



Australian Government

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

Program Guidelines

Emerging Aviation Technology Partnerships Program: Round Two Grant Opportunity

Opening date:	15 May 2023
Closing date and time:	27 July 2023, 23:30 hours (11:30pm) AEST
Commonwealth policy entity:	Department of Infrastructure, Transport, Regional Development, Communications and the Arts
Enquiries:	If you have any questions, please email EATP@infrastructure.gov.au. Questions should be sent no later than 14 days prior to the closing date for grant applications.
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Contents

1. Emerging Aviation Technology Partnerships (EATP) Program grant opportunity administration processes	4
1.1 Introduction	5
2. About the EATP Program	6
2.1 EATP Program objectives	6
2.2 EATP Program outcomes	6
2.3 EATP Program focus areas	7
2.4 What could this grant opportunity mean for applicants?	10
3. Grant amount and grant period	11
3.1 Grants available	11
3.2 Grant period	11
4. Eligibility criteria	12
4.1 Who is eligible to apply for a grant?	12
4.2 Who is not eligible to apply for a grant?	12
4.3 What qualifications, skills or checks are required?	13
5. What the grant money can be used for	13
5.1 Eligible grant activities	13
5.2 Eligible locations	13
5.3 Eligible expenditure	14
5.4 What the grant money cannot be used for	14
6. The assessment criteria	15
6.1 Assessment criterion 1	15
6.2 Assessment criterion 2	15
6.3 Assessment criterion 3	16
6.4 Assessment criterion 4	16
7. How to apply	17
7.1 Attachments to the application	17
7.2 Joint (consortia) applications	18
7.3 Timing of grant opportunity processes	19
7.4 Questions during the application process	19
8. The grant selection process	20
8.1 Assessment of grant applications	20
8.2 Who will assess applications?	21
8.3 Who will approve grants?	21
9. Notification of application outcomes	21
9.1 Feedback on your application	21
9.2 Further grant opportunities	21
10. Successful grant applications	22

10.1	The grant agreement	22
10.2	Relevant Legislation, Policies and Industry Standards.....	22
10.3	Payment of grants.....	23
10.4	Grants Payments and Goods and Services Tax (GST).....	23
11.	Announcement of grants	23
12.	How we monitor your grant activity.....	24
12.1	Keeping us informed	24
12.2	Reporting	24
12.3	Audited financial acquittal report.....	25
12.4	Grant agreement variations	25
12.5	Compliance visits	25
12.6	Record keeping.....	25
12.7	Evaluation	25
12.8	Acknowledgement.....	25
13.	Probity.....	26
13.1	Enquiries and feedback	26
13.2	Conflicts of interest	26
13.3	Privacy	27
13.4	Confidential Information	27
13.5	Freedom of information.....	28
14.	Consultation	28
15.	Glossary.....	29

1. Emerging Aviation Technology Partnerships (EATP) Program grant opportunity administration processes

The EATP Program will help achieve Australian Government objectives in the emerging aviation technology sector, with a particular focus on the sector's contribution to achieving net zero emissions, and maximising jobs and skills opportunities in the industries of the future. These Guidelines constitute the Round Two grant opportunity, the second of two grant opportunities under the EATP Program. The process for administration of the grant opportunity is as follows:

The Round Two grant opportunity opens

We (the Department of Infrastructure, Transport, Regional Development, Communications and the Arts, or 'the Department') publish the Round Two grant guidelines on [GrantConnect](#).



You submit a grant application

You submit the completed application form, addressing all of the eligibility and assessment criteria.



We assess all grant applications in three phases

Phase 1: the EATP Program team assess the eligibility of each application, conduct a preliminary assessment of each eligible application against assessment criteria (including consideration of value for money) and provide a report to the Assessment Committee (AC). We may contact you during this phase to clarify your application.

Phase 2: the AC review the preliminary assessment and undertake its own assessment including a comparative assessment of applications. Highly ranked applicants may be contacted during this phase in order to clarify or refine your proposal (see section 8.1).

Phase 3: the AC provide a report and recommendations for approval to the decision maker, the Minister for Infrastructure, Transport, Regional Development and Local Government.



Grant decisions are made

The decision maker decides which applications are successful.



We notify you of the outcome

We advise you of the outcome of your application. We may not notify unsuccessful applicants until grant agreements have been executed with successful applicants.



We enter into a grant agreement

We will enter into a grant agreement with you if successful. The type of grant agreement is based on the nature of the grant and will be proportional to the risks involved.



Delivery of grant

You undertake the grant activity as set out in your grant agreement. We manage the grant by working with you, monitoring your progress and making payments.



Evaluation of the EATP Program

We evaluate each project funded under each Round, and the EATP Program as a whole. We base this on information you provide to us and that we collect from various sources.

1.1 Introduction

These guidelines contain information for the Round Two grant opportunity of the EATP Program.

This document sets out:

- the purpose of the grant opportunity;
- the eligibility and assessment criteria;
- how grant applications are considered and selected;
- how grantees are notified and receive grant payments;
- how grantees will be monitored and evaluated; and
- responsibilities and expectations in relation to the opportunity.

You should read this document carefully before you apply for the Round Two grant opportunity.

2. About the EATP Program

The Australian Government is contributing \$32.6 million to the EATP Program. Of the total funding, approximately \$30 million is for the establishment of projects under the EATP Program and approximately \$2 million is to cover costs associated with program administration.

This is Round Two of the EATP Program. Twelve grants totalling \$18.2 million were awarded under Round One. Approximately \$12.3 million is available for projects under the Round Two grant opportunity. Funding for Round Two is available across 2023-24 and 2024-25. Round Two projects must be completed by 30 June 2025.

The EATP Program aims to encourage adoption of emerging aviation technologies (such as drones, electric vertical take-off and landing (eVTOL) aircraft and renewable or low emission aviation propulsion systems) to address community needs, particularly in regional Australia.

The transition to net-zero carbon emissions and the increasing use of renewable energy will reshape the Australian economy and have positive impacts on regional economies. The adoption of new and emerging technologies will also enhance the competitiveness of Australia's aviation sector and drive increased demand for new skills and business models, creating jobs and skills opportunities. The EATP Program will contribute to building Australia's green economy and support a sustainable future.

Through the EATP program the Australian Government will partner with industry on projects that will develop and deploy emerging aviation technologies, with a focus on renewable or low emission energy sources. This will provide real-world operational scenarios to test the Australian Government's regulatory frameworks to meet the needs of this growing sector. This will position Australia to accommodate new aviation operations with increased technical complexity, and at a greater scale.

