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NSW SPACE RESEARCH NETWORK

RESEARCH PILOT PROJECT GRANTS

Guidelines for applicants Round 2 2022-23

www.spaceresearchnetwork.org.au

1. Scheme Purpose

- 1.1. SRN Research Pilot Project funding scheme is an annual, competitive program that supports cross-discipline university collaboration in NSW. The scheme is administered by the NSW Space Research Network and funded by the NSW Government.
- 1.2. The key objective of the SRN Research Pilot Project Funding is to conduct a rapid feasibility study on new ideas for Space and develop these ideas into concepts or technology that can attract further investment from the Government or industry. Research Pilot Projects should demonstrate high potential to satisfy an existing or emerging Space capability need or a current or emerging space industry need.
- 1.3. Applications for Seed Project are solicited by formal call-outs posted on the [SRN website](#), associated networks and publications.

2. Support available

- 2.1. Successful proposals can be funded up to \$150,000 for projects scoped for 6-12 months.
- 2.2. Projects are expected to be completed within 12 months, with a typical research and development program scoped for 2-6 months.
- 2.3. Funding will be paid to the lead university in a single tranche. The lead university is responsible for the distribution of the funds to Collaborating organisations.

3. Eligibility criteria

- 3.1. Research Pilot Project proposals must be led by a SRN member university, and the funding can be accessed by the SRN member universities only.
- 3.2. Project proposals must demonstrate inter-university collaboration and must involve at least two SRN member universities.
- 3.3. Projects funded by SRN Research Pilot Project Grant Scheme must be Space relevant and must be capable of generating additional funding or investment to facilitate progress towards commercialisation.
- 3.4. A chief investigator can lead a maximum of two SRN projects in four years. There is no limit on how many projects a researcher can participate in.
- 3.5. Industry partners may be part of the project team applying for Research Pilot Project funding, but the SRN funds cannot be used to cover industry partner expenses.
- 3.6. To be eligible, an industry partner must have an Australian Business Number and must be registered as a company, other entity or individual that will agree to form a company to enter into a grant agreement.
- 3.7. Where an industry partner is part of a project, a separate agreement between the industry partner and the lead university must also be signed.

4. Use of funds

- 4.1. Funding from the SRN Research Pilot Project Grant Scheme will be in the form of a cash contribution following the execution of a Collaborative Research Agreement with Lead Institution and the Space Research Network (administered by the University of Sydney and

UTS).

4.2. Funds must be used to support the research project described in the application directly and can include the following items:

- *Direct salary costs* for employees working on the project including chief investigators, early career researchers, research assistants etc. Where chief investigator salaries are claimed, this must be specifically justified and is subject to approval. SRN's preference is to use funds for research associates and fellows working directly on the project.
- *On-cost salary expenses* up to a maximum of 30% of direct salary costs and consistent with the university policy. On-costs must be itemised in the application and can only include the following items: superannuation, payroll tax, payroll tax on superannuation, workers compensation, long service leave, and parental leave. Universities must submit their on-cost salary expenses itemised by each category as the attachment of the application form.
- *Equipment, software, material and consumables* essential for the project. Funding will not be provided for equipment and consumables that are considered to be for broad general use or already held by the university.
- *Travel costs* essential to the project for the employees working on the project.
- *Stipends for HDR students* working on the project.

4.3. Budget items that are not supported by the Research Pilot Project funding and should NOT be requested in the budget include:

- *Infrastructure (overhead) costs* related to the general operations of the university shared among projects and functions.
- *Salaries of industry partners* working on the project or any other industry partner expenses
- *Costs not directly related to the project* including but not limited to conference fees and travel, workshop expenses, entertainment costs, professional membership fees, professional development courses, visas, relocation costs, insurance and other indirect costs.

4.4. All expenses must be itemised in the budget section of the grant application. Grant funds must be spent in accordance with this budget, and any requests for variations must be made to the Space Research Network Operations Manager and approved in advance.

4.5. Proposed work should not substantially duplicate work with current or past funding support from Commonwealth, Australian State or Territory, or other sources.

