



Queensland
Mental Health
Commission

Youth alcohol and other drugs (AOD) Grant Guidelines 2025-2026

Guidelines

Opening date for applications	Closing date
Monday 12 January 2026	Friday 20 February 2026

Administering Entity: Queensland Mental Health Commission

Enquiries: contracts@qmhc.qld.gov.au

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1. Background

Achieving balance: The Queensland Alcohol and Other Drugs Strategic Plan 2022-2027 (Achieving balance) identifies young people as a priority population for alcohol and other drug (AOD) interventions and sets out targeted actions to strengthen prevention, early intervention, diversion, and harm reduction.

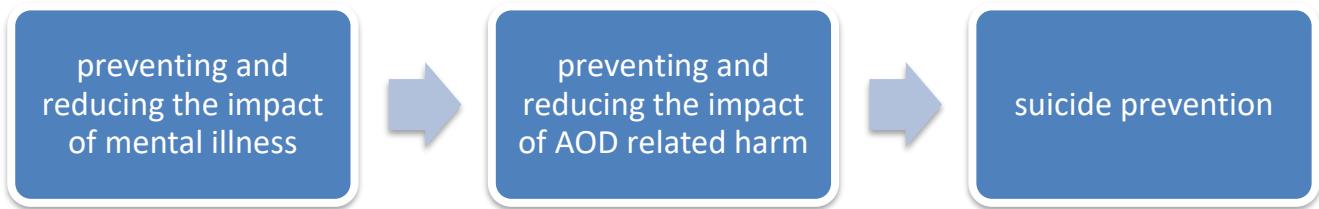
Achieving balance prioritises children and young people by supporting early identification of vulnerability, evidence-informed prevention, and targeted early intervention programs. It commits the Queensland Government to strengthening engagement in education, social, cultural, and vocational opportunities, and to promoting culturally safe, community-led diversion initiatives. The plan calls for young people's active involvement in co-designing responses, and for strengthened cross-sector collaboration that aims to reduce harm, address underlying causes of substance use concerns, and provide tailored support for those most at risk, including those involved with youth justice or out-of-home care.

To progress a diverse range of youth related actions under *Achieving balance*, the Queensland Mental Health Commission (the Commission) is offering up to \$1,800,000 in total funding under the Youth AOD grant program.

The aim of this funding opportunity is to deliver youth-led and community-driven, evidence-informed initiatives that reduce AOD-related harm and improve health and wellbeing outcomes for young people aged 10–25.

2. About the Queensland Mental Health Commission

The Commission is a statutory body established under the *Queensland Mental Health Commission Act 2013* to drive systemic reform of Queensland's mental health, AOD, and suicide prevention systems. The Commission encourages and facilitates change to improve the mental health and wellbeing of all Queenslanders, with a focus on:



One of the Commission's primary functions is to develop and facilitate the implementation of a whole-of-government strategic plan to improve the mental health and wellbeing of Queenslanders, particularly people living with mental illness, AOD use, and those affected by suicide. The current strategic plan is [Shifting minds: The Queensland Mental Health, Alcohol and Other Drugs, and Suicide Prevention Strategic Plan 2023-2028](#), which is complemented by three sub-plans:

- [Achieving balance: The Queensland Alcohol and Other Drugs Plan 2022-2027 \(Achieving balance\)](#)
- [Every life: The Queensland Suicide Prevention Plan 2019-2029](#)
- [The Queensland Trauma Strategy 2024-2029](#)

Achieving balance puts into action Queensland's commitment to reducing AOD related harms and enhancing safety for individuals and the community.

The five priorities areas identified are:

1. Prevention and early intervention

2. Enhancing treatment and supports
3. Expand diversion
4. Reduce stigma and discrimination
5. Reduce harm

The Commission has been allocated non-recurrent funding to support implementation of *Achieving balance*. The scope of this funding opportunity is broad, reflecting the wide range of youth focused actions under *Achieving balance*.

