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**Department of Innovation
Industry, Science and Research**

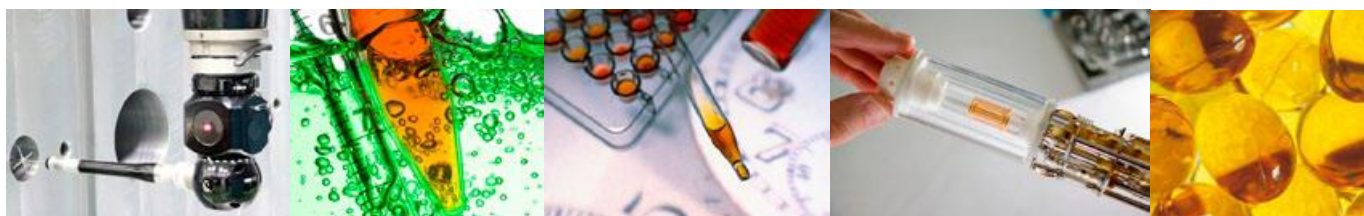


Department of Science & Technology

Ministry of Science & Technology

AUSTRALIA-INDIA STRATEGIC RESEARCH FUND

**GUIDE TO COMPLETING THE GRAND CHALLENGE ONLINE
EXPRESSION OF INTEREST FORM**



FOR THE COMPONENT:

- Grand Challenge Fund – Expressions of Interest



AUSTRALIA-INDIA STRATEGIC RESEARCH FUND

GUIDE TO COMPLETING THE GRAND CHALLENGE ONLINE EXPRESSION OF INTEREST FORM

FOR THE COMPONENT:

- The Grand Challenge Fund – Expressions of Interest

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PURPOSE OF THIS GUIDE

This guide is provided to assist applicants in completing the online Expression of Interest (EOI) for the Grand Challenge Fund component of the Australia-India Strategic Research Fund (AISRF).

In the event of any inconsistencies between this guide and the Guidelines for Round 1 of the Grand Challenge Component, the Guidelines for Round 1 of the Grand Challenge Component prevail.

Part 1 of the guide provides an overview of how to logon to the online AISRF system and start an EOI.

Part 2 provides tips on how to complete the Australian Applicant Details page.

Part 3 provides guidance on how to complete the Indian Applicant Details page.

Part 4 provides information about the Project Details page.

Part 5 provides tips on what to include for the Assessment Criteria.

Part 6 provides information on how to use the Upload Documents page.

PART 1: GETTING STARTED

The Grand Challenge Fund online EOI form can be located on the AISRF Australian website at: <https://grants.innovation.gov.au/AISRF/Pages/ApplyOnline.aspx>

To submit an EOI, the lead Australian and Indian consortium partners must jointly complete an online EOI and submit it along with all supporting documentation by the nominated closing date.

The Australian consortium and the Indian consortium should each have one applicant organisation. These are the organisations that will enter into contractual arrangements with the applicable Government agency and receive the AISRF funding if successful. Eligible Australian and Indian applicant organisations are listed in the Round One Grand Challenge Guidelines.

It is important to note that while the EOI must be a joint effort, **only one registered online user can access the online form**. It is therefore important that you decide early on which member of the Australian or Indian consortiums will be responsible for starting and submitting the EOI.

To assist in completing the online EOI collaboratively, an offline application form is provided at **Appendix 3** of this document.

If successful in the EOI stage, applicants will be invited to submit a Stage Two full application online. Please note that this Stage Two application will need to be completed using the same register logon used to submit the EOI.

Registering for the online system

To complete an online EOI form you must first register or already be registered with the Department of Innovation, Industry, Science and Research (DIISR) Science Grants and Awards Site. To register go to the registration page at: <https://grants.innovation.gov.au/AISRF/Pages/Register.aspx> and complete all required fields to register a new user.

Note: To ensure compatibility with the online system please make sure that you are using an Internet Explorer browser.

Once you have registered you can go to the Apply Online page to start an application: <https://grants.innovation.gov.au/AISRF/Pages/ApplyOnline.aspx>

PART 2: AUSTRALIAN APPLICANT DETAILS PAGE

On the Australian Applicants details page you must provide details of the primary Australian applying partner. If successful this is the Australian organisation that will enter into contractual arrangements with the Australian Government.

The project manager listed on the page is the individual who will be leading the Australian team and should be from the Australian applicant organisation. The project manager is usually equivalent to the Principal/Chief Investigator.

