



Sample application form

Cooperative Research Centres Program – Cooperative Research Centres Projects (CRC-P) Grant Round 11 (incorporating Regional CRC-P Grants)

Version February 2021

This document shows the questions included in the online application form for this grant opportunity. It will help you prepare your responses and the mandatory attachments you need before you apply online.

Instructions

The online form captures the information required by the department to assess and manage your application for services and funding.

The first page of the application page contains the following instructions.

Completing your application

The application consists of separate pages as shown in the navigation menu on the left hand side of the portal page. You can navigate between pages using the menu or the buttons at the bottom of each page.

You must use the Save and Continue button to validate the information on each page. If you use the menu to navigate between pages, you will be prompted on the final page to go back and validate all of the information you have entered. A green tick indicates a validated page.

A red asterisk * indicates a mandatory question. A warning message may appear if you have not completed all of the mandatory questions or if there is an issue with information you have entered.

You can save your changes at any time by using the Save button. To prevent you losing your work you should save often. The portal will time out after 30 minutes if you do not save. Typing or moving your mouse does not reset the time out.

Participants

You may invite others to assist in completing your application via the application summary page. To do this:

- Select the Participants button
- Enter the details

An email will be sent to the participant inviting them to assist with your application.

Submitting your application

You must complete every page of the application before you can submit.

You must also read and agree to the declaration which advises you of your responsibilities.

Check all your answers before you submit your application. After you submit, it will no longer be editable.

Internet browsers supported by the portal

We recommend that you use the following browsers for optimum functionality:

- On Windows: The latest versions of Mozilla Firefox and Google Chrome
- On Mac: The latest versions of Safari and Google Chrome

Getting help

If you require further assistance completing this form, [contact us](#) by email or web chat or on 13 28 46.

A. Program selection

Before you start your application, we need to first identify what type of entity is applying.

Some programs we offer allow entities without an ABN to apply. The form is designed to accommodate these entities. However for this grant opportunity, an ABN is mandatory, If you do not have an ABN this grant opportunity will not appear in the program selection at the bottom of the first page and you will not be able to continue.

If you are a trustee applying on behalf of a trust we will need details of both the trust and trustee.

Before you start you should have the following details ready if they are applicable to you.

- Australian Business Number (ABN)
or
- Australian Company Number (ACN)
- Indigenous Corporation Number
- Australian Registered Body Number
- Australian Registered Scheme Number
- Incorporated Association Registration
- Co-operative Registration Number
- Charity status
- Not for profit status

Where applicable, international organisations will need to provide

- country of registration
- registration number

If you do not have an ABN we will ask you why you do not have one. You should note the following.

If you are entitled to an ABN and do not provide it to us, we will be required to withhold 47 per cent from any grant awarded. If you intend to apply for an ABN you should do so before starting your application as you cannot update these details in the application form. If you apply for an ABN after you start your application you will need to start again.

A.1. Program selection

You must select from a drop-down menu the program that you are applying for.

- Field 1 select - Cooperative Research Centres Projects Round 11
- Field 2 select - Cooperative Research Centres Projects Round 11

When you have selected the program, the following text will appear.

Provides matched funding of between \$100,000 to \$3 million to support short-term industry-led collaborative research.

You should read the [grant opportunity guidelines](#) and [sample grant agreement](#) before filling out this application. We recommend you keep the guidelines open as you are completing your application so you can refer to them when providing your responses.

You may submit your application at any time up until 5.00pm AEDT on 25 March 2021. Please take account of time zone differences when submitting your application.

To prevent you losing your work you should save often. The portal will time out after 30 minutes if you do not save. Typing or moving your mouse does not reset the time out.

B. Eligibility

We will ask you the following questions to establish your eligibility for the Cooperative Research Centres Projects Round 11 grant opportunity.

Questions marked with an asterisk are mandatory.

Are you one of the following:

- an entity incorporated in Australia and a trading corporation, where your trading activities:
 - form a sufficiently significant proportion of the corporation's overall activities as to merit it being described as a trading corporation; or
 - are a substantial, and not merely peripheral activity of the corporation?*
- an Incorporated Trustee on behalf of a trust, where the trust's trading activities:
 - form a sufficiently significant proportion of the trust's overall activities as to merit it being described as a trading trust; or
 - are a substantial and not merely peripheral activity of the trust?

You must answer yes to proceed to next question.