The EATP Program contributes to the Department's Portfolio Budget Statement Outcome 2 – *an efficient, sustainable, competitive, safe and secure transport system for all transport users, through regulation, financial assistance and safety investigations*.

The Department worked with stakeholders to plan and design the EATP Program, and is responsible for administering the EATP Program according to the *Commonwealth Grants Rules and Guidelines (CGRGs)*.

2.1 EATP Program objectives

The objectives of the EATP Program are to:

- encourage and enable the development and deployment of innovative emerging aviation technologies including identifying and addressing regulatory and other barriers where appropriate;
- support the advancement of regulations that benefit the emerging aviation technology sector and/or the aviation sector more broadly.
- demonstrate the benefits of emerging aviation technology to Australian businesses, particularly in regional Australia; and
- enhance the competitiveness, efficiency and reliability of Australian aviation.

2.2 EATP Program outcomes

The intended outcomes of the EATP Program are:

- expedited growth in renewable or low emission energy sources in the Australian emerging aviation technology market;

- advancement towards regulations that support the safe and efficient use of emerging aviation technology;
- advancement of Australia's position at the forefront of global development and implementation of emerging aviation technology;
- increased awareness and understanding of the benefits and potential opportunities of emerging aviation technology within the industry, across the Australian Government and the wider community; and
- improved services and increased health and societal benefits for communities in regional and remote Australia.

Given the likely varied nature of projects under the EATP Program, the EATP Program does not include any general Key Performance Indicators (KPIs). Any such KPIs will be determined as part of individual grant agreements.

2.3 EATP Program focus areas

The Round Two grant opportunity has five focus areas. These focus areas have been identified as areas in which the adoption of emerging aviation technologies, particularly with renewable or low emission energy sources, could contribute to the aviation sector's transition to achieving net-zero carbon emissions.

You should choose one focus area as the primary focus area for your proposal. We acknowledge that some proposals may incorporate aspects of more than one focus area. You may describe the extent to which this is the case in your response to assessment criterion 4, noting there is no advantage to addressing multiple focus areas.

There is no set funding allocation for each focus area, the funding will be used flexibly dependent on the nature of proposals received. The assessment committee will assess proposals based on merit and value for money, and the highest scoring proposals will be recommended for funding.

The five focus areas are:

1. **Growing manufacturing in emerging aviation technology** – develop an operational prototype for, or develop technology that will support the deployment/operation of, a renewable or low emission aviation propulsion system (for example electric or hydrogen) or any component of an emerging aviation technology airframe. Proposals may include scope for negotiating and implementing an operational test flight.

Linked EATP Program Objectives:

- encourage and enable the development and deployment of innovative emerging aviation technologies including identifying and addressing regulatory and other barriers where appropriate;
- demonstrate the benefits of emerging aviation technology to Australian businesses, particularly in regional Australia; and
- enhance the competitiveness, efficiency and reliability of Australian aviation.

Linked EATP Program Outcomes:

- expedited growth in renewable or low emission energy sources in the Australian emerging aviation technology market; and
- advancement towards regulations that support the safe and efficient use of emerging aviation technology.

- 2. Digital farming** – establish a trial using an emerging aviation technology with a renewable or low emission energy source, to demonstrate economic, productivity, environmental or other benefits for agricultural businesses in Australia. Scores will be weighted towards innovative or novel proposals that are not already in use in the market.

Linked EATP Program Objectives:

- encourage and enable the development and deployment of innovative emerging aviation technologies including identifying and addressing regulatory and other barriers where appropriate;
- demonstrate the benefits of emerging aviation technology to Australian businesses, particularly in regional Australia; and
- enhance the competitiveness, efficiency and reliability of Australian aviation.

Linked EATP Program Outcomes:

- expedited growth in renewable or low emission energy sources in the Australian emerging aviation technology market;
- advancement towards regulations that support the safe and efficient use of emerging aviation technology.
- increased awareness and understanding of the benefits and potential opportunities of emerging aviation technology within the industry, across the Australian Government and the wider community; and
- improved services and increased health and societal benefits for communities in regional and remote Australia.

- 3. Regional connectivity and supply chains** – establish a trial using an emerging aviation technology with a renewable or low emission energy source and capability to travel medium to long distances¹ to transport passengers or deliver critical and /or high turnover supplies from and between regional hubs².

Linked EATP Program Objectives:

- encourage and enable the development and deployment of innovative emerging aviation technologies including identifying and addressing regulatory and other barriers where appropriate;
- demonstrate the benefits of emerging aviation technology to Australian businesses, particularly in regional Australia; and
- enhance the competitiveness, efficiency and reliability of Australian aviation.

Linked EATP Program Outcomes:

- expedited growth in renewable or low emission energy sources in the Australian emerging aviation technology market;
- advancement towards regulations that support the safe and efficient use of emerging aviation technology.

¹ We have intentionally not defined distances and payloads. The appropriateness and acceptability of elements such as distance and payload will be considered when proposals are assessed against the comparative merits of other proposals.

² For the purposes of the EATP Program, a regional hub is defined as a centre outside of a major capital city, with a population of less than 150,000 people, that supports surrounding regional areas (e.g. Bendigo, Tamworth, Toowoomba, Esperance, Launceston, Port Lincoln, Alice Springs).

- increased awareness and understanding of the benefits and potential opportunities of emerging aviation technology within the industry, across the Australian Government and the wider community; and
- improved services and increased health and societal benefits for communities in regional and remote Australia.

4. Improving outcomes for regional and remote Indigenous communities

- establish a trial of a regular service from and/or between regional hubs that service a remote Indigenous community using emerging aviation technology with a renewable or low emission energy source, to travel medium to long distances to deliver medical and other essential supplies; and/or
- establish a trial using emerging aviation technology with a renewable or low emission energy source, within a regional or remote Indigenous community to address particular needs and facilitate wellbeing – for example, delivery of supplies to remote locations.

Linked EATP Program Objectives:

- encourage and enable the development and deployment of innovative emerging aviation technologies including identifying and addressing regulatory and other barriers where appropriate;
- demonstrate the benefits of emerging aviation technology to Australian businesses, particularly in regional Australia; and
- enhance the competitiveness, efficiency and reliability of Australian aviation.

Linked EATP Program Outcomes:

- expedited growth in renewable or low emission energy sources in the Australian emerging aviation technology market;
- advancement towards regulations that support the safe and efficient use of emerging aviation technology.
- increased awareness and understanding of the benefits and potential opportunities of emerging aviation technology within the industry, across the Australian Government and the wider community; and
- improved services and increased health and societal benefits for communities in regional and remote Australia.

