

Guideline for Applicants

Collaborative Exploration Initiative (CEI)

Round 9

September 2024

Version history

Version	Effective Date	Comments
1.0	01/12/2021	Guideline for Applicants CEI Round 6.
2.0	02/11/2022	CEI Round 7 has had the following significant changes: maximum award is capped at \$275,000, geographical restrictions have been removed, public liability insurance has increased to \$20 million, multiple proposals will be weighted and the list of critical minerals has been updated.
3.0	01/10/2023	CEI Round 8 has had the following significant changes: maximum award is capped at \$300,000. Updated assessment scorecard criteria, adjustment of minimum eligibility criteria, removal of multiple application scoring, changes to critical mineral list and changes to land access requirements.
4.0	20/09/2024	CEI Round 9 has had the following significant changes: maximum individual award is capped at \$250,000 + GST, the total cumulative award for multiple applications from the same Applicant is capped at \$400,000 + GST.

Approval

Position	Name	Date
Director	Heather Sparks	September 20, 2024

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Summary

The Guideline for Applicants provides information for those considering applying for Queensland's Collaborative Exploration Initiative (CEI) Round 9. Proposals must be submitted using the [online webform](#) before 23:59 QLD 11 December 2024.

CEI is designed to directly support exploration activities supporting Queensland's renewable energy transformation. Funding up to a maximum individual award of \$250,000 (excluding GST) or a total cumulative award for multiple applications from the same Applicant is capped at \$400,000 (excluding GST).

Important dates

September 2024	Open applications
11 December 2024	Deadline for application submission via webform (23:59 QLD)
1 April 2025	Funding Deeds executed between Applicant and department
1 September 2025	Finalise access to Project site
15 September 2025	Final date to start Activity
5 December 2025	Complete Activity
29 January 2026	Submit Final Report, Payment Claim and Data
29 July 2026	Release onto GSQ Open Data Portal
29 January 2027	Submit Drill Core and Rock Chips to the department

The Collaborative Exploration Initiative

The Collaborative Exploration Initiative (CEI) and its predecessor, the Collaborative Drilling Initiative (CDI) have provided support to innovative exploration programs in Queensland for over 18 years. CEI is an integral part of the [Queensland Resources Industry Development Plan \(QRIDP\)](#) which is a whole-of-government strategy that sets out a vision for a resilient, responsible, and sustainable Queensland resources industry that grows as it transforms. CEI, administered by the Geological Survey of Queensland (GSQ) within the Department of Resources (department) through the QRIDP, is providing funding for Round 9 up to \$250,000 + GST per program. All amounts referred to in this Guideline (unless specified) are GST *exclusive*. GST will be applied on top of the agreed funding amount when payment is made.

CEI supports mineral exploration programs that are technically sound, innovative, address vital knowledge gaps, and contribute to the discovery of minerals in Queensland needed as the world decarbonizes, through both the exploration program itself and the public data generated as a resource for other explorers.

Changes from previous rounds

Changes to the initiative have been made from previous rounds. Specifically:

- The maximum award is capped at \$250,000 (excluding GST) per program. There is still no requirement for co-funding, however, only eligible direct activity costs will be reimbursed. The maximum cumulative award for multiple successful applications per applicant is now capped at \$400,000 (excluding GST).

Activity type	Maximum award
All activities	\$250,000 (excluding GST)
Multiple applications	\$400,000 (excluding GST) cumulative across successful projects

Critical and strategic minerals

Critical and strategic minerals play a vital role in our energy transition and their exploration and discovery are given priority under the QRIDP. As a result, the CEI assessment criteria gives weight to proposals exploring for minerals listed in Table 1. Exploration for coal, gas or petroleum are not eligible under CEI.

Table 1. List of critical and strategic minerals used as a guide.

