



Automotive Engineering Graduate Program

Opening date:	16 October 2018
Closing date and time:	5:00PM AEDT on 7 December 2018
Commonwealth policy entity:	Department of Industry, Innovation and Science
Administering entity	Department of Industry, Innovation and Science
Enquiries:	If you have any questions, contact us at business.gov.au.
Date guidelines released:	16 October 2018
Type of grant opportunity:	Open competitive

Contents

1.	Automotive Engineering Graduate Program processes				
2.	About	the grant opportunity	5		
	2.1.	Grant amount and grant period	5		
3.	Grants	available	5		
	3.1.	Project duration	5		
4.	Eligibi	lity criteria	6		
	4.1.	Who is eligible?	6		
	4.2.	Who is not eligible?	6		
5. Eligible grant activities		e grant activities	6		
	5.1.	Eligible projects	6		
	5.2.	Eligible activities	6		
	5.3.	Eligible expenditure	6		
	5.4.	Ineligible expenditure	7		
6.	The mo	erit criteria you need to address	8		
	6.1.	Merit criterion 1	8		
	6.2.	Merit criterion 2	8		
	6.3.	Merit criterion 3	8		
7.	How to	How to apply8			
	7.1.	Attachments to the application	9		
	7.2.	Timing of grant opportunity	9		
8.	The se	election process	9		
	8.1.	Final decision	10		
9.	Notific	ation of application outcomes	10		
10.	If your	application is successful	10		
	10.1.	Grant agreement	10		
	10.2.	Project specific legislation, policies and industry standards	11		
	10.3.	How we pay the grant	11		
	10.4.	How we monitor your project	11		
	10.5.	Progress reports	12		
	10.6.	Final report	12		
	10.7.	Ad-hoc report	12		
	10.8.	Independent audit report	12		
	10.9.	Compliance visits	12		
	10.10.	Grant agreement variations	12		
	10.11.	Keeping us informed	13		
	10.12.	Evaluation	13		
	10.13.	Tax obligations	13		
	10.14.	Grant acknowledgement	14		

11. Co	nflicts c	of interest	14
11.	1. Yo	ur conflict of interest responsibilities	14
11.	2. Ou	r conflict of interest responsibilities	14
12. Ho	w we us	se your information	14
12.	1. Ho	w we handle your confidential information	15
12.	2. Wh	nen we may disclose confidential information	15
12.	3. Ho	w we use your personal information	15
12.	4. Pul	blic announcement	16
12.	5. Fre	eedom of information	16
13. En	quiries	and feedback	16
Appen	dix A.	Definitions of key terms	18
Appen	dix B.	Automotive engineering knowledge priorities	19
Appen	dix C.	Table A and Table B Higher Education Providers	20
		HIGHER EDUCATION SUPPORT ACT 2003 - SECT 16.15	20
		HIGHER EDUCATION SUPPORT ACT 2003 - SECT 16.20	21

1. Automotive Engineering Graduate Program processes

The Automotive Engineering Graduate Program grant opportunity is designed to achieve Australian Government objectives

This grant opportunity contributes to Department of Industry, Innovation and Science's Outcome 1: Enabling growth and productivity for globally competitive industries through supporting science and commercialisation, growing business investment and improving business capability and streamlining regulation. The Department of Industry, Innovation and Science works with stakeholders to plan and design the grant program in accordance with the Commonwealth Grants Rules and Guidelines.



Grant opportunity opens

We publish the grant guidelines on business.gov.au and GrantConnect.



You complete and submit a grant application



We assess all grant applications

We assess the applications against eligibility criteria and notify you if you are not eligible.

We assess eligible applications against the merit criteria including an overall consideration of value with relevant money and compare it to other eligible applications.



We make grant recommendations

We provide advice to the decision maker on the merits of each application.



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 successful applicants. The type of grant agreement is based on the nature of the grant and 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 Automotive Engineering Graduate Program

We evaluate the specific grant activity and Automotive Engineering Graduate Program as a whole. We base this on information you provide to us and that we collect from various sources.

2. About the grant opportunity

The Automotive Engineering Graduate Program (the program) will run over 3 years from 2018-19 to 2020-21.