5. Addressing regulatory barriers – conduct research or develop a process/product to assist with regulatory processes that enable implementation of emerging aviation technology in any of the above focus areas.

Linked EATP Program Objectives:

- encourage and enable the development and deployment of innovative emerging aviation technologies including identifying and addressing regulatory and other barriers where appropriate;
- demonstrate the benefits of emerging aviation technology to Australian businesses, particularly in regional Australia; and
- enhance the competitiveness, efficiency and reliability of Australian aviation.

Linked EATP Program Outcomes:

- expedited growth in renewable or low emission energy sources in the Australian emerging aviation technology market; and

- advancement towards regulations that support the safe and efficient use of emerging aviation technology.

All applications should demonstrate the technical viability of the proposal and ability to complete the project by 30 June 2025. Applications should also identify what assistance, if any, is required from the Commonwealth to ensure successful project delivery. Demonstration of commercial and scalability potential during and beyond the life of the EATP Program is also desirable.

Applications should also outline how the proposed project will contribute to advancing the Australian aviation sector. Mechanisms for information sharing will be determined as part of individual grant agreements.

2.4 What could this grant opportunity mean for applicants?

The following scenario is provided for illustrative purposes only, to demonstrate how the EATP Program might work for an application received under the 'growing manufacturing in emerging aviation technology' focus area.

Example application scenario

Proposal

Company Electrowaterr P/L submits a proposal under the manufacturing focus area to design, develop and fit a lightweight long-range hydrogen fuel cell and installation stack for an existing battery powered eVTOL owned by a partner company Airtreckk P/L. The proposal seeks \$600,000 for this purpose, and will culminate in a trial flight in June 2025.

Electrowaterr and Airtreckk each propose to contribute \$200,000, or 40 per cent of the total project cost of \$1,000,000.

The proposal clearly outlines the potential benefits for regional and remote communities, and the environmental benefits that could flow from converting existing carbon-based fuels to emission free hydrogen powered electric propulsion systems. The proponents have a plan to partner with a local engineering firm to manufacture and install Australian made hydrogen fuel cells if the project is successful.

Outcome:

The Electrowaterr application is assessed as high merit and value for money and is ranked ahead of other applications, leading to an offer of grant funding for the project.

The Department enters into a grant agreement with Electrowaterr for \$600,000 to design, develop and install a long-range hydrogen-fuelled propulsion system for the Airtreckk eVTOL, with bench and ground testing, culminating in a long-range trial flight in regional/remote Australia in June 2025.

This scenario and business names are fictional. Any similarities to actual entities are coincidental.

3. Grant amount and grant period

3.1 Grants available

Approximately \$12.3 million is available for this Round Two grant opportunity.

Your application should identify how much grant funding you are requesting in Australian dollars.

The amount you request should reflect the scope and complexity of the proposed project and should be proportional to the contribution of your project towards the EATP Program objectives. In conducting our assessment, we will be guided by the proportionality principle outlined in the CGRGs and will consider the capability of potential grantees in delivering the project, the contribution of the proposal towards advancement of the Australian emerging aviation technology sector, the value and duration of the proposal (including any co-contributions) and the associated risks.

There is no minimum grant amount. **The maximum grant amount for EATP Round Two projects is \$2.0 million.**

You are required to financially contribute towards the project. You should note the nature of your co-contribution as part of your application so that it can be taken into consideration during the assessment process. There is no minimum limit on financial contributions, but in assessing applications, a higher co-contribution would represent better value for money and lower risk for the Commonwealth.

We cannot fund your project if it has received, or is due to receive, funding from any other Commonwealth government grant for the same grant activity. EATP Program grant funding may be used specifically for EATP related activities as part of a larger project receiving other Commonwealth funding, as long as the two purposes are differentiated and separately costed and accounted for. You can apply for a grant for EATP related activities under more than one Commonwealth program, but if your application is successful, you must choose either the EATP grant or the other Commonwealth grant.

Grant funding under the EATP Program should be used for new, innovative activities, not for activities that are already underway or activities that could reasonably be funded from other sources. Your application should demonstrate how the EATP grant will enable you to undertake activities that would not otherwise be possible without Commonwealth funding.

The Department reserves the right to negotiate the scope, grant amount and grant period with applicants prior to making recommendations to the decision maker regarding grant applications with a view to reducing costs to accommodate budgetary constraints.

3.2 Grant period

Projects under the Round Two grant opportunity should be completed by 30 June 2025 unless otherwise agreed by the Department. Any request to extend this timeframe must be agreed by the Department in writing, and is not guaranteed.

Where permissible under the focus area, projects may include a proposal for both research/development and trial phases where completion is feasible within this timeframe. Timeframes will be outlined in individual grant agreements.

We will conduct a review of each project following the grant period, and will evaluate the EATP Program on its completion.

4. Eligibility criteria

Your application will not be considered if you do not satisfy all of the eligibility criteria on the closing date for applications (27 July 2023). Your application will be deemed ineligible if you do not fully complete the application form. You must follow the “How to Apply” (see Section 7) for your application to be eligible.

4.1 Who is eligible to apply for a grant?

To be eligible you must:

- have an Australian Business Number (ABN); and
- be registered for the purposes of GST; and
- confirm your financial contribution to the project; and
- be one of the following entity types:
 - a company incorporated in Australia;
 - a foreign corporation that can demonstrate how funding will benefit the Australian emerging aviation sector and local businesses and communities;
 - a company incorporated by guarantee;
 - an incorporated trustee on behalf of a trust;
 - an incorporated association;
 - a partnership;
 - a joint (consortia) application with a lead organisation – this may include a partnership with a foreign corporation, or with a local government or state/territory government agency or body, with an eligible body as lead organisation³;
 - notwithstanding paragraph 4.2, a registered higher education provider for the purposes of the *Tertiary Education Quality and Standards Agency Act 2011* (Commonwealth), that is registered in a provider category that permits the use of the word ‘university’;
 - an incorporated not-for-profit organisation;
 - an individual; or
 - an Aboriginal and/or Torres Strait Islander Corporation registered under the *Corporations (Aboriginal and /or Torres Strait Islander) Act 2006*

If you do not satisfy the above eligibility criteria on the closing date for applications (27 July 2023), you are not eligible to apply. Any applications received from ineligible applicants will be excluded from assessment.

