

# NSW CRC Science Leveraging Fund

## Guidelines for Applicants

2009



Department of State and  
Regional Development



OSMR   
NSW OFFICE FOR SCIENCE & MEDICAL RESEARCH  
Department of State and Regional Development

- 1.0 Program Purpose**
- 1.1 The NSW Government, through the Department of State and Regional Development (DSRD), has established the NSW Science Leveraging Fund (the 'SLF') to provide, on a competitive basis, grants to NSW applicants funded in the 2009 Round Eleven of the Commonwealth Government's Cooperative Research Centre Program (the 'Commonwealth Program').
  - 1.2 The NSW SLF Grants are offered for the funding of new CRCs OR extension CRCs under the Commonwealth Program.
  - 1.3 The provision of SLF money to successful applicants will enhance the capacity and capability of the NSW-based operations of the Centre.
  - 1.4 The SLF has been developed in recognition of the fact that the provision of funding by NSW Government, grows the capacity of the CRC and increases the likelihood of success of CRCs applying under the Commonwealth Program.
  - 1.5 The NSW SLF Program seeks to encourage consortia submitting applications that demonstrate significant potential contribution to the NSW society, environment and economy.
- 2.0 Support available**
- 2.1 It is expected that successful SLF applications will receive total grants of between \$100,000 and \$500,000. In exceptional circumstances, a grant of up to \$1,000,000 may be awarded.
- 3.0 Use of grant funds**
- 3.1 Funding from the SLF will take the form of a cash contribution following the establishment of the CRC and the execution of the SLF Deed of Agreement with the Department of State and Regional Development.
  - 3.2 The grant monies must only be used on activities undertaken within NSW, and on staff, students or equipment to be located in NSW. Grant funds might be used, for example:
    - To fund employment of technical staff at the NSW nodes;
    - To support or top-up scholarships or fellowships of students or post-doctoral researchers to be located within NSW;
    - To support the CRC-related travel or exchanges of

researchers who are based in NSW, or to support visits or exchanges of people to NSW for CRC-related activities;

- For expenses related to rent or fit out of offices and laboratories located in NSW; or
- To purchase or lease instrumentation or plant equipment that will be located in NSW.

#### 4.0 Eligibility criteria

4.1 Funding is available for consortia bidding as a new CRC or an extension CRC under the Commonwealth Program.

4.2 The NSW SLF grant application process will be open to CRC Consortia applying for funding under the Commonwealth Program which:

- a. have submitted their CRC applications to the Commonwealth; and
- b. will have their CRC headquarters and/or a major research presence located in NSW. For the purposes of this grant, CRC headquarters are defined as the main administrative office of the CRC, and location of the CEO. Headquarters must remain in NSW for the period of the SLF agreement. For the purposes of this grant, CRCs with a major research presence in NSW would be those that retain approximately 40% (or more) of their researchers (total staff and students) in NSW for the period of the SLF agreement.

4.3 CRCs that are unsuccessful in their applications under the Commonwealth Program shall not receive SLF funding.

#### 5.0 Selection criteria

5.1 Applications will be ranked and preference given according to the criteria outlined below. The SLF application form seeks responses to these criteria:

- a. Organisational capability and governance arrangements;
- b. The value added by the CRC to NSW research capabilities;
- c. Size of CRC presence in NSW, including presence of headquarters, number of staff, planned expenditure in NSW;
- d. Application of research outcomes into practice in NSW;

- e. NSW industry, Government agency and end-user linkages;
- f. Impact on NSW skills, advanced education and training;
- g. Use and value-add of Science Leveraging Fund support; and
- h. Track record of current CRC (applies to CRCs seeking extension funding and does not apply to consortia seeking support for a new CRC).

5.2 The responses to these criteria will be used by Department of State and Regional Development to determine whether to recommend funding to the applicant, and how much funding to recommend.

5.3 The Department will make recommendations to the Minister for Science and Medical Research regarding funding allocations to applicants.

5.4 The Minister and Department of State and Regional Development, in their discretion, may choose not to award or recommend funding under the NSW CRC Science Leveraging Fund.

