SME Connect

SIEF STEM+ Business Fellowship Program

Funding Application Form

Version 3

29 June 2016



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All enquiries regarding eligibility and applications should be directed to the SME Business Manager:

Jason Barkla
SME Business Manager
SME Connect
CSIRO
+61 3 9545 8246
jason.barkla@csiro.au

Funding application form

This form can be used to apply for funding for a Science and Industry Endowment Fund (SIEF) STEM+ Business Fellowship project. It is used by the STEM+ Business Management team to evaluate applications (and report to SIEF).

NOTE: All information provided in banners like this one and with the term NC (Not Confidential) is be non-confidential information only. This information may be used by CSIRO or SIEF publicly.

The application form has 8 sections:

SECTION A – Company details

SECTION B – Research organisation details

SECTION C – Research fellow details

SECTION D – Project details

SECTION E – Evaluation criteria

SECTION F – Declaration – company

SECTION G – Declaration – research organisation

SECTION H – Declaration – research fellow

Please email the application and supporting documentation to jason.barkla@csiro.au.

If an application is successful, SIEF may use all grant recipients name and logo, the project title and the amount of SIEF funds awarded publicly.

Important advice on filling out this application

Prior to filling out this form please ensure you have the latest version of this application as well as the *SIEF* *STEM+ Business Fellowship Program - Program and Eligibility Guidelines* by visiting, [www.csiro.au/Do-business/Solutions-for-SMEs/Researcher-placements/STEM-Plus-Business](http://www.csiro.au/Do-business/Solutions-for-SMEs/Researcher-placements/STEM-Plus-Business)

The *SIEF* *STEM+ Business Fellowship Program - Program and Eligibility Guidelines* document has critical information about program objectives, eligibility criteria, reporting, funding and the assessment process. Please ensure that all applicant parties have read and understood this document prior to applying for a SIEF STEMᶧ Business Fellowship.

When completing this application form, please consider the questions carefully and ensure that you clearly explain the need for the research project, outcomes for the applicant parties and benefit for the wider community where relevant. Where possible answer in plain English and restrict abbreviations and jargon to only that essential for describing the research.

SECTION A – Company details

The company must meet the eligibility criteria as per the *SIEF* *STEM+ Business Fellowship Program - Program and Eligibility Guidelines.*

|  |
| --- |
| A1. Registered name |
| A2. Trading name |
| A3. ACN |
| A4. ANZSIC code (4 digit) |
| A5. Business’ main activity |
| A6. Business address  |
|  Address line 1 |
|  Address line 2 |
|  City/Suburb |
|  State |
|  Postcode |
| A7. Postal address As above? Yes □ No □ Address line 1 |
|  Address line 2 |
|  City/Suburb |
|  State |
|  Postcode |
| A8. Contact person |
|  Family name |
|  Given name |
|  Position |
|  Office number |
|  Mobile number |
|  Email address |
| A9. Eligibility |
| Previous Researcher In Business/Research Connections/Innovation Connections project(Attach details) □ |
| **OR** The company completed at least 5 months one-on-one research project with a university or research organisation on a project with direct commercial benefit to the company?(Attach details) □ |
| **And** the company contributed at least $25,000 in cash to the above university/research organisation towards delivery of that project? (Attach details) □ |
| **And** the company turnover will be between $1million and $100million in the current, or has been in either of the last two, financial years? (Attach details) □ |

SECTION B – Research organisation details

The research organisation must meet the eligibility criteria as per the *SIEF* *STEM+ Business Fellowship Program - Program and Eligibility Guidelines*.

|  |
| --- |
| B1. Registered name |
| B2. ABN |
| B3. ANZSIC Code (4-digit) |
| B4. Organisation/department main activity |
| B5. Business address  |
|  Address line 1 |
|  Address line 2 |
|  City/Suburb |
|  State |
|  Postcode |
| B6. Postal Address As above? Yes □ No □ Address line 1 |
|  Address line 2 |
|  City/Suburb |
|  State |
|  Postcode |
| B7. Website |
| B8. Contact person |
|  Title |
|  Family name |
|  Given name |
|  Position |
|  Office number |
|  Mobile number |
|  Fax number |
|  Email address |

# SECTION C – Research fellow details

The research fellow must meet the eligibility as per *SIEF* *STEM+ Business Fellowship Program - Program and Eligibility Guidelines*.