4.2 Who is not eligible to apply for a grant?

You are not eligible to apply if you are:

- A Commonwealth, state, territory or local government agency or body;
- an unincorporated association;

³ The Australian Government recognises that some organisations may seek to form consortia in order to apply for a grant under the EATP Program. Consortia are eligible to apply and the relevant conditions applicable to consortia are at 7.2 ‘Joint Applications’

- an organisation, or your project partner is an organisation, included on the National Redress Scheme's website on the list of 'Institutions that have not joined or signified their intent to join the Scheme' (www.nationalredress.gov.au); or
- any organisation not included in section 4.1.

4.3 What qualifications, skills or checks are required?

If you are successful, you must have or be willing to obtain necessary registration and accreditation credentials and comply with regulations as outlined by the Civil Aviation Safety Authority, including but not limited to the Civil Aviation Safety Regulations 1998.

You must also comply with the Air Navigation (Aircraft Noise) Regulations 2018 and any other Legislation and Regulations as appropriate to your proposal.

5. What the grant money can be used for

5.1 Eligible grant activities

To be eligible your project must address one or more of the focus areas outlined in section 2.3.

Eligible activities must directly relate to your project and can include (but are not limited to):

- conducting trials that undertake rigorous, commercial, and replicable testing of emerging aviation technologies with renewable or low emission energy sources;
- conducting research and development to support your proposal;
- communication and information sharing activities;
- demonstrating the technical viability of your proposal;
- technological development;
- demonstrating the uniqueness of your proposal compared to existing offerings in the market;
- demonstrating the commercial/scalability potential of your proposal in domestic and/or international markets; and
- assisting the Government and other partners to address policy, regulatory or other issues related to your proposal.

We may also approve other activities, to be outlined in your agreement with the Department.

5.2 Eligible locations

Unless otherwise agreed by the Department, your proposed grant activity should be able to demonstrate a benefit to and be located in regional Australia.

Regional locations are those classified as very remote, remote, outer regional or inner regional using the Australian Bureau of Statistics' (ABS) Remoteness Structure – see ABS publication 1270.0.55.005 - Australian Statistical Geography Standard (ASGS): Volume 5 - Remoteness Structure, July 2016⁴. Data downloads for the remoteness structure can also be found⁵.

⁴ <https://www.abs.gov.au/ausstats/abs@.nsf/mf/1270.0.55.005>

⁵ <https://www.abs.gov.au/AUSSTATS/abs@.nsf/DetailsPage/1270.0.55.005July%202016?OpenDocument>

Your grant can include activities at different locations as long as they are in regional Australia. Proposals that seek to link regional areas with urban centres will also be considered.

Other locations may be considered on a case-by-case basis where there is a demonstrated benefit to regional Australia. For example, we acknowledge that some research and development proposals may be undertaken more effectively in urban areas, but be designed to benefit regional Australia. The Department would consider such proposals as eligible for consideration.

5.3 Eligible expenditure

You can only spend grant funds on eligible expenditure you have incurred on an agreed project as defined in your grant agreement.

Eligible expenditure items can include:

- the purchase and installation of equipment directly used in the project;
- employee costs specifically related to implementation of the project;
- set-up and administration costs associated with the project;
- domestic travel and accommodation costs associated with the project;
- technical consumables associated with the project;
- specialist technical advice associated with the project;
- crew and technician costs associated with the project; and
- Commonwealth regulatory approvals and service provider charges associated with the project.

Other items may be agreed by the Department.

We may update the eligible and ineligible expenditure criteria detailed in these guidelines from time to time. If your application is successful, the version of the guidelines in place on the date you submitted your application will apply to your project.

If your application is successful, we may ask you to verify project costs that you provided in your application. You may need to provide evidence such as quotes for major expenditure.

To be eligible, expenditure must:

- be a direct cost of the project, or
- be incurred by you for required project audit activities.

You must incur the project expenditure between the project start and end date for it to be eligible unless stated otherwise.

You may choose to commence your project from the date we notify you that your application is successful. However, we are not responsible for any expenditure you incur before a grant agreement is executed. The Commonwealth will not be liable for any activities undertaken before the grant agreement is executed.

5.4 What the grant money cannot be used for

You cannot use the grant for the following activities:

- purchase of equipment not directly related to the project;
- purchase of land;
- costs incurred through ongoing business as usual or administration activities (for example, wages, electricity, phone and rent);
- the covering of retrospective costs;

- costs incurred in the preparation of a grant application or related documentation;
- overseas travel;
- activities that are already funded on an ongoing basis by other Commonwealth, state or territory, or local government programs; and
- other activities outside the scope of your agreement with the Department.

6. The assessment criteria

You must address all the assessment criteria listed.

The amount of detail and supporting evidence you provide in your application should be proportionate to the size, complexity and grant amount requested. We will be guided by the proportionality principle outlined in the CGRGs and will consider the size and complexity of the proposal when making this assessment (for example we do not expect a small-scale, proposal of short duration and low value to require a project plan as extensive as a larger, more complex and high value proposal).

Criteria are of equal weight, worth 25 percent each. You should address each sub-criterion in your application.

6.1 Assessment criterion 1

Project alignment with EATP Program objectives and outcomes

You should demonstrate this by identifying:

- a) to what extent your project contributes to the EATP Program objectives and outcomes;
- b) how your proposal demonstrates economic, productivity, environmental or other benefits derived from the application of emerging aviation technologies;
- c) the uniqueness of your proposed solution relative to what is already in the market;
- d) who you intend to partner with to deliver the project (including state and territory agencies, local governments and communities); and
- e) 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.

6.2 Assessment criterion 2

Capacity, capability and resources to deliver the project

You should demonstrate this by identifying:

- a) your previous experience and capability in the project/activity area;
- b) your readiness to commence the project including access to key personnel;
- c) your access to necessary infrastructure/equipment or ability to access such infrastructure/equipment;
- d) your co-contribution, including in-kind contributions from other sources;
- e) your ability to complete your project within the project period;
- f) any prior work /expenditure on the project;

- g) 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);
- h) a project plan to manage the project (including: budget, timeline, risk management plan, and plan for identifying, managing and engaging stakeholders); and
- i) 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).

6.3 Assessment criterion 3

Benefits of your project for your business, and the broader Australian industry and community

You should demonstrate this by identifying:

- a) the business case for your proposal;
- b) how your project will support the advancement of regulations that benefit the emerging aviation technology sector and/or the aviation sector more broadly;
- c) the contribution of your project towards Australian industry growth/productivity and your approach to sharing outcomes/findings with the Commonwealth and industry counterparts;
- d) the commercial and scalability potential to create a marketable product or service beyond the EATP Program;
- e) your evaluation strategy (including what your project will achieve, how success will be measured, proposed evaluation method and how benefits will be shared).

