*Please complete this form with reference to MRIWA’s Grant Guidelines. All dollar amounts must be listed in AUD and exclude GST. Complete all fields within the specified word limit and ensure all requested attachments are included with the Application.*  *No additional attachments will be accepted without prior approval from MRIWA.*

**PROJECT DETAILS**

1. Project name

*The title will be used in all communication material relating to the Application.*

***Maximum 125 characters (including spaces).***

|  |
| --- |
| Click or tap here to enter text. |

1. Project key words

*Identify up to 5 key words to describe the proposed research.*

*This information may be used to identify suitable experts to review the application and may also be used for communication and reporting activities by MRIWA. Do not duplicate terms from Question 1 or 5.*

|  |
| --- |
| Click or tap here to enter text. |

1. Project summary

*Please provide a short overview of the intended aims and approach of the project. This information may be used to identify suitable experts to review the application and may also be used for communication and reporting activities by MRIWA.*

***Maximum 50 words.***

|  |
| --- |
| Click or tap here to enter text. |

1. Connection to previous MRIWA projects

*Please provide the MRIWA project number for any previously funded, or declined projects, related to this project where relevant*

|  |
| --- |
| Click or tap here to enter text. |

1. Alignment to MRIWA Research Priority Plan

|  |
| --- |
| Responses to this question will be used to assess applications against Eligibility Criteria 3.2 ‘MRIWA Research Priority Plan’, as outlined in the Grant Guidelines. |

*The research proposal is required to align to at least one Program and Theme from the MRIWA Research Priority Plan. Select the Program and Theme which the project most clearly aligns with.*

|  |  |
| --- | --- |
| ***Program*** | ***Theme*** |
| Select a Program | Select a Theme |

**PROJECT DESCRIPTION**

|  |
| --- |
| Responses to questions 6 to 11 will be used to assess Eligibility Criteria 3.1 ‘Research activity’ and Merit Criteria 4.1 ‘Advancing Western Australia’ as outlined in the Grant Guidelines.  Responses to questions 12 and 13 will be used assess Merit Criteria 4.2 ‘Project design and methodology’ as outlined in the Grant Guidelines. |

1. What challenge or issue facing the minerals sector in Western Australia will the project address?

*The identified knowledge or technology need may be a problem, gap or opportunity within the minerals sector. Be specific and include information on the scale of need, stakeholders affected and any economic, environmental and/or social impacts resulting from the challenge or issue.*

***Maximum 150 words.***

|  |
| --- |
| Click or tap here to enter text. |

1. What is the proposed solution to the challenge or issue?

*Describe the specific aims of the project and what it intends to achieve, prove or develop, and include a clear statement of hypotheses to be tested.*

***Maximum 150 words.***

|  |
| --- |
| Click or tap here to enter text. |

1. What anticipated outcomes will occur as a result of the proposed solution?

*Describe the short to medium-term outcomes expected as a result of the project and how these will address the identified knowledge gap or technology need. Responses should demonstrate how the project activity will contribute to the intended outcome for the relevant theme selected from the MRIWA Research Priority Plan.* ***Maximum 150 words.***

|  |
| --- |
| Click or tap here to enter text. |

1. What impact and benefit for Western Australia will the anticipated outcomes deliver?

*Describe the nature or type of impact and benefit, the expected timeframe within which the impact or benefit will be delivered; what indicators would be used to measure the extent of the impact and benefit and how the cost-benefit would be assessed. Be specific and include information on the stakeholders (e.g. relevant research end-users, or beneficiaries from industry, the community, government, wider public etc.) likely to benefit from these anticipated outcomes.*

***Maximum 250 words****.*

|  |
| --- |
| Click or tap here to enter text. |

1. What is the current Technology Readiness Level of the proposed solution to be developed?

*The Technology Readiness Level (TRL) describes the maturity of a given body of knowledge or technology. This scale is used to identify where on the innovation value chain a project lies, and what the level of investment risk is for MRIWA. Refer to 6.2 of the Grant Guidelines.*

|  |
| --- |
| Choose an item. |

1. What is the anticipated Technology Readiness Level of the proposed solution at the completion of this Project?

|  |
| --- |
| Choose an item. |

1. In what way is the proposed activity novel or innovative?

*Outline the status of existing knowledge, technology and/or practise in the area, providing the rationale for the need for further work and demonstrating how this proposal is novel. Relevant references (and not only those by the Applicant(s)) should be cited as part of this description.*

***Maximum one and a half (1.5) pages*** *(excluding reference list, which should be included at Question 31).*

|  |
| --- |
| Click or tap here to enter text. |

1. In what way is the proposed activity novel or innovative? (continued)

|  |
| --- |
| Click or tap here to enter text. |

1. Describe the technical design or methodology to be used, making it clear how the activities will lead to the anticipated research outcomes.