Transition Metals		Metals	
Cobalt	Co	Alumina	Al
Copper	Cu	Beryllium	Be
Hafnium	Hf	Bismuth	Bi
Iridium	Ir	Gallium	Ga
Manganese	Mn	Indium	In
Molybdenum	Mo	Lithium	Li
Nickel	Ni	Magnesium	Mg
Niobium	Nb	Tin	Sn
Osmium	Os	Zinc	Zn
Palladium	Pd	Zirconium	Zr
Platinum	Pt	Metalloids	
Rhenium	Re	Antimony	Sb
Rhodium	Rh	Germanium	Ge
Ruthenium	Ru	Silica	Si
Scandium	Sc	Non-metals	
Tantalum	Ta	Selenium	Se
Titanium	Ti	Graphite	C
Tungsten	W	Sulphur	S
Vanadium	V	Phosphorus	P
Yttrium	Y	Phosphate	
		Light Rare Earths (LREE)	
		Heavy Rare Earths (HREE)	

Eligibility criteria

The following eligibility criteria **must** be met to be eligible to apply for a CEI:

1. The Applicant must be the Holder or Operator of a granted Exploration Permit for Minerals (EPM), Mineral Development Lease (MDL) or Mining Lease (ML) in the State of Queensland.

CEI is not open to non-mineral permits such as coal, gas or petroleum (EPC or ATP).

Collaboration between Applicants to pursue larger programs is strongly encouraged, and in these cases, the Applicant must be the Holder or Operator of at least one of these EPMs within the group.

2. The Applicant must have sufficient funds and technical capacity to carry the program through to completion, prior to reimbursement of CEI payment.
3. Access agreements with landholders (relevant to the proposed activity) must be initiated prior to application and must be in accordance with the [2023 Land Access Code](#). In the case of advanced activities (drilling), site access must be finalised **no later than 1 September 2025**. Explorers without land access in place should consider applying for a CEI in the next round after land access has been secured. Applications for projects where land access has not been secured or finalised will be looked on less favourably due to the increased risk of forfeiting of the proposed work program.
4. The relevant Environmental Authority (EA) must be in place for all program EPMS at the time of application. Any additional environmental approvals or amendments for the proposed activity must also be completed at the time of application.
5. Where required, Native Title agreements must be in place to be eligible to apply to CEI.
6. Progress or completion of cultural heritage clearances must be demonstrated in the CEI application with a clear path to have heritage clearances completed early within the program timeframe (high impact activities).
7. Confirmation from contractors (e.g. drillers, geophysical surveys or geochemical laboratories) of their availability to undertake the proposed work must be provided. A minimum of two quotes for the main activity (i.e. drilling, airborne survey) are recommended as part of your budget planning but do not need to be provided – only the justification of the potentially selected contractor/service. Considerations around topography and rugged areas should be considered when requesting quotes.
8. All tenure held by the Applicant including all associated Entities must be in compliance with legislation including, but not limited to, the *Mineral Resources Act 1989*, *Aboriginal Cultural Heritage Act 2003*, *Torres Strait Islander Cultural Heritage Act 2003* and *Native Title Act 1993*. All Applicants are vetted by the Tenure Compliance Team prior to their proposal being assessed.
9. All tenure held by the Applicant, including all associated Entities, must be in good standing with the Queensland Government, meaning rent paid, activity and expenditure commitments consistently met for the Conditioned Periods, and reporting requirements fulfilled. All Applicants are vetted by the Tenure Compliance Team prior to their proposal being assessed.
10. The Applicant must have an Australian Business or Company Number (ABN / ACN), an Australian bank account, and be registered for GST.
11. Public Liability Insurance must be held for a minimum of \$20 million dollars for the duration of the program, with evidence (insurance certificate) of current status, period insured and, if the insurance expires during the program, evidence of renewal sent to GSQ before the expiry date and be held in the Applicant's name. This level of insurance must be held by the Applicant, and all Entities undertaking the activity (such as tenement operator, geophysical contractors and drilling companies).
12. Applicants (Entities and their Directors) must pass a Financial Probity check.
13. All applications must be submitted using the online webform and be submitted before 23:59 QLD time, 11 December 2024.

Application submission requirements

All applications must adhere to the requirements outlined in the Guideline for Applicants Round 9. **Please ensure you have all items ready to attach with your application before you start the webform submission process.**

Technical proposal

It is recommended you use the [Technical proposal template – CEI Round 9](#). Refer to Table 2 for details on proposal scoring.

The technical proposal must:

- Demonstrate an understanding of the geology and geological setting including a location map.
- Describe previous exploration and target style.
- Comment on how the program will address regional knowledge gaps.
- Detail your proposed exploration technique and any new or novel techniques/approaches and expected outcomes including how these fit with longer term project development goals.
- Describe the analytical methods being proposed or survey specifications including figures and diagrams.
- Link and justify how your exploration activity will test your geological conceptual model and potentially increase exploration activity in Queensland.

