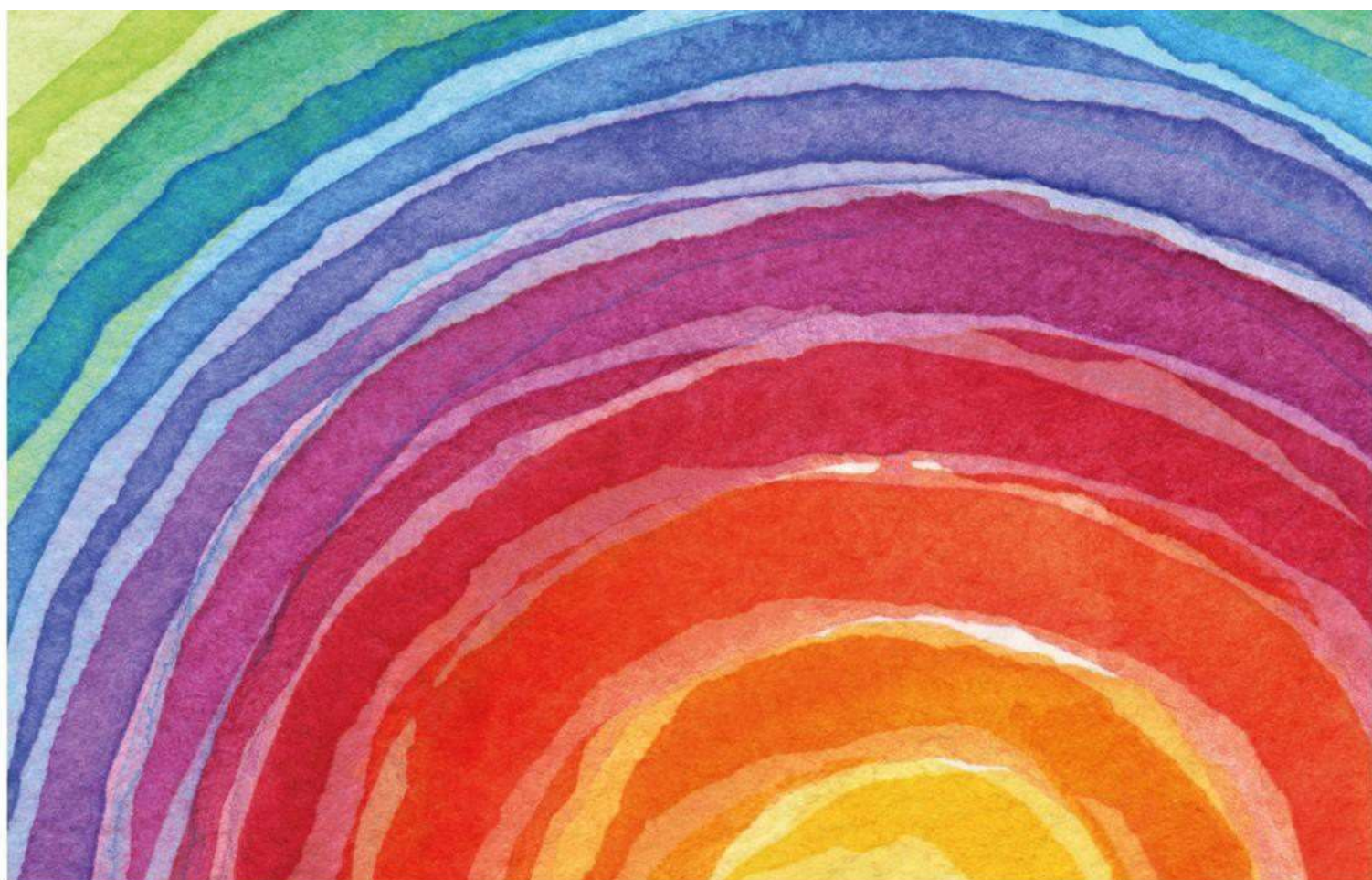


Queensland Kindergarten Funding  
Kindergarten Program Provider  
**QGrants API Registration**



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## 1.0 Background

From 2023, Queensland is introducing a new kindy funding model to give every child a great start. It will further support families to enrol in kindy—making it more affordable and more accessible.

This investment is the most significant funding reform for early childhood education and care in Queensland in a decade.

The reform package will deliver significant funding so all children can attend kindy and experience those lifelong benefits.

The new kindy funding will replace the [Queensland Kindergarten Funding Scheme](#) (QKFS), which has served Queensland well and seen participation rise from 29% in 2008 to 98% in 2021.

