Sample application form

Modern Manufacturing Initiative – Manufacturing Translation Stream – Resources Technology and Critical Minerals Processing Priority Round 1 Grant opportunity

Version March 2021

This document shows the questions included in the online application form for this grant opportunity. It will help you prepare your responses and the mandatory attachments you need before you apply online.

Instructions

The online form captures the information required by the department to assess and manage your application for services and funding.

The first page of the application page contains the following instructions.

Completing your application

The application consists of separate pages as shown in the navigation menu on the left hand side of the portal page. You can navigate between pages using the menu or the buttons at the bottom of each page.

You must use the Save and Continue button to validate the information on each page. If you use the menu to navigate between pages, you will be prompted on the final page to go back and validate all of the information you have entered. A green tick indicates a validated page.

A red asterisk * indicates a mandatory question. A warning message may appear if you have not completed all of the mandatory questions or if there is an issue with information you have entered.

You can save your changes at any time by using the Save button.

To prevent you losing your work you should save often. The portal will time out after 30 minutes if you do not save. Typing or moving your mouse does not reset the time out.

Participants

You may invite others to assist in completing your application via the application summary page. To do this, you can invite an internal person (a person from your organisation) or external person (from outside your organisation – i.e. a consultant) as a participant on the application to help you:

- Select the Participants button
- Enter the details

An email will be sent to the participant inviting them to assist with your application.

Submitting your application

You must complete every page of the application before you can submit.

You must also read and agree to the declaration which advises you of your responsibilities.

Check all your answers before you submit your application. After you submit, it will no longer be editable.

Internet browsers supported by the portal

We recommend that you use the following browsers for optimum functionality:

- On Windows: The latest versions of Mozilla Firefox and Google Chrome
- On Mac: The latest versions of Safari and Google Chrome

Getting help

If you require further assistance completing this form, [contact us](#) by email or web chat or on 13 28 46.

A. Program selection

Before you start your application, we need to first identify what type of entity is applying.

Are you a trustee on behalf of a trust? *

Please select from dropdown

If you are a trustee applying on behalf of a trust we will need details of both the trust and trustee.

If applying as a trustee on behalf of a trust, you must provide a copy of your executed trust deed to support your application. Please ensure you submit using the corporate structure reflected in your trust deed.

If applying on behalf of a trust, you must use the ABN of the trust (not the trustee) to create your application.

If you have any questions on how to apply on behalf of a trust please contact us via MTS@industry.gov.au

Do you have an ABN? *

Please select from dropdown

Some programs we offer allow entities without an ABN to apply. The form is designed to accommodate these entities. However for this grant opportunity, an ABN is mandatory, if you do not have an ABN this grant opportunity will not appear in the program selection at the bottom of the first page and you will not be able to continue.

If you commence an application using an incorrect ABN or applicant entity, please be aware you will need to start and submit a new application as the form will not allow for a change of entity once commenced.

Before you start you should have the following details ready if they are applicable to you.

▪ Australian Business Number (ABN)

Enter your ABN details and Validate, if valid your Legal name, Date of Registration and if you are GST registered will be automatically populated.

If you have previously submitted an application and with the same ABN some details will be pre-populated

Fields displayed as grey are not editable. If the information is not correct, please contact us *by email or web chat or on 13 28 46.*

Are you a charity registered with the Australian Charities and Not-for-Profit Commission (ACNC)? *

Please select from dropdown

If no

Are you a not-for-profit? *

Please select from dropdown

A.1. Program selection

Invitation code

This code is for programs that are closed and therefore require an invitation code. This is not applicable under this program.

You must select from a drop-down menu the program that you are applying for.

- Field 1 select - Modern Manufacturing Initiative – Manufacturing Translation Stream
- Field 2 select - Modern Manufacturing Initiative – Manufacturing Translation Stream – Resources Technology and Critical Minerals Processing Round 1

When you have selected the program, the following text will appear.

