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# Australia-Singapore Initiative on Low Emissions Technologies for Maritime and Port Operations (ASLET)

## ASLET Grant Opportunity Application Form

15 July 2024

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*Information for applicants:*

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.

Do not include any confidential information in your application.

You must complete all sections and provide all attachments as requested. Incomplete applications will not be accepted.

You may submit your application at any time up until 5.00 pm AEST on 13 September 2024. Please take account of time zone differences when submitting your application.

Applications should be submitted by email to: [ASLET@csiro.au](mailto:ASLET@csiro.au)

Please contact us by email if you require further assistance: [ASLET@csiro.au](mailto:ASLET@csiro.au)

# Eligibility

We cannot consider your application if you do not satisfy all of the eligibility criteria.

Please answer all questions in Tables 1-3 in this section.

Table 1 – General questions about you as lead applicant.

|  |  |
| --- | --- |
| Eligibility question | Answer (Yes/No) *Delete as appropriate* |
| Are you incorporated in Australia, or an Australian research institution including an Australian university? | Yes/No |
| Do you have an ABN? | Yes/No |
| Are you registered for the Goods and Services Tax (GST)? | Yes/No |
| Are you undertaking business or research and development activities relevant to the maritime, port operations and/or low emissions energy technology supply chain? | Yes/No |

If you answered ‘**No’** to any of the questions in Table 1, then you are **ineligible** to apply for this grant opportunity. Only progress to the following sections if you are eligible to apply.

Table 2 – Questions about your project.

|  |  |
| --- | --- |
| Eligibility question | Answer (Yes/No) *Delete as appropriate* |
| Does your project align with one or more of the outcomes described in Section 2.2 of the guidelines? | Yes/No |
| Does your project align with one or more of the challenge focus areas described in Section 2.2 of the guidelines? | Yes/No |
| Is your project aimed at developing and/or demonstrating technologies with a TRL of 6 or more at the end of the project? | Yes/No |
| Will your project be delivered in Australia and/or Singapore? | Yes/No |
| Do you agree to deliver the project in accordance with relevant legislation, policies, and industry standards in all project locations? | Yes/No |

If you answered ‘**No’** to any of the questions in Table 2, then you are **ineligible** to apply for this grant opportunity. Only progress to the following sections if you are eligible to apply.

Table 3 – Additional eligibility questions.

|  |  |
| --- | --- |
| Eligibility question | Answer (Yes/No) *Delete as appropriate* |
| Are you or your project partner(s) engaged in any litigation, arbitration, administrative proceedings, investigations, or before any court, tribunal, commission, arbitral body or other agency in any jurisdiction in the Commonwealth of Australia that will affect your capacity to undertake the project or its reputation? | Yes/No |
| Are you an employer of 100 or more employees that has *not* complied with the *Workplace Gender Equality Act 2012* (Cth)? | Yes/No |
| Are you a Commonwealth agency or body (including corporate Commonwealth entities)? | Yes/No |
| Are you an individual or partnership? | Yes/No |
| Are you a trust? | Yes/No |

If you answered ‘**Yes**’ to any of the questions in Table 3, then you are **ineligible** to apply for this grant opportunity.

Only progress to the following sections if you are eligible to apply.

Administrative Summary

Please provide all of the information requested in Table 4-Table 8 in this section.

Table 4 – Information about your project.

|  |  |
| --- | --- |
| Project information |  |
| Project title *(no more than 15 words)* |  |
| [enter project title here] | |
| Project description *(no more than 100 words)* |  |
| [enter project description here] | |
| Planned start date *(DD/MM/YYYY)* |  |
| [enter start date here] | |
| Planned end date *(DD/MM/YYYY)* |  |
| [enter end date here] | |
| Alignment to challenge focus areas *(delete as appropriate)* |  |
| Challenge focus area 1 – Mitigate safety and ecological risks associated with the use of low-emissions fuels, such as ammonia and hydrogen.  Challenge focus area 2 – Develop technology and infrastructure at ports to accommodate the adoption of low-emissions fuels.  Challenge focus area 3 – Reduce the cost of low-emissions technologies in short-sea vessels. | Yes/No  Yes/No  Yes/No |
| TRL at start and end of project *(*[*refer here*](https://arena.gov.au/assets/2019/01/trl-guide.pdf)*)* |  |
| Estimated TRL at start of project  Expected TRL at end of project | [enter TRL here]  [enter TRL here] |