The new scheme focuses on affordability, improved access, inclusion and educational outcomes for Queensland children.

### 1.1 More information now required to help you more

As part of the new kindy funding model, approved providers must provide more information about their programs, including individual child information, teacher details, operation hours and individual child daily attendance.

By providing this detailed information, a better assessment of each individual centre, and importantly, a more targeted allocation of funding to each child will result in a more affordable kindergarten program for all Queensland families. QGrants will return funding information for each child lodged on your forecasts and acquittals so that you can accurately pass on these savings to families.

### 1.2 What is an API, why should I register and what does it do?

An API (Application Programming Interface) is a set of definitions and protocols to build and integrate application software.

To ensure that the data entry burden on services is not too onerous, the department has been working with Child Care Management System (CCMS) providers to integrate reporting directly in your CCMS. Lodging your forecast and acquittal information should now be as easy as a click of a button.

Due to the volume and sensitivity of the information being sent, we must ensure that everything remains secure. By registering for the API, not only should lodging forecasts and acquittals be easier, it will be done more securely.

Your CCMS will require an **Application Secret** and an **Application Key** that are unique to your service. This document outlines the process around registering for the keys.

**Please contact your CCMS provider for more details on where to enter these keys.**

## 2.0 Registering in the SAP API Business hub

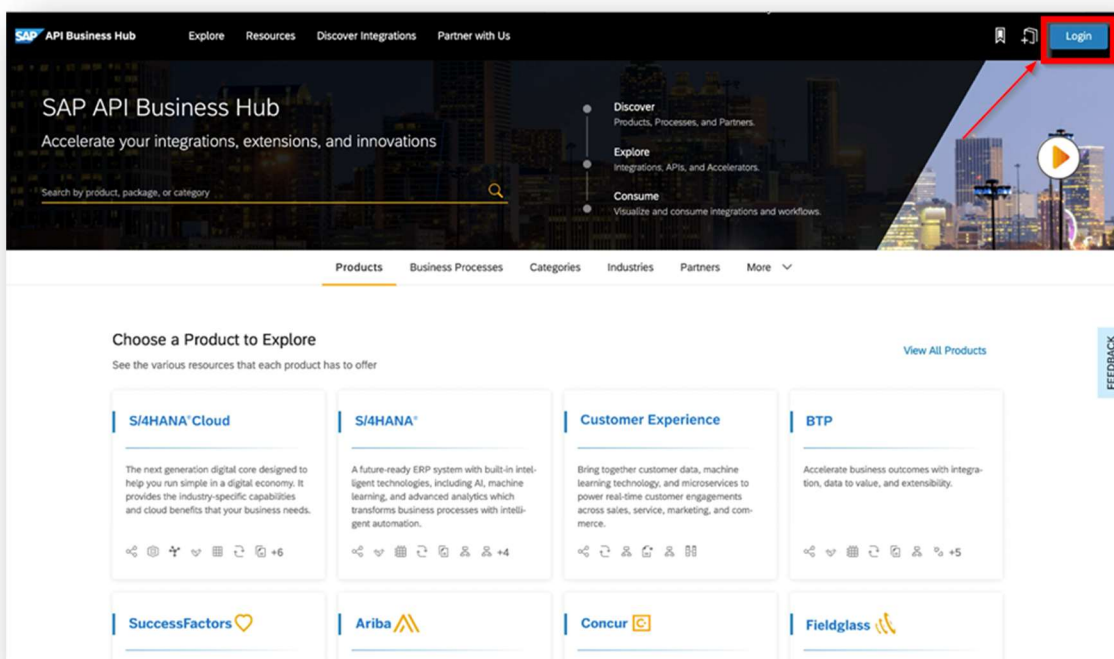
This guide assumes that you have already obtained your voucher reference.

Your information is still being saved, assessed and paid by QGrants. QGrants is based on the SAP platform and as such, you will need to register with SAP to obtain access to the keys mentioned in section 1.2.

Please follow the process to register in SAP - look for red boxes on the screenshots for where you should click.