The contact officer will be the individual who is contacted with any notices regarding the EOI and Full Stage Application. If the applicant organisation is an Australian University the contact officer should be an individual within the Research or Grants Office or equivalent.

Screen shot of the online Australian Applicant Details page

Australian Applicant Details - GC010006

Organisation Details

ABN * [ABN Lookup](#)

Organisation Name *

Organisation Type *

Tertiary education institution
Cooperative Research Centre
Commonwealth-funded research organisation
State/Territory-funded research organisation
Public research company
Private research company
Not for profit research organisation
Other incorporated entity

Select 1 organisation type

Project Manager Details

Title * -- Please select --

First Name *

Family Name *

Phone Number *

Email Address *

Project Manager Physical Address

Address Line 1 *

Address Line 2

Address Line 3

Suburb *

State * -- Please select -- Postcode *

Second screen shot of the online Australian Applicant Details page

Australian Applicant Details - Windows Internet Explorer
http://uatgsgs/AISRFPages/ApplicantDetails.aspx?Type=Aus

File Edit View Favorites Tools Help

Australian Applicant Details

Role
Menu
Page
Exception Log
Maintenance Tips
Ref Refresh

Assessment
Finalise Assessments
My Assessments
Assessment Search
Review Assessments

Assessment Administration
Assign Assessor
Assessor Criteria List

Contact Officer Details

Title *

First Name *

Family Name *

Position *

Phone Number *

Fax Number *

Email Address *

Contact Officer Physical Address

Address Line 1 *

Address Line 2

Address Line 3

Suburb *

State * **Postcode ***

Contact Officer Postal Address

Same As Physical Address above

Address Line 1 *

Address Line 2

Address Line 3

Suburb *

State * **Postcode ***

* indicates a required field

OK Cancel

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PART 3: INDIAN APPLICANT DETAILS PAGE

On the Indian Applicant Details page you will need to provide the details of the Indian Principal Investigator and the Indian Co-Principal Investigator. These Investigators should be from the organisation that will enter into contractual arrangements with the Government of India if successful.

Screen shot of the online Indian Applicant Details page

Indian Applicant Details - GC010006 [OK] [Cancel]

Organisation Details

Organisation Type *

Principal Investigator Details

Title *

First Name *

Last Name / Surname *

Designation *

Date of Birth *

Phone Number *

Fax Number *

Mobile Number *

Email Address *

Principal Investigator Address

Department *

Institution *

Address Line 1 *

Address Line 2

Address Line 3

State * PIN *

Second screen shot of the online Indian Applicant Details page

Indian Applicant Details - Windows Internet Explorer
http://uatstgis/AISRF/Pages/ApplicantDetails.aspx?Type=OS

File Edit View Favorites Tools Help

Indian Applicant Details

Co-principal Investigator Details

Title * -- Please select --
First Name *
Last Name / Surname *
Designation *
Date of Birth * dd/mm/yyyy
Phone Number *
Fax Number *
Mobile Number *
Email Address *

Co-principal Investigator Address

Department *
Institution *
Address Line 1 *
Address Line 2
Address Line 3
State * -- Please select -- **PIN ***

* indicates a required field

OK Cancel

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Department of Innovation, Industry, Science and Research

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PART 4: PROJECT DETAILS PAGE

On the Project Details page you are required to enter the name of your project as well as a priority theme. The priority themes are provided in a drop-down and are: The Environment and Food and Water Security.

You must also enter a sub-theme. You may choose from a provided sub-theme or, if your project falls within the Priority Theme but not within a provided sub-theme, you may choose 'Other.' No further guidance is provided on the different sub-themes. It is up to the judgement of the project team to decide which priority theme or sub-theme the project falls into.

Both a project summary and the anticipated project duration must be entered. The project summary should be a brief overview of the key points of your project and should be non-technical in nature. Where acronyms are used ensure these are spelt out in full in the first instance.

Typically a project would be expected to run for up to three years and no greater than four years. The number of years your project is anticipated to run for should be entered using the drop-down options on the Project Details page.

Indicative total amounts of funding requested for the project need to be added on the Project Details page. You need to enter the amount of AISRF funding you are requesting from the Australian Government. This should equal the amount detailed in the indicative Australian budget uploaded as part of Criterion B. You may request up to AUD 3 million from AISRF funding sought from the Australian Government to cover Australian expenses.