The objective of the program is to help automotive businesses grow, improve productivity and be globally competitive by increasing the pipeline of high quality graduate engineers into Australia's automotive engineering sector. The program will develop job-ready graduate engineers with skills and experience that match future automotive industry requirements.

Funding will be provided to universities to deliver stipends and research support through existing research programs for post graduate students to undertake industry-based projects in areas of knowledge priorities for automotive engineering.

The program's intended outcomes are:

- a steady flow of qualified, job-ready automotive engineers into the sector
- increased level of advanced engineering skills in the Australian automotive sector
- a stronger, more productive and more competitive automotive sector in Australia.

We administer the program according to the Commonwealth Grants Rules and Guidelines (CGRGs)¹.

This document sets out:

- the eligibility and merit criteria
- how we consider and assess grant applications
- how we monitor and evaluate grantees
- responsibilities and expectations in relation to the opportunity.

The Department of Industry, Innovation and Science (the department/we) is responsible for administering the grant opportunity.

We have defined key terms used in these guidelines in appendix A.

You should read this document carefully before you fill out an application.

2.1. Grant amount and grant period

For this grant opportunity, a total of \$5 million is available over 3 years from 2018-19 to 2020-21.

3. Grants available

The grant amount will be up to 100 per cent of eligible project costs.

- the minimum grant amount is \$200,000
- the maximum grant amount is \$1 million

It is expected that grant funding provided will fund activities additional to existing post graduate research programs.

3.1. Project duration

You must complete your project by 30 June 2021.

¹ https://www.finance.gov.au/sites/default/files/commonwealth-grants-rules-and-guidelines.pdf

4. Eligibility criteria

We cannot consider your application if you do not satisfy all eligibility criteria.

4.1. Who is eligible?

To be eligible you must:

- be a higher education provider listed at Table A or Table B of the <u>Higher Education Support Act</u>
 2003 and
- offer student research programs related to automotive engineering knowledge priorities as listed in Appendix B.

We cannot waive the eligibility criteria under any circumstances.

Higher Education Support Act 2003 Table A and Table B higher education providers are listed in Appendix C.

4.2. Who is not eligible?

You are not eligible to apply if you are:

- not a higher education provider that is listed at Table A or Table B of the Higher Education Support Act 2003
- do not offer student research programs related to automotive knowledge priorities as listed in Appendix B.

5. Eligible grant activities

5.1. Eligible projects

Your project is the set of activities that are funded through this grant opportunity. To be eligible your project must:

- include eligible activities and eligible expenditure
- have at least \$200,000 in eligible expenditure.

5.2. Eligible activities

Eligible activities must directly relate to the project and can include:

- provision of stipends to support post graduate students undertaking industry-based projects that provide industry experience in areas of knowledge priority for automotive engineering
- use of facilities to undertake research outside of the university
- activities that support delivery of your project, for example activities to engage automotive industry partners to support student projects.

We may also approve other activities.

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 are:

grants or stipends to post graduate students

- costs associated with administering your grant or stipend program (maximum of 5% of grant amount)
- costs associated with accessing research material
- costs of accessing other research facilities
- information sharing, promotion and communication costs related to automotive engineering graduate opportunities (maximum of 2% of grant amount)
- domestic or international travel, limited to the reasonable cost of accommodation and transportation required for students to access design centres for direct industry engagement
- the cost of an independent audit of project expenditure (where we request one) up to a maximum of 1 per cent of the grant amount.

If your application is successful, we may ask you to verify project costs that you provided in your application.

Not all expenditure on your project may be eligible for grant funding. The Program Delegate makes the final decision on what is eligible expenditure and may give additional guidance on eligible expenditure if required.

To be eligible, expenditure must:

- be a direct cost of the project
- 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 start your project from the date we notify you that your application has been successful, however we are not responsible for any expenditure you incur until a grant agreement is executed.