Australia's resource sector is world-class. The sector is a leading exporter of energy and resources commodities, serviced by a highly regarded resources technology sector. In 2019 the Australian METS sector generated $97 billion in revenue, supporting approximately 200,000 jobs. However, resources technology is a manufacturing area with untapped potential that could be leveraged further, based on the capability and innovation of Australian businesses in supporting the competitiveness of our resources sector. There are also opportunities to further expand the current market footprint by adapting more of these technologies across other Australian sectors, such as defence and space, and capturing more of global markets.

Australia has significant reserves of the critical minerals and metals which drive the modern global economy. These are used to manufacture advanced technologies such as electric vehicles, mobile phones and renewable energy. However, because the majority of primary ores are shipped overseas for processing, Australia derives a small share of the potential overall benefit. Australia can capture greater benefit from these value chains by undertaking further value adding and manufacturing here.

For the Modern Manufacturing Initiative's Translation and Integration grant opportunities, an initial combined total of approximately $140 million is available from 2020-21 to 2023-24 across all the National Manufacturing Priorities. The **Manufacturing Translation Stream** will support projects that aid the translation of high quality research and ideas into commercial outcomes and support businesses to scale-up and become more competitive and resilient. It will support businesses to adopt new technologies and improve their manufacturing processes to boost productivity and competitiveness.

The objectives of the Manufacturing Translation Stream are to:

- support Australian manufacturing businesses and entrepreneurs to translate and commercialise good ideas into new and enhanced commercial outcomes including new high-quality products and services and solutions
- encourage manufacturers to adopt new technologies and develop new processes and innovative solutions to build scale and capability
- support Australian manufacturers to grow and build scale and overcome challenges facing their sector (as outlined in the relevant National Manufacturing Priority road map)
- create new jobs in the manufacturing sector
- support Australian manufacturers to pivot to high value-added activities
- attract investment, including venture capital investment to develop ideas and translate research into commercial solutions and outcomes
- increase manufacturing capability, expertise and specialisations, business acumen, knowledge diffusion and stimulate innovation in Australian manufacturing
- grow and support manufacturing networks and ecosystems and increase collaboration.
- The minimum grant amount is $1 million.

- The maximum grant amount is $20 million.
- We expect the average grant size to be around $4 million.

We cannot fund the same project activities more than once as part of the Modern Manufacturing Initiative.

You should read the [grant opportunity guidelines](#) and [sample grant agreements](#) 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.

To prevent you losing your work you should save often. The portal will time out after 30 minutes if you do not save. Typing or moving your mouse does not reset the time out.

Select Continue at the bottom of the screen create the application. The application number MMI will appear at the top of the next page (Eligibility).

B. Eligibility

We will ask you the following questions to establish your eligibility for the Manufacturing Translation Stream grant opportunity.

Questions marked with an asterisk are mandatory.

Are you an entity incorporated in Australia, including start-ups and a trading corporation, where your trading activities:

- form a sufficiently significant proportion of the corporation's overall activities as to merit it being described as a trading corporation; or
- are a substantial and not merely peripheral activity of the corporation? *

Please select from drop down menu

You must answer yes to proceed to next question.

Does your project align with the Resources Technology and Critical Minerals Processing National Manufacturing Priority area *

- Yes/No

Refer to Section 2 of the Guidelines

Please select from drop down menu

You must answer yes to proceed to next question.

Can you provide evidence from your board (or chief executive officer or equivalent if there is no board) that the project is supported, and that you can complete the project and meet the costs of the project not covered by grant funding? *

You must use the template CEO / Board letter *which is available on* business.gov.au *and GrantConnect.*

Please select from dropdown

You must answer yes to proceed to next question.

Does your project have at least $2 million in eligible project expenditure? Refer to Appendix A of the grant opportunity guidelines and 5.1 and 5.2 on the eligible activates and eligible expenditure respectively *

Please select from drop down menu

You must answer yes to proceed to next question.