### 2.1 Step 1

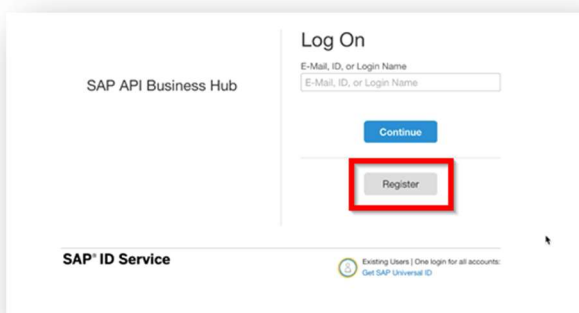
Visit <https://api.sap.com> and you should be presented with a page that looks like this:



Click on Login in the top right corner

### 2.2 Step 2

A login page will open. Please select the Register button:



## Queensland Kindergarten Funding Kindergarten Program Provider QGrants API Registration

### 2.3 Step 3

A registration form will now open - please complete the registration form. Ensure that you:

- Use a strong password
- Agree to the Terms and Conditions
- Enter the captcha code at the bottom of the screen

Once you have completed these steps, **click the Register button**

**Registration**

Tell Us About Yourself

First Name \* Jannet

Last Name \* Bloggs

E-Mail \* qgk4atest@icloud.com

Set Password

Password \* [masked] ✓👁

Re-Enter Password \* [masked] ✓👁

Terms and Conditions

I have read and understood the Terms and Conditions of SAP API Business Hub. \*

Our privacy statement is available [here](#).

\*Required

**Register**

Privacy & Terms

PHSB

validating...

You should now receive a success message as follows:

Thank you for registering with SAP API Business Hub

✓ An e-mail with a link to activate your account has been sent to qgk4atest@icloud.com

To activate your account, click the link contained in the e-mail. Note that it might take a few minutes for the e-mail to reach your inbox.

**SAP ID Service**

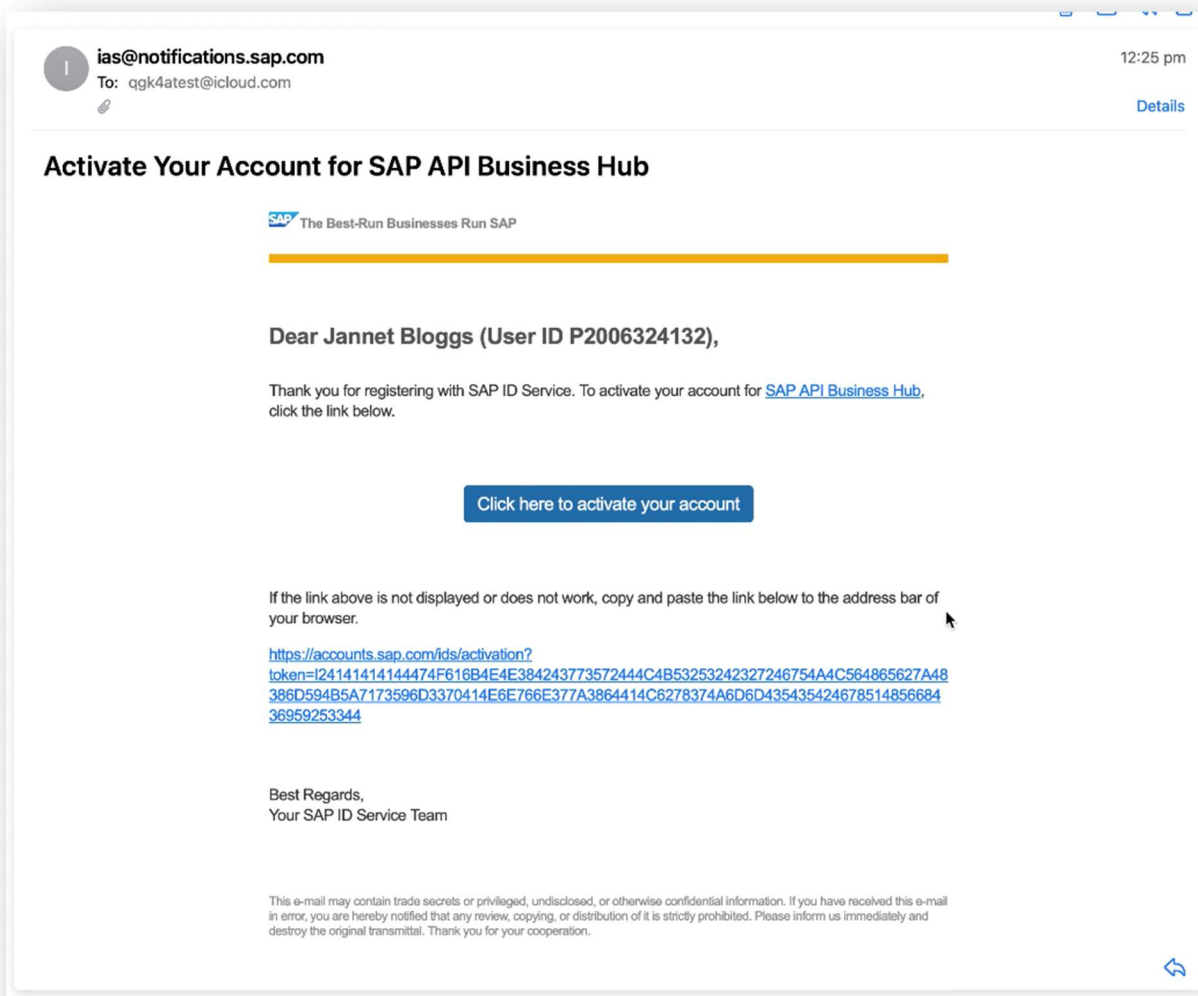
Existing Users | One login for all accounts:  
Get SAP Universal ID