6.4 Assessment criterion 4

How your project will address the focus area

You should demonstrate this by identifying:

- a) the innovative way you propose to use emerging aviation technology;
- b) 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) or research outline (for proposals addressing regulatory barriers));
- c) the technical viability of your project proposal;
- d) the benefits of your proposal for regional communities/Indigenous health outcomes/regional supply chains; and.
- e) the extent to which the proposal addresses a focus area/s other than the primary focus area.

7. How to apply

Before applying, you must read and understand these EATP Program guidelines.

The EATP Program guidelines are available at [GrantConnect](#). Any alterations and addenda⁶ will be published on GrantConnect and by registering on this website, you will be automatically notified on any changes. GrantConnect is the authoritative source for grants information.

To apply you must:

- submit the attached application form, fully completed – if you do not submit the fully completed application form your application will be ineligible;
- provide all the information requested;
- address all eligibility and assessment criteria;
- include all necessary attachments, PDF preferred;
- submit your application/s to Director, Agency Engagement and Emerging Technology Programs section, EATP@infrastructure.gov.au, prior to the closing date/time shown on page 1 of these Grant Opportunity Guidelines. Note your application must be received prior to the closing date/time specified. Please factor in transmission time and the possibility of technical difficulties when submitting your application.

Failure to comply with the requirements outlined above will render your application ineligible.

All applications and attachments must be delivered by email. Applications with links to online file sharing sites (i.e. Dropbox or similar) will not be accepted.

You are responsible for ensuring that your application is complete and accurate. Giving false or misleading information is a serious offence under the [Criminal Code 1995](#). We will investigate any false or misleading information and may exclude your application from further consideration.

If you find an error in your application after submitting it, you should contact us immediately at EATP@infrastructure.gov.au.

If we find an error or information that is missing, we may ask for clarification or additional information from you that will not change the nature of your application. However, we can refuse to accept any additional information from you that would change your submission after the application closing time.

You should keep a copy of your application and any supporting documents.

We will acknowledge that we have received your application within two working days.

If you require further guidance regarding the application process, or if you are unable to submit an application online, please contact the Department at EATP@infrastructure.gov.au at least five business days before the closing date/time.

7.1 Attachments to the application

You are required to submit the below documents with your application, with the level of complexity and detail to be proportionate to your proposal. You should provide enough detail to enable a thorough assessment of your proposal, noting some of the supporting documents can be developed further following execution of a grant agreement.

⁶ Alterations and addenda include but are not limited to: corrections to currently published documents, changes to close times for applications, Questions and Answers documents and Frequently Asked Questions documents

- a project management plan (including budget, risk management plan, timeline/key milestones, stakeholder management plan);
- business case for your project;
- concept of operations and safety case (if applicable);
- evaluation plan;
- evidence of support from project partners (if applicable);
- trust deed (if applicable); and
- any other documentation required to evidence the relevant assessment criteria.

You must attach supporting documentation to the application form in line with the instructions provided within the form. You should only attach requested documents. We will not consider information in attachments that we do not request. Applications with links to 'Drop Box' websites cannot be accepted. PDF documents are preferred.

7.2 Joint (consortia) applications

We recognise that some organisations may want to join as a group to deliver a project.

In these circumstances, you must appoint a 'lead organisation'. The lead organisation must satisfy all of the eligibility criteria outlined in Section 4 of the Guidelines. Only the lead organisation can submit the application form and enter into a grant agreement with the Commonwealth. The application must identify all other members of the proposed group and include a letter of support from each of the partners.

Each letter of support should include:

- details of the partner organisation;
- an overview of how the partner organisation will work with the lead organisation and any other partner organisations in the group to successfully complete the project;
- an outline of the relevant experience and/or expertise the partner organisation will bring to the group;
- the roles/responsibilities of the partner organisation and the resources they will contribute (if any); and
- details of a nominated management level contact officer.

You must have a formal arrangement in place with all parties prior to execution of the agreement.

7.3 Timing of grant opportunity processes

Your application must be received prior to the closing date/time of 11.30pm on 27 July 2023.

We cannot accept late applications, including any application that is sent before, but not received until after the closing date/time. Please factor in transmission time and the possibility of technical difficulties when submitting your application.

If you are successful, we expect you will be able to commence your grant activity around November 2023.

Table 1: Expected timing for this Round Two grant opportunity

Activity	Round 2 Timeframe
Applications Close	27 July 2023
Assessment of applications	By end-September 2023
Approval of outcomes of selection process	By end-October 2023
Negotiations and award of grant agreements	November 2023
Earliest start date of grant activity	November 2023
Notification to unsuccessful applicants	November 2023
Maximum End date of grant activity or agreement	30 June 2025

7.4 Questions during the application process

If you have any questions during the application period, please contact the Director of Agency Engagement and Emerging Technology Programs at EATP@infrastructure.gov.au.

We will respond to emailed questions within two working days. Answers to questions that include additional information will be posted on [GrantConnect](#).

8. The grant selection process

8.1 Assessment of grant applications

We consider eligible applications through an open, competitive grant process that includes three phases of assessment.

In the phase one, the EATP Program team within the Department will:

- conduct a preliminary assessment of eligibility and compliance with the requirements of the Guidelines.
- score your application against the assessment criteria (see Section 6) and provide a score for relevant value with money⁷.
- undertake a comparative assessment of your application against other applications, including analysis of the range of applications received by focus area and analysis of strategic issues arising from the mix of applications.

The assessment of the extent to which your application represents value with relevant money and the corresponding score will be based on:

- the overall objective/s to be achieved in providing the grant;
- the extent to which the evidence in the application demonstrates that it will contribute to meeting the outcomes/objectives;
- the extent to which the EATP Program grant will be used to fund activities that would not otherwise be possible without Commonwealth funding;
- any further information requested and provided as part of the assessment process; and
- the relative value of the grant sought.

This phase of the assessment will culminate in a preliminary report to the Assessment Committee, which highlights highly ranking applications.

In phase two, the Assessment Committee will consider the preliminary assessment and report and undertake its own independent assessment of eligible applications against the assessment criteria and against the comparative merits of other applications to determine a list of highly ranked applications.

As noted in section 3.1, the Department reserves the right to negotiate the scope, grant amount and grant period with applicants prior to making recommendations to the decision maker. Such consultation would be on a without prejudice basis and would not presuppose the outcome of the assessment process. These discussions will be thoroughly documented, will inform the Assessment Committee's assessment, may influence the assessment outcome, and would take place prior to making recommendations to the decision maker regarding grant applications.

