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## TERMS AND CONDITIONS

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**By entering the 2024 Augusta Zadow Awards, you agree to abide by the following terms and conditions:**

1. SafeWork SA must receive proposals, including supporting documentation, by 9am on Wednesday 31 July 2024. *Late applications will not be accepted.*
2. At least one applicant must be a South Australian resident.
3. Proposals must be an initiative, body of research or an educational resource aimed at improving health and safety for women and young workers in South Australia.
4. Proposals for initiatives must be the applicant's original concept. The applicant must have intellectual property rights for the concept.
5. Proposals dealing with scientific, medical or technical achievements must be written in plain English.
6. The selection panel has complete discretion in assessing applications, applying the selection criteria and assessing compliance with conditions of entry. The decision of the selection panel is final. The selection panel reserves the right not to make an award.
7. SafeWork SA will give preference to applicants who have not previously been awarded Augusta Zadow funding.
8. Where possible, please submit applications in electronic form. Alternatively, applicants may submit two A4 unbound hard copies of their proposal.
9. Proposals accepted for assessment will not be returned.
10. SafeWork SA will treat all applications as confidential unless otherwise specified in these terms and conditions.
11. It is the responsibility of the applicant to ensure that all information relevant to the award application and proposal is provided in full. Information provided which, in the view of the selection panel, is misleading or deceptive in any way will result in disqualification.
12. An Augusta Zadow Award is not transferable to another person.
13. The funds received from the Augusta Zadow Award may be used for direct costs associated with the project. This includes, but is not limited to, personnel costs, equipment, travel, and supplies. The funds may not be used for indirect costs unless explicitly approved by SafeWork SA.
14. The recipients of an Augusta Zadow Award must commence their project in 2024.

15. Recipients must provide a six-month progress report to SafeWork SA by 30 April 2025 and a final report at completion by 31 October 2025. SafeWork SA will provide award winners with a report template.
16. SafeWork SA collects personal information that is submitted via this application process for the purpose of considering applications for grants and administering the award program. The information collected may be disclosed to other government agencies for the purpose of reporting.
17. SafeWork SA may use material submitted by applicants, the applicants name and photo, for promotional activities of the award program on the SafeWork SA website and social media platforms. This includes media releases of significant achievements.
18. Recipients may be required to undertake a small number of local public events and engagements in the year following their award, such as National Safe Work Month, or to present addresses at official events.
19. SafeWork SA reserves the right to terminate the award if the project is not carried out as proposed or if the recipient fails to meet the reporting requirements. In the event of termination, the recipient may be required to return unused funds to SafeWork SA.
20. Any disputes arising from these terms and conditions, or the Augusta Zadow Award will be resolved through negotiation between the applicant and SafeWork SA. If a resolution cannot be reached, the dispute will be referred to an internal review process within SafeWork SA. The decision of the internal review will be final.
21. Applicants are required to disclose any information that may give rise to a potential conflict of interest, and those who breach any of these 'Terms and Conditions' will be disqualified.

## **ELIGIBILITY**

The Augusta Zadow Award is open to both individuals and organisations. However, at least one individual associated with the application must be a resident of South Australia. People assisting with the project, for example a researcher, may be located in another state. Applicants must provide:

### ***Personal data***

- name, address and contact details
- qualifications, including a certified copy of your academic achievements (if applicable)
- prizes, awards or grants received, including details (ie where and when awarded)
- list of relevant publications (indicate if you are the sole author or contributor).

### ***Evidence of eligibility***

Applicants must be either an Australian citizen or have been granted permanent residents status.

Please provide one of the following as evidence:

- Australian birth certificate
- Australian citizenship certificate
- Australian passport
- Evidence of permanent residency status in Australia.

Evidence of permanent South Australian residency status, by providing one of the following:

- South Australian driver's licence
- current council rates
- telephone or utility bill etc.

### ***Referees***

Provide the name, position and contact details of three independent referees who are familiar with your employment, academic and other achievements, and who are able to comment on your proposal.

### ***Submitting Award applications***

Award applications, together with all supporting material, must be received by:

- **9am Wednesday 14 August 2024.**

Submit applications via:

**Email to:** [azawards.safework@sa.gov.au](mailto:azawards.safework@sa.gov.au)

#### **By mail**

SafeWork SA  
GPO Box 465  
ADELAIDE SA 5001

#### **In person**

If you need to deliver your submission in person, please contact us on 0466 504 507 to arrange a suitable time.