Check your email – you should receive an email from [ias@notifications.sap.com](mailto:ias@notifications.sap.com) which contains an activation link.

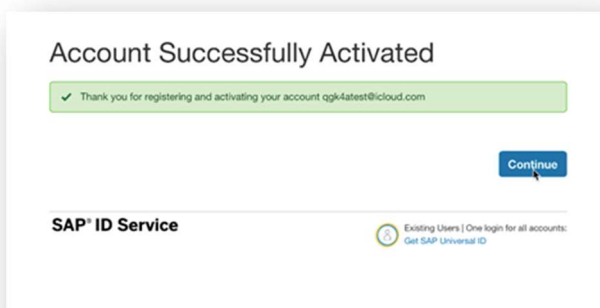
## Queensland Kindergarten Funding Kindergarten Program Provider QGrants API Registration

### 2.4 Step 4

Open your email account that you used in step 3 and **click the button marked "Click here to activate your account"**



Upon clicking the link, a browser window will open with a success message:

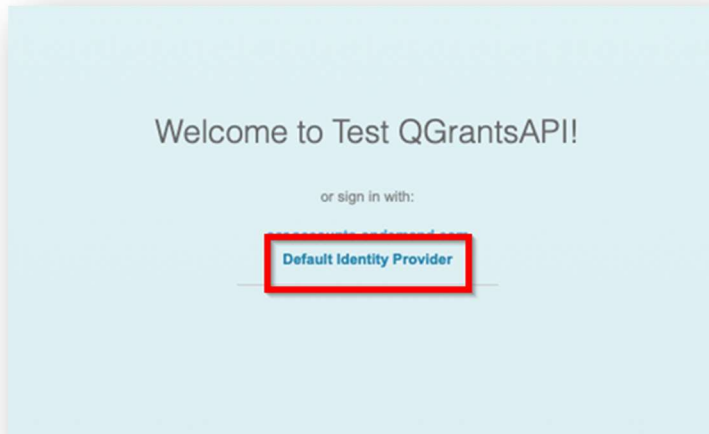


**Click Continue.** The SAP API Hub page will load.

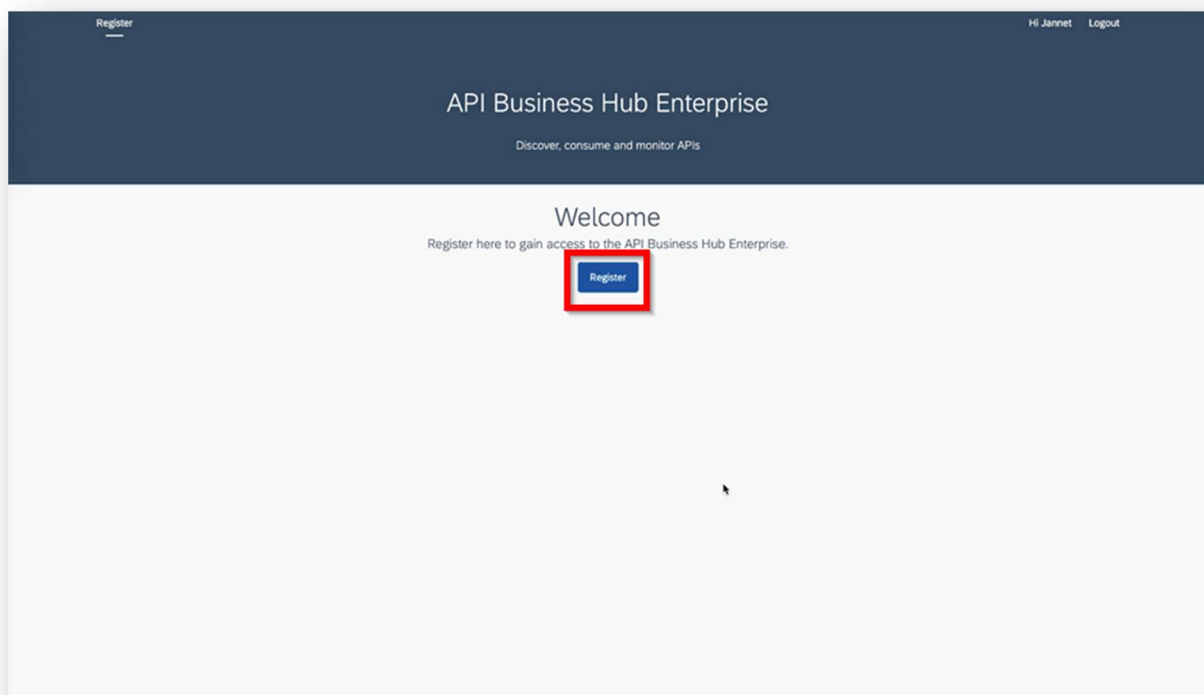
## Queensland Kindergarten Funding Kindergarten Program Provider QGrants API Registration