*Be specific and provide details on experimental design, methods, tools and techniques to be used; required expertise necessary to deliver the project; and scope, boundaries and assumptions which have been made. Maximum two (2) pages (excluding reference list, which should be included at Question 31).*

|  |
| --- |
| Click or tap here to enter text. |

1. Describe the technical design or methodology to be used, making it clear how the activities will lead to the anticipated research outcomes. (continued)

|  |
| --- |
| Click or tap here to enter text. |

**PROJECT MANAGEMENT**

|  |
| --- |
| Responses to questions 14 and 15 will be used assess Merit Criteria 4.2 ‘Project design and methodology’ as outlined in the Grant Guidelines. |

1. Provide a Gantt chart indicating the proposed milestones, tasks, deliverables and stage gates (if applicable), and an indicative timeline for the proposed activities.

*All information should be provided on the MRIWA Gantt Chart template and included as an attachment.*

*Milestones are used by MRIWA to monitor the progress of a project and will be included in the Conditions of Grant. Research activity associated with each payable milestone will need to be budgeted with financial details included in Question 27.*

*Milestones should reflect achievement of significant stages in the research and should be SMART (Specific, Measurable, Attainable, Relevant and Time-bound).*

*For each milestone:*

* *Indicate if the milestone is payable.*

*A milestone is payable where costs associated with the activity undertaken will be covered by grant funds.*

*Payments will only be made following evidence of the satisfactory achievement of the milestone and on acceptance by MRIWA of a milestone report and itemised financial statement. Multiple milestones can be paid at the same time, where all required information has been provided.*

* *List the tasks associated with the milestone.*

*Include all major research activity to be undertaken to complete the milestone, providing an indicative timeframe for commencement and completion. Tasks listed should correspond with the information provided in Question 13.*

* *Indicate the due date for the milestone report.*

*Provide the year and month the due date will fall. The formal due date will be finalised during Conditions of Grant negotiations.*

**The Gantt Chart is included as an attachment to this application**

|  |
| --- |
| Choose an item. |

1. **Identify all major risks to the project and strategies or controls to be implemented to mitigate their impact.**

*All information should be provided on the MRIWA Risk Matrix template and included as an attachment. Refer to MRIWA Risk Appetite Statement regarding the various categories to be considered.*

| ***Category*** | ***Description of risk including statement of likelihood*** | ***Impact on project*** | ***Mitigation strategy*** |
| --- | --- | --- | --- |
| ***Strategic risks*** | | | |
| Community perception/ Social licence to operate |  |  |  |
| Foreign interference |  |  |  |
| *Add additional risks as required* |  |  |  |
|  |  |  |  |
| ***Research risks*** | | | |
| Research risks |  |  |  |
| *Add additional risks as required* |  |  |  |
|  |  |  |  |
| ***Operational risks*** | | | |
| Calibre of people |  |  |  |
| Conduct of people |  |  |  |
| Occupational health and safety |  |  |  |
| Environment |  |  |  |
| Fraud and corruption |  |  |  |
| Compliance |  |  |  |
| Information and data management |  |  |  |
| Information Technology |  |  |  |
| Project management and oversight |  |  |  |
| Financial management |  |  |  |
| Sponsorship |  |  |  |
| *Add additional risks as required* |  |  |  |

**INTELLECTUAL PROPERTY MANAGEMENT**

|  |
| --- |
| Question 16 will be used to assess Eligibility Criteria 3.5 ‘Freedom to operate’ as outlined in the Grant Guidelines. |

1. ****By providing the following information, demonstrate the proposed research has freedom to operate from an Intellectual Property perspective****

*Provide details, including ownership, of any patents, confidential know-how (i.e. information not already in the public domain) and documents (i.e. copyright- protected material) required to complete the project.*

*Where permission to utilise Background IP has not been confirmed at the time of submission, the Board may require confirmation from the Applicant prior to approving the application.*

|  |  |  |  |
| --- | --- | --- | --- |
| ***Background IP Description*** | ***Author/Owner*** | ***Restriction on use of Background IP*** | ***Have you obtained permission to use the Background IP*** |
|  |  |  | Choose an item. |
|  |  |  | Choose an item. |
|  |  |  | Choose an item. |