- Will your CRC Project maintain amongst its project partners at least:
 - two Australian industry entities including at least one SME (small and medium enterprise), and
 - one Australian research organisation?*

Partners from existing or former CRCs or CRC-Ps can be partners in other CRCs or CRC-Ps.

Partners do not need to commit for the entire project period.

All partners must contribute resources to the CRC-P. We treat partners' proposed cash and in-kind contributions equally for the purposes of calculating the maximum grant amount.

You must answer yes to proceed to next question.

- Are you applying for a Regional CRC-P grant?

If yes to proceed to next question.

- Do you certify that the project will be based in a regional area and at least one Australian industry entity project partner will relocate from a capital city or the Australian Capital Territory to a regional area for the duration of the project?

For the purposes of the Regional CRC-P grant, relocation requires that a physical presence (for example an office, factory or research facility) be established, including staff working in the operation or directly relevant to the work being undertaken with funding from the grant. An administrative presence or single researcher is not sufficient. Salaries or wages must be paid to at least five employees that are working from the regional operation for at least 85 per cent of standard hours over the life of the grant. The business does not need to relocate to the same region as the research institution.

If successful, this will be a requirement of the grant agreement. Refer to the [grant opportunity guidelines](#) for further details regarding Regional CRC-P grants.

- Are you able to provide a declaration from each partner on the template provided on business.gov.au?*

You must provide a declaration from each partner including the lead applicant later in this form.

You must answer yes to proceed to next question.

- Does your project have at least \$200,000 in total eligible project value?*

You must answer yes to proceed to next question.

- Will your project include education and training activities? *

You must answer yes to proceed to next question.

- Are you any of the following:

- an individual
- a partnership
- a research organisation or an entity whose primary purpose is to undertake research
- an unincorporated association
- a trust (however, an incorporated trustee may apply on behalf of a trust)
- a Commonwealth, State, Territory or local government body (including government business enterprises)
- an entity where the majority of your funding is from government sources, for example grant programs
- an entity whose primary function is administrative or to provide support services to a CRC-P
- a non-corporate Commonwealth entity?*

You must answer no to proceed to next question.

C. Applicant address

C.1. Applicant street address

You must provide your street address

When you start typing the address in the field you can select the correct one from the drop down list that appears. If it is not there you can enter manually.

C.2. Applicant postal address

You must provide your postal address

When you start typing the address in the field you can select the correct one from the drop down list that appears. If it is not there you can enter manually.

D. Applicant financials

D.1. Latest Financial Year Figures

- Has the applicant existed for a complete financial year?
- If no, enter the number of months completed in the financial year to date.

D.2. Recent trading performance

You must provide the following financial information about the applicant organisation.

All amounts must show a whole dollar value e.g. \$1 million should be presented as \$1,000,000. The turnover value must be that of the entity that is making the grant application (the 'applicant'), regardless of whether the entity belongs to a consolidated group for tax purposes.

- Sales Revenue (Turnover)

Total revenue from the sale of goods and services, as reported in your organisation's Business Activity Statements (BAS).

- Export revenue

Total revenue from export sales, as reported in your organisation's BAS.

- R&D expenditure

Expenditure on research and development, i.e. creative work undertaken on a systematic basis in order to increase the stock of knowledge, including knowledge of man, culture and society, and the use of this stock of knowledge to devise new applications.

- Taxable income

Taxable income or loss as per the applicant's Business Income Company Tax Return form.

- Number of employees (headcount)

Number of individuals who are entitled to paid leave (sick and holiday), or generate income from managing the business. This should include working proprietors and salaried directors.

- Number of independent contractors (headcount)

Number of individuals engaged by the business under a commercial contract (rather than an employment contract) to provide employee-like services on site.

E. Project partners

You must list all the project partners, **including the lead applicant**, that are in the collaboration and making contributions (cash and/or in-kind).

Each CRC-P must include and maintain amongst its project partners at least:

- two Australian industry entities including at least one SME; and
- one Australian research organisation.

Partners from existing or former CRCs or CRC-Ps can be partners in other CRCs or CRC-Ps.

Partners do not need to commit for the entire project period.

All partners must contribute resources to the CRC-P. We treat partners' proposed cash and in-kind contributions equally for the purposes of calculating the maximum grant amount.

For each partner, enter their ABN and click the 'Validate' button to retrieve the project partner's details.

