



DEFENCE INNOVATION PARTNERSHIP

COLLABORATIVE RESEARCH FUND GUIDELINES

Opening date:	6:00AM ACST on 22 July 2024
Closing date and time:	5:00PM ACST on 6 September 2024
Administering entity:	Defence Innovation Partnership, Defence SA
Enquiries:	E: enquiries@defenceinnovationpartnership.com
Date guidelines updated:	2 September 2024
Type of grant opportunity:	Open competitive

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1. The Collaborative Research Fund process

The Collaborative Research Fund provides up to \$150,000 to support genuine collaboration across government, universities and industry, as a catalyst for defence-relevant research, development and innovation.

View details of the Collaborative Research Fund [HERE](#)



Consultation and proposal development.



Complete and submit a Collaborative Research Fund application from Monday 22 July 2024 to 6 September 2024.



Applications assessed.



Assessment Panel submits a recommendation to the Defence Innovation Partnership Advisory Board for endorsement.



Chief Executive, Defence SA approves successful applications.



Notification of the outcome to all applicants.



Funding Agreement

The South Australian Minister for Defence and Space Industries will enter into a Funding Agreement with the Lead Participant of the successful application(s).



Project Delivery

Lead Participants undertake the project activity – DIP manages the Funding Agreement.

2. About the Defence Innovation Partnership

The Defence Innovation Partnership (DIP) is a collaborative initiative of the South Australian Government through Defence SA, the Defence Science and Technology Group, The University of Adelaide, Flinders University and University of South Australia.

WHO WE HELP

Researchers: the DIP can open doors, find opportunities and create collaborations with Defence, other researchers and industry.

Industry: From large corporations, SMEs, start-ups, to emerging entrepreneurs, the DIP can help you find the best team for your project. With connections locally and globally, DIP can provide an insight into Defence requirements and priorities, and introductions to relevant researchers.

Defence and Government: With our focus aligned directly with Defence's priorities, the DIP is a catalyst for collaborations designed to meet Defence capability needs. DIP is here to help you tackle your research and development challenges by connecting you to the best researchers and industry partners.

HOW WE HELP

Building and supporting collaborations: DIP facilitates the creation of the best teams for research and development projects. The DIP Team will work with you to determine where your project gaps are, and help you find the right people, infrastructure and programs to fill them from across government, industry and the research sector. DIP also supports collaborative research and development through the Collaborative Research Fund and Activator Fund.

Advice and advocacy: DIP can provide advice on Australian Department of Defence priorities, research capabilities and industry requirements, including recommendations for research and development pathways or funding opportunities. Through DIP's local, national and international networks, DIP is raising the profile of South Australia's research and development capabilities and attracting more opportunities to the state.

3. About the Collaborative Research Fund

The DIP's Collaborative Research Fund supports genuine collaboration across government, universities and industry. DIP provides up to \$150,000 (for each proposal) to assist South Australian based organisations to undertake collaborative research and development activities with South Australian, national and international partners. Funding applications are accepted in annual rounds, and are assessed against desirability to Defence, and the viability and feasibility of proposed activities. The level of collaboration in the proposal is a significant consideration in the assessment process.

Further information on how to apply, as well as FAQs and sample documents will be available on the Defence Innovation Partnership website, under the [Collaborative Research Fund](#).

4. Grant amount and grant period

4.1. Grant amount and co-contributions

Up to \$150,000 is available per project per Round through the Collaborative Research Fund.

Project Participant's co-contributions (1:1 cash and/or in-kind) will be considered to determine if the co-contribution represents a relevant contribution to the activity.

4.2. Project period

Projects begin as soon as the Funding Agreement has been signed by Lead and Defence SA (representing the South Australian government). The expected timeframe for projects is 12 - 18 months.

5. Eligibility criteria

5.1. Minimum requirements for collaboration

Minimum requirements for collaboration:

- Eligible proposals must have a minimum of one South Australian university Partner Organisation, one South Australia-based industry Partner Organisation and Australian Department of Defence involvement (ideally as a Partner Organisation).
- Work funded by the Collaborative Research Fund must be undertaken in South Australia. Contributions from Lead and Partner Organisations may be used to fund work outside of South Australia, but the majority of overall project effort must occur in South Australia.

5.2. Who is eligible to participate?

The Lead Organisation for a Collaborative Research Fund proposal is the entity with which the Minister for Defence and Space Industries will enter into a Funding Agreement. The Lead Organisation for a Collaborative Research Fund proposal can be:

- a South Australian public university
- a South Australia-based business (with an ABN), either headquartered or with substantial operations in South Australia.

