

#### Indo-Pacific Plastics Innovation Network



2023 Seed Funding Grant Opportunity

## Plastics Innovation Hub Indonesia, Vietnam and Indonesia

## Application Form

November 2023

# Instructions

This application form captures the information required to assess and manage your application for a grant. This form must be completed for each application.

Applications should adhere to the word limits as indicated at relevant sections and supply only the information requested.

Text in italics is provided to assist you to complete all questions and should be deleted before submission. Please do not amend the formatting of the application form.

Please read the Program Guidelines before completing your application.

## Submitting your application

You must complete all questions before submission.

Please check all your answers before you submit your application. After submission you may not be able to edit your application.

## Getting help

If you require further assistance completing this form please contact the CSIRO representative that provided the form in the first instance, or else contact the program team at ippin@csiro.au.

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# Eligibility:

|  |  |
| --- | --- |
| Eligibility  |  |
| Are you CSIRO or an Australian university | Yes[ ]  No[ ]  |
| Have you or a project partner previously participated in a program or activity of one of the Hubs under the Indo-Pacific Plastics Innovation Network?  | Yes[ ]  No[ ]  |
| Do you have a project aimed at one of the following program objectives?• reduction in plastic leakage into the marine environment• enable a collaborative innovation ecosystem linking Australia and Indonesia and building connectivity with partners globally by harnessing diversity of ideas and expertise to activate disruptive thinking• build innovation outcomes relevant to the Australian and Indonesian government’s priorities• creation and improvement on the design and delivery of deep-tech solutions in emerging or under-resourced domains • innovation outcomes as measured by their contribution to the aims of CSIRO Ending Plastic Waste Mission and the Indonesian government’s commitment to reducing marine plastic debris | Yes[ ]  No[ ]  |
| Have you provided the following mandatory attachments with this application?• a project plan including arrangements for governance, security and intellectual property rights and the identification of risks and mitigation strategies (maximum 10 pages excluding appendices); and• a detailed project budget• evidence from your board (or chief executive officer of 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 (university applicants only)• endorsement by the relevant Head of Institute or business Unit leader (CSIRO applicants only)• letters of support from all project partners | Yes[ ]  No[ ]  |
| Is CSIRO or an Australian university the lead entity for this application? | Yes[ ]  No[ ]  |
| Do you agree to deliver your project in accordance with relevant legislation, policies, and industry standards in all project locations? | Yes[ ]  No[ ]  |
| Do you have contracts or arrangements in place with all existing project partners? | Yes[ ]  \*No[ ]  |
| \*Note that if successful, grant funds can only be released once you have formal arrangements in place with all project partners. |

# Applicant information

|  |
| --- |
| Administrative contact details for lead applicant from CSIRO or Australian University |
| Contact: | *This is the lead person from CSIRO or an Australian university participating on the project* |
| Business Unit (if CSIRO is lead applicant) |  |
| Name of University and Department (if University is lead applicant):Address (for contract purposes):ABN: |  |
| Email address: |  |
| Phone number/s: |  |

# Project partners

Add or delete new sections to the partner listing as required. If you have trouble with adding new sections here please contact the program team at ippin@csiro.au.

|  |
| --- |
| Partner 1 details  |
| Organisation: | *Name of organisation* |
| Country: |  |
| Description of contribution: | *The roles/responsibilities the project partner will undertake, and the resources it will contribute (if any)* |
| Project contact:  |  |
| Email address: |  |
| Phone number/s |  |
| Is there an agreement or arrangement in place with this partner already? | Yes[ ]  No[ ]  |
| Partner 2 details  |
| Organisation: | *Name of organisation* |
| Country: |  |
| Description of contribution: | *The roles/responsibilities the project partner will undertake, and the resources it will contribute (if any)* |
| Project contact:  |  |
| Email address: |  |
| Phone number/s |  |
| Is there an agreement or arrangement in place with this partner already? | Yes[ ]  No[ ]  |
| Partner 3 details  |
| Organisation: | *Name of organisation* |
| Country: |  |
| Description of contribution: | *The roles/responsibilities the project partner will undertake, and the resources it will contribute (if any)* |
| Project contact:  |  |
| Email address: |  |
| Phone number/s |  |
| Is there an agreement or arrangement in place with this partner already? | Yes[ ]  No[ ]  |
| Partner 4 details  |
| Organisation: | *Name of organisation* |
| Country: |  |
| Description of contribution: | *The roles/responsibilities the project partner will undertake, and the resources it will contribute (if any)* |
| Project contact:  |  |
| Email address: |  |
| Phone number/s |  |
| Is there an agreement or arrangement in place with this partner already? | Yes[ ]  No[ ]  |

Note that an agreement or arrangement must be in place with project partners before funds can be released to successful projects.

# Project information

If your application is successful, we may publish some grant details on the CSIRO website or via other CSIRO communication tools. Those details may include:

* project title
* brief project description and its intended outcome
* grant funds awarded
* location of grant activities being undertaken.

