

Information to assist in the submission of an Expression of Interest to the ASI Round 2 Funding Call

This document provides the FORMAT for the information you need to supply in an Expression of Interest (EOI) for the ASI Round 2 Funding Call.

This is not a form, but for your EOI to be accepted you must provide a response against each heading and comply with the restrictions on word length and font provided below. It MUST BE READ CAREFULLY AND THOROUGHLY so that your responses answer the questions, and take into account the ASI guidelines. The EOI must not exceed five (5) pages in length (which does not include this cover sheet and the Certification page) and must use a font size of 11 or above (proposals which do not comply with these requirements will be considered ineligible).

This Funding Call will be undertaken using a two-stage assessment process. Stage 1 is the invitation to proponents to submit EOIs for ASI Funding. Each EOI will be assessed by the ASI's Research Advisory Committee (RAC) against the criteria provided in the Assessment Sheets in the Guidelines. The RAC will then agree to a shortlist of highly meritorious proposals – particularly to support the Round 2 priority areas set out in the Round 2 Funding Proposal Guidelines.

Stage 2 will involve an invitation to shortlisted proponents only to submit Full Proposals to the ASI. Full Proposals will be assessed by the RAC and advice given to the ASI Board. The Board will then determine which Proposals may be made an offer of funding. It is expected that there will be about a 1 in 3 chance of success for proponents invited to submit Full Proposals.

Please send one (1) hard copy of your EOI to the address below PLUS an electronic copy in PDF format by 21 May 2010 to:

Australian Solar Institute
Attention: Research Investment Manager
CSIRO Energy Centre, 10 Murray Dwyer Circuit
Mayfield West NSW 2304

P.O. Box 330,
Newcastle NSW 2300
Email: guidelines@australiansolarinstitute.com.au

Enquiries to **Sally O'Brien**
Australian Solar Institute
Ph: 02 4960 6300
Email: guidelines@australiansolarinstitute.com.au

Certifications

COMPLETED CERTIFICATIONS MUST ACCOMPANY YOUR PROPOSAL.

Copy this page and attach it to your proposal or reproduce the wording exactly as it appears below.

A Certification by project manager

I declare that:

- a. the information given is, to the best of my knowledge, true at the date below;
- b. the participating organisations have the necessary infrastructure to undertake the project within the time proposed; and
- c. the items of equipment or plant for which funds are sought on this project are essential and dedicated to this project.

Signature _____

Date _____

Expression of Interest to ASI for Round 2 Funding

(not to exceed 5 pages and must use 11 font or larger, you may delete the sentences giving direction on how to complete your answer under each heading)

1 Project title

2 ASI Research Category

Nominate category: Basic, Applied or Core (Guidelines give category descriptions and funding limits).

3 ASI Round 2 Priority Area (if applicable)

Based on the direction provided in the ASI Round 2 Funding Proposal Guidelines, briefly explain in one paragraph which ASI investment priority area the project seeks to address.

4 Submitting Organisation

Name the organisation that is submitting this proposal to ASI and therefore expects to be the signatory to a funding contract with ASI if the project ultimately is selected for funding support.

5 Other participant(s)

List any other organisation(s) participating in and/or providing resources (including cash) to the project.

6 Project Manager and Administrator (include contact details)

ASI's contract requires that the submitting organisation designates a project manager to fulfil a number of reporting and communication obligations. If your institution/organisation has a Research Administrator please also provide details. Provide the name, position, organisation, address, phone number, fax number and e-mail address of this person or these people.

7 Principal investigator (include contact details)

If the project manager is also the principal investigator of the project, write "AS ABOVE". Otherwise, provide the name, position, organisation, address, phone number, fax number and e-mail address of the principal investigator.

8 Planned project duration

Provide the duration that this project is planned to take to successful completion and why it will take this length of time.

9 Project Summary

Provide a brief summary of the project and the outcomes it is aiming to achieve.

10 How will the project advance and accelerate a PV or CST Technology towards commercialisation – noting this is the ASI's key objective

- i. What is the proposed innovation that will advance and accelerate the technology?
 - ii. How will this proposal reduce the levelised cost of energy (LCOE) and in what time frame?
 - iii. How will it assist the ASI to achieve its objectives?
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11 Project objectives

The objectives of the project must be clearly defined to meet the need for the project. Include a brief description of the commercialisation plan for the technology, or describe its commercial potential.

12 The idea, technology or technique to be developed and why it is novel

- i. Briefly describe the idea(s), technology(ies) and/or technique(s) that are the basis of the proposed project and who devised them?
- ii. What is novel about them- i.e. the innovative or new features that make the idea, technology or technique unique?
- iii. Why should this technology be advanced in Australia?

13 Indicative budget for the total cost of the project

Provide an indicative budget for the total cost to undertake the project. Include in-kind and cash expenditures, and use the following outline:

Heads of Expenditure	Year ending 30 June 20__	Year ending 30 June 20__	Year ending 30 June 20__	Year ending 30 June 20__	TOTAL (\$)
Salaries					
Equipment		<i>SAMPLE</i>	<i>TABLE</i>	<i>ONLY</i>	
Materials					
Subcontract		<i>SAMPLE</i>	<i>TABLE</i>	<i>ONLY</i>	
Travel					
Other		<i>SAMPLE</i>	<i>TABLE</i>	<i>ONLY</i>	
TOTAL					

14 Indicative financial contributions

Provide an indicative financial contributions table in the following format:

Source	Cash Contribution (\$)	In-kind Contribution (\$)	TOTAL (\$)	% of total
ASI's Financial Limit	<i>SAMPLE</i>		<i>SAMPLE</i>	
Contractor(s) <i>(list)</i>	<i>TABLE</i>		<i>TABLE</i>	
Other participant(s) <i>(list)</i>	<i>ONLY</i>		<i>ONLY</i>	
TOTAL				100%

N.B. 'In-kind' contributions must be real costs to the provider of the 'in kind' support. For example, salaries and associated overheads of people working on the project; usage of equipment costs; or other real costs necessary to enable project completion.

N.B. 'In-kind' contributions do NOT include sunk costs of background technology or intellectual property being brought to the project.

15 What is the experience and capability of the lead personnel to deliver the Proposal Milestones and on time?

Provide a short statement (one paragraph) for only the critical lead personnel on whom project delivery depends.

16 What is the capability of the organisation(s) to support the project and its outcomes?

- i. What is the capability of the organisation(s) to support meeting the objectives and tasks of the project?
- ii. What is the capability of the organisation(s) to achieve successful adoption and/or commercialisation of the results of this project?

17 Other funding grants

Provide details of any grants your institution has received in the last 5 years in relation to this area of work, identify any current grants related to this proposal and any grant applications submitted to other funding agencies in respect of which you are awaiting a funding decision.