3. About the Youth AOD Grant Program

The program is open to all community organisations, including those not specifically focused on AOD. Non-AOD services are strongly encouraged to apply, recognising that trusted community organisations are often best placed to engage young people in meaningful prevention, early intervention, and harm reduction activities. Peak organisations are also eligible and encouraged to apply, provided their projects are youth-led and community-driven and align with the objectives of the grant program. Applicants will be expected to demonstrate that proposed activities are informed by current evidence, best practice, and an understanding of what is effective in engaging young people and preventing AOD-related harms.

For the purpose of these guidelines, community organisations may include:

- Non-government organisations (NGOs)
- Not for profits (NFP)
- Social enterprises
- Community based groups such as sport clubs or cultural associations
- Local charities.

The Commission seeks organisations with relevant experience, capability, and skills to deliver initiatives that:

- align with the program's guiding principles and objectives (Section 3.3 and 3.4)
- contribute to the evidence base for effective youth AOD prevention, early intervention, and harm reduction
- demonstrate potential for replication, scalability, and sustainability beyond the grant period.

The total funding pool and maximum project duration (12 months, concluding by June 2027) are outlined in Section 4.

Funding is non-recurrent.

3.1 Understanding AOD use in young people

Adolescence and young adulthood (ages 10–25) are periods of significant growth, exploration, and identity formation. While most young people navigate this phase successfully, some experience challenges that increase the likelihood of substance use and associated harms.

Early initiation into AOD use commonly occurs during adolescence, with the highest risk patterns of use typically between 18 and 25 years, highlighting the importance of proactive prevention, early intervention, and harm reduction strategies. Risk-taking during adolescence is a normal part of development with young people being more likely to engage in experimentation, exploration, and higher risk behaviours. This does not mean that harm is inevitable, but rather that developmentally appropriate support can reduce risk.

Young people's AOD use is influenced not only by individual factors but also by family, peer, school, and

community environments. Social and cultural norms, family dynamics, peer influence, and broader community factors all shape risk and resilience. Mental health challenges, experiences of trauma, or other co-occurring risk factors may further increase vulnerability, underscoring the need for trauma-informed and integrated approaches. Conversely, strong relationships, connection to culture and community, meaningful participation, and supportive environments are well-established protective factors that reduce risk and promote resilience.

3.2 Approaches to support young people

Evidence supports the combined use of prevention, early intervention, and harm reduction as part of a comprehensive approach to supporting and improving outcomes for young people. All approaches must be developmentally appropriate, proportionate to risk, and tailored to the needs and contexts of young people.

Approach	Focus	Target level
Prevention	Strengthen protective factors and delay initiation into AOD use	Universal (all young people)
Early intervention	Identify and support young people who are experimenting or showing emerging risk; prevent escalation and enhance resilience	Selective (higher-risk groups)
Harm reduction	Reduce AOD-related harms, promote informed decision-making, and improve access to health and support services.	Indicated (young people already using AOD)

Implications for program design

Initiatives are expected to reflect this evidence base through the following design considerations:

- Integrated approaches that combine prevention, early intervention, and harm reduction in a complementary way
- Trauma-informed approaches that recognise the impact of adverse experiences and promote safety and trust
- Culturally safe and inclusive practices, particularly for Aboriginal and Torres Strait Islander young people, culturally and linguistically diverse (CALD) communities, LGBTQIA+ young people, those in contact with justice or child protection systems
- Contemporary and contextual influences, including digital and social media environments, emerging risk factors, and protective factors that strengthen resilience and connection.

3.3 Guiding principles

All funded initiatives are expected to deliver outputs that align with the program's guiding principles. These principles ensure initiatives are respectful, effective, and responsive to young people's needs:

- **Youth-centred** – engage young people in design, delivery, and evaluation.
- **Culturally safe** – respect and respond to the diverse cultural identities of young people.
- **Evidence-informed** – use research, data, and practice knowledge to guide decision-making.
- **Trauma-informed and non-stigmatising** – recognise the impact of trauma, avoid blame or judgment, and engage young people positively.
- **Strengths-based** – build on young people's skills, resilience, and protective factors.
- **Harm reduction-informed** – reduce AOD-related harms through age appropriate, proportionate, and evidence-based approaches that support informed decision-making.
- **Delivered in partnership** – work collaboratively with other organisations, services, and community stakeholders and people with lived-living experience (LLE).