### 2.5 Step 5

Visit the link <https://qgrants-prod-apps.apibhumenterprise.cfapps.ap10.hana.ondemand.com> which should open in your browser. You should already be logged in, but if not, please **click the Default Identity Provider link** and log in with the details you registered above, in step 3



You should now see a welcome page to the QGrants API similar to below - **Click the Register button.**



## Queensland Kindergarten Funding Kindergarten Program Provider QGrants API Registration

### 2.6 Step 6

A Register pop up will now appear, please **enter your Voucher number in the box named Reason**. Please ensure you also **chose Australia as the Country/Region**. Then **Click OK**.

**Register**

First Name  
Jannet

Last Name  
Bloggs

E-mail ID  
qgk4atest@icloud.com

Reason  
SNVOPTT

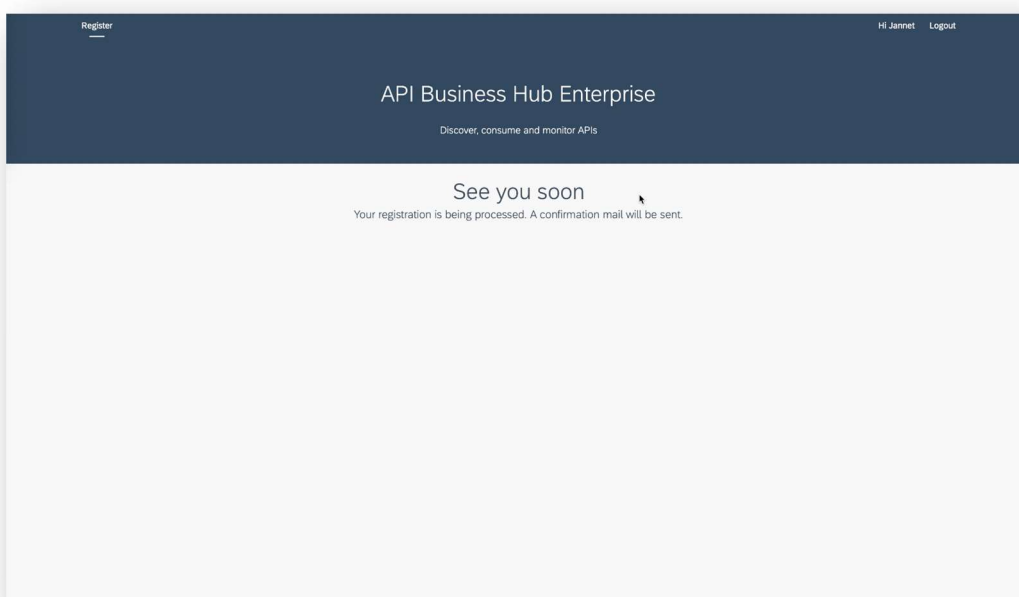
Country/Region  
Australia

Role Requested  
Developer

By selecting OK you agree to let us store your email ID.