Proposed budget

It is recommended that the [Proposed budget template - CEI Round 9](#) be used as the starting point. Refer to Appendix A and B for further details on eligible and ineligible expenses.

Attachments

In addition to the technical proposal and proposed budget, refer to Appendix C for a list of additional documents that must be submitted as part of your application.

Proposal assessment

All applications that have met eligibility requirements will have their proposals evaluated by the Technical Assessment Panel. Where there is a potential, actual or perceived conflict of interest between a panel member and an applicant (company, associate or program managers), panel members are excluded from decision making on that specific application, and where necessary, an alternative assessor is used.

Table 2. Applications are assessed according to these specific criteria

Assessment criteria	Weighting
Technical proposal	
Demonstrated understanding of known geology, (relevant) previous exploration and target style	15%
Selection of appropriate exploration technique and critical or strategic minerals for target style or objectives	10%
Accurately costed budget and realistic timeframe	15%
Clear, fully labelled and relevant figures supporting the proposal. <ul style="list-style-type: none"> Cross sections for targets which are discrete and drillable must be provided. 	10%
Program potential	
Extent to which the program applies traditional exploration techniques or adopts new and innovative methods and models to aid in discovery. The score is based on the Applicants innovation and application of technique (<i>innovation</i>).	20%
Extent to which the program addresses an important geoscientific knowledge gap and contributes to the body of public geoscientific knowledge and data in Queensland (<i>knowledge gaps</i>).	20%
Potential of the program to generate new targets beyond the explorer's own tenements and attract further exploration investment (<i>advancing Queensland's resources</i>).	10%

Single activity rule

Proposals should not combine two or more unrelated activities, or activities where the latter depends on results from the earlier. The proposal submitted by the Applicant becomes the program that must be delivered in whole, therefore proposals where the second activity hinges on results from the first will not be considered.

Examples of ineligible combined activities:

- a ground geophysical survey followed by drilling if the survey has a positive result. In this case, only the first activity will be considered and scored by the Technical Assessment Panel.
- a cluster of activities that are seemingly unrelated, such as an airborne geophysical survey, a soils program on a different tenement and drilling of an unrelated target is an example where only one activity would be considered by the panel.

By contrast, an example of *related* activities where both would be considered is drilling, followed by a downhole EM survey to image any off-hole conductors, or establish the geometry of successful intercepts. This is acceptable as the downhole EM survey will go ahead regardless of the drilling outcome, and the activities centre on a single, coherent target.

Exploration and resource definition

CEI operates in the spirit of greenfields discovery and proof of concept. Proposals for the following types of activities will not be assessed:

- Drilling that infills existing resources without testing a new target or idea (i.e. simply infilling an inferred/ indicated body).
- Drilling that represents a simple step-out or extension of known mineral occurrences.
- Pattern drilling at resource definition, rather than proof of concept spacing.

General conditions

Please note GSQ reserves the right to:

- Amend the initiative at any time prior to the closing date provided that prospective Applicants are notified.
- Extend the proposal submission closing date.
- Clarify any aspect of a proposal after the specified closing date.
- Seek the advice of external consultants to assist in evaluation or review of applications.
- Extend the assessment period of the round.
- End the initiative at any time without liability, whether before or after the receipt of applications.
- Refuse to accept any application without obligation to provide reasons for the decision.
- Fund only part of a proposal. If partial funding is recommended by the Technical Assessment Panel, GSQ will advise the Applicant confidentially. The Applicant must resubmit the varied proposal to suit the partial funding.

Acceptance requirements

All Applicants will be officially notified of the result of their application in March 2025. Notification will be provided to the primary contact for each application via email. GSQ will maintain regular contact with CEI recipients throughout their program to track progress.

CEI recipients may be required to present their program's findings during a GSQ sponsored seminar or on departmental social media and on the GSQ Open Data portal at the conclusion of the confidentiality period.

CEI recipients who do not complete their agreed work program or fail to meet key milestones may have the Funding Deed terminated and may be disqualified from applying for a CEI for the next two consecutive rounds.