5.4. Ineligible expenditure

Expenditure items that are not eligible are:

- research not directly incorporated in student projects
- routine operational expenses, including communications, accommodation, office computing facilities, printing and stationery, postage, legal and accounting fees and bank charges not directly linked to undertaking your project
- financing costs, including interest
- capital expenditure for the purchase of assets such as office furniture and equipment, motor vehicles, computers, printers or photocopiers and the construction, renovation or extension of facilities such as buildings and laboratories
- costs involved in the purchase or upgrade/hire of software (including user licences) and ICT hardware, unless it directly relates to the project
- costs such as rental, renovations and utilities
- staff training and development costs
- costs related to obtaining resources used on the project, including interest on loans, job advertising and recruiting, and contract negotiations
- costs related to preparing the grant application, preparing any project reports (except costs of independent audit reports we require) and preparing any project variation requests.

6. The merit criteria you need to address

To be competitive, you will need to address all merit criteria in your application. We will assess your application against each merit criterion using the weighting indicated.

The application form asks questions that relate to the merit criteria below. The amount of detail and supporting evidence you provide in your application should be relative to the project size, complexity and grant amount requested. You should provide evidence to support your answers. The application form displays size limits for answers.

We will only award funding to applications that score highly against all merit criteria, as these represent best value for money.

6.1. Merit criterion 1

The extent that your project will increase the pipeline of high quality graduate engineers into Australia's automotive engineering sector (40 points).

You will demonstrate this by identifying:

- a. how your research program offering is of value to the sector
- b. numbers of post graduate students that you expect to be involved in the program
- c. your existing links with the Australian automotive sector and how the project will build or strengthen these links including beyond the life of the project.

6.2. Merit criterion 2

Capacity, capability and resources to deliver the project (40 points).

You will demonstrate this by identifying:

- a. your access to personnel with the right expertise and experience to deliver your project
- b. your university's track record in delivering post graduate programs relating to the automotive engineering knowledge priorities listed in Appendix B
- c. your plan to manage the project, including scope, timeframes and budget.

6.3. Merit criterion 3

Impact of grant funding on your project (20 points).

You will demonstrate this by identifying:

a. your justification for the funding amount requested with respect to the scale of the project and intended outcomes.

7. How to apply

Before applying, you should read and understand these guidelines and the sample grant agreement published on business.gov.au and GrantConnect.

You will need to set up an account to access our online portal. The portal allows you to apply for and manage a grant or service in a secure online environment.

To apply, you must:

- complete and submit your application through the portal
- provide all the information requested

- address all eligibility and merit criteria
- include all necessary attachments.

You are responsible for making sure your application is complete and accurate. Giving false or misleading information is a serious offence under the *Criminal Code 1995* (Cth). If we consider that you have provided false or misleading information we may not progress your application. If you find an error in your application after submitting it, you should call us immediately on 13 28 46.

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.

If you need further guidance around the application process or if you have any issues with the portal <u>contact us</u> at business.gov.au or by calling 13 28 46.

7.1. Attachments to the application

We require the following documents with your application:

- project plan
- project budget

You must attach supporting documentation to the application form in line with the instructions provided in the portal. You should only attach requested documents. We will not consider information in attachments that we do not request.

7.2. Timing of grant opportunity

You can only submit an application between the published opening and closing dates. We cannot accept late applications.

Table 1: Expected timing for this grant opportunity

Activity	Timeframe
Assessment of applications	4 weeks
Approval of outcomes of selection process	4 weeks
Notification of applicants, negotiations and award of grant agreements	1-4 weeks
Earliest start date of project	The date you are notified your application has been successful
End date of grant commitment	30 June 2021

8. The selection process

We first assess your application against the eligibility criteria and then against the merit criteria. Only eligible applications will proceed to the merit assessment stage.

We will establish an assessment panel (comprising departmental representatives and industry experts) to assess applications. The committee may also seek additional advice from independent technical experts.

The committee will assess your application against the merit criteria and compare it to other eligible applications before recommending which projects to fund.

To recommend an application for funding it must score highly against each merit criterion. While we assess all applications against the same merit criteria, we will score your application relative to the project size, complexity and grant amount requested. The evidence you provide to support your application should be proportional to the size and complexity of your project.

If the selection process identifies unintentional errors in your application, we may contact you to correct or clarify the errors, but you cannot make any material alteration or addition.

