## SIEF Science Digital Transformation Program

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**Program Objectives**

The SIEF Science Digital Transformation Program is intended to support research and development of digital capabilities designed specifically for scientists to change how they work. This program aims to support the delivery of digital transformation for CSIRO science and engineering activities, empowering CSIRO researchers with leading edge digital technologies, thus increasing innovative science, and producing more frequent and impactful scientific breakthroughs.

**Program Eligibility**

The following criteria will be applied in determining whether a proposal is eligible for funding under the SIEF Science Digital Transformation Program [Refer Program Guidelines for detail].

1. Research activities must align with the SIEF Primary Purpose and the Program Objectives
2. The grant is to be used solely for research and development activity, as that is defined in the [OECD Frascati Manual](https://www.oecd.org/en/publications/frascati-manual-2015_9789264239012-en.html) (and specifically, *experimental development*)
3. Research activities must be collaborative, demonstrated by either collaboration within CSIRO, and/or with researchers external to CSIRO
4. CSIRO must be the lead applicant for and recipient of the grant
5. The proposal must be endorsed by a CSIRO senior executive confirming that, from a CSIRO perspective, the proposal is aligned with CSIRO strategy and considered a high priority
6. The funding request of SIEF must be a minimum of $1,000,000 and maximum of $16,000,000
7. Project duration must be no more than five years (funds to be fully dispersed from SIEF by 30 June 2029)
8. Sufficient details must be provided to enable SIEF Trustee to form a view as to whether the grant would represent strong value for the use of public monies

**Program Evaluation Criteria**

The following criteria will be applied in evaluating whether eligible proposals submitted to the SIEF Science Digital Transformation Program are of sufficient quality to be funded [Refer Program Guidelines for detail].

**Strategic alignment**

1. The proposal is aligned with SIEF Strategic Objectives and Primary Purpose
2. The proposal prioritises and advances CSIRO strategic priorities for accelerating the digital transformation of CSIRO science
3. The proposal has scale and potential impact to advance digital transformation for CSIRO science and engineering activities.

**Feasibility**

1. The proposal presents clear research questions and well-defined outputs, with measurable objectives
2. The proposal is achievable with the funding requested and deliverable in the timeframe
3. The project team (CSIRO and any proposed collaborators) have the expertise, capability, and capacity to generate the project deliverables

**Funding**

1. SIEF funding requested is reasonable having regard to the intended outcomes of the proposed research
2. SIEF funding requested accelerates outcomes that would not normally be achieved within the timeframe to address CSIRO's strategy/priority areas

*(Delete the above section before submission)*

**Program Guidelines**

|  |  |  |
| --- | --- | --- |
|  | **Eligibility Criteria** | **Explanatory Notes** |
|  | Research activities must align with the SIEF Primary Purpose and the Program Objectives | Refer [SIEF website](https://sief.org.au/csiro-gift/science-digital-transformation-program/) and Program Evaluation Criteria |
|  | The grant is to be used solely for research and development activity, as that is defined in the [OECD Frascati Manual](https://www.oecd.org/en/publications/frascati-manual-2015_9789264239012-en.html) (and specifically, *experimental development*) | Research must be novel, intending to generate a scientific and/or technological advance.  Experimental development is systematic work, drawing on knowledge gained from research and practical experience and producing additional knowledge, which is directed to producing new products or processes or to improving existing products or processes.  Routine testing, product standardisation, business development, company establishment, IP, patent and licence development, research administration, and/or routine software development are not eligible to be funded by SIEF. |
|  | Research activities must be collaborative | Collaboration may be demonstrated by either collaboration within CSIRO, and/or with researchers external to CSIRO.  Evidence of collaboration may be either in-kind or cash commitments to the research activity. |
|  | CSIRO must be the lead applicant for and recipient of the grant | Grant funds may be used by either CSIRO itself or by other research collaborators external to CSIRO, whose contribution to grant activities will be managed by CSIRO.  For external collaborators, the proposal must be endorsed by a delegate with an appropriate level of authority to commit any co-investment outlined should the proposal be successful. |
|  | The proposal must be endorsed by a CSIRO senior executive confirming that, from a CSIRO perspective, the proposal is aligned with CSIRO strategy and considered a high priority | The designated CSIRO delegate for matters relating to SIEF is the Chief Operating Officer. CSIRO will undertake a rigorous internal review process prior to endorsement by the designated CSIRO delegate. |
|  | The funding request of SIEF must be a minimum of $1,000,000 and maximum of $16,000,000 | Funding requests may include new projects and/or projects that are already on foot, for which funding is coming to an end, and that with a short to medium term funding extension would enable the project outcomes to be completed. |
|  | Project duration must be no more than five years | Funds must be fully dispersed from SIEF by 30 June 2029) |
|  | Sufficient details must be provided to enable SIEF Trustee to form a view as to whether the grant would represent strong value for the use of public monies | Follow the word limit guidelines in the application form |