Can you provide evidence of how you will provide your share of project costs such as an accountant declaration that confirms you can fund your share of the project costs, including any ineligible expenditure?

You must use the accountant declaration template which is available on business.gov.au and GrantConnect. *

Please select from dropdown

You must answer yes to proceed to next section and hit save and continue to validate your answers.

C. Applicant address

C.1. Applicant street address

Is the address located in Australia?

Please select from dropdown

Only addresses in Australia should be provided here.

You must provide your street address

When you start typing the address in the field you can select the correct one from the drop down list that appears. If it is not there you can enter manually.

C.2. Applicant postal address

Is the address located in Australia?

Please select from dropdown

Only addresses in Australia should be provided here.

You must provide your postal address

When you start typing the address in the field you can select the correct one from the drop down list that appears. If it is not there you can enter manually.

You can select to postal address (tick box) as same as street address.

D.   Applicant financials

D.1.   Latest Financial Year Figures

Has the applicant existed for a complete financial year?

Please select from dropdown

If yes, what was the latest complete financial year? *

Please select from dropdown

If no, enter the number of months completed in the financial year to date.

D.2.   Recent trading performance

You must provide the following financial information about the applicant organisation.

We collect the following data from all applicants across all grant programs. We use this data to better understand your organisation and to help us develop better policies and programs.

All amounts must show a whole dollar value e.g. $1 million should be presented as $1,000,000. The turnover value must be that of the entity that is making the grant application (the 'applicant'), regardless of whether the entity belongs to a consolidated group for tax purposes.

These fields are mandatory and entering $0 is acceptable if applicable for your organisation.

- Sales Revenue (Turnover)

Total revenue from the sale of goods and services, as reported in your organisation's Business Activity Statements (BAS).

- Export revenue

Total revenue from export sales, as reported in your organisation's BAS.

- R&D expenditure

Expenditure on research and development, i.e. creative work undertaken on a systematic basis in order to increase the stock of knowledge, including knowledge of man, culture and society, and the use of this stock of knowledge to devise new applications.

- Taxable income

Taxable income or loss as per the applicant's Business Income Company Tax Return form.

- Number of employees (headcount)

Number of individuals who are entitled to paid leave (sick and holiday), or generate income from managing the business. This should include working proprietors and salaried directors.

- Number of independent contractors (headcount)

Number of individuals engaged by the business under a commercial contract (rather than an employment contract) to provide employee-like services on site.

E.   Project information

On this page you must provide the detailed information about your proposed project.

E.1.   Company Detail

Provide a description about your business, including its history/background, the type of manufacturing you undertake or intend to undertake. *

Include details of your supply chain, domestic and export market. What do you manufacture and who do you supply?

Your response is limited to 2000 characters including spaces and does not support formatting.

E.2.   Company employees

Provide the following information about your business employees, including the number (headcount) of:

- ongoing full-time jobs
- ongoing part-time jobs
- contract jobs
- casual jobs
- apprenticeships

E.3.   Project title and description

Provide a project title.

Your response is limited to 75 characters including spaces and does not support formatting.

Provide a brief project description.

Your response is limited to 750 characters including spaces and does not support formatting.

Ensure your project description focuses on your project's key activities and outcomes. Outline what it is you are going to do and how it will benefit your organisation.

If your application is successful, we will publish some grant details on [GrantConnect](#) and other government publications. Published details include:

- *name of the grant recipient*
- *a project title*
- *a brief project description and its intended outcome*
- *amount of grant funding awarded.*

E.4.   Detailed project description and key activities

This information will be included in your grant agreement if your application is successful.

Provide a detailed description of your project including the project scope and key activities.

Your response is limited to 5000 characters including spaces and does not support formatting.

You must also provide a detailed project plan which you should attach later in your application. Refer to the grant opportunity guidelines for the requirements of the project plan.

E.5. Project outcomes

This information will be included in your grant agreement if your application is successful.

Provide a summary of the expected project outcomes.