8.1. Final decision

The Program Delegate (who is an AusIndustry general manager with responsibility for the program) decides which grants to approve taking into account the the recommendations of the committee and the availability of grant funds.

The Program Delegate's decision is final in all matters, including:

- the approval of applications for funding
- the amount of grant funding awarded
- the terms and conditions of funding.

We cannot review decisions about the merits of your application.

The Program Delegate will not approve funding if there is insufficient program funds available across relevant financial years for the program.

9. Notification of application outcomes

If you are successful, you will receive a written offer, including any specific conditions attached to the grant.

If you are unsuccessful, we will notify you in writing and give you an opportunity to discuss the outcome with us. You can submit a new application for the same (or similar) project in any future funding rounds. You should include new or more information to address the weaknesses identified in your previous application. If a new application is substantially the same as a previous ineligible or unsuccessful application, we may refuse to consider it for merit assessment.

10. If your application is successful

10.1. Grant agreement

You must enter into a grant agreement with the Commonwealth. A sample <u>grant agreement</u> is available on business.gov.au and <u>GrantConnect</u>.

We will manage the grant agreement through the portal. Accepting the grant agreement through the portal is the equivalent of signing a grant agreement. After you have accepted it, we will execute the agreement. Execute means both you and the Commonwealth Government have entered into the grant agreement. We will notify you when this happens and a copy of the executed grant agreement will be available through the portal. The grant agreement will not become binding until it is executed.

We must execute a grant agreement with you before we can make any payments. We are not responsible for any expenditure you incur before a grant agreement is executed.

The approval of your grant may have specific conditions determined by the assessment process or other considerations made by the Program Delegate. We will identify these in the offer of funding.

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). During this time, we will work with you to finalise details. The offer may lapse if both parties do not sign the grant agreement within this time. Under certain circumstances, we may extend this period. We base the approval of your grant on the information you provide in your application. We will review any required changes to these details to ensure they do not impact the project as approved by the Program Delegate.

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

10.2. Project specific legislation, policies and industry standards

You are required to be compliant with all relevant laws and regulations. The following regulatory requirements apply.

Work Health and Safety (WHS). You must comply (and ensure that any of your subcontractors comply) with the provisions of all relevant statutes, regulations, by-laws and requirements of any Commonwealth, state, territory or local authority including those arising under the WHS Laws. You will be responsible for identification and assessment of safety risks, identification and implementation of mitigation strategies to address such risks, and for ensuring the safety of any participants in the project

To be eligible, you must declare in your application that you comply with these requirements. You will need to declare you can meet these requirements in your grant agreement with the Commonwealth.

10.3. How we pay the grant

The grant agreement will state:

- the maximum grant amount we will pay
- the proportion of eligible expenditure covered by the grant (grant percentage)

We will not exceed the maximum grant amount under any circumstances. If you incur extra costs, you must meet them yourself.

We will make payments according to an agreed schedule set out in the grant agreement. Payments are subject to satisfactory progress on the project.

We set aside a minimum of 5 per cent of the total grant funding for the final payment. We will pay this when you submit a satisfactory final report demonstrating you have completed outstanding obligations for the project. We may need to adjust your progress payments to align with available program funds across financial years and/or to ensure we retain a minimum 5 per cent of grant funding for the final payment.

10.4. How we monitor your project

You must submit reports through the portal in line with the grant agreement. We will provide sample templates for these reports as appendices in the grant agreement. You will also be able to download them from business.gov.au and GrantConnect. We will remind you of your reporting obligations before a report is due. We will expect you to report on:

- progress against agreed project milestones
- project expenditure, including expenditure of grant funds

The amount of detail you provide in your reports should be relative to the project size, complexity and grant amount.

We will monitor the progress of your project by assessing reports you submit and may conduct site visits 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.

10.5. Progress reports

Progress reports must:

- include details of your progress towards completion of agreed project activities
- show the total eligible expenditure incurred to date
- include evidence of expenditure
- be submitted by the report due date (you can submit reports ahead of time if you have completed relevant project activities).

We will only make grant payments when we receive satisfactory progress reports.

You must discuss any reporting delays with us as soon as you become aware of them.