(Continues overleaf)

|  | **Evaluation Criteria** | **Explanatory Notes** |
| --- | --- | --- |
|  | **Strategic alignment** | |
|  | The proposal is aligned with SIEF Strategic Objectives and Primary Purpose, as described at [Strategy – SIEF](https://sief.org.au/about-sief/strategy/) | Describe how the innovation described in this proposal will be of national benefit - assisting Australian industry, furthering the interests of the Australian community, and contributing to the achievement of Australian national objectives.  Justify why funding is sought from SIEF, rather than other funding mechanisms.  For reference:  The Commonwealth Dept of Industry Science and Resources [List of Critical Technologies in the National Interest](https://www.industry.gov.au/publications/list-critical-technologies-national-interest) (published May 2023).  The Commonwealth [National Reconstruction Fund](https://www.industry.gov.au/news/national-reconstruction-fund-diversifying-and-transforming-australias-industry-and-economy) and [Statement of Expectations of CSIRO](https://www.csiro.au/en/about/Corporate-governance/Minister-and-Board/Statement-of-Expectations). |
|  | The proposal prioritises and advances CSIRO strategic priorities for accelerating the digital transformation of CSIRO science. | Outline how this proposal aligns with CSIROs strategic objectives, make a convincing case that the research will be well-supported and prioritised in the broader organisational context.  Describe how the proposed research is additive and complementary to CSIROs portfolio of related activities (not duplicative), and how the outcomes of this research will contribute to a platform of strategic value for CSIRO. |
|  | The proposal has scale and potential impact to advance digital transformation for CSIRO science and engineering activities. | Locate the proposed research in the Australian and international innovation systems, such as other research organisations, universities and industry undertaking R&D in the area.  Why is CSIRO the right organisation to undertake the research? |
|  | **Feasibility** | |
|  | The proposal presents clear research questions and well-defined outputs, with measurable objectives | Articulate the research questions to be addressed, describing quantifiable outputs, rather than activities. |
| 1. ii | The proposal is achievable with the funding requested and deliverable in the timeframe | Outline the activities to be undertaken and the progress milestones expected. Meeting of milestones will be a 'stage-gate' for each report and payment. |
|  | The project team (CSIRO and any proposed collaborators) have the expertise, capability, and capacity to generate the project deliverables | Provide a high-level overview of the capacity (FTE) and capability (skill sets) that will be required for the project to be successful, what is already in-house, and what gaps will need to be filled via recruitment, secondments, or other partnerships.  Will any entirely new skill set (for CSIRO) be required and how will any challenges in securing this talent be addressed?  What are the roles of any collaborators and partners, how do these contribute to the project? |
|  | **Funding** | |
|  | SIEF funding requested is reasonable having regard to the intended outcomes of the proposed research | Provide a high-level budget, sufficient to represent the scope and phasing of project activities over time, |
|  | SIEF funding requested accelerates outcomes that would not normally be achieved within the timeframe to address CSIRO's strategy/priority areas. | Describe factors which impact why SIEF funding is crucial at this time eg criticality of timeframe, critical mass required |

## *(Delete the above section before submission)*

## Science and Industry Endowment Fund

## SIEF Science Digital Transformation Program

## Application Form

This form must be completed for each request. All requests must be endorsed by the Authorised Delegate of CSIRO, as well as each Collaborating Organisation (if any).

Page limits as indicated at relevant sections should be adhered to (excluding the appendices). Include only the information requested. A **minimum of 10 point font** should be used.

Please read the **Guidelines** and [SIEF website](https://sief.org.au/csiro-gift/science-digital-transformation-program/) before completing the form.

