

## NESP 2 Application Preview

Please note, this preview is intended as an indication of the questions for response in the web-based application form only. Some of the details requested will depend on responses to earlier questions. Please refer to the web-based application for full details.

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### Host Institution

#### **Host Institution applying as the lead on behalf of a consortium**

To be eligible to apply for this grant opportunity you must apply as the lead on behalf of a consortium.

Note: The Host Institution is the Applicant.

### Existing Grant Recipient

#### **Is the Applicant an existing Grant Recipient?**

Select 'No' if the Applicant is not an existing recipient of a grant through the Community Grants Hub.

Select 'Yes' if the Applicant is an existing recipient of a grant through the Community Grants Hub.

Organisation ID

Applicant Legal Name

Registered Business Name

Entity Type

ABN

State Postcode

#### **Are updates required to the Applicant's details?**

Select 'No' if updates are not required to the Applicant's details as currently held by the Community Grants Hub.

Select 'Yes' if updates are required to the Applicant's details as currently held by the Community Grants Hub.

#### **Please contact your Funding Arrangement Manager to update your details.**

Check this box to confirm that you have contacted your Funding Arrangement Manager and your organisation information is now current.

I confirm that I have contacted my Funding Arrangement Manager and my organisation information is current.

# Applicant Details

## Are you applying as a Trustee on behalf of a Trust?

Note: The Trustee will enter into a Grant Agreement with the Department (should the applicant be successful).

## Does the Organisation have an Australian Business Number (ABN)?

Select 'Yes' to confirm the Organisation has an Australian Business Number (ABN).

Select 'No' if the Organisation does not have an Australian Business Number (ABN).

Australian Business Number (ABN)

ABN Branch Number

Australian Company Number (CAN) / Australian Registered Body Number (ARBN)

Legal/registered entity name

Business name of the Applicant

Date of registration of ABN

Australian Business Register (ABR) provided Entity Type

State

Postcode

GST Registered

Registered as Charity

## Does the Organisation have any of the following types of Incorporation Number: Australian Company Number (ACN), Australian Registered Business Number (ARBN), Registration Number, Indigenous Corporation Number (ICN), Incorporated Association Number (IAN)?

ACN

ABRN

ICN

Registration Number

IAN

## What is the registered business address and main contact details of the Applicant?

Floor / Building; Unity; Apartment

Street number, name and type

Suburb/Town

State

Postcode

Main Telephone

Main email address

Web address

**What is the postal address of the Applicant?**

Same as above

Floor / Building; Unity; Apartment

Street number, name and type

Suburb/Town

State

Postcode

Financial email address

## Eligibility Requirements

**What is the Applicant's entity type?**

For a list of eligible entity types, refer to the Guidelines.

If you are unsure about the Applicant's entity type, please seek professional advice (e.g. from your lawyer or accountant) or refer to the Australian Business Register website for further information.

**Is the Applicant able to provide documentation to support the entity type?**

You must respond to this question. At least one attachment must be provided if the response to "Is the Applicant able to provide documentation to support the entity type?" was 'Yes'.

Select 'No' if the Applicant is not able to provide documentation to support the entity type.

## Previous Funding

**Details about Commonwealth Government grant funding within the last 5 years**

**Have you received Commonwealth Government grant funding within the last 5 years?**

You can enter up to 10 rows in the below table. Please use the '+' button to add row(s) and use 'X' to delete row(s).

Name of Department or Agency, Name of Program, Purpose, Financial Year, Amount (GST exclusive)

**Previous Funding for Same Proposed Activities**

**Has the Applicant received any other grant funding for the same purpose as the proposed activity?**

## Overdue Reports/Acquittals

### Do you have any overdue final reports and/or acquittals for any previous Commonwealth Government grants?

You can enter up to 10 rows in the table below. Please use the '+' button to add row(s) and use 'X' to delete row(s).

Funding Source (Program or initiative), Project Title, Date the report was due, Expected submission date

## Hub Details

### National Environmental Science Program 2 Hub

Select the NESP 2 Hub that you are applying for.

Note: If you wish to apply for more than one hub, you will need to complete a separate application for each hub (only one option can be selected per application).

Marine and Coastal Hub

Resilient Landscapes Hub

Climate Systems Hub

Sustainable Communities and Waste Hub

### Hub Leader

The Hub Leader is the individual researcher of international repute who will be the science leader for the Hub. For further information on the Hub Leader refer to the Guidelines.

Partner organisation or institution

Position or role in organisation/institution

Title

First name

Last name

Telephone

Mobile

Email address

Please provide the postal address of the Hub Leader.