10.6. Final report

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

Final reports must:

- include the agreed evidence as specified in the grant agreement
- identify the total eligible expenditure incurred for the project
- be submitted by the report due date.
- be in the format provided in the grant agreement.

10.7. Ad-hoc report

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

10.8. Independent audit report

We may ask you to provide an independent audit report. An audit report will verify that you spent the grant in accordance with the grant agreement. The audit report requires you to prepare a statement of grant income and expenditure. The report template is attached to the sample grant agreement.

10.9. Compliance visits

We may visit you during the project period to review your compliance with the grant agreement. We may also inspect the records you are required to keep under the grant agreement. We will provide you with reasonable notice of any compliance visit.

10.10. Grant agreement variations

We recognise that unexpected events may affect project progress. In these circumstances, you can request a variation to your grant agreement through the portal, including:

- changing project milestones
- extending the timeframe for completing the project but within the maximum time period allowed in grant opportunity guidelines (30 June 2021)
- changing project activities

Note the program does not allow for:

an increase of grant funds.

If you want to propose changes to the grant agreement, you must put them in writing before the grant agreement end date. We can provide you with a variation request template.

If a delay in the project causes milestone achievement and payment dates to move to a different financial year, you will need a variation to the grant agreement. We can only move funds between financial years if there is enough program funding in the relevant year to allow for the revised payment schedule. If we cannot move the funds, you may lose some grant funding.

You should not assume that a variation request will be successful. We will consider your request based on factors such as:

- how it affects the project outcome
- consistency with the program policy objective, grant opportunity guidelines and any relevant policies of the department
- changes to the timing of grant payments.

10.11. Keeping us informed

You should let us know if anything is likely to affect your project 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 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 project and provide an opportunity for the Minister or their representative to attend.

10.12. Evaluation

We will evaluate the program to determine the extent to which the funded activity is contributing to the program objectives and outcomes. We may use information from your application and project reports for this purpose. We may also interview you, or ask you for more information to help us understand how the grant impacted you and to evaluate how effective the program was in achieving its outcomes. We may contact you up to one year after you finish your project for more information to assist with this evaluation.

10.13. Tax obligations

If you are registered for the Goods and Services Tax (GST), we will add GST to your grant payment where applicable and provide you with a recipient created tax invoice. You are required to notify us if your GST registration status changes during the project period.

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 tax.

10.14. Grant acknowledgement

If you make a public statement about a project funded under the program, you must acknowledge the grant by using the following:

'This project received grant funding from the Australian Government.'

11. Conflicts of interest

11.1. Your conflict of interest responsibilities

A conflict of interest will occur if your private interests conflict with your obligations under the grant. Conflicts of interest could affect the awarding or performance of your grant. A conflict of interest can be:

- real (or actual)
- apparent (or perceived)
- potential.

We will ask you 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.

If you later identify that there is an actual, apparent, or potential conflict of interest or that one might arise in relation to your grant, you must inform us in writing immediately.

11.2. Our conflict of interest responsibilities

We recognise that conflicts of interest may arise with our staff, technical experts, committee members and others delivering the program between:

- their program duties, roles and responsibilities and
- their private interests.

We manage our conflicts of interest according to the APS Code of Conduct (section 13 (7) of the *Public Service Act 1999* (Cth)). We publish our <u>conflict of interest policy</u>² on the department's website.

Program officials must declare any conflicts of interest. If we consider a conflict of interest is a cause for concern, that official will not take part in the assessment of relevant applications under the program.

12. How we use your information

Unless the information you provide to us is:

- confidential information as per 12.1, or
- personal information as per 12.3,

2

https://www.industry.gov.au/AboutUs/InformationPublicationScheme/Ourpolicies/Documents/Conflict-of-Interest-and-Inside-Trade-Expectations-Policy.pdf

we may share the information with other government agencies for a relevant Commonwealth purpose such as:

- to improve the effective administration, monitoring and evaluation of Australian Government programs
- for research
- to announce the awarding of grants.

12.1. How we handle your confidential information

We will treat the information you give us as sensitive and therefore confidential if it meets all of the following conditions:

- you clearly identify the information as confidential and explain why we should treat it as confidential
- the information is commercially sensitive
- disclosing the information would cause unreasonable harm to you or someone else
- you provide the information with an understanding that it will stay confidential.