Similarly, you need to enter the amount of AISRF funding you are requesting from the Indian Government and this should equal the total Indian expenses detailed on the indicative Indian budget uploaded as part of Criterion B. Refer to **Part 5** of this Guide for further information on assessment criteria.

Screen shot of the online Project Details page

The screenshot shows a web browser window titled "Project Details - Windows Internet Explorer". The address bar shows the URL "http://uaksgis/AISRF/Pages/ProjectDetails.aspx?Type=GC". The page header includes the Australian Government logo and the text "AUSTRALIA-INDIA Strategic Research Fund". The main content area is titled "Project Details - GC010006" and contains a form with the following fields:

- Title ***: A text input field.
- Priority Theme***: A dropdown menu with "-- Please select --".
- Sub-theme***: A dropdown menu with "-- Please select --".
- Project Description**: A section containing:
 - Project Summary ***: A text area with a note "Limited to 2500 characters (~300 words)".
 - Proposed Duration***: A dropdown menu with "-- Please select --" and "years".
 - Total AISRF Funding Sought from Australian Government***: A text input field with "AUD" and a note "Up to \$3 million AUD over life of the project".
 - Total AISRF Funding Sought from Indian Government***: A text input field with "INR".

At the bottom of the form, there is a note "* indicates a required field" and two buttons: "OK" and "Cancel".

PART 5: ASSESSMENT CRITERIA PAGE

A written response, of up to 400 words each, against each of the assessment criteria outlined in the AISRF Round One Grand Challenge Guidelines is required to be entered into the online EOI. In addition some of the assessment criteria require supporting documentation to be uploaded as evidence/support of the written claims. Below is extra guidance on the Assessment Criteria which require supporting documentation to be uploaded.

Documents may be uploaded by going to the Upload Documents page in the online EOI. See **Part 6** of this Guide for further information.

Criterion B

As part of Criterion B, applicants are required to upload an indicative budget for the Australian side and an indicative budget for the Indian side. These budgets should outline anticipated expenditure for which AISRF funding is sought. The Australian budget should detail eligible expenses for which AISRF funding is sought from the Australian Government. The Indian budget should detail eligible expenses for which AISRF funding is sought from the Government of India. Templates for the Australian and Indian budgets are provided within the online EOI form and at **Appendix 1** and **Appendix 2** of this document.

Criterion C

To further evidence claims made in Criterion C, applicants are required to upload curriculum vitae (CV) for key personnel participating in the project. It is up to the judgement of the applicants in determining who the key personnel are for their project. As a guide key personnel can be thought of as individuals who are essential to the success of the project. The number of CVs uploaded with the EOI should be kept to a minimum.

Each CV can be up to four pages in length and can be formatted according to the preferences of the applicants. Areas that should be addressed in each CV are listed below:

- Five (5) of your most recent and highest qualifications
- Current appointments or positions (including part-time or honorary)
- Three (3) previous appointments from the last ten (10) years
- Ten (10) publications from the last five (5) years that are most relevant to this funding opportunity
- Lifetime total number of peer-reviewed original publications
- Three (3) previous international collaborations
- Other grants currently held
- Grants previously held in the last five (5) years
- Current or provisional patents held arising directly from research in the last ten (10) years
- A synopsis (~300 words) of your contribution to research.

Criterion D

Criterion D requires applicants to upload statements of intent from consortium member organisations. These statements of intent should be in the form of letters from each of the consortium organisations (Australian, Indian or international) and should be prepared on official letterhead and be signed by a person who is authorised to commit such support.

Screen shot of the online Assessment Criteria page

The screenshot shows a web browser window titled "Assessment Criteria - Windows Internet Explorer" with the URL "http://uaksgis/AISRFP/pages/AssessmentCriteria.aspx". The page header includes the Australian Government logo and the text "AUSTRALIA-INDIA Strategic Research Fund". The main content area is titled "Assessment Criteria - GC030001" and features a left-hand navigation menu with categories like "Science Grants", "Information", "Services", and "Program Admin".

Criterion A - Significance and relevance
Describe how the proposed research would make a significant and original contribution relevant to a major challenge shared by both countries in one of the identified themes, with reference to recent international progress in the field of research.

Save Criterion A - Significance and relevance

Limited to 3335 characters (~400 words)

Criterion B - Outcomes and clear path to end use
Describe the expected outcomes and likely impact of the proposed collaboration including: the expected application and/or end uses of the research (which may be for commercial benefit and/or public good); and the tangible economic, environmental, social or other benefits for Australia and India.