**PARTICIPATING ORGANISATIONS AND PERSONNEL**

|  |
| --- |
| Questions 17 and 18 will be used to assess Eligibility Criteria 3.3 ‘Participating Organisations’ and Merit Criteria 4.3 ‘Research team and Sponsors as outlined in the Grant Guidelines. |

1. Provide details for all Participating Organisations

*In addition to the information below, Letters of Support from all Participating Organisations (excluding the Lead Organisation) are required at the time of submitting the application. If more than four Participating Organisations are involved in the Project, add additional tables and complete required information for each organisation.*

*Lead Organisation: the organisation responsible for submitting the Application and who will take responsibility for the research component of the Project.*

*Research Organisation: an organisation named on the Application who will be conducting research.*

*Sponsor Organisation: an organisation named on the Application who will provide a cash contribution either to MRIWA or direct to the Lead Organisation.*

*Other Organisation: an organisation named on the Application who is not a Sponsor or Research Organisation but may be providing an in-kind contribution to the project.*

**Lead Organisation**

|  |  |
| --- | --- |
| Name | Click or tap here to enter text. |
| Street Address | Click or tap here to enter text. |
| Postal Address | Click or tap here to enter text. |
| Is the organisation based in Australia? | Choose an item. |
| If Yes, provide ABN | Click or tap here to enter text. |
| Entity Type | Choose an item. |
| Sector | Choose an item. |

**Administrative contact at Lead Organisation**

|  |  |
| --- | --- |
| Name | Click or tap here to enter text. |
| Email | Click or tap here to enter text. |
| Phone number | Click or tap here to enter text. |

**Participating Organisation**

|  |  |
| --- | --- |
| Name | Click or tap here to enter text. |
| Street Address | Click or tap here to enter text. |
| Postal Address | Click or tap here to enter text. |
| Based in Australia | Choose an item. |
| If Yes, provide ABN | Click or tap here to enter text. |
| Entity Type | Choose an item. |
| Sector | Choose an item. |
| Role in Project | Choose an item. |
| Letter of Support attached | Choose an item. |

**Participating Organisation**

|  |  |
| --- | --- |
| Name | Click or tap here to enter text. |
| Street Address | Click or tap here to enter text. |
| Postal Address | Click or tap here to enter text. |
| Based in Australia | Choose an item. |
| If Yes, provide ABN | Click or tap here to enter text. |
| Entity Type | Choose an item. |
| Sector | Choose an item. |
| Role in Project | Choose an item. |
| Letter of Support attached | Choose an item. |

**Participating Organisation**

|  |  |
| --- | --- |
| Name | Click or tap here to enter text. |
| Street Address | Click or tap here to enter text. |
| Postal Address | Click or tap here to enter text. |
| Based in Australia | Choose an item. |
| If Yes, provide ABN | Click or tap here to enter text. |
| Entity Type | Choose an item. |
| Sector | Choose an item. |
| Role in Project | Choose an item. |
| Letter of Support attached | Choose an item. |

**Participating Organisation**

|  |  |
| --- | --- |
| Name | Click or tap here to enter text. |
| Street Address | Click or tap here to enter text. |
| Postal Address | Click or tap here to enter text. |
| Based in Australia | Choose an item. |
| If Yes, provide ABN | Click or tap here to enter text. |
| Entity Type | Choose an item. |
| Sector | Choose an item. |
| Role in Project | Choose an item. |
| Letter of Support attached | Choose an item. |

1. List all members of the research team and project support staff

*Provide details for all members of the research team who will be making a significant contribution to the Project. This includes the Lead Investigator, Key Personnel and Associate Investigators.*

***Lead Investigator*** *is the Project supervisor and directly responsible for the conduct of the Project. Lead Investigators are named in the Conditions of Grant and are not able to be replaced without the prior written approval of MRIWA. An overview for the Lead Investigator is required to be attached to the application.*

***Key Personnel*** *are integral to carrying out the Project and provide a significant contribution throughout the Project. Key Personnel are named in the Conditions of Grant and are not able to be replaced without the prior written approval of MRIWA. An overview for each named Key Personnel is required to be attached to the application*

***Associate Investigator*** *provides an important contribution to the project and would warrant inclusion in research publications etc. but does not meet the definition of Key Personnel.*

*A separate* ***Statement of Expertise******for the Lead Investigator and each Key Personnel*** *must be included as an attachment to the Application. Please use the template provided.*