Table 5 – Information about the lead organisation.

|  |
| --- |
| Lead applicant information |
| Organisation name *(enter below)* |
| [enter name here] |
| Business address *(enter below)* |
| [enter business address here] |
| Postal address *(enter below)* |
| [enter postal address here] |

Table 6 – Contact information.

|  |  |
| --- | --- |
| Lead applicant contact details |  |
| Principal contact *(enter below)* |  |
| Name  Position  Email address  Phone | [enter name here]  [enter position here]  [enter email address here]  [enter phone number here] |
| Other contact *(enter below)* |  |
| Name  Position  Email address  Phone | [enter name here]  [enter position here]  [enter email address here]  [enter phone number here] |

Table 7 – Information about your project partner(s), if applicable. Add more rows as needed.

|  |  |  |
| --- | --- | --- |
| Partner organisation name | Partner organisation location (city, country) | Partner organisation type *Delete as appropriate* |
| [enter partner organisation name here] | [city, country] | Research/Industry/Other |
| [enter partner organisation name here] | [city, country] | Research/Industry/Other |
| [enter partner organisation name here] | [city, country] | Research/Industry/Other |
|  |  |  |
| [enter partner organisation name here] | [city, country] | Research/Industry/Other |
| [enter partner organisation name here] | [city, country] | Research/Industry/Other |

Table 8 – Relationship to another application, as defined in Section 7.4 of the guidelines.

|  |
| --- |
| Relationship to another application (as per guidelines Section 7.4) |
| Is your project related to another application? *(delete as appropriate)* |
| Yes/No  If you answered ‘Yes’ then please complete the rest of the table. |
| What is the title of the other application? |
| [enter title of application here] |
| Who is the lead applicant of the other application? |
| [enter lead applicant of other application here] |
| What is the location of the lead applicant on the other application? *(delete as appropriate)* |
| Singapore/Australia |
| Explain how the two projects can be delivered independently, but if delivered in parallel would accelerate desired outcomes *(no more than 200 words)* |
| [enter explanation here] |

# Response to assessment criteria

You must address all assessment criteria in your application. Your application will be assessed based on the weighting given to each criterion.

The amount of detail and supporting evidence you provide in your application should be relative to the size, complexity and grant amount requested.

Please take note of word and page limits, as specified.

## Assessment criterion 1 – Contributes to objective, outcomes and priorities.

**The extent to which the proposed project will contribute to the objective, desired outcomes and priority areas of the ASLET grant opportunity (1000 words, 30 points).**

Applications should:

* Describe how the project will contribute to the objective and desired outcomes of the ASLET grant opportunity.
* Describe how the project aligns with one or more of the challenge focus areas.
* Provide a scan of existing technologies relating to your project and describe how your project builds on or differentiates from these.
* Provide an assessment of the current TRL and expected TRL at the end of the project, including justification for this assessment.
* Describe the market potential of project outcomes, including relevance to the maritime industry and its customers, market size and market share.

[enter response to criterion 1 here, maximum 1000 words]

## Assessment criterion 2 – Project design and methodology.

**The strength of the design and methodology of the proposed project, including identifying and managing risks, in order to successfully deliver the project (1000 words, 30 points).**

Applications should:

* Describe the **technical design and methodology** of the project.
* Describe the **project** **outputs**, i.e. tangible deliverables.
* Describe the expected **project** **outcomes**, i.e. uptake of project outputs.
* Attach a project plan (see details below).

[enter response to criterion 2 here, maximum 1000 words]

Applicants should also **attach a project plan** (15-page limit) which should include:

* A clear description of the project **scope**.
* **Duration** of the project, including start and end dates.
* Project **phases and stage-gates**, if relevant.
* Objectively verifiable **milestones and deliverables**.
* A description of how the project will be **managed and governed**.
* The **locations** at which the project will be undertaken.
* Any **dependencies** or other relevant information.
* A **risk management plan**.
* A **work, health and safety plan**.
* An **intellectual property management plan**.
* A **knowledge sharing plan** describing how you intend to share knowledge from the project for government, industry and community benefit.