The Assessment Committee may also seek additional information about you or your application. They may do this from within the Commonwealth, even if the sources are not nominated by you as referees. The assessment committee may also consider information about you or your application that is available through the normal course of business.

In phase three, the Assessment Committee will prepare its own report and make recommendations to the decision maker regarding which grant applications should be awarded a grant. The decision maker will consider the assessment and report and decide which grants to approve.

⁷ See glossary for an explanation of 'value with money'.

8.2 Who will assess applications?

The Assessment Committee will comprise of three officers within the Department, likely holding the following positions:

- Assistant Secretary, Safety and Future Technology Branch (Chair Person);
- Director, Agency Engagement and Emerging Technology Programs section; and
- Director, Connected and Automated Vehicle Policy and Partnerships.

We will ask technical advisors to help inform the assessment process who may undertake an assessment from a technical viability perspective. Technical advisors from within the Commonwealth may include representatives from:

- Airservices Australia;
- The Civil Aviation Safety Authority; and
- The Department of Industry, Science and Resources.

Technical advisors external to the Commonwealth may also be required to help inform the assessment process. All advisors will be required to perform their duties in accordance with the CGRGs.

8.3 Who will approve grants?

The Minister for Infrastructure, Transport, Regional Development and Local Government is the EATP decision maker and decides which grants to approve, considering the recommendations of the Assessment Committee and the availability of grant funds for the purposes of the EATP Program.

As the decision maker, the Minister for Infrastructure, Transport, Regional Development and Local Government has the final say on all matters, including:

- the approval of the grant; and
- the grant funding amount to be awarded.

There is no appeal mechanism for decisions to approve or not approve a grant.

Following a decision on successful grant applications, the Department will manage the negotiation and execution of grant agreements, including determining the terms and conditions upon which grant funding is paid.

9. Notification of application outcomes

We will advise you of the outcome of your application in writing. If you are successful, we will advise you of any specific conditions attached to the grant.

9.1 Feedback on your application

If you are unsuccessful, you may ask for feedback within one week of being advised of the outcome. We will aim to provide written feedback within one month of your request.

9.2 Further grant opportunities

No future grant opportunities are planned at this time. Advice will be provided on the Department's website and GrantConnect should additional opportunities become available.

10. Successful grant applications

10.1 The grant agreement

You must enter into a legally binding grant agreement with the Commonwealth. The Department will administer the grant agreements on behalf of the Commonwealth.

Each agreement has general terms and conditions that cannot be changed. We will use a schedule to outline the specific grant requirements.

Consistent with the EATP Program objective of enabling the development and deployment of emerging aviation technology, it is intended that the outcomes of the EATP Program contribute to the advancement of the Australian industry. Where appropriate, and subject to formal agreement between relevant parties, the Commonwealth may be granted a permanent, non-exclusive, irrevocable, royalty-free licence (including a right to sub-license) to use, modify, communicate, reproduce, publish, and adapt the Activity Material produced by projects, for use by interested parties.

We must execute a grant agreement with you before any payments are made. We are not responsible for any of your expenditure before a grant agreement is executed. If you rely on grant funding before you have an executed grant agreement, you do so at your own risk.

Your grant agreement may have specific conditions determined by the assessment process or other considerations made by the EATP Program Delegate. We will identify these in the agreement.

The Commonwealth may recover grant funds if there is a breach of the grant agreement.

Commonwealth Standard Grant Agreement

We will use the Commonwealth standard grant agreement for the EATP Program, tailored as necessary to the specific requirements for successful individual projects, including payment milestones and any KPIs or targets. The standard grant agreement is available⁸.

You will have 30 days from the date of a written offer to execute this grant agreement with the Commonwealth ('execute' means both you and the Commonwealth have signed the agreement).

The offer may lapse if both parties do not sign the grant agreement within this time, unless otherwise agreed by the Department. We base the approval of your grant on the information you provide in your application.

You may request changes to the grant agreement. However, we will review any required changes to these details to ensure they do not impact the grant as approved by the EATP Program Delegate.

10.2 Relevant Legislation, Policies and Industry Standards

You must comply with all relevant laws and regulations in undertaking your project. It is a condition of the grant funding that you meet these requirements. Where a project proposal is dependent on the issue of regulatory approvals, the approval of a grant will not in itself guarantee the issue of such approvals, and failure to secure such approvals would be likely to impact on the continuation of any grant agreement.

⁸ <https://www.finance.gov.au/government/commonwealth-grants/tools-and-templates>

10.3 Payment of grants

The grant agreement will state the:

- maximum grant amount to be paid;
- any in-kind financial contributions you will make;
- any financial contribution provided by you and/or a third party; and
- any other terms that apply specifically to your grant.

We will not exceed the maximum grant amount under any circumstances.

We will make payments according to an agreed schedule set out in the grant agreement. Payments are subject to satisfactory progress on the grant activity, achievement of agreed milestones and compliance with the terms of the agreement, including reporting requirements, and submission of a valid tax invoice. The terms of individual agreements may vary according to the nature of each project, given the potentially diverse range of possible project proposals under the EATP Program.

10.4 Grants Payments and Goods and Services Tax (GST)

To be eligible to apply for this EATP grant, applicants are required to be registered for Goods and Services Tax (GST) at the closing date/time for applications (27 July 2023). Applications should identify grant funding sought **exclusive** of GST. We will add GST in the grant agreements of successful applicants.

Grants are assessable income for taxation purposes, unless exempted by a taxation law. We recommend you seek independent professional advice on your taxation obligations or seek assistance from the [Australian Taxation Office](#). We do not provide advice on your particular taxation circumstances.

11. Announcement of grants

If successful, your grant will be listed on the [GrantConnect](#) website within 21 calendar days after the date of effect as required by Section 5.3 of the [CGRGs](#).

Confidential information will be treated in accordance with section 13.4.

12. How we monitor your grant activity

12.1 Keeping us informed

You should let us know if anything is likely to affect your grant activity or organisation.

We need to know of any key changes to your organisation or its business activities, particularly if they affect your ability to complete your grant project, carry on business and pay debts due.

You must also inform us of any changes to your:

- name;
- addresses;
- nominated contact details;
- bank account details.

If you become aware of a breach of terms and conditions under the grant agreement, you must contact us immediately.

You must notify us of events relating to your grant and provide an opportunity for the Minister or their representative to attend.

