement terminates on **30 June 2026**.

## 10 Publicly available reports, data and core

- All reports and data become **OPEN FILE** six months after the completion of project fieldwork or on **1 August 2026** (whichever is earlier).

## 11 Contact details

### Collaborations grant manager

Northern Territory Geological Survey  
Department of Mining and Energy  
GPO Box 4550, Darwin NT 0801

Email: [collaborations.DME@nt.gov.au](mailto:collaborations.DME@nt.gov.au)

Phone: 08 8999 5424

Web: <https://resourcingtheterritory.nt.gov.au/about/exploration-grants>

### GrantsNT

Web: <https://grantsnt.nt.gov.au>

### Core Facility Manager, Darwin

Northern Territory Geological Survey  
Department of Mining and Energy  
38 Farrell Crescent, Winnellie NT 0820

Email: [core.facility@nt.gov.au](mailto:core.facility@nt.gov.au)

Phone: 08 8984 3036

### Core Facility Manager, Alice Springs

Northern Territory Geological Survey  
Department of Mining and Energy  
16 Power Street, Alice Springs NT 0871

Email: [core.facility@nt.gov.au](mailto:core.facility@nt.gov.au)

Phone: 08 8951 8652

# 12 Handy links

[GrantsNT](#)

[Geological sample submission procedure](#)

[Geological sample submission form](#)

[Guideline 7 Reporting on Mineral Titles](#)

[Guidelines for NT Onshore Petroleum Reporting and Data Submission](#)

[Resourcing the Territory](#)

[E\(M\)L Authorisation](#)

[EMP Authorisation](#)

[Mineral Titles Act 2010](#)

[Petroleum Regulations 2020](#)

[Industry Capability Network Northern Territory](#)