Please attach a copy of the Hub Leader's Curriculum Vitae (CV) using the Hub Leader CV template provided in the Grant Opportunity Documents. Note the 2mb limit per attachment.

### Hub Partner - Consortium Details

Provide details for partner organisations in the proposed Hub consortium and people who will have a leadership or key research / management role in the Hub. Key personnel include Mission Leaders, key researchers, Indigenous

Facilitator/s and key Hub management personnel. List at least one key person from each partner organisation. The inclusion of Knowledge Broker/s and Data Wrangler/s in this list would be an advantage but is not essential.

Please attach to the application a CV for each of the key personnel using the template provided in the Grant Opportunity Documents. Note the 2mb limit per attachment.

**Hub Partner: 1**

Partner organisation or Institution

Position or role in organisation/institution

Title

First name

Last name

Telephone

Mobile

Email address

Role in the Hub

I confirm a CV is attached for this person.

**Hub Partners continue: 2-20**

## Governance

### Reportable Events

**Select the appropriate box(es) that relate to any events to which your entity may have been subjected in the last 5 years.**

Governance Investigation of your organisation or related entities

Litigation or liquidation proceedings

A contract with your entity terminated by the other party

Contingent liabilities of a material amount

Overdue tax liabilities

Factors which might impact on your entity. For example, pending significant litigation, business commitments, collections by debt collection agencies on behalf of creditors, or potential liquidation proceedings.

Any other particulars which are likely to adversely affect your capacity to undertake this project

None of the above events apply and there is no adverse information on my entity.

### Does the Applicant have the following documents?

#### 1. Documented organisational and financial policies and procedures

- 2. Business plan and/or strategic plan**
- 3. Risk management plan**

A 'Yes' or 'No' response to all sub questions on whether the Applicant is able to provide the following documents is Mandatory.

Note: You may be required to provide copies of the above documentation within 7 days upon request.

## Project/Activity Details

### Executive Summary

**Describe the proposed Hub approach and objectives with specific relevance to the scope of the Hub for which you are applying.**

The NESP 2 research scope can be found in the Guidelines. This information may be used for communication purposes e.g. Media releases and Ministerial announcements about the Program.

You must respond to this question. 1000 character limit (approximately 150 words). The character count includes letters, numbers, spaces, paragraph marks, bullet points etc.

NOTE: In this field, please only enter the characters of A to Z, 0 to 9, ( ) . , ' & -/ \ @.

## Financials

**Provide a breakdown of the proposed grant funding by financial year.**

Applicants should have regard to the indicative funding levels for each hub which can be found in the Grant Opportunity Guidelines when formulating their response.

### Financial Year Amount (\$ exc. GST)

Enter the requested funding for 2020-2021

Enter the requested funding for 2021-2022

Enter the requested funding for 2022-2023

Enter the requested funding for 2023-2024

Enter the requested funding for 2024-2025

Enter the requested funding for 2025-2026

Enter the requested funding for 2026-2027

**Total amount requested is:**

**Co-Investment Amount:**

Provide your proposed hub co-investment amount for the length of the program (GST exclusive). The co-investment amount must be equivalent to or greater than the proposed grant funding applied for. Please refer to the Grant Opportunity Guidelines for information on what constitutes co-investment.

**Provide bank account details for receipt of grant payments should the Application be successful.**

## Criterion 1

Criterion 1 - Capacity to lead a collaborative research program that meets end-user needs (45%)

Factors that will be considered include:

- A clear understanding of the principles of co-design and participatory research, involving end-users and other stakeholders throughout the research process. Examples of previous research delivered in this way and the outcomes achieved would be highly regarded.
- Demonstrated ability, or clear understanding of how to work with the Department and a range of other stakeholder groups to plan a high impact and cohesive program of research.
- Demonstrated ability to collaborate with other researchers, across institutions and across disciplines, to achieve the highest possible research impact. This includes data science and the ability to incorporate behavioural insights and social and economic science where appropriate.
- Demonstrated flexibility in delivering a research program including responding to new priorities as they emerge and the ability to rapidly mobilise additional resources if needed.
- Demonstrated ability to provide timely scientific advice and knowledge to help answer questions and solve problems.
- Demonstrated ability to develop Indigenous stakeholder networks and facilitate Indigenous participation in relevant research activities. Examples of previous research partnerships with Indigenous Australians and the outcomes achieved would be highly regarded.
- Demonstrated ability to effectively communicate research findings to end-users, and build knowledge sharing networks.
- Demonstrated ability, or clear understanding of how to work with end-user organisations in the translation and integration of research outputs into their systems and decision support tools.
- Proposed Hub governance structure that facilitates the above and provides clear mechanisms for ensuring:
  - national capability including via regional nodes where appropriate
  - new research partners can be brought into the Hub where required
  - research quality, including peer review of research outputs, and
  - adherence to Program data guidelines.