Your response is limited to 5000 characters including spaces and does not support formatting.

E.6. Job Creation and Job Retention

You will be required to demonstrate the level of job creation and job retention that your project aims to generate and you will be required to report on this at the end of your project. The number of jobs is based on headcount.

You will be required to provide justification under Assessment Criterion 1

How many jobs do you expect to create over the life of the project? *

Please provide number of jobs to be created (headcount) – this should not include any jobs expected to be retained refer below.

Numerical field answer and must be a whole number (no decimals or negatives).

How many jobs do you expect to retain as a result of your project? *

Please provide number of jobs retained (headcount) – this should not include any jobs expected to be created refer above.

Numerical field answer and must be a whole number (no decimals or negatives).

E.7. National Manufacturing Priorities

Industry Sector

Provide a brief description of the industry sector in which you operate in supporting the resources technology and critical minerals processing manufacturing priority area. Your response is limited to 75 characters including spaces and does not support formatting.

E.8. Project duration

Your project must be completed in line with the dates provided in the grant opportunity guidelines.

- Estimated project start date
- Estimated project end date
- Estimated project length (in months)

The project length will be calculated by the start and end dates you enter. Projects must be completed by 31 March 2024.

The project start date should reflect a period of up to three months from the date you intend to submit your application. If approved, you may elect to commence your project from the date you receive the letter of offer; however, we are not responsible for any expenditure you incur until a grant agreement is executed. Refer to Section 5.2 of the grant opportunity guidelines for guidance on when you may commence your project.

E.9.   Project milestones

You must breakdown your project into milestones. You should include the key activities occurring at each milestone. The start date of milestone 1 is the expected project start date. The end date of your last milestone activity will be the project end date. All milestone start and end dates must be within the project dates provided under E.8.

You will be required to complete the following fields. You can have up to 10 milestones.

- Milestone title

Your response is limited to 100 characters including spaces and does not support formatting.

- Description

Your response is limited to 750 characters including spaces and does not support formatting.

- Estimated start date
- Estimated end date

E.10. Project location

You must provide the address where your project will be undertaken and the estimated percentage of project value expected to be undertaken at that site. If you have multiple sites you must add the address of each site.

A project site must be a street address. Do not provide a postal address, institution or building name.

- Project site address '
- Estimated percentage of project value expected to be undertaken at site

F.   Project budget

F.1.   Project budget summary

You must provide a summary of your eligible project costs over the life of the project in a table as shown below.

We only provide grant funding based on eligible expenditure, Refer to the grant opportunity guidelines for guidance on eligible expenditure.

Please enter the GST Exclusive amount for all expenditure included within the table.

The minimum project expenditure for this grant opportunity is $2 million. Grant funding will be up to 50 per cent of the eligible expenditure.

The minimum grant amount is $1 million. The maximum grant is $20 million. We expect the average grant size to be around $4 million.

You will also be required to attach a detailed project budget later in the application form. Refer to the grant opportunity guidelines for the requirements of the budget.

NOTE: all fields in the table below need to be completed. If no expenditure please enter zero ($0).

Type of expenditure	Head of expenditure	Financial Year	Cost
Project expenditure			$
	Plant and Equipment (including acquiring, construction, and commissioning costs)		$
		2020/21	$
		2021/22	$
		2022/23	$
		2023/24	$
	Labour expenditure		$
		2020/21	$
		2021/22	$
		2022/23	$
		2023/24	$
	Contract expenditure		$
		2020/21	$
		2021/22	$
		2022/23	$

Type of expenditure	Head of expenditure	Financial Year	Cost
		2023/24	$
	Prototype expenditure		$
		2020/21	$
		2021/22	$
		2022/23	$
		2023/24	$
	Travel and overseas expenditure		$
		2020/21	$
		2021/22	$
		2022/23	$
		2023/24	$
	Other eligible expenditure		$
		2020/21	$
		2021/22	$
		2022/23	$
		2023/24	$
Total			

Grant funding requested

You will be asked to enter the amount of grant funding you are requesting. Validations will limit your request to be within the grant opportunity guidelines.