4.6. The SRN reserves the right to tailor funding support according to what it believes is required to assist with the project delivery.

5. Selection criteria

5.1. The Research Pilot Project grant scheme is administered by the SRN. The SRN will collect applications and conduct an initial assessment for completeness and eligibility.

5.2. SRN Technical Review Panel will evaluate applications against information and evidence provided concerning the selection criteria:

1. Novelty and potential to become world-leading
 - Degree of research excellence, making reference to novelty, significance, and ambition
2. Identified need in space
 - Demonstrates high potential to satisfy an existing or emerging space capability need or a current or emerging space industry need
3. Potential for impact and implementation pathway
 - Relevance and potential impact for the NSW space sector
4. Team track record
 - Team's ability to deliver proposed project, including appropriateness of track record, balance of skills within the project team, and feasibility given requested/available resources

6. Application process

- 6.1. Application for the SRN Research Pilot Project Grants is a one stage process.
- 6.2. Applicants must submit an electronic copy of the application by the due date to pilot@srn.org.au.
- 6.3. Applicants should clearly identify in their application (including attachments) any information that needs to be treated as confidential.
- 6.4. All applicants are expected to communicate with SRN Coordinator at participating university to ensure that they have optimum visibility of progress of intended submissions.

7. Selection Process

- 7.1. SRN will collect applications and will conduct an initial completeness review of the applications. Advice will be provided to the SRN Technical Review Panel regarding eligibility.
- 7.2. The SRN Technical Review Panel will assess each application on a competitive basis relative to the criteria and other applications.
- 7.3. The SRN will request assessment of proposals from subject matter experts.
- 7.4. The SRN Funding Committee will make the final decision regarding funding allocations to projects and submit this decision to the SRN Board for noting.
- 7.5. All applicants will be informed of the outcome and the decision on their applications, whether or not they are successful.
- 7.6. The timeline of the selection process is as follows:

29-Jul-22	Funding Announcements Released
16-Sep-22	Applications due
21-Nov-22	SRN Funding Committee Assessment
02-Dec-22	Result announcement
Dec-22 - Feb-23	Contracting
01-Mar-23	Project Start

8. Funding Agreements, Intellectual Property

- 8.1. All successful applicants who accept a grant will be required to enter into a Project Agreement between the Space Research Network (represented by the University of Sydney) and the lead university partner. The Agreement will specify the obligations and accountabilities of the

recipients.

- 8.2. A separate agreement between the lead university and partner organisations (including university and industry partners) must be signed before the project work can start.
- 8.3. All contracts must be signed within **30 business days** of receipt of draft contract.
- 8.4. Contracts must be fully executed before SRN Research Pilot Project funding is transferred and projects commence.
- 8.5. Intellectual Property arrangements will be negotiated on case-by-case basis between the participating SRN Member Universities.

9. Reporting Requirements & Acknowledgement

- 9.1. The Chief Investigator from the SRN Member University will be required to provide a final report to the SRN (Administered by the University of Sydney and UTS) and must be submitted to admin@srn.org.au within two months of the end date negotiated in the Agreement.
- 9.2. The final report consists of a Technical report and Financial acquittal. The Lead organisation submits Financial acquittal for the project as a whole, including Collaborating organisations' financial acquittal.
- 9.3. All expenditure must be in accordance with the project description and broad structure of the proposed project costs detailed in the proposal. Lead organisation must retain the evidence of the expenditure.
- 9.4. All changes to the project cost or roll-over of the funds must be justified and approved by the SRN (Administered by the University of Sydney and UTS).
- 9.5. Publications containing material or research findings from an SRN Research Pilot Project must include acknowledgement of SRN Research Pilot project funding and the NSW Government in a form: "We thank the NSW Space Research Network and NSW State Government for financial support of this project through grant SRN Research Pilot Project grant 2022-xx."
- 9.6. A brief description of successful Research Pilot Projects will be published on the SRN website and recorded in the SRN annual report with the following information: applicant organisation, university collaborator, grant amount, project cost and project title. Applicants may be requested to provide a description of their project or personal experience with an SRN Research Pilot Project for case studies or press releases, on a strictly voluntary basis.