3.4 Objectives

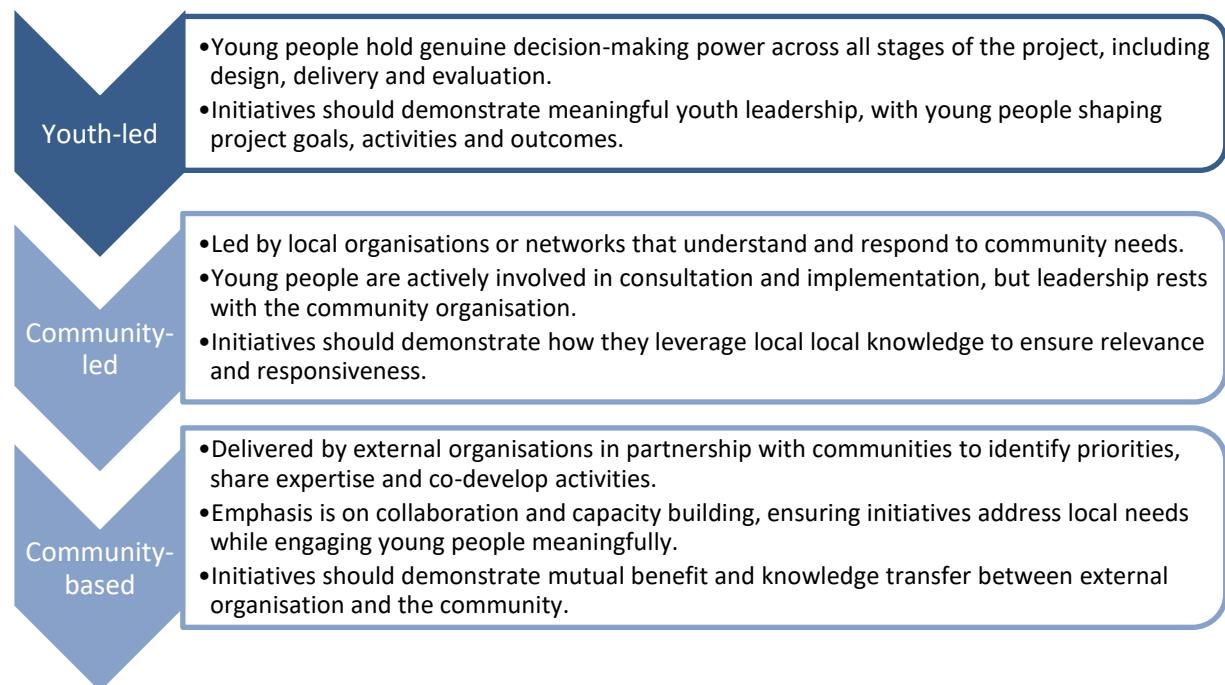
The Grant Program supports initiatives that:

- generate and share evidence on effective approaches to youth AOD prevention, early intervention, and harm reduction.
- promote positive attitudes, behaviours, and lifestyles that delay or prevent the onset of AOD use among young people.
- strengthen protective factors - including resilience, social connection, educational or employment engagement, family, kin and unpaid carer supports, and cultural identity to reduce AOD-related harms.
- provide safe spaces that are supportive and inclusive alternatives to high-risk environments that increase young people's access to tailored education, health, and community supports.
- deliver youth-led, culturally safe, and trauma-informed initiatives that reduce stigma and support developmentally appropriate, targeted harm reduction and informed decision-making.
- strengthen and sustain cross-sector partnerships such as health, education, justice, and community services to deliver coordinated, wrap-around supports responsive to young people's diverse needs.
- support workforce development and capacity building within youth, community, AOD and across other sectors to strengthen early identification and intervention efforts.

Initiatives must meet two or more of these objectives and align with the program's guiding principles.

Project types:

Funded initiatives may include:



Priority populations:

Initiatives may have a broad focus on all young people aged 10–25 years, or may target priority groups, including those who may experience greater barriers to wellbeing, inclusion, and access to support.