If a project partner other than the lead applicant is Australian, but does not have an ABN [contact us](#).

E.1. Legal or Registered Entity Name

Entity name refers to the name that appears on all official documents or legal papers. The entity name may be different from the business name.

E.2. Project Partner Contributions

The project partners are required to contribute cash and/or in-kind resources which, combined, at least equal the grant funding sought. See Appendix C in the [grant opportunity guidelines](#) for details of in-kind contributions.

Not all the project partners' share of funding needs to be available at the time of application. However, the project partners must be able to match the grant progressively at the rate eligible expenditure is to be incurred on the project, and be able to fund ineligible expenditure if required.

E.3. CRC Project Application Financial Workbook

The department has developed an Excel template designed specifically for a CRC-P to develop the project finances prior to inputting data to the online application.

This workbook (*CRC Project Application Financial Workbook – funds, contributions and budget*) includes grant request, project partner contributions, and expenditure on a year by year basis. It automatically calculates totals and incorporates a range of checks to ensure the finances are internally consistent and that amounts received for the project balance with expenditure.

It is **strongly advised** that the CRC-P's finances are determined using this workbook before completing the *Project Partner* and *Project Funding Information* pages of the application. The template can be downloaded from the key documents listing at [business.gov.au](#)

You must provide:

- business address
- postal address
- contact details

- details of contribution to the project
- partner declaration (attached)
- partner type (large industry, SME, research organisation or other)
- is the project partner Indigenous owned?

An organisation is considered Indigenous owned where at least 51% of the organisation's members or proprietors are Indigenous.

- is the project partner Indigenous controlled?

An organisation is considered Indigenous controlled where at least 51% of the organisation's board or management committee is Indigenous.

- Partner's involvement in the CRC-P.
 - describe the partner's role and involvement in the CRC-P, and how the partner will provide their contributions.
 - describe the project partner's company structure and relationships with the other project partners (This may include related entities, entities with the same ultimate holding company, entities with common directorship, entities with common major shareholders.).

Your partner involvement response is limited to 1000 characters including spaces and does not support formatting.

E.4. Contribution

As all partners must contribute resources to the CRC-P, you should not select 'No'. If you have \$0 contributions, you still need to enter a 0, otherwise you get an error message alerting that no value has been entered

| Contribution Type | Financial Year | Cost | Description |
|---------------------|----------------|------|-------------|
| Project expenditure | | \$ | |
| Cash | | \$ | |
| | 2020/21 | \$ | |
| | 2021/22 | \$ | |
| | 2022/23 | \$ | |
| | 2023/24 | \$ | |
| | 2024/25 | \$ | |
| FTE Value | | \$ | |
| | 2020/21 | \$ | |
| | 2021/22 | \$ | |
| | 2022/23 | \$ | |
| | 2023/24 | \$ | |
| | 2024/25 | \$ | |
| Non-staff in-kind | | \$ | |
| | 2020/21 | \$ | |

| Contribution Type | Financial Year | Cost | Description |
|-------------------|----------------|------|-------------|
| | 2021/22 | \$ | |
| | 2022/23 | \$ | |
| | 2023/24 | \$ | |
| | 2024/25 | \$ | |
| Total | | | |

F. Project information

On this page you must provide the detailed information about your proposed project.

If your application is successful, we will publish some grant details on [GrantConnect](#) and other government publications. Published details include:

- *name of the grant recipient*
- *a project title*
- *a brief project description and its intended outcome*
- *amount of grant funding awarded.*

F.1. Project title and description

Provide a project title.

Your response is limited to 75 characters including spaces and does not support formatting.

Provide a brief project description.

Your response is limited to 750 characters including spaces and does not support formatting.

Ensure your project description focuses on your project's key problem to be solved or key market opportunity for the product, process or service to be commercialised. It may include the key target market and how CRC-P support will be used to assist in achieving commercial outcomes.

F.2. Detailed project description and key activities

This information will be included in your grant agreement if your application is successful.

Provide a detailed description of your project including the project scope and key activities.

Your response is limited to 5000 characters including spaces and does not support formatting.

Provide a detailed outline of the project for which CRC-P funding is sought. Include the industry problem to be solved, the scope of the project, key activities and methodology to address the problem or opportunity. Describe any links or current engagement with growth sectors. This information will not be used for publication, but will be included in the grant agreement should the application be successful.