See the Questions and Answers document for further information on how criteria will be assessed.

### Questions relating to Criterion 1

**How do you propose to work with the Department of Agriculture, Water and the Environment, other levels of government, and other end-users to elicit needs where required, co-design projects, facilitate ongoing user engagement in the project, and negotiate and deliver desired research products?**

Are there existing networks or relationships that you would draw upon in order to achieve the above? What is their value and how would you use them?

Examples of previous research involving end-users and other stakeholders throughout the research process, and the outcomes achieved would be highly regarded. (Limit: approx. 300 words, 2000 characters)

### **High level research vision**

Please describe and justify where you would focus research efforts to achieve the highest environmental impact. A template is provided for your use in the Grant Opportunity Documents and includes instructions on how to complete. Note the 2mb limit per attachment.

**Describe the Hub's proposed approach to working collaboratively with other NESP 2 hubs, including across the cross-cutting missions. Applicants should have regard to the governance arrangements described in Section 2 of the Grant Opportunity Guidelines when formulating their response.**

(Limit: approx. 300 words, 2000 characters)

**Describe how the leadership team has successfully worked collaboratively with researchers from other disciplines. What were the success factors? What would you do the same and what would you do differently as a NESP 2 hub?**

(Limit: approx. 300 words, 2000 characters)

**Provide two examples of how lead researchers in your Hub have responded in a timely way to an urgent end-user need.**

(Limit: approx. 300 words, 2000 characters)

**Describe how the Hub will, with the assistance of your Indigenous Facilitator/s, foster partnerships with Indigenous Australians, including:**

- consulting on and meeting Indigenous environmental research needs,
- facilitating engagement and participation of Indigenous people,
- building Indigenous engagement capability amongst the research community, and
- in collaboration with other NESP 2 hubs, connecting Indigenous researchers to build an Indigenous Facilitation Network across the Program.

Examples of previous research partnerships with Indigenous Australians and the outcomes achieved would be highly regarded. (Limit: approx. 300 words, 2000 characters)

**Describe the Hub's proposed approach to communicating research to end-users and other stakeholders. Explain how this approach will maximise impact.**

(Limit: approx. 300 words, 2000 characters)

**Describe the proposed governance and organisation structure of the Hub, including roles and responsibilities with consideration of:**

- how to best manage and lead the Hub given the research agenda's broad geographic scope
- how the arrangements will facilitate flexibility and responsiveness to evolving research priorities
- how research projects will be prioritised and chosen, in collaboration with the Department of Agriculture, Water and the Environment
- how institutions and researchers will be selected to lead specific projects, including consideration of researchers external to the Hub
- how quality assurance and peer-review of research products will be provided
- how data integration with existing decision-support systems and databases will be prioritised and facilitated and how adherence with Program data guidelines will be managed



- how the Hub structure connects with the governance arrangements described in Section 2 of the Grant Opportunity Guidelines.

(Limit: approx. 300 words, 2000 characters)

### **Diagram of proposed Hub governance/organisational structure (optional)**

Applicants may attach a diagram of the proposed Hub governance/organisational structure referred to in their response above if desired. Note the 2mb limit per attachment.

## Criterion 2

Criterion 2 - Scientific expertise, networks and leadership capability in the Hub scope (45%)

Factors that will be considered include:

- The consortium's capability as a whole to deliver research across the breadth of research required in the Hub scope, including data science and modelling, and social, behavioural and economic research capability.
- The Hub Leader's scientific expertise and history of delivering high impact research, particularly applied science.
- The Mission Leader's expertise in the relevant mission and capability to lead mission research within and across the hubs.
- The ability of the Indigenous Facilitator/s to develop trusted relationships and contribute to the Indigenous Facilitation Network through activities such as identifying research needs and leveraging research capability.
- The leadership group's research and stakeholder networks of relevance to the Hub scope, and ability to foster a culture that promotes codesign and ongoing partnerships with end-users.
- The leadership group's commitment to supporting early to mid-career researchers.

See the Questions and Answers document for further information on how criteria will be assessed.

