



Australian Government
Department of Industry,
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Critical Technologies Challenge Program

Round 1 - Stage 1 Feasibility

Project Report template

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Disclaimer

The purpose of this publication is to provide applicants for the Critical Technologies Challenge Program Round 1 Stage 1 Feasibility with a template for use when preparing their project report on completion of Round 1 Stage 1.

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Reporting requirements

An 'end of project report' is required to be submitted at the conclusion of the Round 1 Stage 1 Feasibility project. The 'end of project report' is submitted through the online [portal](#). The requirements for the 'end of project' report are detailed in Schedule 2 Appendix 1 of the grant agreement.

One of the requirements for this 'end of project report' is to provide a Stage 1 Feasibility project report as an attachment. The purpose of the Stage 1 Feasibility project report (this template) is to:

- record what was achieved
- document the feasibility of the proposed solution
- record what was learned
- outline next steps
- support future communications.

The report structure outlined below sets out the minimum reporting requirements for the Stage 1 Feasibility project report. You may include additional content to suit your project.

Please ensure this report is consistent with the answers you provide as part of the 'end of project report' in the online [portal](#).

This report should be in A4 format, using 12-point font and **must not exceed 10 pages**. If you would like to reference website content, the page/s you link to must be directly relevant and should not contain excessive information.

If you are invited to submit an application for the CTCP Stage 2 Demonstrator grant opportunity, you will be required to attach your Stage 1 Feasibility project report to your application. You will **not be able to make changes** to this report prior to submitting as part of Stage 2 Demonstrator.

Stage 1 Feasibility Project Report

Executive Summary

The Executive Summary should not exceed 1 page. It should include:

- Outline of the challenge (or component/s of the challenge) being solved.
- Summary of project objectives, approach taken and outcomes achieved.
- Your assessment of the feasibility of the solution for this challenge (or component/s of the challenge).
- Any lessons learned that could be applied to future development of the technology and/or the design of future rounds of this challenge program.
- Summary of next steps if the project proceeds through to the Stage 2 Demonstrator grant opportunity.

The challenge

- Set out the specific aspects of the challenge that were addressed in your project.

Project objectives and desired outcomes

- Describe the project objectives and the expected outcomes of the work at project commencement.

Approach

- Describe your approach to using quantum technologies to solve this challenge including:
 - Key steps taken and how project partners contributed to the work.
 - Engagement, inclusion and consideration of impacts on diverse groups in project delivery and technology impact.
 - Any engagement with international organisations, detailing their respective countries.

Outcomes and Feasibility assessment

- Describe the outcomes achieved (ensuring this aligns with outcomes reported in the 'end of project' report).
- Critically assess the degree to which the proposed solution (or component(s) that contribute to a solution) is/are expected to solve the challenge.
- Where a solution to the challenge already exists, outline any competitive advantages that you identified through this project for your proposed solution.
- Describe the Technology Readiness Level (TRL) of your proposed solution (or component/s of a solution) and how the TRL was determined by your joint (consortia) collaboration.

Lessons learned

- Outline any lessons learned that could be applied to future development of the technology.
- In doing so, consider any issues/difficulties you faced and whether/how these were resolved or could be resolved in future. For example:
 - access to infrastructure
 - securing supplies
 - staffing the project
 - managing intellectual property
 - collaborating with partners
 - managing national security and cyber security risks.
- Consider any challenges you faced due to the design and delivery of the program and identify any changes that could enhance the success of future rounds.

Next steps

- Describe the expected next steps for the solution (or component/s of a solution), including the proposed path to market.
- Identify any potential new collaborators, partners, investors, technology end users and/or suppliers, and describe how these parties will be engaged in future.
- Outline any plans to capture the new knowledge generated from this project in journal articles, book chapters, conference proceedings, patents, trade secrets or by other means.
- Describe how you envisage any future IP associated with the project will be managed.

Pitch

- Provide a pitch for your project (300 words maximum), designed for a non-technical investor audience. Note that the Department of Industry, Science and Resources may use this pitch, or elements of it, in materials promoting the outcomes of the grant opportunity and may share it with the grantee for the Australian Centre for Quantum Growth.