F.3. Project outcomes

This information will be included in your grant agreement if your application is successful.

Provide a summary of the expected project outcomes.

Your response is limited to 5000 characters including spaces and does not support formatting.

F.4. Industry context

What is the national and international state of play in the research area that is contributing to solve the identified industry problem or opportunity?

Your response is limited to 2000 characters including spaces and does not support formatting.

Provide a description of the research landscape relating to the identified industry problem and how this relates to or complements your proposed project.

F.5. Technology Readiness Level

Technology Readiness Levels (TRLs) track progress of the development of an innovation. There are nine TRL levels ranging from TRL 1 to TRL 9. The TRL for a project may be determined using a generalised TRL scale or a TRL scale aligned to a specific sector. For example, there are TRL scales specifically designed for crop research, emerging renewables technologies and the development of software.

Indicate below the starting and target TRLs for your CRC Project. Note that different projects will move through the TRL scale at different rates and with different funding requirements. Depending on the complexity of your project, it may even be appropriate to nominate the same TRL for your starting and target levels.

What is the estimated TRL for your project at the commencement date?*

Enter number

What is the expected TRL for your project at the completion date?*

Enter number

F.6. Project duration

Your project may not be more than 3 years (36 months) in duration. The earliest start date is 1 July 2021.

- Estimated project start date
- Estimated project end date
- Estimated project length (in months)

The project length will be calculated by the start and end dates you enter.

F.7. Project milestones

Provide details on the project milestones including the key activities occurring at each milestone.

The milestones start and end dates must be within the project start and end dates.

- Milestone title

Your response is limited to 100 characters including spaces and does not support formatting.

- Description

Your response is limited to 750 characters including spaces and does not support formatting.

- Estimated start date
- Estimated end date

F.8. Project location

You must provide the address where your project will be undertaken and the estimated percentage of project value expected to be undertaken at that site. If you have multiple sites you must add the address of each site.

A project site must be a street address. Do not provide a postal address, institution or building name.

- Project site address
- Estimated percentage of project value expected to be undertaken at site

F.9. Regional CRC-P grants

Are you applying for a Regional CRC-P grant?

Refer to the [grant opportunity guidelines](#) for further details regarding Regional CRC-P grants.

If yes:

- Which of your Australian industry entity project partners will relocate from a capital city or the Australian Capital Territory for the duration of the project?

Your response is limited to 75 characters including spaces and does not support formatting.

- Where will they relocate from?

Your response is limited to 75 characters including spaces and does not support formatting.

- Which regional area(s) will they establish a physical location in?

Your response is limited to 250 characters including spaces and does not support formatting.

- How many employees will work from the regional operation for at least 85 per cent of standard hours over the duration of the project?

Enter number

- How many jobs (direct and indirect) do you expect to create immediately and in the long term and what other economic benefits do you expect in the regional area(s) as a result of the relocation?

Your response is limited to 1000 characters including spaces and does not support formatting.

- What social benefits in regional area(s) do you expect as a result of the relocation?

Your response is limited to 1000 characters including spaces and does not support formatting.

G. Project budget

G.1. Project budget summary

Amounts must be GST inclusive, less any GST credits you can claim. We only provide grant funding based on eligible expenditure. Refer to the [grant opportunity guidelines](#) for guidance on eligible expenditure.

The minimum eligible project expenditure for this grant opportunity is \$200,000.

NB: please ensure when entering 'Head of Expenditure Table' figures, you consider the following two validations:

- Total partner cash contributions and grant amount requested = Total cash expenditure.
- Total partner In-kind contributions (i.e. FTE Value & Non-staff in-kind) = Total Eligible in-kind contributions expenditure.

It is strongly advised that the CRC-P's finances are determined using the CRC Project Application Financial Workbook – funds, contributions and budget before completing the Project Partner and Project Funding Information pages of the application. The workbook template can be downloaded from the key documents listing at [business.gov.au](#).