F.2.   Source of funding

In this section you must provide details of how you will fund the project, other than the grant funding sought.

Where you have other organisations contributing to the project, their contribution will be recorded later in the application.

The total of all sources of funding plus your grant, should be equal to your total project expenditure in the section above.

Your own contribution to the project is also considered a 'source of funding' and must be provided.

You will need to provide the following information for all other sources of funding

▪   Name of contributor

▪   Type of contributor

Contributors are divided into the following types

- o *Your contribution*
- o *Other non-Commonwealth government grants*
- o *Other non-government contribution*

▪ Value of contribution

▪ Date due of contribution

▪ Description

You may need to provide details around whether your contribution is sourced from bank loans, equity or cash flow etc.

Where you are receiving other government funding you will need to provide details.

G. Assessment criteria

We will assess your application based on the weighting given to each criterion and against the indicators listed beneath each criterion. We will only consider funding applications that score at least 50 per cent against each criterion as these represent best value for money.

The amount of detail and supporting evidence you provide should be commensurate with the project size, complexity and grant amount requested. You should define, quantify and provide evidence to support your answers.

Your response should cover all of the matters identified under each merit criterion.

G.1. Assessment criterion 1 (50 points)

Your response is limited to 5000 characters including spaces and does not support formatting.

Alignment of your project with the program objectives

You should demonstrate this by describing

a. how your project and grant funding will help to achieve the objectives and outcomes of the Manufacturing Translation Stream set out in Section 2.4 for the Resources Technology and Critical Minerals Processing National Manufacturing Priority. For example, you may address the following:

- translate and commercialise good ideas into commercial outcomes and solutions including new products and services
- provide greater access to markets, supply chains and customers
- use new technology and equipment to develop processes and innovative solutions to build scale and capability
- pivot to high value added activities
- increase manufacturing capability, expertise and specialisations, business acumen, knowledge diffusion and stimulate innovation in Australian manufacturing
- support new jobs and to help grow a highly skilled workforce, including identifying:
  - the number and types of Australian jobs your project will create when they will be filled, where they will be located and how you have determined this
  - the number and types of Australian jobs you will retain as a result of the project
- grow your business including through enhanced economies of scale, and how it will help your business pivot to higher value-added activities including but not limited to design, branding, distribution and after sales services
- how the maturity level of your project will advance, so that your product, process or service is closer to successful commercialisation.

b. how your project aligns with and supports implementation of the Resources Technology and Critical Minerals Processing Manufacturing Priority road map and the growth opportunities and goals set out in the road map, this may include the focus area below:

- supporting greater automation and new technologies to overcome challenges affecting the sector to build scale, access markets and compete
- design and commercialisation of technology products and associated services in Australia which drive operational efficiencies, support sustainability and productivity, and enable the recovery of value from waste streams
- undertaking activities or fitting out facilities which support the demonstration of technologies, production capabilities and offtake qualification for customers

- adapting the application of technologies for use in other sectors
- embedding digital technology and platforms into products and associated services, or utilising digital technology and platforms to improve the quality, value, usability and competitiveness of Australia manufactured products and services
- developing or improving products to meet offtake qualification for customers, providing a pathway to commercialisation
- increasing access to shared/common facilities for companies to finalise production methods, demonstrate scalability and prototype products.

c. how your project will create opportunities to expand, strengthen and grow the Australian manufacturing sector and how your project aligns with the Australian Government's broader policy objectives, including but not limited to Australia's Critical Minerals Strategy 2019.

G.2.   Assessment criterion 2 (30 points)

Your response is limited to 5000 characters including spaces and does not support formatting.

