

Emerging Aviation Technology Partnerships Program

Round Two Grant Opportunity Application Form

**before completing this application form**

Please read the Round Two Program Guidelines.

**completing the application form**

Complete all the relevant boxes and provide all the information sought in this form. The text boxes will expand if completed in Microsoft Word. There is no word limit set for individual questions. Your responses should be concise but comprehensive, and proportionate to the level of project complexity and funding sought. Where necessary, reference can be made to attachments.

Supporting documentation should be attached as required. The level of complexity and detail provided in required attachments may be proportionate to the scale and complexity of your project. If you are unable to provide the information and supporting documentation at the time of submitting your application, you should forward it as soon as possible after that time and prior to the closing date and time for grant applications to ensure it can be assessed with your application.

If you have any queries in relation to the Program or this application form please direct your query to the Contact Officer by mail or email as outlined below.

**submitting the application form**

Completed applications will be accepted by:

**Mail -** Director

Agency Engagement and Emerging Technology Programs

International Aviation, Technology and Services Division

Department of Infrastructure, Transport, Regional Development, Communications and the Arts

GPO Box 594

CANBERRA ACT 2601

**Email -** EATP@infrastructure.gov.au

(*If you are sending the application in by email, you will*

*need to have the last page signed and saved in PDF format.*)

You should ensure you receive acknowledgement that your application has been received.

**Applicants can apply at any time after the opening date for the grant opportunity and applications with required supporting documentation must be received prior to the advertised closing date and time. All eligible applications received during this period will be considered.**

Emerging Aviation Technology Partnerships Program

Round Two Grant Opportunity Application Form

1. **applicant information**

|  |  |
| --- | --- |
| Name of Applicant |  |
| Eligible Entity Type |  |
| ABN/ACN Number |  |
| Are you GST registered? *Note that you will be required to be registered by the closing date/time for applications to be eligible)* | Yes  No |
| Street Address |  |
| Town/Suburb/State/Postcode |  |
| Postal Address  *If different from street address* |  |
| Nominated Contact *Include salutation e.g. Mr, Ms, Dr* |  |
| Position |  |
| Phone/Mobile/Fax | Ph: Mobile: Fax: |
| Email |  |
| If this is a joint (consortia) application, provide details of partner organisation(s) (name, entity type, ABN, contact) | |
|  | |

1. **the project proposal**

|  |  |  |  |
| --- | --- | --- | --- |
| **Focus Area(s) addressed by the project proposal.** | | | |
|  | | | |
| **Proposed Project Title** | | | |
|  | | | |
| **Proposed location of project / target service area** | | | |
|  | | | |
| **Project Description**  Note: Further detail may be included as an Attachment, if necessary. | | | |
|  | | | |
| **If a joint (consortia) application, describe the respective role and contribution of each partner** | | | |
|  | | | |
| **Please explain how your proposal will benefit the Australian emerging aviation sector and local businesses and communities** | | | |
|  | | | |
| **Are there potential partnership needs or opportunities with the project – e.g. in relation to public infrastructure, the requirements of the regulatory framework, etc? Please describe.** | | | |
|  | | | |
| **Project Budget Summary**  **(Note – a detailed Budget is required as part of the Project Management Plan required under the Program Guidelines – see “Attachments and other requirements” below).** | | | |
| Project Operating Costs | Year 1 | Year 2 | Total |
| Employees |  |  |  |
| Other |  |  |  |
| **Total** |  |  |  |
| Capital |  |  |  |
| **Total cost** |  |  |  |
| *Less* |  |  |  |
| Operating revenue |  |  |  |
| Other contributions |  |  |  |
| **= Total grant funding sought** |  |  |  |

1. **addressing specific requirements of the program guidelines**

**registration and accreditation credentials** **(program guidelines 4.3)**

|  |
| --- |
| **Please identify credentials you hold that are relevant to the project:** |
|  |
| **Are any other credentials required for implementation of the project? Please identify.** |
|  |
| **Are there Regulatory hurdles to be overcome for implementation of the project? Please describe and explain how you propose to address them.** |
|  |

**assessment criteria (program guidelines 6.1 – 6.4)**

The Grant Guidelines for this grant opportunity identify four specific Assessment Criteria to be addressed by applicants. Please ensure that you address the criteria in the spaces below. If necessary, this can include references to material in attachments.

|  |
| --- |
| **Criterion 1 - Project alignment with program objectives and outcomes (see Program Guidelines 2.1, 2.2 and 6.1:** |
| You should demonstrate this by identifying:   1. to what extent your project contributes to the program objectives and outcomes; 2. how your proposal demonstrates economic, productivity, environmental or other benefits derived from the application of emerging aviation technologies; 3. the uniqueness of your proposed solution relative to what is already in the market; 4. who you intend to partner with to deliver the project (including state and territory agencies, local governments and communities); and 5. areas that would benefit from government assistance and/or a Commonwealth led procurement (for example policy and regulatory development, development of infrastructure) and your commitment to working with the Commonwealth on these matters. |
|  |