| Type of expenditure | Head of expenditure | Financial Year | Cost |
|---------------------|--------------------------|----------------|------|
| Project expenditure | | | \$ |
| | Labour including oncosts | | \$ |
| | | 2020/21 | \$ |
| | | 2021/22 | \$ |
| | | 2022/23 | \$ |
| | | 2023/24 | \$ |
| | | 2024/25 | \$ |
| | Contract | | \$ |
| | | 2020/21 | \$ |
| | | 2021/22 | \$ |
| | | 2022/23 | \$ |
| | | 2023/24 | \$ |
| | | 2024/25 | \$ |
| | Capital expenditure | | \$ |
| | | 2020/21 | \$ |
| | | 2021/22 | \$ |
| | | 2022/23 | \$ |

| Type of expenditure | Head of expenditure | Financial Year | Cost |
|---------------------|---|----------------|------|
| | | 2023/24 | \$ |
| | | 2024/25 | \$ |
| | IP & technology expenditure | | \$ |
| | | 2020/21 | \$ |
| | | 2021/22 | \$ |
| | | 2022/23 | \$ |
| | | 2023/24 | \$ |
| | | 2024/25 | \$ |
| | Travel expenditure | | \$ |
| | | 2020/21 | \$ |
| | | 2021/22 | \$ |
| | | 2022/23 | \$ |
| | | 2023/24 | \$ |
| | | 2024/25 | \$ |
| | Overseas expenditure | | \$ |
| | | 2020/21 | \$ |
| | | 2021/22 | \$ |
| | | 2022/23 | \$ |
| | | 2023/24 | \$ |
| | | 2024/25 | \$ |
| | Relocation Costs (for RCRC-P applications only) | | |
| | | 2020/21 | \$ |
| | | 2021/22 | \$ |
| | | 2022/23 | \$ |
| | | 2023/24 | \$ |
| | | 2024/25 | \$ |
| | Other eligible expenditure | | \$ |

| Type of expenditure | Head of expenditure | Financial Year | Cost |
|---------------------|--------------------------------|----------------|------|
| | | 2020/21 | \$ |
| | | 2021/22 | \$ |
| | | 2022/23 | \$ |
| | | 2023/24 | \$ |
| | | 2024/25 | \$ |
| | Audit costs | | \$ |
| | | 2020/21 | \$ |
| | | 2021/22 | \$ |
| | | 2022/23 | \$ |
| | | 2023/24 | \$ |
| | | 2024/25 | \$ |
| | Non-cash in-kind contributions | | \$ |
| | | 2020/21 | \$ |
| | | 2021/22 | \$ |
| | | 2022/23 | \$ |
| | | 2023/24 | \$ |
| | | 2024/25 | \$ |
| Total | | | |

Grant funding requested

You will be asked to enter the amount of grant funding you are requesting. Validations will limit your request to be within the requirements of the grant opportunity guidelines.

H. Assessment criteria

We will assess your application based on the weighting given to each criterion and against the indicators listed beneath each criterion. We will only consider funding applications that are competitive against each assessment criterion as these represent best value for money.

The amount of detail and supporting evidence you provide should be commensurate with the project size, complexity and grant amount requested. You should define, quantify and provide evidence to support your answers.

H.1. Assessment criterion 1 (25 points)

Project alignment with the program objectives.

You should demonstrate this by describing:

- a. How your project will address an industry-identified problem and improve the competitiveness, productivity and sustainability of Australian industries in line with Government priorities and where relevant, Regional CRC-P objectives (refer to Appendix E of the grant opportunity guidelines) (10 points)
- b. How your project will foster high quality research through industry-led and outcome-focused collaborative industry-research partnerships (8 points)
- c. How your project will encourage and facilitate SME participation (7 points).

Your response is limited to 5000 characters including spaces and does not support formatting.

H.2. Assessment criterion 2 (25 points)

The quality of your project

You should demonstrate this by describing:

- a. The research you will do and the methodologies you will use, including describing the role of your partners in the project (10 points)
- b. How your research will address the identified problem, build on the current body of knowledge and enhance the adoption of new technologies (8 points)
- c. The education and training opportunities your project will provide to build capability and capacity in the industry and research sectors (7 points).

Your response is limited to 5000 characters including spaces and does not support formatting.

H.3. Assessment criterion 3 (25 points)

Capacity, capability and resources to deliver your project

You should demonstrate this by describing:

- a. How you will manage and monitor your project, explaining the governance and planning arrangements, including security (8 points)
- b. How you will manage risks, including but not limited to security (in particular any associated national security issues), involvement of international partners and intellectual property protection (7 points)

- c. Your access to required resources including personnel with the right skills and experience, funding, security, infrastructure, technology and intellectual property (10 points).

Your response is limited to 5000 characters including spaces and does not support formatting.

