



Australian Government

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

Automotive Supply Chain Development Program

ELEMENT 3 – Application Form

July 2009



**The Automotive Supply Chain Development Program is an initiative
of the Australian Government under the *New Car Plan for a Greener
Future***

Automotive Supply Chain Development Program (ASCDP)

ELEMENT THREE – APPLICATION FORM

For further information contact the Automotive Policy Section, Manufacturing Division on +612 6213 7088 or +612 6213 7785.

Please submit this application form to:

The Manager, Automotive Policy Section, Manufacturing Division, Department of Innovation, Industry, Science and Research GPO Box 9839 Canberra ACT 2601 or ASCDP@innovation.gov.au

The purpose of the Automotive Supply Chain Development Program is to assist the automotive components sector further develop its capabilities, better integrate into local and global supply chains and enhance the industry's domestic and international competitive advantage by improving the operational performance of individual firms and the sector as a whole.

Funding

Funding under this element will be in the form of competitive grants of capped amounts for Tier 1 suppliers to undertake a program of support and mentoring to enhance the capabilities of their Tier 2 and Tier 3 component suppliers and assist them to better integrate into local and global supply chains, enhancing the industry's domestic and international competitive advantage by improving the operational performance of individual firms.

Individual grants will ordinarily range between \$50,000 and \$80,000, but there will be scope for the Assessment Panel to consider grants outside this range. This Element will utilise \$410,000 of the funding available under the ASCDP for 2009-2010.

Privacy

The Department is collecting information on this form as part of the ASCDP. This is required under the *Ministerial Guidelines* for the ASCDP. The Department may give some or all of this information to functional areas of the Department which assist in providing information, independent consultants who may be retained to provide information, and other federal agencies from whom information may be sought.

If the space provided on this form is not sufficient please submit the additional requested information as an attachment. If you are submitting your application electronically please submit it as a word document or an accessible PDF document.

Before you begin

Application Format

The application must comply with the format and submission requirements as set out in this form and the *Information for Applicants*. Do not modify the wording or layout of this form. If the application is not complete or layout of the form has been modified, it may not be accepted.

If there is a discrepancy between the *Information for Applicants* and this form, then the *Information for Applicants* will prevail.

This application has eight parts:

Part A:	Entity Registration Details
Part B:	Element 3, Tier 2&3 Mentoring Grant
Part C:	Supplier Development Plan
Part D:	Eligible Expenditure
Part E:	Total Costs
Part F:	Government funding received or applied for in relation to this activity
Part G:	Declaration
Part H:	Signatory details

Application Process

Application Rounds

The Department will advertise nationally for grant applications in selection rounds.

During the assessment process the Department reserves the right to:

- Contact applicants in relation to their proposed projects; and
- Seek additional expertise, including external assessors and experts, in evaluating the merits of a proposed project.

As per page 5 of the *Information for Applicants* all successful applicants will be required to enter into a written agreement with the Commonwealth of Australia governing the provision of funding for projects and the conduct and management of them before any funding can be paid. The offer of a grant will lapse if a grant agreement has not been entered into within 90 days of the applicant being notified of the outcome of the application.

An application round for funding under Element 3 will be conducted in 2009 and then annually.

Applications submitted after the due date for each round will not be accepted. To clarify aspects of an application, applicants may be asked to provide further information to augment the original information provided in their initial application.

Applications may be submitted electronically or by post.

Submitting an application

During a selection round, copies of the application form will be available on the Department's website at: www.innovation.gov.au/ascdp.

Completing the application form

Funding applicants may submit only one application in each selection round. It should cover all proposed projects for which the applicant is seeking funding in that round. The application should be final and complete, addressing all questions and each merit criterion in relation to each proposed project.

Generally, it will not be possible to include any new material or to make any significant changes to the application after the closing date. The Department may, in seeking clarification about aspects of an application, allow minor amendments to be made. Whether amendments are minor or not will be determined by the Department at its absolute discretion.

Assessment of applications

All applications received will be acknowledged in writing after the closing date.

During the assessment process the Department reserves the right to:

- Contact applicants in relation to their proposed projects; and
- Seek additional expertise, including external assessors and experts, in evaluating the merits of a proposed project.

Successful applicants will be required to enter into a written agreement with the Commonwealth of Australia governing the provision of funding for projects and the conduct and management of them before any funding can be paid. The offer of a grant will lapse if a grant agreement has not been entered into within 90 days of the applicant being notified of the outcome of the application.