## Project title and description

Provide a project title.

|  |
| --- |
| *This response should be limited to 75 characters. Note this box will resize automatically.* |

Provide a brief project description for publication on the website.

|  |
| --- |
| *This response should be limited to 750 characters. Ensure this description focuses on your project’s key activities and outcomes. Outline what it is you are going to do and what benefits there are. Note this box will resize automatically.* |

## Project outcomes

|  |
| --- |
| *Please type your response hereThis response should be limited to 5000 characters. If successful, this will feature in your agreement as the anticipated scope of the project. Note this box will resize automatically.* |

## Link to program intent

Applicants must provide a description of how the project will positively contribute to one or more of the Ending Plastic Waste Mission commitments, which include:

1. changing the way we make, use and recycle plastics by developing innovation technologies, materials, products and processes
2. supporting a sustainable plastics circular economy by utilising plastic waste to deliver economic benefits, while reducing the detrimental impacts to human health and the environment
3. revolutionising packaging and waste systems; generating effective solutions for recycling; advising on the development and implementation of standards; analytics and machine learning to inform decision making; and creating systemic change.

|  |
| --- |
| *Please type your response hereThis response should be limited to 5000 characters. If successful, this information may be used during program evaluation activities upon completion of the overall program. Note this box will resize automatically.* |

## Project duration

|  |
| --- |
| Please refer to the program guidelines to ensure your proposed dates align. |
| Estimated project start date: | Click or tap to enter a date. |
| Estimated project end date: | Click or tap to enter a date. |
| Estimated project length (in months): |  |

## Project milestones

Milestone days must not be outside the overall project start and end dates. If successful, these milestones will feature in your agreement.

Add or delete milestones as required. If you have trouble with adding new milestone rows please contact the program team at ippin@csiro.au

|  |  |  |
| --- | --- | --- |
| Milestone table | Start date | End date |
| 1. Title:
 |  | Click or tap to enter a date. | Click or tap to enter a date. |
| *Description of milestone, including expected outcomes* |
| 1. Title:
 |  | Click or tap to enter a date. | Click or tap to enter a date. |
| *Description of milestone, including expected outcomes* |
| 1. Title:
 |  | Click or tap to enter a date. | Click or tap to enter a date. |
| *Description of milestone, including expected outcomes* |
| 1. Title:
 |  | Click or tap to enter a date. | Click or tap to enter a date. |
| *Description of milestone, including expected outcomes* |
| 1. Title:
 |  | Click or tap to enter a date. | Click or tap to enter a date. |
| *Description of milestone, including expected outcomes* |

## Project location

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

Add or rows as required. If you have trouble with adding new rows please contact the program team at ippin@csiro.au.

|  |
| --- |
| A project site should be a street address |
| Project site address: |  | **Percentage of time at location:** | % |
| Project site address: |  | **Percentage of time at location:** | % |
| Project site address: |  | **Percentage of time at location:** | % |

# Project Budget

## Project budget summary table.

Provide a summary of your eligible project expenditure over the life of the project:

Add or delete rows as required. If you have trouble with adding new rows, please contact the program team at ippin@csiro.au.

|  |  |  |  |
| --- | --- | --- | --- |
| Expenditure item | Grant funds for project activity including GST (if applicable) | Other funds being contributed by project partner including GST (if applicable) | Total cost including GST by reference to a quote or other calculation method listed in attached detailed budget |
| *"Example only: Travel costs to complete onsite trials"* | *$2,100* | *$-* | *$2,100* |
| *"Example only: Project manager fee"* | *$9,000* | *$-* | *$9,000* |
| *"Example only: Hired plant costs"* | *$7,000* | *$23,000* | *$30,000* |
| *"Example only: Labour costs"* | *$53,000* | *$25,000* | *$78,000* |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Total project cost |  |  |  |

## Source of funding

In this section you must provide details of how you will fund the project.

The total of all sources of funding should be equal to your total project expenditure in the table above. Sources of funding include cash grant amounts and in-kind contributions from you or your partner, and other contributions specified.

|  |  |
| --- | --- |
| Source of funds | Amount |
| Grant amount sought: | $ |
| Cash contributions from you: | $ |
| Cash contributions from partners | $ |
| In-kind contributions from you: | $ |
| In-kind contributions from partners: | $ |
| \*Other: |  |
| Total | $ *This should be the same total as the Project Budget Summary table* |

\*Please provide details about what is contained in ‘other’ source of funding:

|  |
| --- |
|  |

## Grant amount sought

|  |  |
| --- | --- |
| Enter the total grant amount being sought: | $ *This should be the same as the amount in the Source of funds table* |

# Assessment Criteria

We will assess your application based on each criterion which are equally weighted. We will only consider funding applications that score at least 50 per cent against each criterion as these present best value for money.

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

Answers are limited to 350 words.

**Assessment Criterion 1 – the extent to which your project will create or apply innovative approaches to translate research and scale real-world solutions to address plastic waste.**

|  |
| --- |
| *Please type your response here* |

(limited to 350 words)

**Assessment Criterion 2 - your capacity, capability, and resources to deliver the project.**

|  |
| --- |
| *Please type your response here* |

(limited to 350 words)

**Assessment Criterion 3 - the broader national and international benefits of your project – this could include the economic and national benefit/s to be gained from your project for the priority area/s of focus during the project and beyond.**

|  |
| --- |
| *Please type your response here* |

(limited to 350 words)

# Declaration

This final section must be signed prior to submission.

Please do not delete or amend any of the material in this section.

|  |
| --- |
| **NOTE: by signing below, the signatory represents that they have authority to do so and that, if successful, they are agreeing to:**1. **Provide the cash and/or in-kind contribution specified within this application form, as well as being responsible for ensuring all project partners provide all pledged cash and/or in-kind contributions specified within this application form for the proposed project**
2. **Declare that: (a) the information supplied in the application is true, accurate and not misleading to the best of my knowledge; (b) the applicant organisation and/or its partner(s) have received no guarantees that the application will be approved**
3. **The publication of the project title, brief project description and its intended outcome, grant funding awarded, and location of grant activities being undertaken on the CSIRO communication channels**

**Come to an agreement with the Seed Funding Grant program team to agree on project outcomes within 30 days of an offer of funding.**Signature of representative: Name:Position:Organisation:Date: |