### **Questions relating to Criterion 2**

**Describe how the leadership group and Knowledge Broker will foster within the Hub a culture of true partnership with end-users and build policy and co-design capability amongst Hub researchers.**

(Limit: approx. 300 words, 2000 characters)

**Describe the Hub's proposed approach to building environmental research capacity, including supporting early to mid-career researchers, sustaining traditional knowledge and building research capability amongst the Indigenous community.**

(Limit: approx. 300 words, 2000 characters)

## Criterion 3

Criterion 3 - Risk management, managerial and financial competency (10%)

Factors that will be considered include:

- Demonstrated capacity of the applicant to administer a large multi-institutional research program, including contract and project management. This includes defined processes for delivering quality outcomes on time and within budget.
- Details of the financial management systems and policies that are in place to financially acquit expenditure of grant monies and deliver required project reporting.
- Identification of key risks (i.e. what could delay or prevent the Hub from delivering outcomes in the agreed timeframe) and adequacy of proposed treatments to minimise or manage key risks.

See the Questions and Answers document for further information on how criteria will be assessed.

### **Questions relating to Criterion 3**

**Describe your capacity to administer a large multi-institutional research program, including contract and project management, and financial management.**

(Limit: approx. 300 words, 2000 characters)

#### **Hub level risk assessment and treatment plan**

##### **Research Delivery (failure to deliver high impact research)**

Consequence

Likelihood

Treatment

Provide details of how the risk will be managed (Limit: approx. 50 words, 300 characters)

##### **Loss of key personnel**

Consequence

Likelihood

Treatment

Provide details of how the risk will be managed (Limit: approx. 50 words, 300 characters)

##### **Communication (ineffective communication and knowledge brokering)**

Consequence

Likelihood

Treatment

Provide details of how the risk will be managed (Limit: approx. 50 words, 300 characters)

##### **Hub governance (ineffective Hub governance)**

Consequence

Likelihood

Treatment (Limit: approx. 50 words, 300 characters)

### **Financial (funds not adequately accounted for or not spent in accordance with the grant agreement)**

Consequence

Likelihood

Treatment

Provide details of how the risk will be managed (Limit: approx. 50 words, 300 characters)

### **Recruitment (inability to recruit high calibre staff and PhD students)**

Consequence

Likelihood

Treatment

Provide details of how the risk will be managed (Limit: approx. 50 words, 300 characters)

### **Other risks involved**

Do you have any other risks involved in the proposed Hub activity?

#### **Other risk: 1**

Name of Other Risk

Consequence

Likelihood

Treatment

Provide details of how the risk will be managed (Limit: approx. 50 words, 300 characters)

#### **Other risks continue: 2 - 5**

## Attachments

### **Letter of Support**

#### **Letters of support from Hub partners, including their intended cash and in-kind contributions.**

Applicants must attach to their application letters of support from all the partner organisations named in the application. The letters of support should outline the organisation's proposed input to the Hub and specify their intended cash and in-kind contribution. The letters must be signed by a person authorised to make such commitments on behalf of the organisation. Note the 2mb limit per attachment.

## Applicant Contacts

### **Who is the Applicant's preferred authorised contact person for this Application?**

The person must have authority to act on behalf of the Applicant in relation to this Application.

Title

First name

Last name

Position

Telephone

Mobile

Email address

**Provide an alternate authorised contact for this Application.**

This person must also have authority to act on behalf of the Applicant in relation to this Application.

Title

First name

Last name

Position

Telephone

Mobile

Email address

## Declaration

**Do you have any conflicts of interest that may occur related to or from submitting this application?**

Describe any conflicts of interest that may occur from submitting this Application. (Limit: approx. 300 words, 2,000 characters)

Please read and complete the following declaration. This Declaration must be signed by an authorised representative of the Applicant (or, if this Application is a joint/consortium Application, an

authorised representative of the lead organisation). The authorised representative should be a person who is legally empowered to enter into contracts and commitments on behalf of the Applicant.

I declare that:

- The information contained in this form is true and correct.
- I have read, understood and agree to abide by the Guidelines.
- I have read, understood and agree to the Grant Terms and Conditions, should this Application be successful.
- I agree to receiving a Recipient Created Tax Invoice (RCTI) for this funding if this Application is successful.
- I have read, understood and agree to information provided in this Application as detailed in the Use of Information.
- If and where any personal details of a third party are included, the third party has been made aware of, and given their permission for those

- details to appear in this Application and for their personal information to be shared as detailed in the Use of Information.
- I give consent to the Community Grants Hub to make public the details of the Applicant and the funding received, should this Application be successful.

Full name of Authorised Officer

Position of Authorised Officer

**Please provide an estimate of the time taken to complete this Application Form, including:**

- actual time spent reading the guidelines, instructions and questions;
- time spent by all employees in collecting and providing the information and;
- time spent completing all questions in the Application Form.

I understand and agree to the declaration above.

I acknowledge that giving false or misleading information to the Community Grants Hub is a serious offence under Section 137.1 of the Criminal Code Act 1995 (Cth).