As part of this Criterion applicants are required to upload indicative budgets for the Australian and Indian teams.

Save Criterion B - Outcomes and clear path to end use

Limited to 3335 characters (~400 words)

Second screen shot of the online Assessment Criteria page

The screenshot shows the same web browser window, now displaying "Criterion C - Research and innovation capability" and "Criterion D - Collaboration".

Criterion C - Research and innovation capability
Outline the research capability of the project's Australian and Indian partners and participants, demonstrated by, but not limited to, evidence of the Australian and Indian partners' academic awards and citations (as contained in submitted CVs), or other measures of research or innovation excellence.

Save Criterion C - Research and innovation capability

Limited to 3335 characters (~400 words)

Criterion D - Collaboration
Explain each member's contribution to the research effort and why collaboration between Australia and India is important to achieving the outcomes listed above. Describe also how consortium members will ensure they collaborate effectively over the course of the project.

As part of this Criterion applicants are required to upload statements of intent from all consortium members. Statements of intent should be in the form of letters from participating organisations and must be prepared on official letterhead and be signed by a person who is authorised to commit such support.

Save Criterion D - Collaboration

Limited to 3335 characters (~400 words)

PART 6: UPLOAD DOCUMENTS PAGE

To upload a document go to the Upload Documents page and click on the 'Upload' link (in blue text) next to the Document Type you wish to upload. You then need to enter in a document title and locate the document you wish to upload using the Browse button.

Please note: You can only upload a file of Rich Text (.rtf), Adobe Acrobat (.pdf), Microsoft Word (.doc) or Microsoft Excel (.xls) format. The file should be no larger than 5 megabytes.

To upload more than one file against a given Document Type, click the Upload Additional button on the top or bottom right-hand side of the Upload Documents page.

Please note that there are compatibility issues with some browser types. Ensure you are using Internet Explorer.

Upload Documents - GC030001

Your application will not be considered complete until the required documents identified below have been uploaded.

To upload a document, select the "Upload" link next to the relevant document type. To edit the document title, select the title in the list below. To remove an uploaded document, select the "Remove" link next to the relevant document type. To upload additional documents of an existing document type, use the "Upload Additional" button.

Document Type	Required?	Document Title	Uploaded On	
CVs for Key Personnel	Yes			Upload
Statement of intent from consortium member affirming intention to participate in project	Yes			Upload
Australian Budget	Yes			Upload
Indian budget	Yes			Upload

[Upload Additional](#) [Close](#)

APPENDIX 1: AUSTRALIAN BUDGET TEMPLATE

Indicative budget – Australian consortium members

Note: The indicative budget should be drafted with close reference to the Grand Challenge Fund Guidelines on eligible expenditure. **You are only required to enter indicative figures for eligible expenses for which you seeking AISRF funding from the Australian Government.** If you are invited to submit a Grand Challenge Fund full application you will then be required to provide written details on these expenses.

Items of expenditure	1st Year (AUD)	2 nd Year (AUD)	3rd Year (AUD)	4th Year (AUD) (if applicable)	Total (AUD)
International travel					
Living expenses					
Domestic travel					
Salaries					
Workshop expenses					
Consumables and equipment					
Prototyping and commercialisation expenses					
Patent expenses					
ICT hardware and software expenses					
Capital expenses					
Other expenses					
Total (AUD)					

APPENDIX 2: INDIAN BUDGET TEMPLATE

Indicative budget – Indian consortium members

Notes: The indicative budget should be drafted with close reference to the guidelines on eligible expenditure.

Manpower – Please indicate the designation of manpower (JRF, SRF, RA etc) including monthly emoluments as per DST guidelines

Equipment – Please indicate any major items of equipment

Costs for visits – Should be calculated with reference to the guidelines on eligible activities and expenses

Items of expenditure	I Year (Rs)	II Year (Rs)	III Year (Rs)	IV Year (if applicable)	Total (Rs)
Manpower					
Equipment					
Consumables					
Costs for visits by Indian scientists to Australia (include no. of visits and duration)					
Costs for visits by Australian scientists to India (include no. of visits and duration)					
Other costs for project meetings held in India					
Prototyping, commercialisation, product design and testing, initial manufacture and other translational activities					
Subtotal					
Overhead 10%					
Grand Total (Rs)					

APPENDIX 3: OFFLINE EOI FORM

GRAND CHALLENGE EXPRESSION OF INTEREST OFFLINE FORM – ROUND ONE

Notes:

Please note that this offline form is a facsimile of the online form and is provided solely to assist applicants in developing their joint Grand Challenge Expression of Interest (EOI).