|  |
| --- |
| C1. Research fellow |
|  Title |
|  Family name |
|  Given name |
|  Position |
|  Office number |
|  Mobile number |
|  Fax number |
|  Email address |
| C2. Qualifications: PhD of (\_\_\_\_\_\_ \_)□ Masters (Research) of (\_\_\_\_ \_\_\_)□ BEng of (\_\_\_\_ \_\_\_)□ |
| C3. Year of conferral  | Years’ experience as researcher |
| C4. ANZSRC code (4-digit) of fellow |
| C5. Area of expertise |
| C6. Research supervisor |
|  Title |
|  Family name |
|  Given name |
|  Position |
|  Phone number |
|  Mobile number |
|  Email address |
| C7. Referee for research fellow |  |
|  Title |
|  Family name |
|  Given name |
|  Position |
|  Phone number |
|  Mobile number |
|  Email address |
|  Relationship to applicant |
| C8. Please provide a current CV outlining your experience and qualifications (Attached) □ |

SECTION D – Project details

|  |
| --- |
| D1. Project title |
| D2. Project duration (months) |
| D3. Expected commencement date |
| D4. Expected completion date |
| D5. Name of company mentor |
| D6. Provide a brief outline of the proposed project and deliverables (500 words max.) |
|  |
| D7. Provide a brief outline of the knowledge, technology or skills that will be provided by the researcher through this project (300 words max.) |
|  |
| D8. Provide a brief history of the company, its current financial situation and its record in engagement with research organisations (500 words max.) |
|  |
| D9. Provide a brief outline of the commercial benefits anticipated as a result of the project (300 words max.) |
|  |
| D10. Total project costs: (Please attach a spreadsheet with a basic breakdown of the below costs) |
| Salary and on-costs of fellow: | per annum total |
| Travel: | per annum total |
| Other direct costs: | per annum total |
| Salary and on-costs of research supervisor: | per annum total |
| Indirect costs (ineligible for SIEF funding): | per annum total |
| **Total project cost:** | **per annum total** |
| **In-kind contribution by research organisation:** | **per annum total** |
| **Grant funding requested from SIEF:** | **per annum total** |
| **Balance of funds contributed by the company:** | **per annum total** |

SECTION E – Evaluation criteria

|  |
| --- |
| E1. How will the fellowship support the professional development of the research fellow? (300 words max.) |
| E2. How will the fellow develop a deep understanding of the company? Include details of scheduled time spent at the company and of non-project related engagement. (300 words max.) |
| E3. How will the experience of the research supervisor support the fellow to achieve the deliverables? (300 words max.) |
| E4. How will the research organisation support the fellow to achieve the deliverables? (300 words max.) |
| E5. How will the experience of the mentor support the research fellow to achieve the deliverables? (300 words max.) |

SECTION F – Company declaration

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| --- |
| F1. I declare that to the best of my knowledge and belief the information contained in this application is true and correct, and acknowledge that if any information provided by the company, research organisation or research fellow in this application is false or misleading in any respect, then in addition to other remedies available at law, SIEF and/or the administering organisation may withdraw, suspend, terminate or seek repayment of funding for the project. |
| F2. The company agrees that the administering organisation of the SIEF STEM+ Business Fellowship Program may ask the company to provide clarification, further information or documentation in order to verify or supplement the information supplied in this application. |
| F.3 The company acknowledges that this application may not be successful and, even if successful, the award of funding for the project is subject to the administering organisation, the research organisation and company entering into a researcher placement agreement in the form published on the SIEF STEM+ Business Fellowship Program internet site or available from the administering organisation. |
| F4. Should this application be successful, the company agrees to participate in the periodic evaluation of project under the SIEF STEM+ Business Fellowship Program. |
| F5. The company agrees that if this application is successful, SIEF and the administering organisation are permitted to publicise the awarding of SIEF funds for the project, including using the research organisation’s name and logo, the project title and the amount of SIEF funds awarded on public media, internet and other announcements during and after the term of the project. The company also agrees that in any event the administering organisation may include in reports to SIEF the fact of this application, the proposed project title and details of all signatories and funding sought, as required to comply with the administering organisation’s reporting obligations to SIEF. |
| F7. By signing this application, the company confirms that it has read the “*SIEF* *STEM+ Business Fellowship Program - Program and Eligibility Guidelines*” and to the best of its knowledge is eligible to participate in the program.  |
| F8. Authorised representative for the companyName |
| Position |
| Date |
| Signature |