*In addition, include details of all project support staff (including positions where a candidate has not been identified) where a salary/stipend is requested in the Application. This should match the information provided in the budget and ensure only allowed staff costs are included, as outlined in 6.1 Eligible expenditure in the Grant Guidelines. If no salary is requested, this will be considered an in-kind contribution.*

*For all persons listed, please provide an indication of time to be spent on the project over the life of the project, in days.*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| ***Team role*** | ***Name (if known)*** | ***Organisation*** | ***Estimated time on project (days)*** | ***Funded*** | ***Statement attached*** |
| Lead Investigator |  |  |  | Choose an item. | Choose an item. |
| Choose an item. |  |  |  | Choose an item. | Choose an item. |
| Choose an item. |  |  |  | Choose an item. | Choose an item. |
| Choose an item. |  |  |  | Choose an item. | Choose an item. |
| Choose an item. |  |  |  | Choose an item. | Choose an item. |

**KNOWLEDGE TRANSFER**

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| --- |
| Questions 19 to 25 will be used to assess Merit Criteria 4.4 ‘Knowledge transfer’ as outlined in the Grant Guidelines. |

1. What are the key outputs the project will produce?

*This may include research solutions, products, services or capabilities. They may be tangible or intangible and must be delivered as a result of this project. MRIWA will use this information for future reporting and evaluation of the research grants program.*

***Maximum 75 words.***

|  |
| --- |
| Click or tap here to enter text. |

1. What steps will you take to ensure commercial application of the research results?

*Describe how the identified potential end-users will utilise the proposed research, and the expected pathway to adoption or adaptation of research results. Fundamental science research and other projects more conceptual or investigative in nature should provide a plan to ensure use of the research results, and detail how this may ultimately lead to commercial outcomes.*

***Maximum 250 words***

|  |
| --- |
| Click or tap here to enter text. |

1. Will any of the project outputs be licensed, sold or otherwise commercialised?

|  |
| --- |
| Choose an item. |

If yes, outline the expected pathway to and an indicative timeframe for commercialisation of the research results.

*Include details on the proposed approach to the commercialisation of any relevant Intellectual Property (IP).*

|  |  |
| --- | --- |
| ***Approach*** | ***Timeframe*** |
|  |  |
|  |  |
|  |  |
|  |  |

1. What barriers or issues may limit or prevent adoption of research results and how will these be addressed?

*Information provided here should address both issues which may prevent the Sponsor(s) from utilising the results, and barriers likely to prevent adoption or use of the research result in the industry more broadly.*

***Maximum 250 words***

|  |
| --- |
| Click or tap here to enter text. |

1. Briefly outline any current or planned projects or commercialisation activities relevant to, but not part of, this project and the proposed research deliverables.

*Include relevant information on:*

* *Current funded research projects relevant to this Application*
* *Currently submitted research grant applications*
* *Products in development or pending patents*

***Maximum 150 words***

|  |
| --- |
| Click or tap here to enter text. |

1. What data will be generated or created from the proposed activities and how will this be managed during and following the project’s completion?

*Outline how the data produced from this project will be managed and plans for data sharing, including plans to make the data available for open access. If the data will not be available for open access, please outline why.*

***Maximum 200 words***

|  |
| --- |
| Click or tap here to enter text. |

1. How will the research progress and results be communicated to relevant stakeholders?

***Activity type:*** *Provide a brief description of the proposed activity, which may include meetings, seminars, presentations, workshops, reports, publications, media engagement etc.*

***Target Stakeholder Groups:*** *This may include, but is not limited to, Sponsors, relevant research end-users, other industry, the community, government, wider public etc.*

***Timing:*** *Identify the timing of the activity and the frequency with which it is to occur.*

*Unless otherwise advised by MRIWA, projects are required to undertake a comprehensive environmental scan on the proposed Project area, identifying relevant peer-reviewed literature and current industry practice with this information to be released publicly as part of the project.*

*Refer to the Grant Guidelines for MRIWA routine reporting requirements.*

|  |  |  |
| --- | --- | --- |
| **Activity type** | **Target Stakeholder Groups** | **Timing** |
|  |  |  |
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**BUDGET**

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| Questions 26 and 27 will be used to assess Eligibility Criteria 3.4 ‘Financial leverage’ and Merit Criteria 4.5 ‘Budget’ as outlined in the Grant Guidelines. |

1. Provide details of cash contributions by each of the Sponsors

*All amounts must be in AUD. The information should be entered on the MRIWA Budget Template and included as an attachment to the Application. Contribution amounts should match the information provided in the Letters of Support.*

**The Sponsor contributions are included as an attachment to this application**

|  |
| --- |
| Choose an item. |

1. For each payable milestone, provide an indicative costing for all associated project activity relating to the successful delivery of the milestone.