12.2. When we may disclose confidential information

We may disclose confidential information:

- to our Commonwealth employees and contractors, to help us manage the program effectively
- to the Auditor-General, Ombudsman or Privacy Commissioner
- to the responsible Minister or Assistant Minister
- to a House or a Committee of the Australian Parliament.

We may also disclose confidential information if

- we are required or authorised by law to disclose it
- you agree to the information being disclosed, or
- someone other than us has made the confidential information public.

12.3. How we use your personal information

We must treat your personal information according to the Australian Privacy Principles (APPs) and the *Privacy Act 1988* (Cth). This includes letting you know:

- what personal information we collect
- why we collect your personal information
- to whom we give your personal information.

We may give the personal information we collect from you to our employees and contractors and other Commonwealth employees and contractors, so we can:

- manage the program
- research, assess, monitor and analyse our programs and activities.

We, or the Minister, may:

- announce the names of successful applicants to the public
- publish personal information on the department's websites.

You may read our Privacy Policy³ on the department's website for more information on:

- what is personal information
- how we collect, use, disclose and store your personal information
- how you can access and correct your personal information.

12.4. Public announcement

We will publish non-sensitive details of successful projects on GrantConnect and business.gov.au. We are required to do this by the *Commonwealth Grants Rules and Guidelines* and the <u>Australian Government Public Data Policy Statement</u>⁴, unless otherwise prohibited by law. This information may include:

- name of your organisation
- title of the project
- description of the project and its aims
- amount of grant funding awarded
- Australian Business Number
- business location
- your organisation's industry sector.

We publish this information to ensure open access to non-sensitive data within Australian Government agencies to enable greater innovation and productivity across all sectors of the Australian economy.

12.5. Freedom of information

All documents in the possession of the Australian Government, including those about the program, are subject to the *Freedom of Information Act 1982* (Cth) (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.

If someone requests a document under the FOI Act, we will release it (though we may need to consult with you and/or other parties first) unless it meets one of the exemptions set out in the FOI Act.

13. Enquiries and feedback

For further information or clarification, you can contact us on 13 28 46 or by web chat or through our online enquiry form on business.gov.au.

We may publish answers to your questions on our website as Frequently Asked Questions.

Our <u>Customer Service Charter</u> is available at business.gov.au. We use customer satisfaction surveys to improve our business operations and service.

Grant opportunity guidelines – Automotive Engineering Graduate Program

³ http://www.industry.gov.au/Pages/PrivacyPolicy.aspx

⁴ http://www.dpmc.gov.au/resource-centre/data/australian-government-public-data-policy-statement

If you have a complaint, call us on 13 28 46. We will refer your complaint to the appropriate manager.

If you are not satisfied with the way we handle your complaint, you can contact:

Head of Division
AusIndustry – Support for Business
Department of Industry, Innovation and Science
GPO Box 2013
CANBERRA ACT 2601

You can also contact the <u>Commonwealth Ombudsman⁵</u> with your complaint (call 1300 362 072). There is no fee for making a complaint, and the Ombudsman may conduct an independent investigation.

⁵ http://www.ombudsman.gov.au/

Appendix A. Definitions of key terms

Term	Definition	
Application form	The details that applicants provide in the online portal to apply for funding under the grant opportunity.	
AusIndustry	The division of the same name within the department.	
Department	The Department of Industry, Innovation and Science.	
Eligible activities	The activities undertaken by a grantee in relation to a project that are eligible for funding support as set out in 5.2.	
Eligible application	An application or proposal for grant funding under the program that the Program Delegate has determined is eligible for assessment in accordance with these guidelines.	
Eligible expenditure	The expenditure incurred by a grantee on a project and which is eligible for funding support as set out in 5.3.	
Grant agreement	A legally binding contract between the Commonwealth and a grantee for the grant funding	
Grant funding or grant funds	The funding made available by the Commonwealth to grantees under the program.	
Grantee	The recipient of grant funding under a grant agreement.	
Guidelines	Guidelines that the Minister gives to the department to provide the framework for the administration of the program, as in force from time to time.	
Minister	The Commonwealth Minister for Industry, Innovation and Science.	
Personal information	Has the same meaning as in the <i>Privacy Act 1988</i> (Cth) which is:	
	Information or an opinion about an identified individual, or an individual who is reasonably identifiable:	
	 a. whether the information or opinion is true or not; and 	
	 b. whether the information or opinion is recorded in a material form or not. 	
Program Delegate	An AusIndustry general manager within the department with responsibility for the program.	
Program funding or Program funds	The funding made available by the Commonwealth for the program.	
Project	A project described in an application for grant funding under the program.	