Partner Organisations for a Collaborative Research Fund proposal can be:

- Australian Government agencies, including Department of Defence
- South Australian Government agencies
- Australian universities
- Publicly Funded Research Organisations
- Australian industry – startups, SMEs and large companies
- Overseas government, research and industry organisations

6. What the Collaborative Research Fund money can be used for

6.1. Eligible activities and expenditure

Eligible activities may include:

- employing and/or providing stipends to research staff to work on the Collaborative Research Fund project
- purchasing hardware and software
- costs to access research infrastructure
- travel costs directly related to the Collaborative Research Fund project

We may also approve other activities.

If your application is successful, we may ask you to verify project costs that you provided in your application. You may need to provide evidence such as quotes for major costs.

To be eligible, expenditure must be a direct cost of the project.

You must incur the project expenditure between the project start and end date for it to be eligible.

You must not commence your project until a Funding Agreement between the Minister for Defence and Space Industries and the Lead Organisation is executed.

7. Assessment Criteria

The Collaborative Research Fund Application Form asks questions that relate to the Assessment Criteria listed below.

It is recommended you become familiar with the Assessment Criteria before completing your application.

7.1. Assessment Criterion 1 – Desirability

Desirability is determined by the extent to which a proposal meets a capability, enterprise or technology need from a Defence and National Security perspective. Collaborative Research Fund proposals should provide a description of how the project or activity aligns with Defence priorities articulated in the following documents

- The Defence Strategic Review
- The National Defence Strategy, which includes:
 - Defence innovation, science and technology priorities (p.63)
 - AUKUS Pillar 2 Advanced Capabilities (p. 65)
- The Integrated Investment Plan

Some of the priority areas from these documents are summarised below, however there are other sections of the strategic documents which may be relevant in identifying priorities and these links should be clearly articulated in the proposal.

PILLAR 2 Undersea Capabilities	IS&T PRIORITY Trusted autonomy	SDIP Maintenance, repair, overhaul and upgrade of Australian Defence Force aircraft
PILLAR 2 Quantum Technologies	IS&T PRIORITY Quantum technology	SDIP Continuous naval shipbuilding and sustainment
PILLAR 2 Artificial Intelligence and autonomy	IS&T PRIORITY Information warfare	SDIP Sustainment and enhancement of the combined-arms land system
PILLAR 2 Advanced Cyber	IS&T PRIORITY Hypersonics	SDIP Domestic manufacture of guided weapons, explosive ordnance and munitions
PILLAR 2 Hypersonic and counter-hypersonic capabilities	IS&T PRIORITY Directed energy	SDIP Development and integration of autonomous systems
PILLAR 2 Electronic warfare	IS&T PRIORITY Long-range fires	SDIP Integration and enhancement of battlespace awareness and management systems
		SDIP Test and evaluation, certification and systems assurance

A broad range of factors can address desirability, including the extent to which the proposal:

- Will deliver new or enhanced capability to the Australian Defence Force (ADF), or
- Improve Defence effectiveness or efficiency, or
- Address a known capability gap or opportunity within Defence, or

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- Has already been considered by, or is within the scope of, an existing program, project, minor acquisition etc. or
- Would disrupt current Defence plans and investment strategies, or
- Could be affected by planned obsolescence.

Desirability is determined against the following criteria.

Level	Comment
Low	Feedback from a relevant DSTG or Defence representative confirms that the outcome of the proposal would be of minimal, or no interest to the Australian Defence Organisation (ADO)*.
Good	Feedback from a relevant Defence and/or another relevant Government organisation confirms that the outcome of the proposal aligns with a recognised need, capability gap, opportunity or priority within Defence and would be desirable to the ADO.
Excellent	The proposal includes Defence and/or another relevant Government organisation as a participant and the outcome of the proposal would be desirable to the ADO.

7.2. Assessment Criterion 2 – Viability and Feasibility

Viability and feasibility consideration examines:

- How well technical or commercial issues have been addressed such as the proposed scope, schedule, budget and outcomes to determine if the activity is likely to be successful;
- If there are any factors that have not been adequately addressed by the proposal that might constrain success such as the availability of major Defence platforms, systems, key people, enabling infrastructure or services, or competing activities or priorities;
- The presence of other more mature solutions in the proposed marketplace;
- The technical feasibility of the proposal; and
- Prohibitive costs.