12.2 Reporting

You must submit reports in line with the grant agreement. Where applicable, we will provide sample templates for these reports as appendices in the grant agreement. We will remind you of your reporting obligations before a report is due. We will expect you to report on:

- progress against agreed grant activity and outcomes;
- contributions of participants directly related to the grant activity; and
- expenditure of the grant.

In line with the proportionality principle outlined in the CGRGs, the reporting requirements will be based on the potential risks and specific circumstances of your project including the size, complexity and grant amount.

We will monitor progress by assessing reports you submit and may conduct site visits or request records to confirm details of your reports, if necessary. Occasionally we may need to re-examine claims, seek further information or request an independent audit of claims and payments.

Ad-hoc reports

We may ask you for ad-hoc reports on your grant. This may be to provide an update on progress, or any significant delays or difficulties in completing the project.

Final report

When you complete the project, you must submit a final report.

Final reports must:

- identify if and how outcomes have been achieved;
- include the agreed evidence as specified in the grant agreement;
- identify the total eligible expenditure incurred;
- include a declaration that the grant money was spent in accordance with the grant agreement and to report on any underspends of the grant money; and
- be submitted within 30 days of completion in the format provided in the grant agreement.

12.3 Audited financial acquittal report

We may ask you to provide an independently audited financial acquittal report. A financial acquittal report will verify that you spent the grant in accordance with the grant agreement.

12.4 Grant agreement variations

We recognise that unexpected events may affect your progress. In these circumstances, you can request a variation to your grant agreement. You can request a variation by writing to EATP@infrastructure.gov.au.

You should not assume that a variation request will be successful. We will consider your request based on provisions in the grant agreement and the likely impact on achieving outcomes.

12.5 Compliance visits

We may visit you during or at the completion of your grant activity to review your compliance with the grant agreement. We will provide you with reasonable notice of any compliance visit.

12.6 Record keeping

We may also inspect the records you are required to keep under the grant agreement.

12.7 Evaluation

We will evaluate the grant opportunity to measure how well the outcomes and objectives have been achieved. We may use information from your application and reports for this purpose. We may also interview you, or ask you for more information to help us understand how the grant affected you and to evaluate how effective the EATP Program was in achieving its outcomes.

We may contact you up to one year after you finish your grant for more information to assist with this evaluation.

12.8 Acknowledgement

You should acknowledge the Commonwealth's support in all material, including publications and promotional and advertising materials published in connection with grants under the EATP Program. You should acknowledge the Commonwealth as follows:

‘Emerging Aviation Technology Partnerships Program – an Australian Government initiative’.

If you make a public statement about a grant activity funded under the EATP Program, we require you to acknowledge the grant by using the following:

‘This project received grant funding from the Australian Government.’

13. Probity

The Australian Government will make sure that the grant opportunity process is fair, according to the published guidelines, incorporates appropriate safeguards against fraud, unlawful activities and other inappropriate conduct and is consistent with the CGRGs.

We may change these guidelines from time-to-time. When this happens, the revised guidelines will be published on [GrantConnect](#).

13.1 Enquiries and feedback

The Department's Complaints Procedures apply to complaints about this grant opportunity. All complaints about a grant process, including questions you have about grant decisions for this grant opportunity, should be provided in writing to:

Attention: Director, Agency Engagement and Emerging Technology Programs
Email: EATP@infrastructure.gov.au.

If you are not satisfied with the response from the EATP Program team, a request for further review can be made in writing to:

Attention: Assistant Director, Governance Section
Email: clientservice@infrastructure.gov.au

If you do not agree with the way the Department has handled your complaint, you may make a complaint to the [Commonwealth Ombudsman](#). The Ombudsman will not usually look into a complaint unless the matter has first been raised directly with the Department.

The Commonwealth Ombudsman can be contacted on:

Phone (Toll free): 1300 362 072
Email: ombudsman@ombudsman.gov.au
Website: www.ombudsman.gov.au

13.2 Conflicts of interest

Any conflicts of interest could affect the performance of the grant opportunity or EATP Program. There may be a conflict of interest, or perceived conflict of interest, if the Department's staff, any member of a committee or advisor and/or you or any of your personnel:

- has a professional, commercial or personal relationship with a party who is able to influence the application selection process, such as an Australian Government officer (or member of an external panel);
- has a relationship with or interest in, an organisation, which is likely to interfere with or restrict the applicants from carrying out the proposed activities fairly and independently; or
- has a relationship with, or interest in, an organisation from which they will receive personal gain because the organisation receives a grant under the EATP Program/ grant opportunity.

You will be asked to declare, as part of your application, any perceived or existing conflicts of interests, or that, to the best of your knowledge, there is no conflict of interest. A template is provided with the Grant Application Form available on [GrantConnect](#).

If you later identify an actual, apparent, or perceived conflict of interest, you must inform the Department in writing immediately.

Conflicts of interest for Australian Government staff will be handled as set out in the Australian Public Service Code of Conduct – Section 13(7) of the [Public Service Act \(1999\)](#). Committee

members and other officials including the decision maker must also declare any conflicts of interest.

13.3 Privacy

We treat your personal information according to the [Privacy Act 1988](#) and the [Australian Privacy Principles](#). This includes letting you know:

- what personal information we collect;
- why we collect your personal information;
- who we give your personal information to.

Your personal information can only be disclosed to someone else for the primary purpose for which it was collected, unless an exemption applies.

The Australian Government may also use and disclose information about grant applicants and grant recipients under this grant opportunity in any other Australian Government business or function. This includes disclosing grant information on GrantConnect as required for reporting purposes and giving information to the Australian Taxation Office for compliance purposes.

We may share the information you give us with other Commonwealth entities for purposes including government administration, research or service delivery, according to Australian laws.

As part of your application, you declare your ability to comply with the *Privacy Act 1988* and the Australian Privacy Principles and impose the same privacy obligations on officers, employees, agents and subcontractors that you engage to assist with the activity, in respect of personal information you collect, use, store, or disclose in connection with the activity. Accordingly, you must not do anything, which if done by the Department would breach an Australian Privacy Principle as defined in the Act.

13.4 Confidential Information

Other than information available in the public domain, you agree not to disclose to any person, other than us, any confidential information relating to the grant application and/or agreement, without our prior written approval. The obligation will not be breached where you are required by law, Parliament or a stock exchange to disclose the relevant information or where the relevant information is publicly available (other than through breach of a confidentiality or non-disclosure obligation).

We may at any time, require you to arrange for you; or your employees, agents or subcontractors, to give a written undertaking relating to nondisclosure of our confidential information in a form we consider acceptable.