Merit Criteria

Applications will be assessed against the following merit criteria:

- the capacity and capability of the applicant to undertake the proposal, including management capability;
- experience delivering similar proposals;
- evidence that the funding sought will enable activity to be carried out that is additional to what would otherwise have occurred;
- level of financial and in-kind contributions from applicants;
- the quality of the Supplier Development Plan;
- the predicted benefits of the proposal, including for the competitiveness and sustainability of the Australian automotive sector and members of the Australian automotive manufacturing supply chain, as identified by the applicant;
- the projected benefits relative to the funding sought; and
- other aspects of the proposal deemed relevant by the Panel.

Eligibility Check

To be eligible for a grant under Element 3 an applicant must:

- Be a Tier 1 supplier to one or more MVPs, registered or eligible to be registered as an Automotive Component Producer, Automotive Machine Tool or Automotive Tooling Producer, or an Automotive Service provider under ACIS or the ATS; and
- Demonstrate that it can fund the costs of the proposal which are additional to the grant sought by the applicant.

Do you fully satisfy the two eligibility criteria as detailed above?

- Yes Please proceed to Part A.
- No You are not eligible to apply for an ASCDP grant under this Element.

Part A: Entity registration details

1. Please provide full details of the applicant entity

Entity Name

Registered business name/s	
Trading name/s (if trading under a name other than the registered business name)	

Business Registrations

Australian Company Number (ACN)	
Date of incorporation (dd/mm/yyyy)	
Country of incorporation	
Australian Business Number (ABN)	
ABN branch number (if applicable)	
Is the applicant registered for GST?	Yes / No

Entity Type

Body corporate	<input type="checkbox"/>
Partnership	<input type="checkbox"/>
Other	<input type="checkbox"/>

Entity Address: Head office

Street			
City/Town			
State		Postcode	

Part B: Tier 2 and 3 Mentoring

Element 3 funding is designed to support Tier 1 suppliers to MVPs to implement development strategies for their own suppliers and other businesses further down the supply chain.

2. Please describe the activity/activities/development strategies for which you are seeking the funding. Below is a list of key identified areas of improvement for suppliers in the supply chain

<ul style="list-style-type: none">• Cost estimating	<ul style="list-style-type: none">• Marketing
<ul style="list-style-type: none">• Project management	<ul style="list-style-type: none">• Global sourcing strategies
<ul style="list-style-type: none">• Quality control	<ul style="list-style-type: none">• Operations management
<ul style="list-style-type: none">• Production readiness	<ul style="list-style-type: none">• Strategic Planning
<ul style="list-style-type: none">• Financial management (including the design and installation of financial management systems)	<ul style="list-style-type: none">• Other activities determined by the Assessment Panel to directly contribute to the objectives of the program.
<ul style="list-style-type: none">• Supply chain integration and management	

3. Activities/development strategies for which funding is being sought

- 4. Please briefly describe the anticipated benefits of the proposal. This must address how the proposal will benefit the competitiveness and sustainability of the Australian automotive sector and also how it will benefit members of the Australian automotive manufacturing supply chain, including but not limited to the applicant**

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- 5. Is your proposal being brought forward collaboratively by two or more suppliers**