Score	Rating	Definition
0	Low	The proposal has significant weaknesses such as a poorly developed statement of work, unrealistic schedule or insufficient resources; or requires substantial external resources that are not likely to be made available within the required timeline such as access to major platforms, systems, infrastructure, activities or people; or the technical risk is extremely high; or difficult to determine potential value or key discriminator in crowded marketplace.
1	Good	Generally sound but there are some risks against the basis of estimate or capacity to deliver. Moderate technical risk; lack of other solutions.
2	Excellent	Sound proposal with no significant risk to the identified baselines for scope, schedule and budget. Acceptable technical risk. Unique solution.

7.3. Assessment Criterion 3 – Collaboration

Ideally applications will include participants from Defence/Government, more than one South Australian University and an Industry or translation partner. The contribution (cash and/or in-kind) from participants will be considered to determine if it represents a relevant contribution to the activity.

Score	Rating	Definition
1	Low	Partners include at least two participants from Defence/Government and South Australian Universities. Minimal cash and/or in-kind contribution from the participants.
2	Good	Partners include at least two participants from Defence/Government and South Australian Universities plus an Industry/translation partner. Relevant cash and/or in-kind contribution from the participants.
3	Excellent	Partners include DSTG or another relevant Defence/Government organisation, more than one South Australian University and an Industry/translation partner. Significant cash and/or in-kind contributions from the participants.

7.4. Assessment Criterion 4 - Realisation and impact

Consideration includes outcomes that may result in changes to policy or procedures and not just technology or solution-based IP.

Score	Rating	Definition
0	Low	No realisation pathway evident to mature, develop or commercialise a solution or product, or introduce a policy, procedure, solution or technology into service within Defence.
1	Good	A realisation pathway is proposed with the potential to further mature, develop or commercialise a solution or product, or introduce a policy, procedure, solution or technology into service within Defence.
2	Excellent	A realisation pathway to further mature, develop or commercialise a solution or product, or introduce a policy, procedure, solution or technology into service within Defence is evident and is supported by key stakeholders. Outcome will be at the forefront of the field or discipline.

7.5. Assessment Criterion 5 - Alignment to DIP Objectives

Score	Objective	Definition
1	Identify pathways for the translation of research findings for commercialisation or application.	The outcomes have the potential for broader application inside and outside of Defence to support the long-term viability of the collaboration and project outcomes.
1	Increasing contributions to Defence projects by developing a strong South Australian research and development ecosystem.	The proposal supports the development of 'leave behind' R&D capability or 'depth' within the SA R&D ecosystem.
1	Increase South Australia's involvement in providing future technologies and expertise to defence.	Establishes a new defence relevant R&D partnership or a relationship with a new Australian Defence Organisation customer.
1	Focus South Australian researchers on research that will provide outcomes for defence.	The proposal aligns to priorities of the Defence innovation, science and technology program, a recognised Defence R&D need or priority, or will

		address an identified gap or opportunity for Defence or national security capability.
1	Leverage the State Government and DSTG funding and attract a larger share of funding from the Commonwealth, corporates, universities and overseas research entities by raising the profile of Defence related R&D.	The outcomes have the potential to capture the interest or attention of stakeholders, funding bodies investors prepared to invest in further development or maturation towards introduction into service, commercialisation, or implementation.

8. How to apply

You can submit an application any time between 6am on Monday 22 July 2024 to 5pm on Friday 6 September 2024. Late applications will not be accepted.

Before applying for the Collaborative Research Fund it is recommended you read and understand these guidelines, and the sample draft South Australian Government Funding Agreement published on the [Defence Innovation Partnership](#) website.

To apply, you must complete and submit your application through the SmartyGrants online portal, including all requested information as attachments/uploads, eg Participant Declarations, Letters of Support.

You can view and print a copy of your submitted application on the portal for your own records.

If you need further guidance around the application process, or if you have any issues with the portal, contact us at enquiries@defenceinnovationpartnership.com.

9. The Collaborative Research Fund selection process

9.1. Assessment process

The Defence Innovation Partnership will first assess applications against the Eligibility Criteria. If eligible, applications will proceed to the assessment stage.

Applications will be assessed against the Assessment Criteria, with consideration of:

- how well the application meets the criteria
- how the application compares to other applications.

The Assessment Committee will include representatives from the Australian Department of Defence (including subject matter experts) and the South Australian Government. The Assessment Committee may also seek additional advice from independent technical experts.