The offline form outlines the details that you will be required to enter as part of the online application process. It is important to remember that supporting documentation will also need to be uploaded (refer to the Grand Challenge Guidelines).

To submit an EOI, the lead Australian and Indian partners must jointly complete an online EOI and submit it along with all supporting documentation by the nominated closing date.

The online EOI is available at: <https://grants.innovation.gov.au/AISRF/Pages/ApplyOnline.aspx>

EOI Sections:

1. Australian Applicant Details
2. Indian Applicant Details
3. Project Details
4. Assessment Criteria
5. Upload Documents

AUSTRALIAN APPLICANT DETAILS	
ORGANISATION DETAILS	
ABN:	
Organisation name:	
Organisation type:	
PROJECT MANAGER DETAILS	
Title:	
First name:	
Family name:	
Phone number:	
Email address:	
PROJECT MANAGER PHYSICAL ADDRESS	
Address line one:	
Address line two:	
Address line three:	
Suburb:	
State:	
Postcode:	
CONTACT OFFICER DETAILS	
Title:	
First name:	
Family name:	
Position:	
Phone number:	
Fax number:	
Email address:	
CONTACT OFFICER PHYSICAL ADDRESS	
Address line one:	
Address line two:	
Address line three:	
Suburb:	
State:	
Postcode:	
CONTACT OFFICER POSTAL ADDRESS	
Address line one:	
Address line two:	
Address line three:	
Suburb:	
State:	
Postcode:	

INDIAN APPLICANT DETAILS	
ORGANISATION DETAILS	
Organisation type:	
PRINCIPAL INVESTIGATOR DETAILS	
Title:	
First name:	
Last name/Surname:	
Designation:	
Date of birth:	
Phone number:	
Fax number:	
Mobile number:	
Email address:	
PRINCIPAL INVESTIGATOR ADDRESS	
Department:	
Institute:	
Address line one:	
Address line two:	
Address line three:	
Suburb:	
State:	
PIN:	
CO-PRINCIPAL INVESTIGATOR DETAILS	
Title:	
First name:	
Last name/Surname:	
Designation:	
Date of birth:	
Phone number:	
Fax number:	
Mobile number:	
Email address:	
CO-PRINCIPAL INVESTIGATOR ADDRESS	
Department:	
Institute:	
Address line one:	
Address line two:	
Address line three:	
Suburb:	
State:	
PIN:	

PROJECT DETAILS	
PROJECT DETAILS	
Title:	
Priority theme:	
Sub-theme:	
PROJECT DESCRIPTION	
Project summary (max 300 words):	
Proposed duration (years):	
Total AISRF funding sought from the Australian Government (AUD):	
Total AISRF funding sought from the Indian Government (INR):	

ASSESSMENT CRITERIA
<p>CRITERION A - SIGNIFICANCE AND RELEVANCE: Describe how the proposed research would make a significant and original contribution relevant to a major challenge shared by both countries in one of the identified themes, with reference to recent international progress in the field of research. (max 400 words)</p>
<p>CRITERION B - OUTCOMES AND CLEAR PATH TO END USE: Describe the expected outcomes and likely impact of the proposed collaboration including: the expected application and/or end uses of the research (which may be for commercial benefit and/or public good); and the tangible economic, environmental, social or other benefits for Australia and India. (max 400 words)</p> <p>As part of this Criterion applicants are required to upload indicative budgets for the Australian and Indian teams.</p>
<p>CRITERION C - RESEARCH AND INNOVATION CAPABILITY: Outline the research capability of the project's Australian and Indian partners and participants, demonstrated by, but not limited to, evidence of the Australian and Indian partners' academic awards and citations (as contained in submitted CVs), or other measures of research or innovation excellence. (max 400 words)</p>
<p>CRITERION D - COLLABORATION: Explain each member's contribution to the research effort and why collaboration between Australia and India is important to achieving the outcomes listed above. Describe also how consortium members will ensure they collaborate effectively over the course of the project. (max 400 words)</p> <p>As part of this Criterion applicants are required to upload statements of intent from all consortium members. Statements of intent should be in the form of letters from participating organisations and must be prepared on official letterhead and be signed by a person who is authorised to commit such support.</p>