Capacity, capability and resources to deliver the project

You should demonstrate this by identifying

a. your track record and experience in managing similar projects and your plan specific to this project to utilise and manage personnel with the right skills and experience, including strong governance, management and technical expertise

b. your plan to manage the project including scope, implementation methodology, timeframes, delivery risks and budget and, if applicable, describe your partnership arrangements and benefits

c. your access, or future access, to any required infrastructure, finance, capital equipment, technology, intellectual property and regulatory or other approvals.

G.3.   Assessment criterion 3 (20 points)

Your response is limited to 5000 characters including spaces and does not support formatting.

Impact of the grant funding on your project

You should demonstrate this by identifying

a. the total additional investment the grant will leverage through partnerships

b. why the Australian Government should invest in your project including:

- how the grant will benefit the project in terms of scale and timing
- how this investment will impact your business and its ability to be self-sustaining and competitive into the future.

H. Project partners

You must provide details about your project partners.

For details about project partner contributions refer to the grant opportunity guidelines.

You must provide

- Australian Business Number (ABN)
- Other registration number where applicable
- Business address
- Postal address
- Contact details
- Details of contribution to the project
- Project partner letter of support attached

I. Application finalisation

You must answer the following questions and add any supporting documentation required.

I.1. Conflict of interest

Do you have any perceived or existing conflicts of interest to declare?

Refer to the grant opportunity guidelines for further information on your conflict of interest responsibilities.

If yes, describe the perceived or existing conflicts of interest and how you anticipate managing this conflict.

Your response is limited to 750 characters including spaces and does not support formatting.

I.2. Program feedback

How did you hear about the grant opportunity?

You may select from a drop-down menu.

I.3. Supporting documentation (Additional information)

Files must be smaller that 2MB and be one of the following types: doc, docx, rtf, pdf, xls, xlsx, csv, jpg, jpeg, png, *gif. Filenames should only include letters and numbers and should be fewer than 40 characters in length.*

Please note there is a cumulative file size limit of 20MB for each application. For any issues please contact business.gov.au or 13 28 46, or email MTS@industry.gov.au

You will not be able to submit your application until all mandatory attachments have been uploaded.

You must attach the following supporting documentation.

- Trust deed (where applicable)

Where you have indicated your entity type is a trustee applying on behalf of a trust, you must attach trust documents showing the relationship of the incorporated trustee to the trust. If your trust deed is too large or you cannot upload your document please contact us via MTS@industry.gov.au

- Evidence of support from your Board

You must provide evidence from your board (or chief executive officer or equivalent if there is no board) that your project is supported and that you can complete the project and meet the costs of the project not covered by grant funding. Use mandatory template provided on business.gov.au.

- Project plan

A detailed project plan (maximum 10 pages) that includes the scope of the project, a timeline of activities, details of Intellectual Property (IP), project feasibility analysis, and a list of key staff and their relevant management and / or technical skills and details for contractors that you have, will or intend to engage as part of the project.

- Risk management plan

A detailed risk management plan, and any supporting documentation, describing how you propose to monitor, manage and report identified risks, including risks that may arise during your project. The risk management plan should include risk related to COVID-19.

- Project budget

A detailed project budget that identifies costs under each head of expenditure and includes an explanation of how the costs were determined.

- Letters of support (where applicable)

Provide letter of support, including project partners, supply contractors and other businesses, if applicable. Letters of support should include details of the project partner, an overview of partnership arrangement, roles and responsibilities, resources, and relevant experience and/or expertise.

- Accountant Declaration

Please provide independent evidence that you can fund your cost of the project. Use mandatory Accountant's declaration template provided on BGA.

I.4. National Security Plan

Does your business have a plan or framework in place to manage any potential security risks associated with the project and your business more broadly? This includes protecting your business from cyber security threats and the secure handling of data (a copy of your plan or framework may be requested at a later stage).

Select Yes or No from dropdown list

I.5. Foreign Affiliations

Provide details on any foreign affiliation your company has, either in relation to its ownership structure or business partnerships.