The Assessment Committee will assess applications against the assessment criteria and compare it to other eligible applications before recommending which projects to fund.

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.

Any conflicts of interest for the Assessment Committee will be declared and managed during the assessment process, which might include members of the Assessment Committee abstaining from assessing some proposals.

9.2. Approvals process

The Assessment Committee will present funding recommendations to the Defence Innovation Partnership Advisory Board for endorsement. If recommendations are endorsed, the Chief Executive of Defence SA will approve the grant(s).

10. Notification of application outcomes

We will advise you of the outcome of your application in writing.

If you are successful, you will be advised about the next steps to execute the Funding Agreement(s).

If you are unsuccessful, you will receive the outcome in writing, and we will give you an opportunity to discuss the outcome with us.

11. Successful Collaborative Research Fund applications

11.1. Funding Agreement

You must enter into a legally binding Funding Agreement with the South Australian Government (please view sample [HERE](#)).

We will manage the South Australian Government Funding Agreement, which includes issuing and executing the Funding Agreement (execute means both you and the South Australian Government have accepted the agreement). You must not start Collaborative Research Fund project activities until a Funding Agreement is executed. We are not responsible for any expenditure incurred prior to the Funding Agreement being executed and cannot make any payments until a Funding Agreement is executed.

The approval of your Collaborative Research Fund project may have specific conditions determined by the assessment process which will be identified in the offer of the Funding Agreement.

The South Australian Government may recover funds if there is a breach of the Funding Agreement.

11.2. Intellectual Property

Ownership of intellectual property developed using the funds will be retained by the successful applicants. Project Teams are encouraged to discuss background and foreground IP arrangements early in the proposal development process.

Defence SA makes no claim on ownership of background or foreground IP from Collaborative Research Fund projects funded under this theme.

Where there is an Australian Department of Defence contribution to a project, applicants may be required to grant a licence to the Commonwealth to use project intellectual property for Commonwealth purposes.

11.3. How we pay the grant

The Funding Agreement will include:

- the term of the Funding Agreement
- the total amount of funding for the Collaborative Research Fund project
- details of how instalments will be paid
- all reporting requirements.

Payment of the grant will be linked to Key Milestones identified in the application process.

We will make payments according to the agreed schedule set out in the Funding Agreement. Payments are subject to satisfactory progress of the project.

12. Announcement of Outcomes

Outcomes of the Collaborative Research Fund will be embargoed and must not be shared publicly or announced until the Defence Innovation Partnership notifies that the embargo has been lifted, or the South Australian Government makes a public announcement.

The Defence Innovation Partnership and Defence SA will liaise with the Lead Organisation of successful proposals, and other relevant parties as necessary, to finalise media releases, articles and posts about Collaborative Research Fund outcomes.

A non-sensitive description of successful projects will be published on the Defence Innovation Partnership website, through social media and other media channels, including details such as:

- name of the Lead Organisation and Partner Organisations
- title of the project
- brief description of the project and its aims
- amount of Collaborative Research Fund funding awarded, and total value of project.

13. How we monitor your grant activity

13.1. Reporting

The Lead Organisation must provide the Defence Innovation Partnership (Defence SA) with:

- the Reports specified in the Funding Agreement Schedule; and
- appropriate and regular information, records and any other reports requested by the Defence Innovation Partnership (Defence SA) from time to time, including information about:
 - the application of the grant funds by the Lead Organisation (with appropriate evidence in support)
 - the progress of and material changes to the nature and scope of the Project
 - any significant changes to the nature and/or scope of the activities conducted by the Lead Organisation with respect to the Project
 - any other funding or financial assistance promised or received for the Project from sources other than the Defence Innovation Partnership (Defence SA)
 - the performance of the Lead Organisation's undertakings and obligations under the Funding Agreement
 - the Lead Organisation's management of the grant funds, including but not limited to the economic and efficient use of resources to achieve the Purpose; and
 - any other matters relevant to the Project, as reasonably required by the Defence Innovation Partnership (Defence SA).

The Lead Organisation must, upon reasonable notice permit any officer authorised by Defence Innovation Partnership (Defence SA):

- to have access to all accounting records, equipment, documents, and information in relation to the Project and the grant funds, if required; and
- to discuss matters pertaining to the Project and the grant funds with employees of the Lead Organisation engaged in the conduct of the Project or the management of the grant funds.

