<Proposal Name>

<Organisation>

<dd mmmm YYYY

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# Part 1 - Strategic proposal

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##  Strategic requirements / conditions

Table X: Compliance to strategic requirements / conditions

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| # | **Requirement/ condition description** | **Compliance (Y/N/Partial)** | **Explanation** | **Proposal section** |
|  |  |  |  |  |
|  |  |  |  |  |
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|  |  |  |  |  |

##  Introduction

##  Benefit to Australia

### Australian industry content

#### Australian capabilities and skills

#### Australian facilities

#### Australian program expenditure

#### <Other information>

###  Benefit to the Australian space ecosystem

##  Project business case

###  Project rationale

###  Business case

###  Financial plan

###  <Other information>

# Part 2 - Technical proposal

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##  Compliance to Guidelines

Table X: Compliance to technical requirements / conditions

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| # | **Requirement/ condition description** | **Compliance (Y/N/Partial)** | **Explanation** | **Proposal section** |
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##  Introduction

##  Mission objectives and outcomes

###  Primary objectives and outcomes

###  Secondary objectives and outcomes

###  <Other information>

##  Mission and system requirements

##  Preliminary assessment of mission challenges

##  Proposed mission concept

###  Introduction of the mission concept

###  Mission / system architecture

###  Concept of operations (CONOPS)

###  System design and budgets

###  Subsystem architectures / considerations

###  Mission risks

###  System engineering approach

#### Design approach

#### Manufacturing, assembly, integration and testing (MAIT) approach

#### Verification and validation (V&V) approach

###  Critical technologies

Table X: Preliminary critical technologies list

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Critical technology** | System/ subsystem | Description | Present TRL (0 – 9) | TRL evidence | How to obtain it (COTs, build in-house, …) | Technology Organisation | Location of technology | Long Lead Item? | Comments |
|  |  |  |  |  |  |  |  |  |  |
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### Regulation considerations

### Open considerations

##  <Other information>

**ANNEX 2.A: Compliance - Eligible activities**

Table X: Compliance to eligible activities

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **#** | Description | Compliance (Y/N/Partial) | Explanation | Proposal section |
| 1 | Your project must include mission development activities (Phases C to E). Eligible activities may include remediation activities to ensure quality requirements are met moving into phase C, final design, project fabrication and assembly etc.  |  |  |  |
| 2 | Your project must aim to have an asset that is operational in space or be able to support an asset that is operational in space by April 2025. |  |  |  |
| 3 | Your project must have a clear potential to support Moon to Mars activities. |  |  |  |
| 4 |  Your project must align with priorities in the *Advancing Space: Australian Civil Strategy 2019 – 2028*. |  |  |  |
| 5 | Your project must have at least $1 million in eligible expenditure. |  |  |  |

**ANNEX 2.B: Verification methodology to the mission requirements**

Table X: Preliminary verification control list for mission requirements

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Requirement** | Description | Preliminary compliance (Y/N/Partial) | Preliminary verification method (A,D,I,T) | Preliminary verification level | Explanation |
|  | *Description of requirement* | *Compliance status* | *How you would verify this requirement (Analysis, Demonstration, Inspection or Test)* | *What level this requirement would be verified at (System, Sub-system, component)* | *Key information on reason why this verification method was chosen* |
|  |  |  |  |  |  |
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**ANNEX 2.C+: Analysis, Budgets, Technical Assessments….**

# Part 3 - Implementation proposal

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##  Introduction

##  Work logic

##  Planning

##  Deliverable items list (DIL)

##  Work breakdown structure (WBS)

**ANNEX 3.A: Mission Schedule**

**ANNEX 3.B: Deliverable items list (DIL)**

**ANNEX 3.C: Work package descriptions (WPDs)**

|  |  |
| --- | --- |
| **WP title** |  |
| **Responsible organisation** |  |
| **Start date (planned)** |  |
| **End date (planned)** |  |
| **WP manager** |  |
| **Objectives** |
|  |
| **Tasks** |
|  |
| **Dependencies** |
|  |
| **Risks** |
|  |
| **Outputs** |
|  |

**ANNEX 3.D+: <Any further annexes>**

# Part 4 - Management proposal

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##  Compliance to management requirements / conditions

Table X: Compliance to complete management requirements / conditions

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| # | **Requirement/ condition description** | **Compliance (Y/N/Partial)** | **Comments** | **Proposal section** |
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##  Introduction and consortium overview

##  Presentation of the organisations

##  Management of the activity

###  Consortium / project management

###  Stakeholder management

###  Technical management

#### Scope creep

###  Risk management

###  Quality management

###  Regulation management

###  Digital management

###  <Other information>

##  Organisation of the activity

###  Project team structure

#### Consortium governance

### Consortium capability

Table X: Consortium capability matrix, with evidence.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Capability | **Organisation 1 name** | **Organisation 2 name** | **Organisation 3 name** | **Organisation 4 name ….** | **Comment** |
|  |  |  |  |  |  |
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###  <Other information>

##  Facilities

##  Software and tools

##  Key personnel

##  Other information

**ANNEX 4.A: CVs**

**ANNEX 4.B+: <Any further annexes>**

# Part 5 - Financial proposal

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##  Compliance to financial requirements / conditions

Table X: Compliance to financial requirements / conditions

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| # | **Requirement/ condition description** | **Compliance (Y/N/Partial)** | **Explanation** | **Proposal section** |
|  |  |  |  |  |
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|  |  |  |  |  |

##  Introduction

##  Project budget

###  Contingency and management of contingency

##  Milestone costs

##  <Other information>

**ANNEX 5.A: Project budget & milestone costs**

**ANNEX 5.B+: <Any further annexes>**