You are free to format your project plan as appropriate, ensuring that all the above-listed information is included.

## Assessment criterion 3 – Capability and capacity.

**The capability and capacity of the applicant, project partners and key project personnel to deliver the proposed project (1000 words, 20 points).**

Applicants should:

* Describe their **track record and experience** in managing similar projects, and their plan specific to this project to utilise and manage personnel with appropriate governance, management and technical expertise, including project partners.
* Describe the **resources** that will be used to deliver the project, including the allocation of personnel to key responsibilities, and the infrastructure, capital equipment, technology and intellectual property required, including project partners.

[enter response to criterion 3 here, maximum 1000 words]

## Assessment criterion 4 – Budget justification and value for money.

**The value for money of the project, including the level of co-investment and evidence of commitment, including both cash and in-kind, to the project (500 words, 20 points).**

Applicants should:

* Describe how the grant will **benefit the project**.
* Describe the **broader benefits** of the project, specifically **for Singapore and Australia**.
* Attach a project budget (see details below).
* Attach letters of support (see details below).

[enter response to criterion 4 here, maximum 500 words]

Applicants should also **attach a project budget** in the template provided (see [CSIRO ASLET website](https://www.csiro.au/aslet)) including:

* A breakdown of expected expenses, including any overseas expenses.
* The total cost of the project.
* The funding sought from this grant opportunity.
* Details of cash and in-kind contributions from the lead applicant and other sources, including project partners.

Applicant should also **attach letters of support** from the lead applicant and any project partners, including:

* Commitment to provide the specified cash and/or in-kind contributions.
* Confirmation of financial capacity to fund the proposed contributions.

# Declarations

In order to submit your application, you are required to agree to the following declaration.

## Applicant declaration

I declare that I am the applicant or authorised by the applicant to submit this form and attachments on its behalf.

I declare that I, to the best of my knowledge, have read and understood the grant opportunity guidelines, the sample agreement, and any other information made available in writing by CSIRO to applicants.

I declare that the information contained in the application and attachments 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 if CSIRO is satisfied that any statement made in an application is incorrect, incomplete, false or misleading then it may exclude an application from further consideration, withdraw an offer of funding or, for a grant under management, terminate the grant agreement including recovery of funds already paid.

I declare that the application complies with the requirements of all clauses in the grant opportunity guidelines, including in relation to export controls, national security and compliance with regulations and laws.

I acknowledge that CSIRO cannot fund the project if it receives funding from another Commonwealth government grant for the same activities. I further acknowledge that I can apply for a grant for the project under more than one Commonwealth government grant program, but if the application is successful, I must choose either the ASLET grant or the other Commonwealth government grant.

I confirm that, to the best of my knowledge, there is no conflict of interest in relation to this application, and that if there is a perceived or existing conflict of interest at any time then I will notify CSIRO in writing immediately.

I acknowledge that this application will be shared with technical experts and/or advisors, and the ASLET Steering Committee (which will comprise of representatives from government, industry and science from both Australia and Singapore) and may be shared with our co-delivery partner, the Maritime and Port Authority of Singapore, and the Singapore Government for the purpose of assessment under appropriate confidentiality arrangements.

I acknowledge and agree that participation in the application process will be at my own risk, cost and expense.

|  |  |
| --- | --- |
| I agree to the declaration statement above ***(delete as appropriate)*** | **Yes/No** |

# Table of attachments

Please summarise the attachments that you will submit together with this application form in Table 9 below.

Table 9 – Summary of attachments. Add extra rows for additional letters of support, as needed.

|  |  |  |
| --- | --- | --- |
| Attachment type | Format | Document title |
| Project plan | 15 page maximum, no template | [insert file title here] |
| Project budget | Template provided | [insert file title here] |
| Letter of support | Template provided | [insert file title here] |
| Letter of support | Template provided | [insert file title here] |
|  |  |  |
|  |  |  |
|  |  |  |

# Submission instructions

Submit your application form as a Word file together with separate attachments as per Table 9.

Applications should be submitted by email to: [ASLET@csiro.au](mailto:ASLET@csiro.au)

You may submit your application at any time up until 5.00 pm AEST on 13 September 2024. Please take account of time zone differences when submitting your application.

Applications submitted prior to the closing time are welcomed.