Your response is limited to 750 characters including spaces and does not support formatting

I.6. Your ANZSIC code

Provide from a drop-down menu:

- your organisation's main revenue earning division under the Australian and New Zealand Standard Industrial Classification ([ANZSIC](#)).
- your organisation's main revenue earning class under the Australian and New Zealand Standard Industrial Classification ([ANZSIC](#)).

I.7. Indigenous organisation

Is your organisation Indigenous owned?

An organisation is considered Indigenous owned where at least 51% of the organisation's members or proprietors are Indigenous.

Is your organisation Indigenous controlled?

An organisation is considered Indigenous controlled where at least 51% of the organisation's board or management committee is Indigenous.

J. Primary contact page

You must provide the details of a primary contact for your application. The details include

- Given name
- Family name
- Position title
- Email address
- Phone number
- Mobile number
- Primary address

K. Application declaration

In order to submit your application you will be required to agree to the following declaration.

K.1. Privacy and confidentiality provisions

I acknowledge that this is an Australian Government program and that the Department of Industry, Science, Energy and Resources (the department) will use the information I provide in accordance with the following:

- [Australian Government Public Data Policy Statement](#)
- [Commonwealth Grants Rules and Guidelines](#)
- grant opportunity guidelines
- applicable Australian laws

Accordingly, I understand that the department may share my personal information provided in this application within this department and other government agencies:

a. for purposes directly related to administering the program, including governance, research and the distribution of funds to successful applicants

b. to facilitate research, assessment, monitoring and analysis of other programs and activities

unless otherwise prohibited by law.

I understand that where I am successful in obtaining a grant, the financial information that I provide for the purposes of payment will be accessible to departmental staff to enable payments to be made through the department's accounts payable software system.

I understand that information that is deemed 'confidential' in accordance with the grant opportunity guidelines may also be shared for a relevant Commonwealth purpose.

The department will publish information on individual grants in the public domain, including on the department's website, unless otherwise prohibited by law.

K.2.   Applicant declaration

I declare that I have read and understood the grant opportunity guidelines, including the privacy, confidentiality and disclosure provisions.

I declare that the proposed project outlined in this application and any associated expenditure has been endorsed by the applicant's Board or person with authority to commit the applicant to this project.

I declare that the applicant will comply with, and require that its subcontractors and independent contractors comply with, all applicable laws.

I declare that the information contained in this application together with any statement provided 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 I may be requested to provide further clarification or documentation to verify the information supplied in this form and that the department may, during the application process, consult with other government agencies, including state and territory government agencies, about the applicant's claims and may also engage external technical or financial advisors to advise on information provided in the application.

I acknowledge that I must disclose all foreign ownership (including foreign government ownership), affiliations with foreign governments, organisations, institutions or companies, or membership of foreign government talent programs. I must report any material changes in the nature of the activity or key personnel involved, including affiliations/links with foreign governments or companies. I also declare that I can manage any national security risks.

I acknowledge that I must disclose whether any of our board members, management or persons of authority have been subject to any pecuniary penalty, whether civil, criminal or administrative, imposed by a Commonwealth, State, or Territory court or a Commonwealth, State, or Territory entity. I also acknowledge that I must provide advice to the department regarding the matter for consideration, Further, I acknowledge that I have an ongoing obligation to disclose any material changes to this declaration.

I acknowledge that if the department is satisfied that any statement made in an application is incorrect, incomplete, false or misleading the department may, at its absolute discretion, take appropriate action. I note such action may include excluding an application from further consideration; withdrawing an offer of funding; using the information contained in the application for a fraud investigation that would be consistent with the Australian Government's Investigations Standards and Commonwealth Fraud Control Framework and/or for a grant under management, terminating a grant agreement between the Commonwealth and the grantee including recovering funds already paid.

I agree to participate in the periodic evaluation of the services undertaken by the department.

I declare that I am authorised to complete this form and acknowledge that by including my name in this application I am deemed to have signed this application.

I approve the information in this application being communicated to the department in electronic form.