Yes/No

- 6. If so, please list the particulars of the collaborative suppliers**

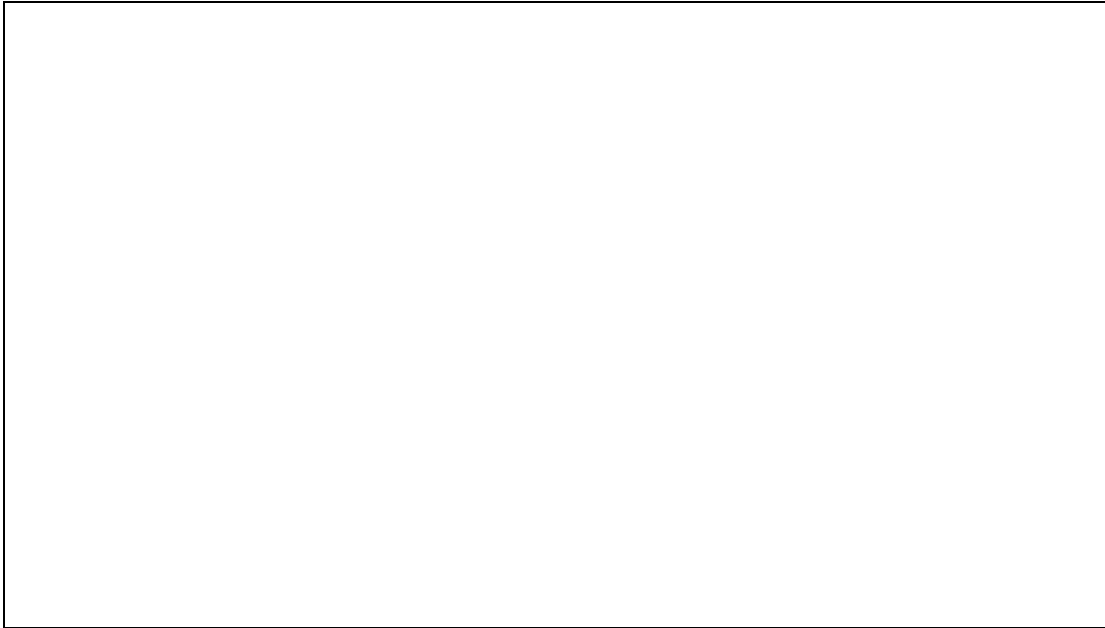
Entity 1

1.	ABN	
2.	Location	
3.	Core business	
4.	Business with you as applicant	

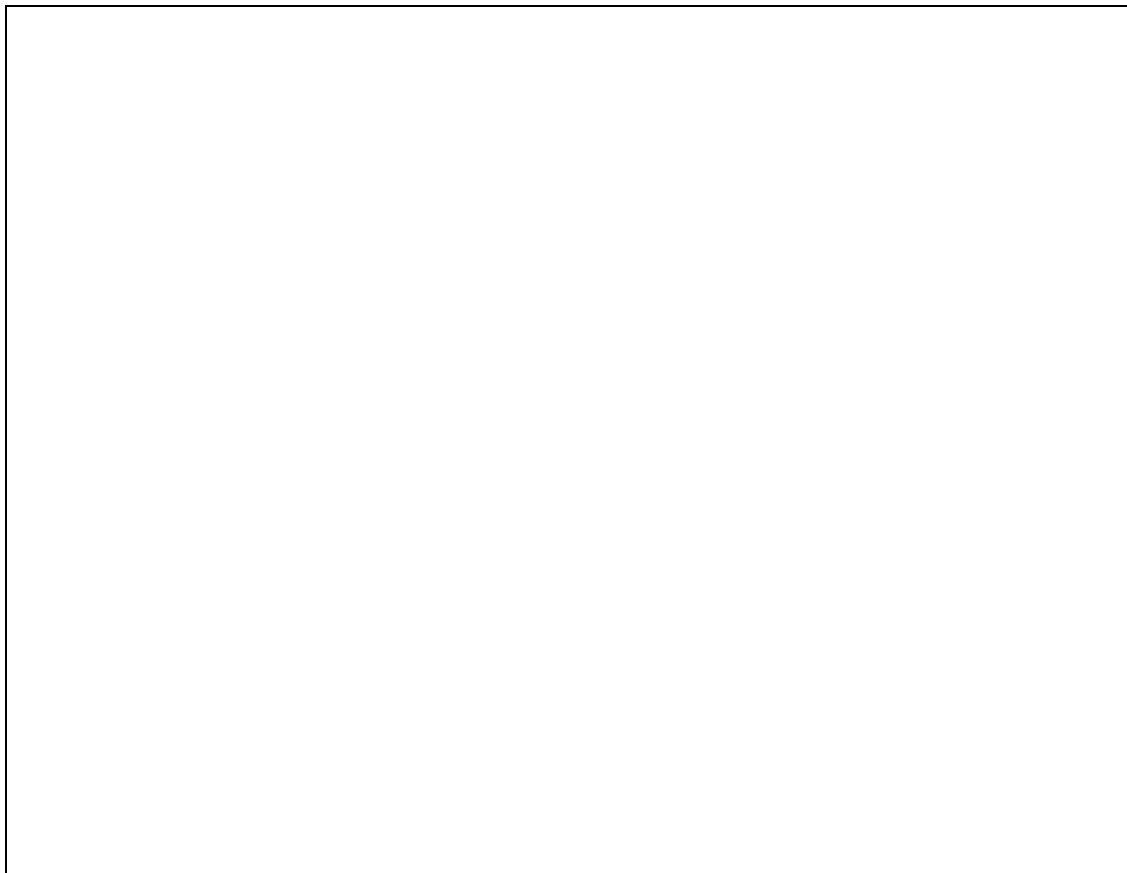
Entity 2

1.	ABN	
2.	Location	
3.	Core business	
4.	Business with you as applicant	

- 7. If your application includes some training or other development activity (optional) for your own entity, as opposed to your downstream suppliers, describe that activity here**