These may include young people who:

- are Aboriginal and/or Torres Strait Islander
- identify as women, girls, non-binary, or gender diverse
- have lived experience of disability or chronic illness
- are from Culturally and Linguistically Diverse (CALD) backgrounds
- identify as LGBTQIA+
- live in regional, rural, or remote communities
- are young carers or parents
- are experiencing barriers to education, training, or employment
- are at risk of or currently using AOD
- have had contact with the justice system
- have experienced homelessness or housing instability
- have experience in out-of-home care
- are impacted by domestic, family, or sexual violence.

The initiative must:

- ✓ demonstrate clear alignment with program objectives and guiding principles
- ✓ outline how the initiative supports AOD system reform and aligns with the strategic intent of *Achieving balance*
- ✓ include an evaluation framework or plan with measurable outcomes
- ✓ include a project timeline
 - include a project budget proposal using the Commission's proposal template
- ✓ include a sustainability plan demonstrating potential for continuation or replication beyond the funded period.

3.5 Innovation and examples of initiatives

Innovation within the Grant Program refers to introducing, adapting, or testing approaches that improve outcomes for young people, delay the onset of AOD use, and reduce AOD-related harms. This may include:

- documenting new or enhanced service delivery models;
- technology-enabled or digital solutions;
- approaches addressing workforce development or training gaps;
- educational or awareness materials;
- novel community engagement or peer-led strategies; or
- collaborative practices not yet widely implemented.

Applicants are encouraged to design **creative, evidence-informed solutions** that respond to local needs, strengthen protective factors, and demonstrate potential for scalability or adaptation across regions and contexts while remaining realistic and practical within a 12-month project delivery timeframe and maintaining awareness of the strictly non-recurrent nature of funding.

Service delivery considerations:

This grant program is designed to support initiatives that build the evidence base for effective youth AOD prevention, early intervention, and harm reduction. Funding is not intended for pilot programs or ongoing service delivery due to its limited timeframe and non-recurrent nature. Where initiatives include service delivery components, funding can only be considered, for example, where applicants seek to document or evaluate program models, which may generate insights to inform future practice and policy.

3.6 Working with children and young people requirements

Organisations seeking funding are expected to operate in accordance with all relevant Queensland and Commonwealth legislation relating to the safety and wellbeing of children and young people.

From 1 October 2025, this includes alignment with the Queensland Child Safe Organisations Act 2024. Organisations whose activities involve working with children, or providing services or environments accessed by children, should demonstrate their capacity to implement the 10 Child Safe Standards and the Universal Principle of cultural safety as part of funded activities. For more information:

<https://www.qfcc.qld.gov.au/childsafe/standards>

3.7 Evaluating the initiative

The outcomes of the Grant Program will build evidence and inform future work that the Commission undertakes to support youth AOD prevention, early intervention and harm reduction initiatives.

All funded initiatives will participate in an independent evaluation contracted by the Commission. The evaluation will assess the effectiveness, reach and impact of the funded initiatives, and identify learnings to strengthen future youth AOD prevention, early intervention and harm reduction efforts.

Grant recipients will be required to collaborate with the independent evaluators by providing relevant information, participating in interviews or surveys, and contribute to shared learning activities as requested.

At the conclusion of the Contract, grant recipients are required to prepare a detailed end of project report and self-evaluation for the Commission, outlining project outcomes, challenges and key insights.

3.8 Partnerships and engagement

The Commission recognises that driving reform requires both strong partnerships and meaningful engagement from a range of stakeholders. Partnerships may include new or ongoing collaborations, while engagement refers to broader activities that involve and connect stakeholders.

These stakeholders could include public, private and not-for-profit organisations that provide health and social services, businesses, industries, peak organisations, and/or Commonwealth, state, and local governments. **Applications need to outline a commitment to working with key stakeholders, which may include, community organisations, priority cohorts, other key organisations, sporting and recreational clubs, government agencies, and existing partnerships. Evidence of established partnerships (new or ongoing) such as letters of support will be highly regarded.**

3.9 Lived and living experience engagement

The Commission recognises the importance of lived-living experience (LLE) and expertise in informing, guiding and leading the reform of AOD systems. The Commission considers it essential that people with LLE of AOD use, including young people aged 10-25 are actively involved in project development, implementation and evaluation.