Funding Deed and milestones

Funding Deeds will be offered to successful Applicants and should be electronically signed and returned to the department at the Applicant's earliest convenience. Reimbursable expenses for the program can only be accrued after the date that the Funding Deed has been executed by both parties.

The following conditions are outlined in the Funding Deed:

- The Applicant is responsible for management of the approved program, and all liabilities associated with the program remain with the Applicant.
- If the Applicant anticipates any risk of inability to complete the program within the stipulated timeframe, they **must** notify GSQ as soon as possible.
- The Applicant is responsible for delivering the program outlined in the Technical Proposal appended to the Funding Deed. Any variations to the approved program are subject to written approval from the department. Significant modifications require a Deed of Variation to be signed by the Applicant and the department. **Variations must be pursued proactively and not retrospectively.** This includes communicating changes as the activity is happening which may involve a decrease in planned expenses (i.e. reduction of survey size due to terrain/weather, change in drill hole depth).
- All drill core and rock chips must be submitted to the department upon completion of the program, no later than 29th January 2027, unless written approval to extend this deadline is given by GSQ. Samples will be made available to the public. Applicants are responsible for transportation to either the Exploration Data Centre in Brisbane or John Campbell Miles Drill Core Facility in Mount Isa.

Refer to Table 3 for milestone deliverables. All CEI recipients must notify GSQ of the actual commencement and completion dates for program milestones:

- Notification of **commencement** must be within **two business days** of the actual commencement date, or no later than 15 September 2025.
- Notification of **completion** must be within **five business days** of the actual completion date, or no later than 6 December 2025.

The terms commencement and completion refer to the start and finish of the main activity being completed as part of your approved project.

Table 3. Required milestone deliverables.

Milestone description	Due date
CCAs must be fully executed no later than this date	1 September 2025
Activity commencement must have started no later than this date	15 September 2025
Activity completion must have finished no later than this date	6 December 2025
Submission cut-off date for final report, contractor reports, certificate reports and QA/QC lab reports, data in the prescribed format and/or templates and copies of paid tax invoices including payment claim	29 January 2026
Submit drill core and/or RC chips to the Department of Resources	29 January 2027

Conduct throughout the program

All CEI recipients are expected to uphold the following standards throughout the program, as outlined in the QRIDP:

- Provide high-quality information to the government, enabling greater opportunities for collaboration, innovation and exploration through shared and open datasets.
- Maintaining social licence by demonstrating good Environmental, Social and Governance (ESG) performance.
- Work to ensure that programs leave a positive legacy in the community.
- Uphold principles to recognise, protect and conserve the cultural heritage of Aboriginal and Torres Strait Islander peoples.
- Provide opportunities to increase the participation of women, Aboriginal and Torres Strait Islander peoples, people with a disability, and veterans in the workforce.
- Ensure full understanding of, and compliance with, all regulatory requirements.

Payment claim

CEI is a reimbursement initiative, meaning Applicants must have sufficient funds up front to cover all costs of the program. Reimbursement only occurs after the final report, payment claim and data has been approved. After approval is granted, CEI recipients will be asked to submit their tax invoice (after 1 July 2025) made out to the Department of Resources for reimbursement that will be paid within 40 business days. **Reimbursement payments will only occur on or after 1 July 2025.**

Public notifications and announcements

By entering into a Funding Deed, CEI recipients consent to having information (Applicant name, proposal title, commodity and a short program description) published on several different platforms. For example, but not limited to:

Media releases

A Queensland government media release regarding the outcome of CEI.

[Media releases](#)