- 8. Describe how the above activity will benefit your entity**



Part C: Supplier Development Plan

The Supplier Development Plan should present business and financial plans pertaining to the proposed activities, including:

- **a detailed description of proposed activities to improve the operational performance of companies and enhance the industry’s competitive advantage;**
- **details and timing of activity milestones and expenditure milestones;**
- **human and other resource requirements;**
- **in-kind contributions detailed costings and budget; and,**
- **sources and amounts of contributions to be provided by the applicant and other parties, including**

- 9. Please attach a detailed Supplier Development Plan outlining the activities that you are seeking funding for. As detailed in the *Information for Applicants*, Supplier Development Plans should present business and financial plans pertaining to your proposal**
- 10. Please provide a summary of any existing supplier development activities that you are currently undertaking with your Tier 2 & 3 suppliers**

- 11. Do the proposed supplier development activities constitute an extension of the above listed existing supplier development activities? Please provide a short description**

Part D: Eligible Expenditure

Program funding provided for grants should only be used to subsidise actual expenditure incurred on project costs for activities that occur following the execution of a funding agreement – that is, during the project period set out in the funding agreement. Please refer to the *Information for Applicants* sheet for more detail regarding eligible expenditure.

Grant funding under the ASCDP must not be used to meet routine business expenses.

- 12. Please provide a brief description of each eligible activity for which grant funds will be sought and the projected costs associated with each activity. This description may act as a summary of the key aspects of your Supplier Development Plan. Please note that all expenditure must be GST exclusive. For further information on eligible activities and expenditure please refer to *Information for Applicants***

- 13. Please explain how each activity will contribute to the initiative and the outcomes described in Part B (4)**

Please note that all expenditure must be GST exclusive.

Eligible Activity	How the activity contributes to the initiative and the outcomes described in Part B (1)

Part E: Total Costs

14. What is the estimated total cost of the program for the resultant entity?

Total Expected Cost (Ex GST)

15. What is the relationship between the estimated total cost of the project and eligible expenditure (the amount of funding sought from the program)

Commonwealth funding sought to support the project	(Ex GST) A\$
Percentage of estimated total project costs the funding sought from the project represents	%

Part F: Government funding received or applied for in relation to this activity

Consideration of applications may take into account funding assistance for the proposed activity from other government sources including Commonwealth, State, Territory and Local Governments. This does not include ACIS funding.

16. Please list all current funding received or applied for from other Government sources

	Name of Agency that government funding was received from or has been applied for from	Name of program	Amount received/ requested (A\$ ex GST)	Is this fully acquitted? (Yes / No)	Is this funding related to this application (Yes / No)
1				Please specify	Please specify
2				Please specify	Please specify
3				Please specify	Please specify
4				Please specify	Please specify

If there are additional aspects of the project or funding that have not been covered in the above sections, but which you consider may be important to the consideration of this application, please attach a detailed description.

Part H: Declaration

I declare that:

- I am authorised by the claimant entity(ies) to make this declaration;
- I have read and understood the *Information for Applicants* for the program;
- To the best of my knowledge and belief the claimant entity(ies) will maintain records that substantiate the claimant's carrying on of the activities;
- Where this application is being brought forward by a consortium that I am the 'lead member' of that consortium;
- To the best of my knowledge and belief the activities described in this application are eligible activities under the provisions of the ASCDP;
- I agree to the Commonwealth publishing the grantee's identity; the grantee's location; the amount of any grant paid; the purpose of the grant; the grant's approval date and the grant's duration;
- The information contained in this application together with any statement provided is, to the best of my knowledge, true, accurate and complete in all material particulars. I also understand that the provision of false or misleading information or the making of a false or misleading statement to the Australian Government in an application is a serious offence; and
- I may be requested to provide further clarification or documentation to verify the information supplied in this form and that the Commonwealth may, during the application process, consult with other agencies about the applicant's claims and may also enlist external technical or financial advisers to advise on information provided in the application.

Signature:

<p>.....</p> <p>.....</p> <p>Print name of signatory</p>
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Date:

<p> </p>

Part G: Signatory Details

Title	
Given name	
Other name(s)	
Family name	
Position title	
Registered business name or name of the individual (where the applicant trades under a name other than the company/legal name)	
Trading name (where the external entity signatory trades under a name other than the registered business name)	