



Application Form

Biomedical Translation Bridge (BTB) Sample Application questions

Please note you must complete and submit an online application on the business.gov.au portal.

This document provides a list of questions that you will be asked in the online application on the business.gov.au portal.

1. Eligibility

Is your organisation registered for the Goods and Services Tax (GST)? *

Are you able to 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? *

(*You must provide this evidence with your application)

Is your organisation a medical research institute?

2. Application Address

Provide your Business Street Address (Australian Head Office) heading structure as detailed in first point

Provide your Business Postal Address (Australian Head Office) heading structure as detailed in first point

3. Applicant Financials

Has the applicant existed for a complete financial year?

Recent Trading Performance

- Sales Revenue (Turnover)
- Export Revenue
- R&D Expenditure
- Taxable Income
- Number of employees (headcount)

- Number of independent contractors (headcount)

4. Project Information

This page is in three sections.

- In the first section you should provide the details of your project and the expected outcomes. The grant opportunity guidelines outlines all mandatory aspects of your project which you should reference in this description.
- In the second section you should provide a summary of details for publication.
- In the third section you are required to breakdown your project (including all mandatory activities) 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. Milestone information will not be published.

Detailed project description and outcomes

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

Provide a summary of the expected project outcomes.

Project details for publication

Project Title

Project Description

Estimated Project Commencement Date

Estimated Project Completion Date

Milestones

Milestone Name, Description, Estimated Start Date, Estimated End Date, Action (click Add Milestone button to add additional milestones)

5. Project Funding Information

Project budget summary

Provide a summary of your eligible project costs over the life of the project. Amounts must be GST exclusive. We only provide grant funding based on eligible expenditure. Refer to the guidelines for guidance on eligible expenditure.

Expenditure can only be claimed for the period 2018-19 to 2021-22. You must provide a figure for each field. \$0 is acceptable if applicable.”

Project Budget

Funding allocated to research ventures

- Head of Expenditure, Cost Type, Financial Year, Costs for 2018/19 – 2023/24

Admin costs – direct labour costs, contract expenditure, travel, staff training, other eligible expenditure

- Head of Expenditure, Cost Type, Financial Year, Costs for 2018/19 – 2023/24
- Total Commonwealth Funding Sought (\$AUD and GST exclusive)

Your contribution (GST exclusive). We consider any contribution from philanthropic donations, third party sponsorship or co-contributions as your contribution.

(Note: it is anticipated that to be competitive, the level of donations, sponsorships and co-investment is at a level that at least matches the level of funding to be provided to you through this grant opportunity)

Total (GST exclusive). The total source of funding is the commonwealth funding + your contribution.

6. Merit Criteria

To be competitive you will need to score highly against both merit criterion. Both merit criterion are of equal weighting.

You are not required to provide a response up to the maximum character limit. The amount of detail and supporting evidence you provide should be commensurate with the project size, complexity and grant amount requested. You should define and quantify and provide evidence to support your answers.

Merit criterion 1: Benefits of your project (score out of 50 and limited to 5000 characters (including spaces and paragraph returns)).

You should demonstrate this by identifying

- a. how your project aligns with the objectives of the grant opportunity
- b. how your project aligns with the Commonwealth Grants Rules and Guidelines (CGRGs) and the Medical Research Future Fund Funding Principles.
- c. the strengths of your selection process for determining ventures to be funded , including the establishment of a qualified selection panel
- d. the level of philanthropic donation and third party sponsorship and co-funding that you can attract to provide to the ventures that will be selected, and that this is at a level that at least matches the level of funding to be provided to you through this grant opportunity
- e. your organisation’s administrative budget for the project as a percentage of the overall grant funding to be provided

Merit Criterion 2: Your capacity, capability and resources to manage the project (score out of 50 and limited to 5000 characters (including spaces and paragraph returns)).

You should demonstrate this by identifying

- a. your knowledge of and experience with the health and medical sectors
- b. track record of supporting research projects through the commercialisation pathway to proof-of-concept for later commercialisation
- c. access to appropriately skilled and experienced personnel, including technical expertise
- d. your history of, and future ability to identify and attract philanthropic donations and third party sponsorship and co-investment
- e. ability to provide mentoring and networking activities to support ventures.

To support your responses you must include mandatory attachments later in the application.

7. Collaborator Information

Joint applications are acceptable, provided you have a lead applicant who is the main driver of the project and is eligible to apply.

Is this a joint application?

8. Application Finalisation

Conflict of Interest

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

Program Feedback

How did you hear about the program?

Supporting Documentation

You should attach any additional supporting documentation here. You should only attach documents that we have requested or you have referred to in your application.

- Trust documents
- Project partner letter(s) of support
- Evidence of support from your board
- Project plan
- Project budget

9. Primary Contact Information

Primary Application Contact

- Title
- Given Name
- Family Name
- Position Title
- Email Address
- Phone Number
- Mobile Number
- Primary Address

10. Application Declaration

Privacy and confidentiality provisions

I acknowledge that this is an Australian Government program and that the department will use the information I provide in accordance with the following:

- Australian Government Public Data Policy Statement,
- Commonwealth Grants Rules and Guidelines,
- Program Guidelines, and
- 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 for:

1. purposes directly related to administering the Programme, including governance and research and the distribution of funds to successful applicants and
2. to facilitate research, assessment, monitoring and analysis of other programs and activities
3. 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 Program 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.

Applicant declaration

I declare that I have read and understood the Program 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 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 of Industry, Innovation and Science (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 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 Standard and Fraud Control Guidelines and for management purposes and/or terminating any grant agreement between the Commonwealth and the recipient 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.

By checking this box I agree to all of the above declarations and confirm all of the above statements to be true

11. Contact us

For more information, visit business.gov.au or call 13 28 46. More in depth face-to-face assistance is also available from AusIndustry's national network.

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