For the purposes of this grant, the Commission defines a person with a 'lived-living experience' as:

- having a direct personal experience of AOD use current or past, including recreational
- being a family member, kin, unpaid carer or support person for someone who uses AOD.

The approach must align with the values outlined in the Commission's [Commitment to partnering with people with lived-living experience in Queensland](#) and use non-stigmatising, trauma-informed language and approaches.

The Commission believes providing financial remuneration is an important part of recognising the valuable contribution that people with LLE bring. As such, the Commission expects the successful recipients to manage the participation payments in accordance with the Commission's paid participation fees*, unless the applicant can demonstrate that its own paid participation policy offers better conditions. **Applications need to outline how people with LLE, including young people, will be engaged in initiative design, implementation and evaluation including a budget for all paid participation expenses.**

*Paid participation time should be remunerated in accordance with fees table below.

Participation level	Level 1	Level 2	Level 3
Indicators	Regulatory and investigative powers. Registration, licensing or accreditation responsibilities. Significant influence on or reform of a particular industry, sector of the government or community or a profession.	Administration and management of a range of activities and resources. Research activities or independent expert advice on programs that impact the State of influence Government policy.	Consultation, advisory and liaison activities. Policy/operational advice with influence on a specific aspect of Government policy or a particular region.
Chair or Co-chairperson			
Whole Day (Maximum of 7.25 hours)	\$650	\$520	\$390
Half a day (Maximum of 4 hours)	\$325	\$260	\$195
≤ 2 hours	\$162.50	\$130	\$97.50
Member/ Participant			
Whole Day (Maximum of 7.25 hours)	\$500	\$400	\$300
Half a day (Maximum of 4 hours)	\$250	\$200	\$150
≤ 2 hours	\$125	\$100	\$75

Additional considerations with young participants (10-25 years):

- Participation should be meaningful, trauma-informed, age and developmentally appropriate.
- Young participants should be fairly remunerated for their time, expertise and involvement in activities such as advisory groups, co-design workshops, consultations, or evaluation panels.
- Payments should generally follow the Commission's Paid Participation Fee Table, with flexibility for arrangements suited to young people.
- For participants under 16, parental/guardian consent is required.

3.10 Engaging with young people

Meaningful engagement goes beyond consultation: young people should be active partners, contributing to decision-making and shaping outcomes in ways that reflect their lived experiences and diverse perspectives.

While applicants are encouraged to adapt engagement strategies to local contexts, the following best practice frameworks may guide project design:

Resource/framework	Why it is useful
QFCC – Child and Youth Participation Framework	Provides principles and practical guidance for involving children and young people in decisions, ensuring respect, agency, inclusion, and culturally safe participation.
NSW Advocate for Children and Young	Guidance for advisory groups, consultations, ethical

People (ACYP)	participation, consent, and safeguarding.
Orygen – Co-Designing with Young People: The Fundamentals	Practical guidance on meaningful co-design, feedback loops, and avoiding tokenism. Useful for mental health, AOD, and broader youth-serving initiatives.
Centre for Multicultural Youth (CMY) – Getting It Right: Improving Co-Design Practice with Multicultural Young People	Culturally responsive co-design practice, inclusive of multicultural and priority populations.
Office for Youth Australia – Youth Engagement Toolkit	Practical templates, checklists, and guidance for embedding youth participation in programs or policy.

Safety and Wellbeing Considerations

- Applicants must demonstrate strategies to protect the safety and wellbeing of participating young people, including mental health support, safeguarding measures, and culturally responsive practices.

3.11 Evidence-based/informed and evidence generating initiatives

Proposed initiatives should be based on, or informed by, existing and/or emerging evidence; and also consider how they can generate additional evidence. Innovative approaches that have the potential to positively disrupt and contribute to generating evidence and new information will be highly regarded.

Applications need to outline how the initiative is informed by evidence or emerging evidence, how it contributes to innovation and generating evidence, and how it will be evaluated. The response should be practical, achievable, and appropriately scoped for delivery within a 12-month timeframe.