OK Cancel

You should now see a confirmation message like this:

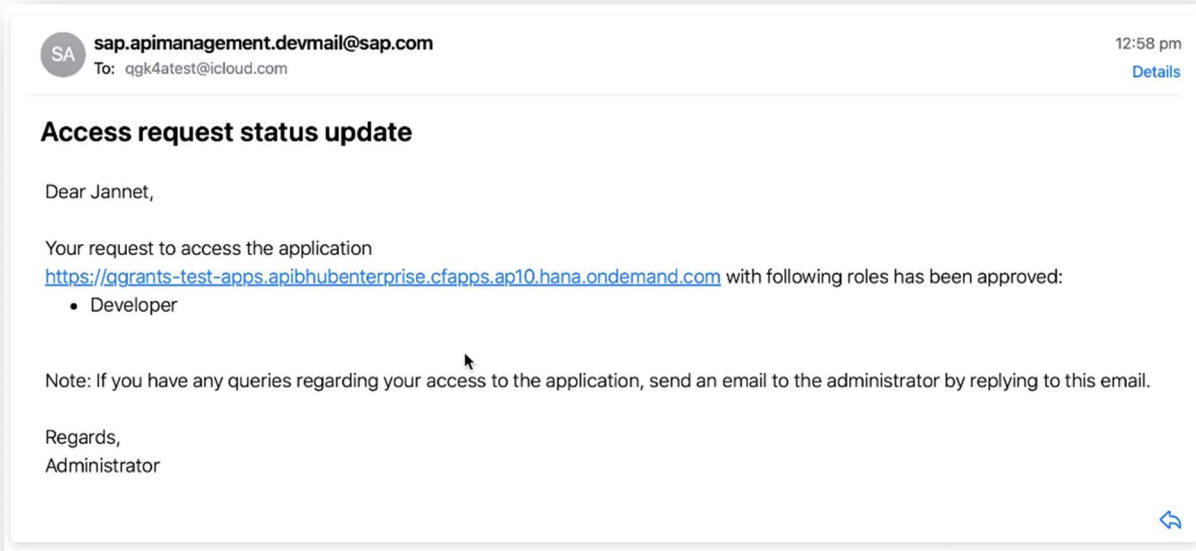


## Queensland Kindergarten Funding Kindergarten Program Provider QGrants API Registration

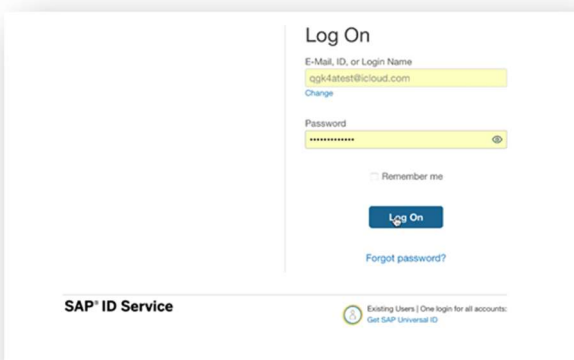
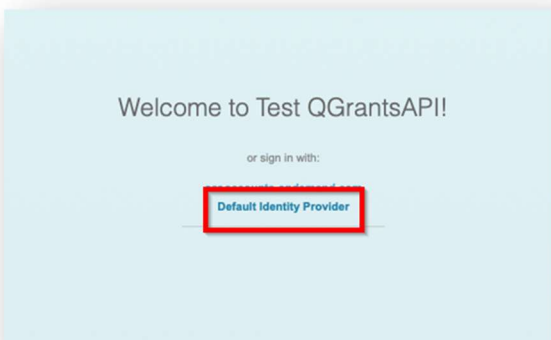
An officer at Dept of Education will now process your registration. This may take up to 1 business day. Registrations submitted on non-business days will be processed on the next business day. **You may log out.**

### 2.7 Step 7

Once you have been approved, you will receive an email from [sap.apimanagement.devmail@sap.com](mailto:sap.apimanagement.devmail@sap.com) notifying you that your access request has been approved. Click the link in this email (*note the link in this example is out Test system*).