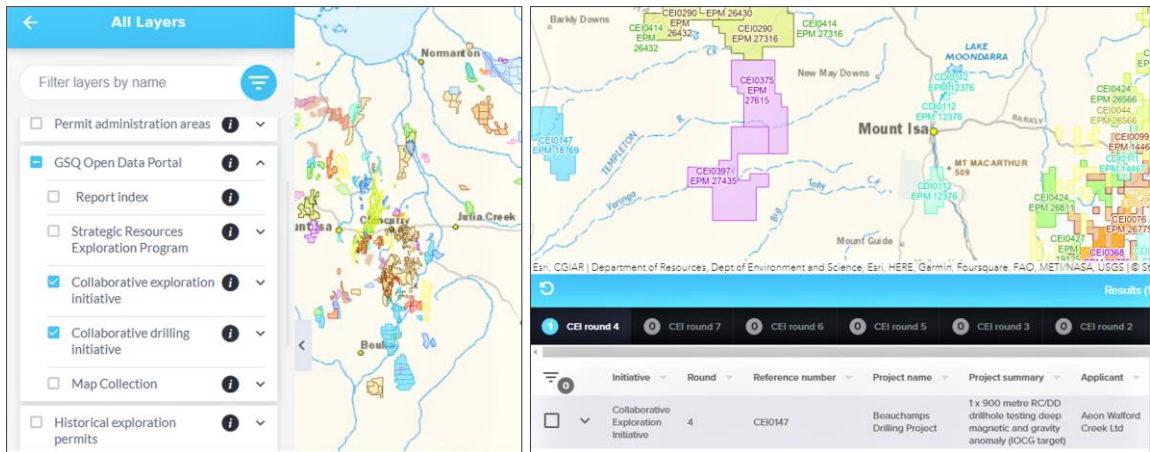
Business Queensland CEI web pages

Queensland government webpages with interactive maps and links to a downloadable static map.

[CEI map](#)

GeoResGlobe

A layer within GeoResGlobe. After the confidentiality period has expired, links to the full data and reports on the Geoscience Open Data Portal will become active.



GSQ Open Data Portal

At the conclusion of the confidentiality period the final report and data will be released on the GSQ Open Data Portal. GSQ will be responsible for loading the information into the portal.

[GSQ Open Data Portal](#)

Completion requirements

Upon completion of the program, final reports, payment claims and data can be submitted via the online webform. File sizes of up to 1 GB (per file) can now be securely received. Note that CEI recipients can submit the final report and data at any point throughout the year (on program completion), with reimbursement occurring on or after 1 July 2025.

Final report

It is strongly recommended that the Final Report template – CEI Round 9 be used as the starting point for the final report. All reports (and datasets) from previous rounds can be found on the GSQ Open Data Portal, as examples.

The final report should:

- clearly outline the analytical methods / survey specifications / iterations of modelling (etc) used
- contain all the results including an interpretation of what the data means, and if further work is to be done on the exploration target
- include an evaluation of the effectiveness of the model / technique / program (etc) with relevance to other explorers

Payment claim

It is strongly recommended that the initial [Proposed budget template- CEI Round 9](#) be used as the starting point for the payment claim. Copies of all relevant, itemised, paid invoices for all claimable expenses must be supplied.

Data submission

The following templates must be used when submitting data. For all other data that falls outside these guidelines, please discuss with GSQ if required, and use the most user-friendly formats.

For drilling and other geochemical data, use the [Minerals Data Submission Template](#).

For geophysical data, please follow the [Practice Direction for Submission of Geophysical Survey Data](#).

Drill core submission

All drill core and rock chips funded by CEI must be submitted to the department upon completion of the program no later than 29th January 2027. The following standards for core trays and pallets apply:

- Modern plastic, stackable trays with appropriate handles, grey or black preferred
- Trays marked up with:
 - Start and end depths, and directional arrow
 - Drill hole name
 - Tray number in sequence
- Core blocks of wood or plastic (not metal) with legible depths
- Standard hardwood pallets of 1165mm x 1165mm x 150mm (Australian Standard AS 4068), securely strapped, stacked no more than 0.9 m high (~10 plastic trays high).

Further information on pallets and packaging can be found on the following [drill core packaging webpage](#).

Common application shortcomings

An analysis of recent CEI rounds show the following factors are common to lower ranking proposals.

1. Proposals for very standard exploration programs, which have minimal benefit to any party other than the Applicant, within their own tenure. The value of allocating public funding to private exploration programs lies in providing case studies and public data that has a wider benefit to the exploration community - thus proposals that fail to meet these objectives score poorly despite having strong technical merit.
2. Poor or incorrect processing of geophysical objects used to target drill holes.
3. Insufficient justification or groundwork for the sampling or assay technique proposed.
4. Insufficient use of previously collected data to guide the current proposal.
5. Insufficient information on location and rationale of proposed drill holes – i.e. the location of collars on a map, and what each hole is specifically targeting, shown in section.
6. Applications for commodities that are not a critical or strategic minerals where the case for critical minerals as co or by-products is not strong.
7. Recent and directly applicable quotes not obtained for proposed activity, with previous estimates used with no detailed breakdown of costings.