13.1.1. Milestone reporting

Milestone reports are to be provided within two weeks of either of the following events:

- o A project milestone as detailed within the Funding Agreement Schedule is achieved; or
- o It is realised that a project milestone as detailed within the Funding Agreement Schedule cannot be met

A template for milestone reporting will be provided to the Lead Organisation and will include (at least) the following information:

- o Project name
- o Lead participant details
- o Title of milestone
- o Statement of key activities and/or outcomes achieved
- o In the case where a project milestone cannot be met, include details of the reason why the milestone cannot be met and details of proposed changes to scope, schedule or budget
- o Indication of any additional risks identified
- o Confirm scope and schedule for the next phase of the project

The Lead Organisation must give notification of any milestone reporting delays as soon as they become aware of them.

13.1.2. Completion reporting

At the end of the project period, you must submit a Completion report. The report is to be provided within one month of completing the project. The Lead Organisation must:

- o Submit a Completion Report; and
- o Support the preparation of a short case study and presentation to highlight the project methodology, outcomes, and potential benefits for key stakeholders

A template for the Completion Report will be provided to the Lead Organisation and will contain (at least) the following information:

- o Project name
- o Lead Participant details
- o Title of milestone
- o Statement of outcomes
- o Details of benefits or opportunities identified, either potential or realised, including opportunities for additional collaboration, further development, or alternate funding
- o Details of any recommendations resulting from the project
- o Signed copy of the Income and Expenditure Statement as per the Agreement

13.2. Audit

The Defence Innovation Partnership (Defence SA) may direct the Lead Organisation to arrange for the financial accounts relating to the grant funds to be audited at the Lead Organisation's expense. The Defence Innovation Partnership (Defence SA) may specify the minimum qualifications to be held by a person appointed to conduct the audit.

13.3. Funding Agreement variations

We recognise that unexpected events may affect project progress. In these circumstances, you can request a variation to your Funding Agreement, including:

- changing project milestones
- extending the timeframe for completing the project but within the maximum grant period
- changing project activities.

The program does not allow for:

- an increase of grant funds.

If you want to propose changes to the Funding Agreement, you must put them in writing before the project milestone end date. You can submit a variation request to enquiries@defenceinnovationpartnership.com.

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 Collaborative Research Fund objectives, guidelines and any relevant policies of the South Australian Government
- changes to the timing of grant payments
- availability of program funds

13.4. Grant acknowledgement

The Lead Organisation must not make or permit a public announcement or media release to be made about any aspect of the Funding Agreement without first obtaining the Defence Innovation Partnership (Defence SA)'s consent, which may not be unreasonably withheld, and which will not be required if the public announcement is required by law.

14. Security and export controls

14.1. Security

Eligible activities under this grant may have national security implications. Project Teams should consider implications of the proposed project and identify and manage any risks, particularly relating to export controls, foreign interference and technology transfer.

If the outcome the Collaborative Research Fund activity has the potential to be classified, or if classified inputs or discussions are needed to complete the work, then all team members undertaking the Collaborative Research Fund activity must be willing to undergo a security assessment if requested and, at a minimum, obtain a Baseline security clearance; noting that some projects may require higher level clearances, depending on the scope. Unless involved in unclassified aspects of a potential project, personnel involved must hold (or be able to obtain) an appropriate security clearance commensurate with the nature of the proposed project.

Citizenship status may impact ability to obtain appropriate security clearances. Potential overseas collaborators may need to get their clearances recognised if they plan to work on parts of the projects above unclassified level.

Proof of citizenship or permanent residency status may be requested.

Residents in Australia on a Temporary Work Visa may be approved for participation in the project in exceptional circumstances.

Project Team members and the Lead Organisation should undertake appropriate due diligence, proportionate to the risk and subject to available information, on all partners and personnel participating in the project. This should take into account any potential intellectual property, security, ethical, legal and reputational risks, and, where necessary, you should be prepared to demonstrate how you will manage and mitigate any identified risks.

14.2. Export Controls

Lead Organisation and Project Teams undertaking Collaborative Research Fund projects which involve collaboration with foreign entities should be familiar with Australia's export controls requirements. It is your responsibility to consider the implications of the relevant legislation on the proposed project before submitting your application, and to comply with any applicable requirements if it is successful.

15. Contact details

All enquiries about the Collaborative Research Fund, including requests for assistance in the proposal development/co-design phase, should be sent to enquiries@defenceinnovationpartnership.com with 'Collaborative Research Fund – (nature of enquiry)' in the Subject line. Enquiries will be responded to within two business days.