SECTION G – Research organisation declaration

|  |
| --- |
| G1. I declare that to the best of my knowledge and belief the information contained in this application is true and correct, and acknowledge that if any information provided by the company, research organisation or research fellow in this application is false or misleading in any respect, then in addition to other remedies available at law, SIEF and/or the administering organisation may withdraw, suspend, terminate or seek repayment of funding for the project. |
| G2. I agree that the administering organisation of SIEF STEM+ Business Fellowship Program may ask the research organisation to provide clarification, further information or documentation in order to verify the information supplied in this application form. |
| G3. Should this application be successful, the research organisation agrees to participate in the periodic evaluation of the project under the SIEF STEM+ Business Fellowship program. |
| G4. The research organisation acknowledges that this application may not be successful and even if successful the award of funding for the project is subject to the administering organisation, the research organisation and company entering into a researcher placement agreement in the form published on the SIEF STEM+ Business Fellowship internet site or available from the administering organisation. |
| G4. The research organisation agrees that if this application is successful, SIEF and the administering organisation are permitted to publicise the awarding of SIEF funds for the project including by using the research organisation’s name and logo, the project title and the amount of SIEF funds awarded on public media, internet and other announcements during and after the term of the project. The research organisation also agrees that in any event the administering organisation may include in reports to SIEF the fact of this application, the proposed project title and details of all signatories and funding sought, as required to comply with the administering organisation’s reporting obligations to SIEF. |
| G5. The research organisation confirms that it has read the “*SIEF* *STEM+ Business Fellowship Program - Program and Eligibility Guidelines*” and to the best of its knowledge it and the research fellow are eligible to participate in the program. |
| G6. The research organisation confirms that the research fellow is, and to the best of its knowledge and belief will remain, an employee of the research organisation receiving appropriate supervision and support from the research organisation for the duration of the project.  |
| G7. Authorised representative for the research organisation |
| Name |
| Position |
| Date |
| Signature |

SECTION H – Research fellow declaration

|  |
| --- |
| H1. i declare that to the best of my knowledge and belief the information contained in this application is true and correct, and acknowledge that if any information provided by the company, research organisation or research fellow in this application is false or misleading in any respect, then in addition to other remedies available at law, SIEF and/or the administering organisation may withdraw, suspend, terminate or seek repayment of funding for the project. |
| H2. I agree that the administering organisation of SIEF STEM+ Business Fellowship Program may ask me to provide clarification, further information or documentation in order to verify the information supplied in this application form. |
| H3. Should this application be successful, i agree to participate in the periodic evaluation of the project under the SIEF STEM+ Business Fellowship program. |
| H4. I agree that if this application is successful, SIEF and the administering organisation are permitted to publicise the awarding of SIEF funds for the project including by using my name, the project title and the amount of SIEF funds awarded on public media, internet and other announcements during and after the term of the project. I also agree that that in any event, the administering organisation may include in reports to SIEF the fact of this application, the proposed project title and details of all signatories and funding sought, as required to comply with the administering organisation’s reporting obligations to SIEF. |
| H5. I confirm I have read the “*SIEF* *STEM+ Business Fellowship Program - Program and Eligibility Guidelines*” and to the best of my knowledge am eligible to participate in the program. |
| H6. Research fellow |
| Name |
| Position |
| Date |
| Signature |

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| CONTACT USt 1300 363 400 +61 3 9545 2176e csiroenquiries@csiro.auw www.csiro.auAt CSIRO, we do the extraordinary every day We innovate for tomorrow and help improve today – for our customers, all Australians and the world. Our innovations contribute billions of dollars to the Australian economy every year. As the largest patent holder in the nation, our vast wealth of intellectual property has led to more than 150 spin-off companies. With more than 5,000 experts and a burning desire to get things done, we are Australia’s catalyst for innovation. CSIRO. WE IMAGINE. WE COLLABORATE. WE INNOVATE. |  | For further informationSME ConnectJason Barklat +61 3 9545 8246e jason.barkla@csiro.auw www.csiro.au/smeconnect |