Seeking feedback

Applicants, whether successful or unsuccessful, can request feedback from GSQ on the assessment of their proposal. The primary or secondary contact person for the application (provided to the department through the webform) should email GSQ@Resources.qld.gov.au to seek feedback. Please note that all decisions on the outcomes of Round 9 are not open to appeal.

If an Applicant has a compliment or complaint in relation to the application or assessment process, this can be made to the department through the below weblink. The process is completely confidential, and personal information collected as part of the process will not be released publicly.

[Compliments and complaints | Department of Resources](#)

Privacy and consent

Collection of information from Applicants by the Geological Survey of Queensland (GSQ) will be used for the purposes of:

- communication regarding this round, future rounds and directly related events
- providing information to the Technical Assessment Panel for the purpose of assessment
- disclosing of information to other agencies and departments (Department of Environment, Science and Innovation and Department of Resources) within the Queensland Government for the purpose of investigating compliance as required under the Guideline for Applicants CEI Round 9.

The Applicant information provided will not otherwise be used or disclosed unless authorised or required by law. Further information is available at: [Privacy | Department of Resources](#).

Enquiries

All enquiries should be directed to:

CEI Team

Geological Survey of Queensland

Email: GSQ@Resources.qld.gov.au

Phone: 0467 768 760

Appendix A – Eligible (Reimbursable) Activities / Expenses

1. Combined mobilisation and demobilisation

Reimbursements for combined mobilization and demobilization are capped at 5% of total eligible expenditure for each activity category within the program. For example, drilling (capped at 5% of total eligible costs for drilling) followed by downhole EM (also capped at 5% of total eligible costs for ground geophysics).

2. Standby on client

Standby on client (i.e. where the client is charged) is capped at \$5000 per activity category.

3. Laboratory Costs

Laboratory costs include the preparation, digestion and analysis itself (for example, ME-MS61), analysis of QA/QC samples, standard administration fees, waste disposal levy, freight charges and other standard items on laboratory invoices.

4. Specialist Services / Consultants

The list of specialist services is not exhaustive and is based on general categories that have appeared in previous CEI rounds.

The definition of a specialist is essentially *a person highly skilled in a specific and restricted field*. It refers to a skill or method that cannot reasonably be performed by general staff or contractors, such as geochronology techniques or isotope analysis.

By contrast, core logging, soil sampling or interpreting the results of a standard geochemical dataset is not a specialist skill that CEI will reimburse.

Please contact GSQ to discuss potential expenses that are ambiguous: GSQ@Resources.qld.gov.au

Table A.1 - Eligible (Reimbursable) Activity / Expense Categories

Activity Category	Description
Airborne Geophysics	Combined mobilisation and demobilisation (see capped values)
Airborne Geophysics	Standby on client (see capped values)
Airborne Geophysics	Data acquisition
Airborne Geophysics	Processing and reporting
Airborne Geophysics	Modelling and interpretation
Airborne Geophysics	Fuel, accommodation and messing (contractors only)
Ground Geophysics	Combined mobilisation and demobilisation (see capped values)
Ground Geophysics	Standby on client (see capped values)
Ground Geophysics	Line kilometres (Data acquisition)
Ground Geophysics	Stations (Data acquisition)
Ground Geophysics	Metres (DH) (Data acquisition)
Ground Geophysics	Processing and reporting
Ground Geophysics	Modelling and interpretation
Ground Geophysics	Fuel, accommodation and messing (contractors only)
Drilling	Mobilisation and demobilisation (see capped values)
Drilling	Standby on client (see capped values)
Drilling	Drilling (active and slow, all associated field costs)
Drilling	Drilling consumables (e.g. core trays, depth markers)
Drilling	Hire(s): Orientation tool/ DH camera/ gyro
Drilling	Accommodation and messing (contractors only)
Drilling	Fuel (drilling contractor only)
Post-drilling	Specialist core scanning (i.e. Corescan, Minalyzer) - metres
Geochemical surveys	Consumables (per program units)
Assay	All laboratory costs (inc QAQC + associated charges)/ sample
Specialist Services	Thin section preparation: (i.e., per slide)
Specialist Services	Petrographic analysis
Specialist Services	Mineral separation costs
Specialist Services	Advanced analytical techniques (XRD, EPMA, TIMA etc.)
Specialist Services	Geochronology: Per contract unit
Specialist Services	Supercomputer time blocks
Specialist Services	Other (pre-approved through proposal)