3.12 Sustainability

This grant funding opportunity is non-recurrent. The Commission is unable to offer funding to successful recipients beyond the life of the Grant Program. **Applications need to consider how the proposed initiative and its outcomes will be sustainable beyond the funding period.**

4. Grant funding available

A total of up to \$1,800,000 is available for the Youth AOD Grant Program.

Applicants are invited to submit an application from **\$200,000 and up to \$300,000** per initiative to be spent within 12 months and completed by June 2027. Applications exceeding this amount must identify other funding sources for the balance, or they will not be considered.

Applicants must include a proposed budget, using the template linked in Smartygrants and available on the Commission website <https://www.qmhc.qld.gov.au/documents/budgetproposaltemplate4xlsx>

Applicant organisations may make more than one application, however each application must be for a separate initiative and different in approach.

5. Eligibility criteria

5.1 Who can apply?

To be eligible to apply, the applicant must:

- have a registered Australian Business Number (ABN) and be registered for GST purposes, where

relevant

- be Queensland based, meaning that the applicant:
 - has its main office, principal place of operations or registered business address located in Queensland and
 - delivers programs, services or activities that primarily benefit Queensland communities and
 - holds governance, decision-making responsibilities or operational oversight within Queensland.
- hold or will obtain the appropriate workers' compensation, public liability and professional indemnity insurance required to undertake this initiative and all related activities
- have no outstanding financial liability, service delivery or performance issues for funding previously and/or currently provided by the Queensland Government
- must not have received funding from another Queensland Government organisation for the same proposed program, within the same 18-month delivery timeframe (no double-ups permitted).

5.2 Who is not eligible to apply?

Applicants will not be eligible where they:

- are a Local, State or Commonwealth Government agency/statutory entity
- are an unincorporated association, a sole trader, or an individual
- declared bankrupt or subject to insolvency proceedings (as relevant to the entity type)
- accept any form of funding from tobacco and/or alcohol companies or their related foundations either directly or indirectly or promote the use of tobacco, alcohol or illicit drugs.

6. Funding exclusions

The grant funding cannot be used for the following:

- activities that do not align with the grant objectives
- activities delivered outside Queensland, or by a third-party or sub-contractor operating outside Queensland
- activities that are already funded through another source. For example, you cannot expend against two funding sources for the same activity (sometimes referred to as 'double dipping')
- activities that duplicate existing programs, initiatives, products or services in the same location
- recurrent or retrospective funds, including enhancements to existing work or initiatives; reimbursement of costs already incurred or expended; and any component of the initiative or related activities that have taken place prior to the application being approved
- salaries or wages for staff not engaged in direct delivery of the funded activity
- for-profit activities
- interstate or overseas travel
- general operational expenses or purchasing and repair of equipment not related to the initiative¹
- purchasing or repair of equipment and depreciable items not related to the funded initiative
- recurring maintenance or operational costs of the organisation or their facilities
- activities that involve lobbying or commercial ventures for personal gain or fundraising activities, including the promotion of AOD use or product endorsement
- major capital works, capital purchases or upgrades to existing infrastructure
- cash prizes
- the purchase of vehicles or similar depreciable assets
- activities that cannot be covered by public liability insurance.

¹ Note – any expenses related to operational expenses and/or overheads must be included in the budget submitted with your proposal. These expenses must be directly related to the funded activity and the Commission is entitled during contract negotiation to request a declaration from a grantee that existing funding does not cover operational

6.1 Applicant

An applicant is the organisation applying for the grant. If an applicant's proposal is selected, the applicant will enter into a Contract with the Commission. The applicant will assume full responsibility for the development, implementation and evaluation of the initiative and meet all deliverables and reporting requirements, even if other parties undertake components of the initiative.

The applicant will be responsible for the governance of the initiative and will have the capacity to monitor and report on the progress and achievement of deliverables and manage risks.

Applicants must have no outstanding financial accountability, service delivery or performance issues for funding provided by the Queensland Government and must hold insurance which will cover the period during which activities are funded.

6.2 Timing

The grant will commence on the execution of a Contract between the successful applicant and the Commission and will be subject to the specific requirements of the initiative. The timeframe outlined in the application is expected to include appropriate time allocated for the development, implementation, and evaluation of the initiative within a 12-month period after the execution of the Contract. Contracts are anticipated to be executed for project commencement by July 2026.