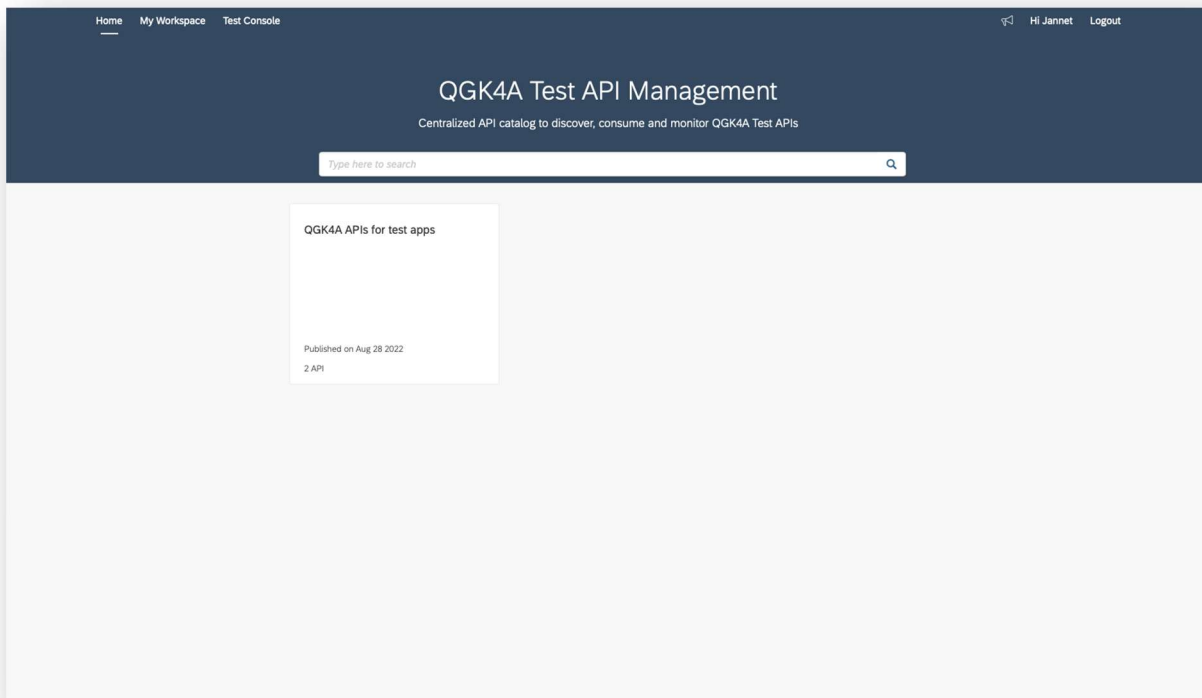


Click the link **Default Identity Provider** – sign in if you need to.



## Queensland Kindergarten Funding Kindergarten Program Provider QGrants API Registration

You should now see a welcome page to the QGrants API similar to this

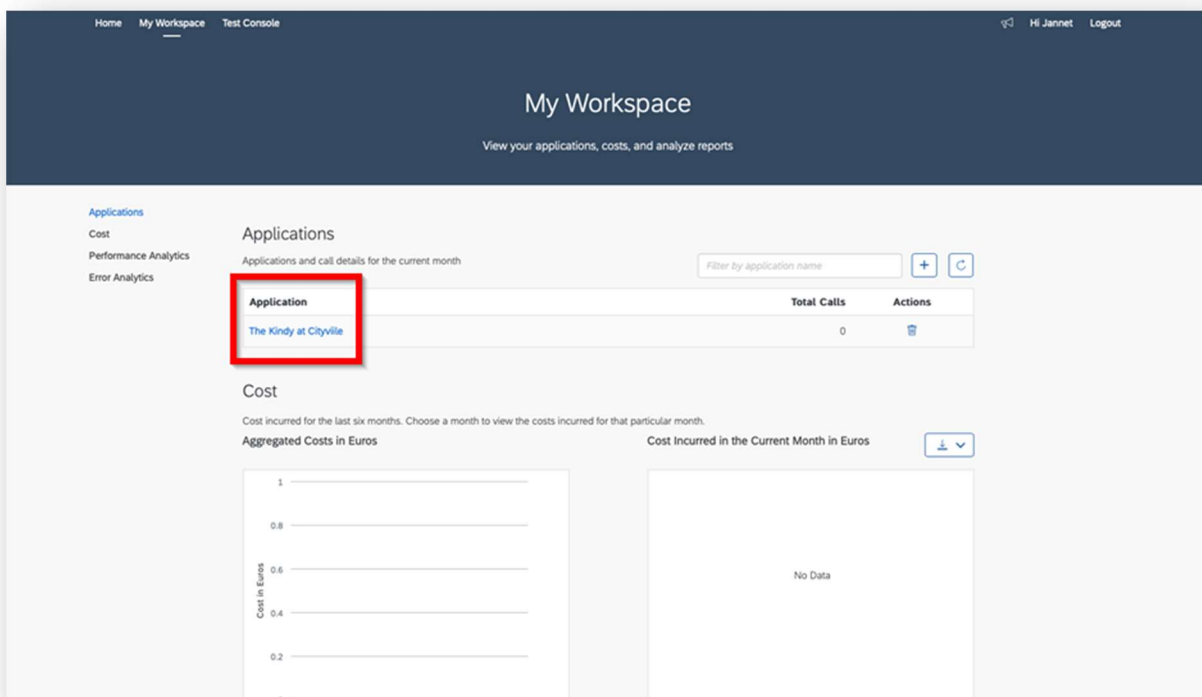


If this page is not showing, click the Home link in the top left corner.