Appendix B – Ineligible (Non-reimbursable) Activities / Expenses

Table B.1 - Guidance on ineligible (non-reimbursable) activities / expenses

Non-eligible Item	Guide
Application preparation	No expenses from third party consultants in preparation of the CEI application, or any technical reports used to support the application are claimable.
Contractor wages	Wages of general labour-hire contractors (i.e. field assistants and geologists) may not be claimed.
Cultural heritage clearances	The cost of cultural clearances required for high impact work is not claimable.
Environmental clearances	Expenses incurred through additional environmental clearances needed for drilling in specific areas (i.e. Endangered Regional Ecosystems) are not claimable.
Food and accommodation	Accommodation and messing costs incurred by general purpose staff or contractors* are not claimable. <i>*except for specialist contractors listed above e.g. Airborne geophysics</i>
Land access agreements and compensation	Costs associated with Conduct and Compensation Agreements (CCA), and other land access costs are not claimable.
Legal advice	Legal advice is not claimable (for example, advice sought over land access disputes).
Licensing expenses	Acquiring licences to operate equipment such as a portable XRF is not a claimable expense.
Non-specific consumables	General consumables such as marker pens, diamond saw blades (etc) used in the normal running of a core shed rather than for the specific purpose of the CEI may not be claimed.
Personnel transport	Costs incurred transporting general purpose staff or contractors to and from site are not claimable. Specialist contractor mobilisation and demobilisation is covered in Appendix A above.
Specialist equipment hire or purchase	Invoices for hiring (or buying) specialist equipment such as portable XRF, hyperspectral devices and drone accessories are not eligible for reimbursement. <i>*Unless equipment is hired from an established equipment supply company and the device is integral to the proposed work program.</i>
Standard corporate overheads and expenses	Costs associated with the internal workings of the business, such as hiring costs, employee salaries and entitlements, core shed rent (etc) are not claimable.
Track and drill pad preparation	Expenses incurred from the establishment of, or maintaining tracks to sites and drill pads, including rehabilitation may not be claimed.
Training courses	Training is not a claimable expense, nor is on-job training and supervision.
Vehicle expenses	Expenses related to vehicle hire, maintenance and fuel for general field activities are not claimable.

Appendix C – Attachment Checklist

The following documents should be prepared and ready to attach before you start your online webform submission:

- Technical Proposal
- Proposed Budget
- Director's Assurance letter or similar evidentiary material confirming the Applicants has sufficient funds **and** technical capacity to carry the program through to completion.
- Evidence of land access
 - Documents demonstrating access agreements are in place with Landholders or other relevant operators. This may be evidenced by the most recent Notice of Entry, or for advanced activities, the signatory page of the CCA, or fully executed. Evidence that access for the proposed activities has been initiated with all landholders is required at the time of submission. Evidence that Native Title agreements are in place, with provision for cultural clearances for high impact activities (where relevant). This can be evidenced by:
 - Exploration Activity Notice:
<https://www.business.qld.gov.au/industries/mining-energy-water/resources/minerals-coal/authorities-permits/applying/native-title/expedited/forms>
 - Private agreements under Section 31 of the Native Title Act:
<https://www.business.qld.gov.au/industries/mining-energy-water/resources/minerals-coal/authorities-permits/applying/native-title/expedited/section-31>
- Contractor's Assurance: If contractors will be engaged (for example, geophysical or drilling crews, or third parties providing specialist services), a letter from the contractor confirming their availability to undertake the work in the given timeframe is required.
- Evidence of public liability insurance for a minimum of \$20 million in the name of the Applicant.

The remainder of the requirements are checked automatically through the online webform, and by the department's tenure compliance team prior to assessment of the proposal.

Please email GSQ if the automated webform excludes an Applicant based on GST, trading name (etc) and you believe this to be in error: GSQ@Resources.qld.gov.au