7. Selection criteria

The Commission is not evaluating offers on the sole criterion of price. Pricing is not a weighted criterion but will form part of a broader value for money assessment. The evaluation process will involve an assessment of applications received against the criteria listed below

Selection Criteria	Response	Weighting
Selection criteria 1. Initiative meets at least two of the objectives of the grant through a well-designed, evidence-informed approach that is suitable for the target age group and is aligned with the guiding principles (section 3.3 and 3.4)	Responses must demonstrate all of the following; <ul style="list-style-type: none">the initiative is based on data and evidence of local needs, evidence or emerging evidenceidentify which objectives the activity will meet, and how they will be methow the initiative is age-appropriate and developmentally suitable for young people (10-25 years old), including priority groups if relevanthow the initiative is aligned with the guiding principles	25%
Selection criteria 2. Initiative clearly outlines outcomes and outputs which will measure success.	Responses must demonstrate all of the following; <ul style="list-style-type: none">expected outcomes of the proposed initiative and how these meet the objectives of the grantexpected outputs of the proposed initiative and how these meet the objectives of the granthow the initiative will be evaluated, including data collection at baseline, during and after implementation of the initiative	15%

Selection criteria 3: System reform through innovation, sustainability, and scalable approaches	Responses must demonstrate <u>all</u> of the following: <ul style="list-style-type: none"> • how the initiative supports AOD system reform through innovative models, practices or approaches • how the initiative could be replicated and applied across settings and regions • how learnings and outcomes will be captured and shared • how the initiative and its outcomes are sustainable beyond the term of the grant and will benefit young people and the community 	20%
Selection criteria 4: A partnership approach with other key organisations to inform and drive the initiative to design, implement and achieve its outputs and outcomes (section 3.8)	Responses must demonstrate <u>all</u> of the following: <ul style="list-style-type: none"> • identify the key stakeholders, including other organisations and government agencies, to achieve the best possible outcomes • outline the roles and responsibilities of how these key stakeholders will be involved in the initiative • how youth AOD expertise will be leveraged 	15%
Selection criteria 5: A youth-led or community-driven approach with the inclusion of people with LLE to inform and drive the initiative to design, implement and achieve its outputs and outcomes (section 3.4, 3.9 and 3.10)	Responses must demonstrate <u>all</u> of the following: <ul style="list-style-type: none"> • how the initiative is youth-led or community driven • how young people will meaningfully contribute to the design, implementation, and evaluation of the initiative. • how people with LLE of AOD use are embedded in the development, implementation, and evaluation of the initiative • strategies to ensure the safety and wellbeing of participating young people, including mental health support, safeguarding measures, and culturally responsive practices. 	15%
Selection criteria 6: The applicant demonstrates the capability to successfully deliver the initiative using the proposed approach, budget and other identified inputs, and measure and achieve the anticipated outcomes	Responses must demonstrate <u>all</u> of the following: <ul style="list-style-type: none"> • organisational youth AOD capability and expertise or how this will be leveraged externally • robust governance and risk management processes • previous experience in successfully delivering similar initiatives • value for money 	10%

8. Additional contextual information

The Commission engaged the Alcohol and Drug Foundation (ADF) to develop a guide to support communities to develop evidence-based AOD primary prevention initiatives. It includes a range of tools and resources to help identify and prioritise local needs; engage communities; and evaluate the impact of initiatives. The Commission encourages applicants to refer to this resource when preparing an application if they are planning to deliver youth AOD prevention initiatives.

- [Bringing communities together: A guide on how to prevent alcohol and other drug harm in the community.](#)
- [Appendix 2. Overview of prevention response activities and evaluation](#)

Applicants are encouraged to consider the following strategic plans for additional contextual information:

- [Shifting minds: Queensland Mental Health, Alcohol and Other Drugs and Suicide Prevention Strategic Plan 2023-2028](#)
- [Achieving balance: The Queensland Alcohol and Other Drugs Plan 2022-2027](#)
- [Every life: The Queensland Suicide Prevention Plan 2019-2029](#)
- [The Queensland Trauma Strategy 2024-2029](#)

9. How to apply

9.1 Using AI tools in your grant application

Applicants may use generative AI tools to support the preparation of their grant application, such as assisting with editing, formatting, or clarifying text. AI tools should not be used to generate entire applications or to develop project ideas.