*All amounts must be in AUD. The information should be entered on the MRIWA Budget Template and included as an attachment to the Application. Ensure only allowed costs are included, as outlined in 6.1 Eligible expenditure in the Grant Guidelines.*

**The Budget is included as an attachment to this application**

|  |
| --- |
| Choose an item. |

1. Briefly describe the in-kind contribution of the Project Participants and Participating Organisations.

*Provide a description of the in-kind contributions to be provided. It is not necessary to provide a dollar-value against the contribution.*

***Maximum one (1) page.***

|  |
| --- |
| Click or tap here to enter text. |

**CONFIDENTIALITY OF INFORMATION**

*Section 70 - Confidentiality of Information* of the *Minerals Research Institute of Western Australia Act 2013* requires:

A person to whom this subsection applies must not, directly or indirectly, disclose or make use of any information obtained in the course of duty except —

(a) as required or allowed by this Act or under another written law; or

(b) with the written consent of the person to whom the information relates; or

(c) for the purposes of proceedings in a court; or

(d) in prescribed circumstances.

Penalty: a fine of $100,000.

This subsection applies to current and past members of the MRIWA Board and advisory committees, including the MRIWA College and MRIWA staff.

1. Does the Application contain confidential information, or concern a commercially sensitive matter which may require that MRIWA restrict who is involved in its assessment?

|  |
| --- |
| Choose an item. |

If yes, please provide details of any person(s) or organisation(s) to be specifically excluded from the assessment of the research grant application.

|  |
| --- |
| Click or tap here to enter text. |

1. Has any commercially sensitive information relevant in this Application been specifically withheld?

*MRIWA acknowledge some applications may contain commercially sensitive data; or concern a commercially sensitive topic and the Application may exclude sensitive information to maintain confidentiality of these details. In limited circumstances, special arrangements can be made with MRIWA to withhold information from an Application. These must be approved by MRIWA prior to submission and MRIWA reserves the right to request additional information for the Board’s consideration.*

|  |
| --- |
| Choose an item. |

If yes, outline the nature of this information and the reason(s) for exclusion.

***Maximum 150 words***

|  |
| --- |
| Click or tap here to enter text. |

REFERENCE LIST

1. Please provide a list of all references cited in the Application, including relevant references to previous work of the participants

|  |
| --- |
|  |

**CERTIFICATION**

**Lead Investigator**

I certify –

|  |  |
| --- | --- |
| 1. To the best of my knowledge, all details provided in this Application and supporting documentation are true and complete in accordance with the MRIWA Grant Guidelines |  |
| 1. I will notify MRIWA if there are any changes to the scope of the research or to any named Project Participants or Participating Organisations after submission of this Application and prior to consideration by the MRIWA Board |  |
| 1. I have discussed options for ownership of Project IP generated during the research project with the Lead Organisation and Project Participants (where relevant) and the preferred approach at the time of submitting the Application is for: |  |
| * 1. Version A, Ownership of IP by the Lead Organisation; |  |
| * 1. Version B, Ownership of IP by a Sponsor; or |  |
| * 1. Version C, Ownership of IP in partnership. |  |

[Signature block]

**Lead Organisation**

I certify –

|  |  |
| --- | --- |
| 1. The project is appropriate to the general facilities available and I am prepared to have the project carried out as outlined in the Application and in accordance with the current MRIWA Grant Guidelines. |  |
| 1. I confirm the Lead Organisation is financially sustainable and will contribute (subject to this application being successful) the staff, funds and other resource as indicated in the Application. |  |
| 1. I confirm no current directors of the Lead Organisation have been convicted of fraud or declared bankrupt. |  |
| 1. I confirm the Lead Organisation complies with the Workplace Gender Equality Act 2012 (Cth); |  |
| 1. I confirm there are no current, pending or threatened arbitration proceedings (whether as claimant or defendant) or any prosecution or enquiry pending by a government or official body involving the Lead Organisation. |  |
| 1. I have been provided with a copy of the MRIWA Conditions of Grant |  |
| 1. Details of any Background IP owned by the Lead Organisation essential to the Project have been provided to the Lead Investigator and are outlined in the Application |  |
| 1. I confirm a commitment to enter into agreement with MRIWA and other Project Participants, including the requirement to enter into arrangements regarding Intellectual Property which do not unreasonably prevent or delay academic outputs |  |

Organisation name

[Signature block]