H.4. Assessment criterion 4 (25 points)

Impact of the grant funding on your project

You should demonstrate this by describing:

- a. The likelihood your project would proceed without the grant and how the grant will impact the project in terms of scale and timing (5 points)
- b. The total investment the grant will leverage and why the Australian Government should invest in your project, including how grant benefits will be substantially retained in Australia (10 points)
- c. The commercial potential of your project, including the expected commercial outputs such as new products, processes or services, any expected spill over benefits and plans at the end of the project (10 points).

Your response is limited to 5000 characters including spaces and does not support formatting.

I. Government priorities

You must answer the following questions and add any supporting documentation required.

I.1. National Manufacturing Priorities

Select the primary, and if applicable secondary, priority that best fits your project proposal. Under assessment criterion 1 of the Assessment Criteria, you will need to specifically address how and to what extent your proposal aligns with the National Manufacturing Priorities you select here. At assessment criterion 1 you can also describe how your project aligns with any other National Manufacturing Priorities.

Which National Manufacturing Priorities does your project align with?

Primary alignment:

Enter priority

Secondary alignment:

Enter priority

Further details are available www.industry.gov.au.

I.2. Science and research priorities

Select the primary, and if applicable secondary, priority that best fits your project proposal. Under assessment criterion 1 of the Assessment Criteria, you will need to specifically address how and to what extent your proposal aligns with the Science and Research Priorities you select here. At assessment criterion 1 you can also describe how your project aligns with any other science and research priorities.

Which science and research priorities does your project align with?

Primary alignment:

Enter priority

Secondary alignment:

Enter priority

Further details are available www.industry.gov.au.

I.3. Growth sector

Select the primary, and if applicable secondary, sector that best fits your project proposal. Under assessment criterion 1 of the Assessment Criteria, you will need to specifically address how and to what extent your proposal aligns with the Growth Sector/s you select here. At assessment criterion 1 you can also describe how your project aligns with any other growth sectors.

Which growth sector(s) does your project align with?

Primary alignment:

Enter growth sector

Secondary alignment:

Enter growth sector

Further details and links to the Growth Centres' websites are available at www.industry.gov.au.

I.4. Other government priorities

There may be other government priorities that the CRC Project addresses. Please list up to three of these below.

Your response is limited to 300 characters including spaces and does not support formatting.

Basis for Government Priority (report, statement, etc.)

Your response is limited to 300 characters including spaces and does not support formatting.

I.5. Other government assistance

Have any of the project partners received any Commonwealth, State and/or Territory government assistance during the past five years that has assisted in the development of this project?

Yes or No response

Assistance Source (Agency and Program)

Your response is limited to 500 characters including spaces and does not support formatting.

- Start date
- End date
- Amount
- Details

Discuss the results of any government assistance received in the last five years, specifically what the assistance was used for, what results were achieved and how this has contributed to the proposed project. Your response is limited to 500 characters including spaces and does not support formatting.

I.6. Intellectual property

- If the project depends on access to protected IP, select the relevant category.
- Please Select Applicant developed and owns IP, Applicant has licensed IP from a third party, Third party will license or assign IP to the applicant or Not applicable to project.

J. Application finalisation

You must answer the following questions and add any supporting documentation required.

J.1. Conflict of interest

Do you have any perceived or existing conflicts of interest to declare?

Refer to the grant opportunity guidelines for further information on your conflict of interest responsibilities.

If yes, describe the perceived or existing conflicts of interest and how you anticipate managing them.

Your response is limited to 750 characters including spaces and does not support formatting.

J.2. Program feedback

How did you hear about the grant opportunity?

You may select from a drop-down menu.

J.3. Supporting documentation

You should attach any additional supporting documentation here. You should only attach documents that we have requested.

- Trust documents (where applicable)

Where you have indicated your entity type is a trustee applying on behalf of a trust, you must attach trust documents showing the relationship of the incorporated trustee to the trust.

J.4. Your ANZSIC code

Provide from a drop-down menu:

- your organisation's main revenue earning division under the Australian and New Zealand Standard Industrial Classification ([ANZSIC](#)).
- your organisation's main revenue earning class under the Australian and New Zealand Standard Industrial Classification ([ANZSIC](#)).

J.5. Indigenous organisation

Is your organisation Indigenous owned?

An organisation is considered Indigenous owned where at least 51% of the organisation's members or proprietors are Indigenous.

Is your organisation Indigenous controlled?