All content produced with the assistance of AI tools must be carefully reviewed and verified by the applicant to ensure it is accurate, original, and aligns with the objectives of the grant program. Applicants remain fully responsible for the content of their submission, including compliance with intellectual property and copyright requirements.

9.2 Submitting an application

All applications must be submitted online via Smartygrants.

Visit the Commission's landing page (<https://www.qmhc.qld.gov.au/youth-aod-grants>) or access the direct link to the Grant application form (<https://qmhc.smartygrants.com.au/YouthAODgrants>)

Offline applications will not be accepted.

Shortlisted applicants may be required to provide further information and/or participate in an interview.

No extensions to application submissions will be permitted and no late submissions or amendments will be accepted.

9.3 Indicative Timetable (subject to change)

Activity	Timeline
Applications opened via SmartyGrants - Amendments permitted up to due date	Monday 12 January 2026
Briefing Session	Wednesday 21 January 2026 – 1.00pm AEST
Closing date on SmartyGrants for questions	Friday 13 February 2026
Closing date for SmartyGrant online applications	Friday 20 February 2026, 2.00pm AEST
Further information requested and interviews (if required)	Late March 2026
Intended completion date for evaluation of offers	April 2026
Successful applicants notified	May 2026

Intended Contract start date	July 2026
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Briefing Session

The Commission will hold an online briefing session via Microsoft Teams on **Wednesday 21 January 2026 at 1:00pm AEST**. Attendance is encouraged, but it is not mandatory. The session will be recorded.

Please register your attendance via the link [here](#) by **Tuesday 20th January 2026**.

10. Successful recipients

10.1 Contract

A copy of the fully executed Contract will be provided to successful recipients.

The Commission will only enter into a Contract with the applicant organisation (one party). The Contract sets out the terms and conditions that will apply to the grants, but some inclusions will be made based on information from successful applications. The Commission may choose to negotiate directly with a successful applicant in relation to some aspects of selected initiatives.

The Contract will outline payment instalments and the conditions for receiving each instalment. The final payment will be made on the acceptance of the final report, evaluation and financial statement by the Commission. Accordingly, applicants should consider the requirements outlined in the Contract prior to completing the application.

Prior to offering a grant, the Commission reserves the right to undertake further Due Diligence checks of the applicant, including but not limited to the following:

- solvency checking
- Australian Business Number checking
- liaising with relevant Queensland Government agencies
- liaising with the proposed partner organisation
- checking references.

10.2 Promotion

The Commission is likely to promote selected initiatives through its various communication processes, at certain events, and/or at key stages in the life of the Grant. The Commission expects successful applicants to work in collaboration with Commission staff to provide relevant information in a timely manner to support these processes.

The Commission supports successful applicants promoting their initiative locally through their communication processes and networks, for instance, on the applicant's website and newsletters. The Commission may also be supportive of successful applicants promoting their initiatives through a formal external process or third-party publication, for example, at a national conference or peer-review publication. However, approval must first be obtained from the Commission.

In both instances, acknowledgement of the Commission's contribution will be required. Further information about the Commission's branding and acknowledgement requirements will be provided to successful applicants.

10.3 Reporting

In line with the Contract, it is expected that a successful applicant who enters a Contract with the Commission will provide regular (generally six-monthly) written updates on the funded initiative, and in addition will provide a detailed written report on the initiative at its conclusion.

Grant recipients will also be required to provide regular financial acquittal reporting aligned with progress reporting.

If the Commission is not satisfied with the progress of an initiative, further payment of funds will not be made until satisfactory progress has been made on the initiative. If satisfactory progress is not achieved within a reasonable time, the Contract may be terminated, and all unspent funds will be recovered by the Commission via invoice. Where there is significant underspend against the approved budget, the Commission may withhold further payments until the underspend is addressed or reallocated in agreement with the Commission.