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| --- |
| **Criterion 2 -** **Capacity, capability and resources to deliver the project (Program Guidelines 6.2)** |
| You should demonstrate this by identifying:   1. your previous experience and capability in the project/activity area; 2. your readiness to commence the project including access to key personnel; 3. your access to necessary infrastructure/equipment or ability to access such infrastructure/equipment; 4. your co-contribution including in-kind contributions from other sources; 5. your ability to complete your project within the project period; 6. any prior work /expenditure on the project; 7. Preparedness for regulatory approvals (if required) – including identifying the regulatory requirements and plans and/or mitigations in place to address requirements (this includes development of a safety case and concept of operations); 8. a project plan to manage the project (including: budget, timeline, risk management plan, and plan for identifying, managing and engaging stakeholders); and 9. your experience and capability in working with Indigenous communities, and your plan for engaging with and gaining consent from Indigenous communities (for proposals that impact Indigenous communities). |
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| **Criterion 3 -** **Benefits of your project for your business, the broader Australian industry and the community (Program Guidelines 6.3).** |
| You should demonstrate this by identifying:   1. the business case for your proposal; 2. how your project will support the advancement of regulations that benefit the emerging aviation technology sector and/or the aviation sector more broadly; 3. the contribution of your project towards Australian industry growth/productivity, and your approach to sharing outcomes/findings with the Commonwealth and industry counterparts; 4. the commercial and scalability potential to create a marketable product or service beyond the EATP program; 5. your evaluation strategy (including what your project will achieve, how success will be measured, proposed evaluation method and how benefits will be shared). |
|  |

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| --- |
| **Criterion 4 -** **How your project will address the focus area (Program Guidelines 6.4)** |
| You should demonstrate this by identifying:   1. the innovative way you propose to use emerging aviation technology; 2. the technical specifications of your proposal (for example the technical standards to be used for establishing the design requirements, the aircraft characteristics, range and payload capacity, production and ownership costs for manufacturing proposals), research outline (for proposals addressing regulatory barriers); 3. the technical viability of your project proposal; 4. the benefits of your proposal for regional communities/Indigenous health outcomes/regional supply chains; and 5. the extent to which the proposal addresses other focus area(s) – i.e. other than the primary focus area. |
|  |

**attachments and other requirements (program guidelines 7.1)**

The Program Guidelines require that the following documents be prepared and provided with completed grant applications:

|  |  |
| --- | --- |
| **Project Management Plan, incorporating:**   * Budget * Risk management plan * Key Milestones * Timeline * Stakeholder management Plan |  |
|  | |
| **Project Business Case** |  |
|  | |
| **Concept of Operations and Safety Case (if applicable)** |  |
|  | |
| **Project Evaluation Plan** |  |
|  | |
| **Evidence of support from project partners (if applicable – see section 7.2 of the program guidelines)** |  |
|  | |
| **Trust Deed (if application is made on behalf of a Trust)** |  |

**value with relevant money (program guidelines 8.1, 15)**

|  |
| --- |
| **Demonstrated Value with relevant money: See definition in program guidelines 15. Glossary. You are requested to present a case for your project representing “Value with relevant money”:**  **Note the program guidelines require that regard be had to**   * objective to be achieved by project * extent of contribution to program objectives and outcomes; and * relative value of grant sought. |
|  |

1. **conflict of interest**

**Do you or your partners have any perceived or existing conflicts of interest to declare? (Yes / No)**

**If Yes, please complete the Conflict of Interest declaration form (Attachment A), describing the perceived or existing conflicts of interest and how you anticipate managing this conflict.**

**Should any conflicts emerge during the course of a project, a new declaration should be completed and forwarded to** [**EATP@infrastructure.gov.au**](mailto:EATP@infrastructure.gov.au) **.**

1. **authority for application**

In signing this application, you certify that the information provided in the application is correct and the submission of this application for grant funding has been authorised by ………………………………….

(e.g. the Board of Directors/ the Chairman/ the CEO etc as appropriate)

|  |  |
| --- | --- |
| ***Signature*** |  |
| ***Name*** |  |
| ***Position*** |  |
| ***Date*** |  |

**Attachment A**

**EATP Round Two Conflict of Interest Declaration**

Name:

Organisation:

Position:

I declare that the following circumstances give rise, or may be perceived to give rise, to a conflict of interest in relation to:

* the Round Two grant application by (*insert name of organisation*) for project funding under the EATP Program;
* delivery of a project under an EATP Program grant agreement with (*insert name of organisation*);

(tick appropriate box)

**Nature and Circumstances of actual or perceived Conflict:**

**I declare that I have taken the following measures to manage and mitigate this/these conflict(s):**

**Signed:**

**Date:**