## 2.8 Step 8

Click the link **My Workspace**: this will load the workspace which contains a link to get your keys.

Under the Applications section you should see your centre name – **click this link**

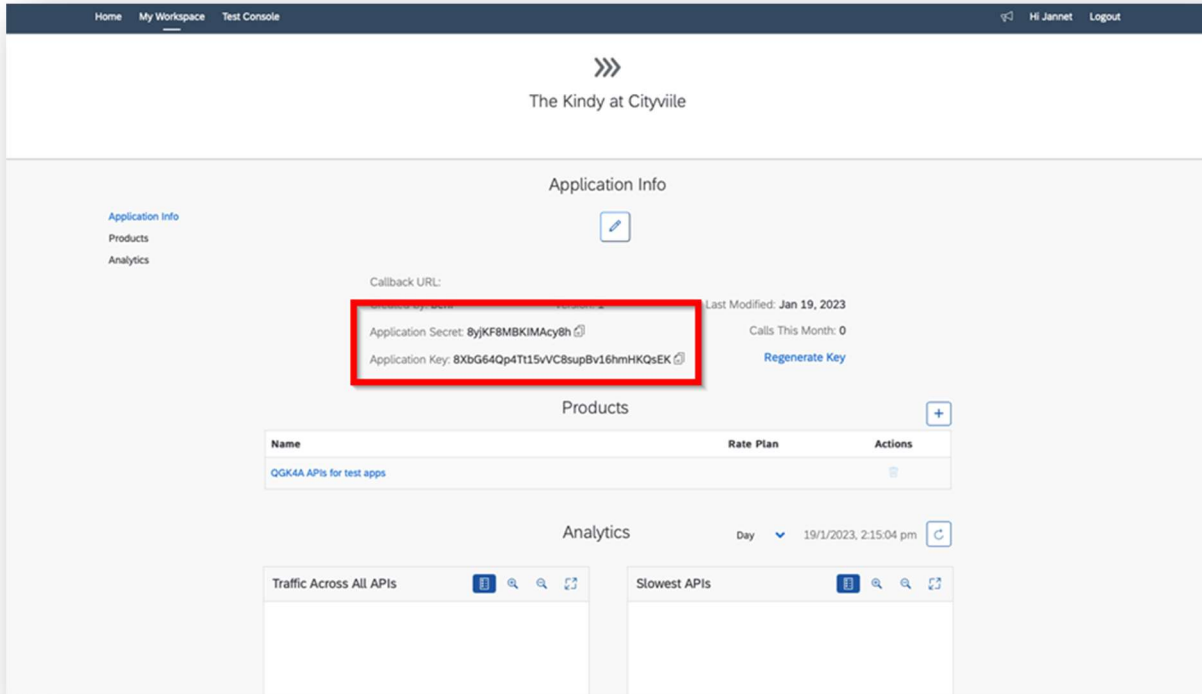


## Queensland Kindergarten Funding Kindergarten Program Provider QGrants API Registration

### 2.9 Step 9

This final step shows your **Application Secret** and **Application Key** that are **specific** to your service. These keys must be entered into you CCMS in order to interact with the QGrants API and lodge your forecasts and acquittals.

**Please contact your CCMS provider for more details on where to enter these keys.**



The screenshot displays the 'Application Info' page for 'The Kindy at Cityville'. The page includes a navigation menu on the left with 'Application Info', 'Products', and 'Analytics'. The main content area shows the 'Application Info' section with a red box highlighting the 'Application Secret' and 'Application Key' fields. The 'Application Secret' is '8yjKF8MBKIMAcY8h' and the 'Application Key' is '8XbG64Qp4T115vVC8sup8v16hmHKQsEK'. Other details include 'Last Modified: Jan 19, 2023' and 'Calls This Month: 0'. Below this is a 'Products' table with one entry: 'QGK4A APIs for test apps'. The 'Analytics' section shows two charts: 'Traffic Across All APIs' and 'Slowest APIs'.

Name	Rate Plan	Actions
QGK4A APIs for test apps		