**Section A – Brief outline of proposal (non- confidential)**

|  |
| --- |
| **Project title:** *(as per C1 below)*  *Provide a non-confidential description of your proposal which will be used to:*   * *screen potential external reviewers to confirm no conflicts of interest exist* * *describe the project on the* [*SIEF website*](https://sief.org.au/csiro-gift/science-digital-transformation-program/) *if the proposal is successful*   ***[Maximum 1/3 page]*** |

**Section B – Details of Applicant(s)**

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| --- | --- | --- | --- | --- | --- |
| **B1: Lead Applicant: (*Name of CSIRO Research Unit)*** | | | | | |
|  | | | | | |
| **B2: Who is the Lead CSIRO contact?** | | | | | |
| **Salutation:** |  | **First name:** |  | **Last name:** |  |
| **Mailing address** |  | | | | |
| **Email:** |  | | | **Phone:** |  |
|  | | | | | |
| **B3: Collaborating Organisation(s): (*Name of agency/university/company)*** | | | | | |
|  | | | | | |
| **B4: Contact details for Collaborating Organisation(s)** | | | | | |
| **Salutation:** |  | **First name:** |  | **Last name:** |  |
| **Mailing address** |  | | | | |
| **Email:** |  | | | **Phone:** |  |
| *Duplicate this section if additional Collaborating Organisations* | | | | | |

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| --- | --- |
| **B5: Compliance with the Australian Code for the Responsible Conduct of Research (2018)**  Institutions and researchers seeking funding from SIEF are expected to be conducting research that aligns with the [Australian Code for the Responsible Conduct of Research 2018](https://www.nhmrc.gov.au/about-us/publications/australian-code-responsible-conduct-research-2018). | |
| Has the Lead Applicant/institution adopted the 2018 Code? | |
| Yes | No |
| Has the Lead Researcher undertaken any learning and development programs associated with the Code offered by Lead Applicant/institution? | |
| Yes | No |

**Section C – Details of Proposal**

*The Applicants can determine the amount of information provided for each question, but the* ***total for Section C (excluding attachments)*** *should* not exceed 5 pages)*.*

*Dot points are provided as a guide to the type of information you may wish to include, but please also refer to the* ***Program Guidelines****. (Dot points can be removed in completed Applications)*

|  |
| --- |
| **C1a: Project title** |
|  |
| **C1b: Project summary**  *Short overview of proposal including a description of the research problem, the potential impact of the work, and the research team* |
|  |
| **C2: What is the innovation?**   * *What is the product, technology, IP or service, and why is it unique and novel?* * *How long has the innovation been under development and* ***what stage is it currently at****?* * *What are the challenges/ barriers that will be faced in developing the innovation further?* * *Is there any competition to the innovation that currently exists, why is this different and better?* * *At what stage do you expect the innovation to be, at the conclusion of the SIEF funding?* |
|  |
| **C3: What is the potential benefit of the innovation?**   * *How will the innovation described in this proposal be of benefit to CSIRO, to Australia, globally?* * *How will the innovation enable digitalisation of science to become ‘business as usual’?* |
|  |
| **C4:** **Alignment with** [**SIEF Primary Purpose**](https://sief.org.au/about-sief/strategy/) **and justification for SIEF support**   * *Why is the proposed research consistent with SIEF’s Primary purpose, and a prudent use of public funds?* * *Why is funding sought from SIEF, rather than other funding mechanisms, eg industry?* |
|  |
| **C5:** **Alignment with organisational strategies**   * *Alignment with the strategic objectives of CSIRO and any Collaborating Organisation(s)* * *How is the proposed research additive to the lead Applicant’s portfolio of related activities (not duplicative)?* * *Why is CSIRO the right organisation to undertake the research?* |
|  |
| **C6: Who are on the proposed team?**   * *Why are these the best people for the team?* * *Is there an appropriate spread of skill-sets included?* * *What additional skill sets may be needed beyond the proposed team?* |
|  |