An organisation is considered Indigenous controlled where at least 51% of the organisation's board or management committee is Indigenous.

J.6. Foreign ownership or affiliation

Is your or any of your partner's organisations foreign owned, affiliated with foreign governments, organisations, institutions, companies or a member of foreign government talent programs?

You must disclose all foreign ownership (including foreign government ownership), affiliations with foreign governments, organisations, institutions or companies, or membership of foreign government talent programs. If this is the case, you must provide advice to the department regarding the matter for consideration.

Your response is limited to 750 characters including spaces and does not support formatting.

J.7. Disclosure of Commonwealth financial penalties

Have any of your or your partner's board members, management or persons of authority been subject to any pecuniary penalty, whether civil, criminal or administrative, imposed by a Commonwealth, State, or Territory court or a Commonwealth, State, or Territory entity?

You must disclose whether any of your or your partner's board members, management or persons of authority have been subject to any pecuniary penalty, whether civil, criminal or administrative, imposed by a Commonwealth, State, or Territory court or a Commonwealth, State, or Territory entity. If this is the case, you must provide advice to the department regarding the matter for consideration.

Your response is limited to 750 characters including spaces and does not support formatting.

K. Primary contact page

You must provide the details of a primary contact for your application. The details include

- Given name
- Family name
- Position title
- Email address
- Phone number
- Mobile number
- Primary address

L. Application declaration

In order to submit your application you will be required to agree to the following declaration.

L.1. Privacy and confidentiality provisions

I acknowledge that this is an Australian Government program and that the Department of Industry, Science, Energy and Resources (the department) will use the information I provide in accordance with the following:

- [Australian Government Public Data Policy Statement](#)
- [Commonwealth Grants Rules and Guidelines](#)
- grant opportunity guidelines
- applicable Australian laws

Accordingly, I understand that the department may share my personal information provided in this application within this department and other government agencies:

- a. for purposes directly related to administering the program, including governance, research and the distribution of funds to successful applicants
- b. to facilitate research, assessment, monitoring and analysis of other programs and activities unless otherwise prohibited by law.

I understand that where I am successful in obtaining a grant, the financial information that I provide for the purposes of payment will be accessible to departmental staff to enable payments to be made through the department's accounts payable software system.

I understand that information that is deemed 'confidential' in accordance with the grant opportunity guidelines may also be shared for a relevant Commonwealth purpose.

The department will publish information on individual grants in the public domain, including on the department's website, unless otherwise prohibited by law.

L.2. Applicant declaration

I declare that I have read and understood the grant opportunity guidelines, including the privacy, confidentiality and disclosure provisions.

I declare that the proposed project outlined in this application and any associated expenditure has been endorsed by the applicant's board/ management committee or person with authority to commit the applicant to this project.

I declare that the applicant will comply with, and require that its subcontractors and independent contractors comply with, all applicable laws.

I declare that the information contained in this application together with any statement provided is, to the best of my knowledge, accurate, complete and not misleading and that I understand that giving of false or misleading information is a serious offence under the *Criminal Code Act 1995* (Cth).

I acknowledge that I may be requested to provide further clarification or documentation to verify the information supplied in this form and that the department may, during the application process, consult with other government agencies, including state and territory government agencies, about

the applicant's claims and may also engage external technical or financial advisors to advise on information provided in the application.

I understand that the applicant is responsible for ensuring that it has met relevant state or territory legislation obligations related to working with children, and that any person that has direct, unsupervised contact with children as part of a project under this grant opportunity, has undertaken and passed, a working with children check, if required under relevant state or territory legislation. The applicant is also responsible for assessing the suitability of people I engage in this project to ensure children are kept safe.

I acknowledge that if the department is satisfied that any statement made in an application is incorrect, incomplete, false or misleading the department may, at its absolute discretion, take appropriate action. I note such action may include excluding an application from further consideration; withdrawing an offer of funding; using the information contained in the application for a fraud investigation that would be consistent with the Australian Government's Investigations Standards and Commonwealth Fraud Control Framework and/or for a grant under management, terminating a grant agreement between the Commonwealth and the grantee including recovering funds already paid.

I agree to participate in the periodic evaluation of the services undertaken by the department.

I declare that I am authorised to complete this form and acknowledge that by including my name in this application I am deemed to have signed this application.

I approve the information in this application being communicated to the department in electronic form.