Appendix B. Automotive engineering knowledge priorities

1. Automated, Connected and Shared Vehicle

This could include areas such as (but not limited to) cloud connectivity, interoperability, LiDAR, radar, sonar, GPS, digital and image processing, artificial intelligence, algorithms and deep learning, collision detection and avoidance, signalling and warning systems.

2. Electrified Vehicle

This could include areas including (but not limited to) charging rate, charging standards, renewable charging, cost reduction, performance, range, power density, reliability.

3. Electronics and Electrics

This could include areas including (but not limited to) power electronics cost reduction, charging technology, power density improvement, electric motor materials, electric motors cost reduction.

4. Electric Energy Storage

This could include areas including (but not limited to) cell and pack performance, cell and pack cost, bettery pack recycling, improved cell chemistry-active materials, advanced battery-inactive materials, improved battery management systems.

5. Fuel Cell and Hydrogen

This could include areas including (but not limited to) storage design and safey standards, PEM fuel cell and component design, high density storage systems, renewable hydrogen supply strategies, electrolyser engineering, hydrogen refuelling systems.

6. Policy and Company Decision-making

This could include areas including (but not limited to) data-cyber security, shared vehicle policy, automated vehicle ethics and liability, alternative fuel policy, renewable energy policy, monetising mobility-business models, end of life vehicle disposition, consumer incentives, hydrogen economy.

7. Functional Materials

This could include areas including (but not limited to) carbon fibre composite, polymers, superconductor, surface coatings, ferrous alloys, non-ferrous, smart metals.

8. Automotive Safety

This could include areas including (but not limited to) EV battery safety, light commercial vehicle safety, international harmonisation, Australian unique regulation, occupant protection, pedestrian protection, personal security.

9. Thermal Propolsion

This could include areas including (but not limited to) modelling and simulation, emission control, fuel consumption reduction, combustion strategies, downsized engine design, torbo/supercharged engine design, hybrid drivetrain design, integrated drivetrain systems.

Further detail on the research areas will be available at business.gov.au.

Appendix C. Table A and Table B Higher Education Providers

HIGHER EDUCATION SUPPORT ACT 2003 - SECT 16.15 Table A providers

(1) The following are Table A providers:

Table A providers

Providers

Central Queensland University

Charles Darwin University

Charles Sturt University

Curtin University of Technology

Deakin University

Edith Cowan University

Federation University Australia

Griffith University

James Cook University

La Trobe University

Macquarie University

Monash University

Murdoch University

Queensland University of Technology

Royal Melbourne Institute of Technology

Southern Cross University

Swinburne University of Technology

The Australian National University

The Flinders University of South Australia

The University of Adelaide

The University of Melbourne

The University of Queensland

The University of Sydney

The University of Western Australia

University of Canberra

University of Newcastle

University of New England

University of New South Wales

University of South Australia

University of Southern Queensland

University of Tasmania

University of Technology, Sydney

University of the Sunshine Coast

University of Western Sydney

University of Wollongong

Victoria University

Australian Catholic University

Table A providers
Providers
Batchelor Institute of Indigenous Tertiary
Education

(2) However, a body is not a Table A provider if its approval as a higher education provider is revoked or suspended.

HIGHER EDUCATION SUPPORT ACT 2003 - SECT 16.20 Table B providers

(1) The following are *Table B providers*:

Table B providers
Providers
Bond University
The University of Notre Dame Australia
MCD University of Divinity
Torrens University Australia

(2) However, a body is not a Table B provider if its approval as a higher education provider is revoked or suspended.