



FACTSHEET

COOPERATIVE RESEARCH CENTRES PROJECTS (CRC-P) PROGRAM ROUND 8

CRC-P GUIDELINES – WHAT HAS CHANGED?

The guidelines for Round 8 of the CRC-P Program were developed in accordance with the Streamlining Government Grants Administration Agenda and as such they align with agreed whole of government terminology, templates and processes.

The changes for Round 8 are relatively minor and largely administrative in nature. They do not change the scope or intent of the program. The key changes are:

- Including specific information on government priorities as well as the round specific priorities in the CRC-P Grant Opportunity guidelines. This information was previously covered in a fact sheet. The information on the Round 8 specific priorities (plastic recycling and plastic waste reduction and critical minerals) is now detailed in Appendix F of the guidelines.
- Simplifying the lead applicant eligibility requirements.
- Streamlining and simplification of merit criteria and including sub-criteria scoring.
- Including a time period of 60 days to execute the partner agreement from the project commencement date.
- Grant payments, other than the initial payment, will be made on an agreed schedule rather than a percentage of eligible expenditure reported. This will provide greater financial certainty for grantees.
- Increasing the maximum salary level for the purpose of calculating the value of eligible labour expenditure from \$150,000 to \$175,000.
- Including a requirement for the grant recipient to submit a post project report one year after the completion of the project. This is intended to better support future evaluations.

The [CRC Projects Round 8 Grant Opportunity Guidelines](#) apply to applicants and grantees awarded in Round 8 only. Previous grantees are subject to the relevant CRC-P Program guidelines the CRC-P was awarded under. New grant opportunity guidelines are published for each CRC-P round.

WHAT ACTIVITIES ARE ELIGIBLE?

CRC-P grant funds must only be spent on eligible expenditure activities as defined in your grant agreement. Further details are available in the [CRC Projects Round 8 Grant Opportunity Guidelines](#):

- For guidance on eligible expenditure, see appendix C.
- For guidance on in-kind contributions, see appendix D.
- For guidance on ineligible expenditure, see appendix E.

HOW DO I APPLY FOR A CRC PROJECT?

CRC Project applications must be submitted online through the application portal. The link to the portal is available on the CRC Projects page at business.gov.au.

You can only create and submit an application during an open round. The opening and closing dates and times for each round will be published on business.gov.au. Any specified times refer to Canberra time, whether AEST or AEDT.

Before you begin an application it is strongly advised you familiarise yourself with the [CRC Projects Round 8 Grant Opportunity Guidelines](#) and the various CRC Projects Fact Sheets. All are available on business.gov.au.

Ensure you allow ample time to complete the online application – it is advisable to not leave completion and submission of the application to the last minute. Submission of your application by the due time is your responsibility and incomplete or late applications will not be accepted.

Applications can only be submitted via the portal once all mandatory requirements have been met. An incorrectly completed application will not be able to be submitted. The portal will alert you to any mandatory fields which have not been completed, or in some cases, if information provided is invalid or unacceptable. Correcting such errors can be time-consuming, particularly against a looming deadline.

Please note some browsers provide a better user experience than others when using the application portal. Chrome, Firefox or Safari will provide the best user interface, as they support on-screen text box sizing. Other browsers, including Internet Explorer and Microsoft Edge, have limitations in this regard and may only display a few lines of input text at a time.

It is possible to invite other parties to assist with completing the online application, for example the other partners collaborating on the project. This is done through the application portal using the 'Participants' button on the 'Application Summary' page accessed from the 'My Applications' screen. Note, once added, other parties can see all elements of the application except the 'Applicant Financials' screen.

Key tips when completing your application:

- Save regularly. Good practice would be to save every time you continue to a new screen, as well as within screens if they include significant input of data.
- Text entry fields do not accept formatted text (all formatting will be lost if formatted text, including bold, italics, dot points, images etc is copied into these fields).
- Variable character limits apply to text entry fields (please note the relevant character limits within the information bubbles for each relevant question contained in the application).
- Use the [CRC Project Application Financial Workbook](#) to ensure your project finances balance. No detailed checks are made on the proposed finances in the portal and it is the applicant's responsibility to ensure all financial information is accurate and inputs balance with expenditures.
- Date fields require a date in the format dd/mm/yyyy.
- All numerical value input fields require a value to be input (even if there is an existing grey zero by default).

When your application is submitted, you will see a screen confirming the submission which includes the submission time, date and a reference number. The status of your application in the portal will change from 'draft' to 'submitted'.

Your submitted application will be able to be viewed through the screens in the portal, but you will no longer be able to amend the application. A submitted application can be set back to draft. Should you wish to do this [contact us](#). Note, should an application be set back to draft it will not be considered submitted until it has been resubmitted in the application portal which must be done by the round closing time.

Submitted applications will be checked for eligibility and compliance. Compliant applications will proceed to assessment, and will be referred to the CRC Advisory Committee, an independent committee, to assess the application against the merit criteria and other applications.

WHAT IS A PARTNER DECLARATION?

The Partner Declaration is a declaration of intent made by a partner organisation to the Commonwealth to confirm its intention to participate in the proposed CRC-P should the application be successful.

The Partner Declaration is not a contract between the Commonwealth and the partner organisation. The declaration does not create any binding legal obligation on the partner, nor does it create a binding legal relationship between the signatory and the other partner or the Commonwealth.

In signing the declaration the partner organisation affirms the truth and accuracy of the information provided and acknowledges the obligations on partners in the CRC-P.

A signed Partner Declaration for each partner organisation in the collaboration must be uploaded to the grant application. Failure by the applicant to do so will mean the application is incomplete and may not be considered for assessment.

The template declaration is available at business.gov.au.

WHAT ARE TECHNOLOGY READINESS LEVELS (TRLs)?

Technology Readiness Levels (TRLs) track progress of the development of an innovation. Using TRL scales as a performance indicator recognises CRC-Ps often operate in pre-commercial development phases, but still make significant progress towards a technology development and later commercial outcomes.

TRLs are applicable to most sectors, but sectors typically adapt the TRL scale to their specific needs. Examples of adapted TRL scales include:

- Manufacturing Readiness Level
- Biomedical TRLs
- Crop research TRLs.

At the application stage you are asked to provide an estimated TRL (ranging from TRL 1 to TRL 9) at the projects commencement date and the completion date. We recommend the use of a generalised TRL scale (see below), or for applicants to use an adapted TRL scale, as appropriate.

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 |
|---------------------------|-------------------------------|-------------------------------|------------------------------|------------------------------------------|---------------------------------------|------------------------------------------|-------------------------------|-------------------------------|
| Basic principles observed | Technology concept formulated | Experimental proof of concept | Technology validation in lab | Technology valid in relevant environment | Demonstration in relevant environment | Demonstration in operational environment | System complete and qualified | Successful mission operations |

WHAT ARE THE REPORTING REQUIREMENTS?

Reports must be submitted through the portal in line with your grant agreement. We provide samples of these reports as appendices in the grant agreement and remind you of your reporting obligations before a report is due. Progress reports must:

- Include details of your progress towards completion of agreed project activities.
- Show the total project value to date, including a breakdown of:
 - the total eligible expenditure incurred; and
 - cash/in-kind contributions to the project.
- Include evidence of expenditure if requested.
- 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 and may conduct compliance visits to confirm details of your reports if necessary.

Further details are available in the [CRC Projects Round 8 Grant Opportunity Guidelines](#).

WHERE CAN I FIND OUT MORE INFORMATION?

For more information on the CRC Program visit business.gov.au or call 13 28 46.