We will keep any information in connection with the grant agreement confidential to the extent that it meets all of the three conditions below:

1. you clearly identify the information as confidential and explain why we should treat it as confidential;
2. the information is commercially sensitive;
3. revealing the information would cause unreasonable harm to you or someone else.

We will not be in breach of any confidentiality agreement if the information is disclosed to:

- the committee and other Commonwealth employees and contractors to help us manage the EATP Program effectively;

- employees and contractors of the Department so we can research, assess, monitor and analyse our programs and activities;
- employees and contractors of other Commonwealth agencies for any purposes, including government administration, research or service delivery;
- other Commonwealth, State, Territory or local government agencies in program reports and consultations;
- the Auditor-General, Ombudsman or Privacy Commissioner;
- the responsible Minister or Parliamentary Secretary; and
- a House or a Committee of the Australian Parliament.

The grant agreement may also include any specific requirements about special categories of information collected, created or held under the grant agreement.

13.5 Freedom of information

All documents in the possession of the Australian Government, including those about this grant opportunity, are subject to the [Freedom of Information Act 1982](#) (FOI Act).

The purpose of the FOI Act is to give members of the public rights of access to information held by the Australian Government and its entities. Under the FOI Act, members of the public can seek access to documents held by the Australian Government. This right of access is limited only by the exceptions and exemptions necessary to protect essential public interests and private and business affairs of persons in respect of whom the information relates.

All Freedom of Information requests must be referred to the Freedom of Information Coordinator in writing.

By mail: Freedom of Information Coordinator
Governance Section
Australian Government Department of Infrastructure, Transport, Regional Development, Communications and the Arts
GPO Box 594, Canberra ACT 2601

By email: clientservice@infrastructure.gov.au

14. Consultation

Extensive consultation took place during the initial EATP Program design phase, prior to implementing Round One.

Feedback was sought from:

- members of the National Emerging Aviation Technology Consultative Committee (NEAT CC), an existing stakeholder body established by the Department to inform its broader work on the NEAT Policy Statement.
- Industry and other parties who approached the Department;
- Government stakeholders including other Commonwealth agencies and state and territory governments; and
- Interested persons through publication of a Forecast Grant Opportunity on [GrantConnect](#).

All information provided during consultation was made publicly available on the [Department's website](#).

The EATP Program Round Two Guidelines continue the core focus of Round One, with minor adjustments.

15. Glossary

Term	Definition
accountable authority	see subsection 12(2) of the Public Governance, Performance and Accountability Act 2013 .
administering entity	when an entity that is not responsible for the policy, is responsible for the administration of part or all of the grant administration processes.
assessment criteria	are the specified principles or standards, against which applications will be judged. These criteria are also used to assess the merits of proposals and, in the case of a competitive grant opportunity, to determine application rankings.
commencement date	the expected start date for the grant activity.
Commonwealth Grants Rules and Guidelines (CGRGs)	establish the overarching Commonwealth grants policy framework and articulate the expectations for all non-corporate Commonwealth entities in relation to grants administration. Under this overarching framework, non-corporate Commonwealth entities undertake grants administration based on the mandatory requirements and key principles of grants administration.
completion date	the expected date that the grant activity must be completed and the grant spent by.
co-sponsoring entity	when two or more entities are responsible for the policy and the appropriation for outcomes associated with it.
date of effect	can be the date on which a grant agreement is signed or a specified starting date. Where there is no grant agreement, entities must publish information on individual grants as soon as practicable.
decision maker	the person who makes a decision to award a grant.
eligibility criteria	refer to the mandatory criteria which must be met to qualify for a grant. Assessment criteria may apply in addition to eligibility criteria.

Term	Definition
grant	<p>for the purposes of the CGRGs, a 'grant' is an arrangement for the provision of financial assistance by the Commonwealth or on behalf of the Commonwealth:</p> <ul style="list-style-type: none"> a. under which relevant money⁹ or other Consolidated Revenue Fund (CRF) money¹⁰ is to be paid to a grantee other than the Commonwealth; and b. which is intended to help address one or more of the Australian Government's policy outcomes while assisting the grantee achieve its objectives.
grant activity/activities	refers to the project/tasks/services that the grantee is required to undertake.
grant agreement	sets out the relationship between the parties to the agreement, and specifies the details of the grant.
GrantConnect	is the Australian Government's whole-of-government grants information system, which centralises the publication and reporting of Commonwealth grants in accordance with the CGRGs.
grant opportunity	refers to the specific grant round or process where a Commonwealth grant is made available to potential grantees. Grant opportunities may be open or targeted, and will reflect the relevant grant selection process.
grant program	a 'program' carries its natural meaning and is intended to cover a potentially wide range of related activities aimed at achieving government policy outcomes. A grant program is a group of one or more grant opportunities under a single Department of Infrastructure, Transport, Regional Development and Communications Portfolio Budget Statement Program.
grantee	the individual/organisation which has been selected to receive a grant.
innovation	the creation, development and implementation of a new product, process or service, with the aim of improving efficiency, effectiveness or competitive advantage.
major expenditure	Expenditure over \$500,000

⁹ Relevant money is defined in the PGPA Act. See section 8, Dictionary.
<https://www.legislation.gov.au/Details/C2017C00269>

¹⁰ Other CRF money is defined in the PGPA Act. See section 105, Rules in relation to other CRF money.

Term	Definition
PBS Program	described within the entity's Portfolio Budget Statement , PBS programs each link to a single outcome and provide transparency for funding decisions. These high-level PBS programs often comprise a number of lower level, more publicly recognised programs, some of which will be Grant Programs. A PBS Program may have more than one Grant Program associated with it, and each of these may have one or more grant opportunities.
selection criteria	comprise eligibility criteria and assessment criteria.
selection process	the method used to select potential grantees. This process may involve comparative assessment of applications or the assessment of applications against the eligibility criteria and/or the assessment criteria.
value with money	<p>value with money in this document refers to 'value with relevant money' which is a judgement based on the grant proposal representing an efficient, effective, economical and ethical use of public resources and determined from a variety of considerations.</p> <p>When administering a grant opportunity, an official should consider the relevant financial and non-financial costs and benefits of each proposal including, but not limited to:</p> <ul style="list-style-type: none"> • the quality of the project proposal and activities; • fitness for purpose of the proposal in contributing to government objectives; • that the absence of a grant is likely to prevent the grantee and government's outcomes being achieved; and • the potential grantee's relevant experience and performance history.
VTOL	vertical take-off and landing aircraft that can hover, take off, and land vertically.