## 6.0 Application process

- 6.1 Submit a copy of your Commonwealth CRC Application and a completed NSW SLF Application Form to the Department of State and Regional Development by 18 September 2009 to Chris Armstrong, the CRC Liaison Officer via email at [crcliaison@osmr.nsw.gov.au](mailto:crcliaison@osmr.nsw.gov.au)
- 6.2 All eligible applicants will be assessed on merit against the selection criteria. However the NSW Government including the Department, in its discretion, may choose not to provide funding to applicants.
- 6.3 The NSW SLF application form is available in electronic form at [www.osmr.nsw.gov.au](http://www.osmr.nsw.gov.au) or by e-mailing [crcliaison@osmr.nsw.gov.au](mailto:crcliaison@osmr.nsw.gov.au)
- 6.4 In summary, the following information is to be provided, as described in the application form:
  - a. the CRC's name and the proposed locations of its headquarters and its NSW research nodes;
  - b. the identity and position of the representative of the core participant, or CEO of the CRC, who will sign the final funding agreement, if the NSW SLF and Commonwealth

CRC applications are successful;

- c. set of responses to the selection criteria set out in section 2 of the application form.
  - d. completed budget, student and staffing tables in section 3 of the application form.
- 6.5 Applicants should clearly identify in their application (including attachments) any information that the applicant requests be treated as confidential.
- 6.6 The application must be signed by at least one of the core participants (by the head of the organisation or their authorised delegate). Where not all core participants' representatives have signed the application, the signatories must acknowledge that the application is made with the knowledge and on behalf of all core participants.
- 6.7 Short extensions to the deadlines may be given only in extenuating circumstances. A request for an extension, explaining the need for and length of the extension, should be submitted in writing to the CRC Liaison Officer, Office for Science & Medical Research at [crcliaison@osmr.nsw.gov.au](mailto:crcliaison@osmr.nsw.gov.au)

## 7.0 Selection process

- 7.1 The role of the Department of State and Regional Development is to administer the NSW Science Leveraging Fund, including:
- a. Assessing the SLF applications;
  - b. Making a recommendation to the Minister for Science & Medical Research on the successful applicants and the level of funding;
  - c. Entering into funding agreements with successful applicants;
  - d. Making grant payments; and
  - e. Monitoring grant recipients' use of funds. Grant recipients will be required to provide DSRD information on how the funding was utilised. (Further details of this are shown at 8.1 below, and will be outlined in the funding agreement.)
- 7.2 An internal Departmental grant review committee will:
- a. Assess and rank grant applications according to the SLF Program's eligibility and selection criteria; and
  - b. Make recommendations to the Minister for Science &

Medical Research on which applicants, if any, should receive grants and the amount of those grants.

- 7.3 The grant review committee will assess each application on a competitive basis relative to the criteria and other applications.
- 7.4 All applicants will be informed of the outcome of the decision on their applications, whether or not they are successful.
- 7.5 The proposed timetable for the selection process is as follows:

<b>First Week of March</b>	<b>DSRD writes to DIISR indicating that SLF funding will be provided to those CRC applicants that are successful through the SLF and DIISR processes</b>
<b>20 March 2009</b>	<b>CRC consortia submit their bids to DIISR</b>
<b>18 September 2009</b>	<b>Applicants submit their SLF CRC Application to DSRD (see section 6.1 of these guidelines)</b>
<b>Early Oct 2009, following announcement by Commonwealth of successful CRCs</b>	<b>DSRD makes recommendations to the Minister for Science and Medical Research</b>
<b>October 2009</b>	<b>DSRD notifies recipients and DIISR of level of funding to be provided to CRCs</b>

## **8.0 Funding Agreements & Reporting Requirements**

- 8.1 All applicants that are successful under the SLF and the Commonwealth's eleventh CRC round, and who accept the offer of a grant will be required to enter into a formal Deed of Agreement relating to the grant. The Deed of Agreement will specify obligations that relate primarily to the recipient's accountability for the grant, including using the grant for activities occurring in NSW, the return of unspent grant funds and reporting on the use of the grant.
- 8.2 The Agreement must be signed by at least one core participant in the CRC consortium, or the CEO of the CRC.