**Section D – Details of the project activity**

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| --- | --- | --- |
| **D1: Work Program, Milestones and Financial Summary** *– please also attach Excel document (use* [*template*](https://sief.org.au/csiro-gift/experimental-development-program-2/)*)*   * *Timeline* * *Outline of work to be undertaken* * *Quantitative Milestone are to be included in Excel document (refer instructions tab)*   **[1/2 page plus Excel document]** | | |
|  | | |
| **D2: What ‘other activities’ (outside the SIEF Funding Agreement) will be conducted in order for the potential of this innovation to be realised? How will this be resourced?**  *Despite not being funded through SIEF, these activities are essential to project success. They need to be undertaken in parallel to the SIEF-funded research with alternative resourcing.*  *Examples of ‘other activities’ include:*   * *business development, company establishment* * *IP advice and costs* * *regulatory costs, marketing*   **[1/2 Page] Add/delete rows as required.** | | |
| **Other Activity** | **Description of work to be conducted** | **How will this be resourced?** |
| *e.g. IP advice and costs* | *e.g. Conduct patent landscape search, work with Business Unit IP manager to develop IP strategy* | *e.g. CSIRO budget available and approved.* |
|  |  |  |
|  |  |  |
| **D3: Anticipated source of continued funding post SIEF grant**  **[1/2 Page]** | | |
|  | | |

## SECTION E – Endorsement of Lead Applicant (CSIRO)

The proposal must be endorsed by a CSIRO senior executive confirming that, from a CSIRO perspective, the proposal is aligned with CSIRO strategy and considered a high priority

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| --- |
| **Endorsement of the Lead Applicant** |
| *[Do not delete these conditions]*  *NOTE: By signing below, the signatory represents that he/she has authority to do so and that, if successful, CSIRO is agreeing to:*   1. *provide the cash and/or in-kind contribution specified above, and that this contribution combined with the contributions pledged by the Collaborating Organisation(s) (if any) is sufficient to support the project if the Application is successful;* 2. *the publication of the project title, name of CSIRO and the non-confidential Brief Outline (Section A) of this application, including on the SIEF website; and* 3. *Execute the Funding Agreement within 30 days of approval.*   \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Signature of Authorised Delegate of CSIRO  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Name  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Position  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date |

## SECTION F – Endorsement of Collaborating Organisation

For collaborators external to CSIRO, the proposal must be endorsed by a delegate with an appropriate level of authority to commit any co-investment outlined should the proposal be successful.

|  |
| --- |
| **Endorsement by Collaborating Organisation:** |
| *[Do not delete these conditions]*  *NOTE: By signing below, the signatory represents that he/she has authority to do so and that, if successful, the Collaborating Organisation is agreeing to:*   1. *provide the cash and/or in-kind contribution specified above, and that this contribution combined with the contributions pledged by CSIRO and other Collaborating Organisations (if any) is sufficient to support the project if the Application is successful;* 2. *the publication of the project title, name of Collaborating Organisation and the non-confidential Brief outline (Section A) of this application, including on the SIEF website; and* 3. *Execute the Funding Agreement within 30 days of approval.*   \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Signature of authorised officer of Collaborating Organisation  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Name  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Position  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date  *Duplicate this section for each Collaborating Organisation* |

## Administrative contact details of CSIRO

|  |  |
| --- | --- |
| **Contact:** |  |
| **Email:** |  |
| **Phone:** |  |

## Administrative contact details of Collaborating Organisation

|  |  |
| --- | --- |
| **Contact:** |  |
| **Email:** |  |
| **Phone:** |  |
| *Duplicate this section for each Collaborating Organisation* | |

## SECTION G – Submission

Submit the completed Application form and funding table as separate documents.

All information should be included in the Application form template. If a diagram/table is considered absolutely necessary, please ensure it is self-explanatory, clear and relevant.

Include in your submission:

- Completed Application (this template)

- [Excel document containing milestones and finances](http://www.sief.org.au/FundingActivities/EDP.html)

Applications should be submitted to [sief@sief.org.au](mailto:sief@sief.org.au) by **5pm AEDT 12 December 2024**.

All Applications will be acknowledged by SIEF and provided with a SIEF Reference number to be used in all subsequent correspondence; please contact the SIEF Team if you do not receive this acknowledgement.

**Privacy**

SIEF and CSIRO (as administrator of the SIEF) is committed to your privacy and will handle any personal information provided to us in accordance with the Australian Privacy Principles (APPs) and the *Privacy Act 1988* (Cth) and CSIRO’s [privacy policy](http://www.csiro.au/en/Privacy.aspx).