



Expression of interest in establishing Australian Forest and Wood Innovations research centres

Section A: General information

Purpose of this form	<p>For research organisations to submit expressions of interest (EOI) to establish an Australian Forest and Wood Innovations (AFWI) research centre.</p> <p>The University of Tasmania (UTAS) (host of AFWI) will work with successful applicants to establish and contract with 2 research centres.</p>
Deadlines	<p>Applications open: 11 October 2023</p> <p>Applications close: 6:00 pm AEDT (Canberra time), 6 December 2023</p>
Before applying	<p>Read the Expression of interest guidelines for establishing Australian Forest and Wood Innovations research centres.</p> <p>Ensure you and your application meets the mandatory criteria listed in Section D of this form.</p>
To complete this form	<p>Electronically</p> <p>Save the form to your desktop.</p> <p>You need the latest version of Adobe Acrobat Reader to save changes to this form on your computer or device. Download the Adobe Acrobat Reader mobile app for your smartphone or tablet.</p> <p>Manually</p> <p>Use black or blue pen</p> <p>Print in BLOCK LETTERS</p> <p>Mark boxes with a tick or a cross</p>
Your application must include	<p>where relevant, letters of support from each consortium member, detailing their in-kind support or cash commitments – signed by an individual with appropriate authority in the organisation</p> <p>evidence of support from any other appropriate organisations</p> <p>other relevant documents, including those cited in your application.</p>
Submitting your application	<p>Email applications to AFWI.research@aff.gov.au.</p>
More information	<p>Email AFWI.research@aff.gov.au.</p>

Section B: Applicant

1 Lead/sole organisation for application

Organisation name (legal entity name)

Principal business activity

2 Address of proposed research centre headquarters

Campus (if relevant)

Street address (PO Box will not be accepted)

Suburb/town/city

State/territory

Postcode

3 Person authorised to sign this form (if this application is made by a consortium, must be from lead organisation)

Given name(s)

Family name

Position or role

Work phone (include area code)

Mobile phone

Email

4 Are you applying on behalf of a consortium?

No Go to question 6

Yes Go to question 5

Section C: Consortium partner details

5 If you have more than 3 consortium partners, provide their details in an attachment.

Partner 1

Organisation name

Street address (PO Box will not be accepted)

Suburb/town/city

State/territory

Postcode

Partner 2

Organisation name

Street address (PO Box will not be accepted)

Suburb/town/city

State/territory

Postcode

Partner 3

Organisation name

Street address (PO Box will not be accepted)

Suburb/town/city

State/territory

Postcode

Section D: Mandatory criteria

The applicant must meet the mandatory criteria to participate in this EOI process. In order to meet the mandatory criteria, an applicant must answer in the affirmative to each of questions 6, 8, 9, 10, and 11 and provide the necessary supporting information.

6 Does your organisation hold a valid ABN or ACN?

No Go to question 8

Yes Go to question 7

7 Australian business registration

Australian Business Number (ABN)

Australian Company Number (ACN)

8 Does your organisation have an account with an Australian financial institution?

No

Yes

9 Is your organisation willing to work in good faith with UTAS to negotiate an appropriate agreement with UTAS, as host of AFWI, to deliver a research centre under AFWI?

No

Yes

10 Will the proposed research centre be based in Australia?

No

Yes

11 Will the proposed research centre have a regional presence (outside capital cities), through either the proposed location of the research centre, a regional research presence, or partnerships with regional organisations?

No

Yes

Provide details of regional presence (maximum 250 words)

Section E: Selection criteria

Eligible applications will be assessed against the selection criteria. Please attach relevant documents to support your claims. This application form includes word limits of up to 1,500 words for each of these selection criteria. Additional evidence, such as letters of support and other referenced attachments, will not be counted toward the word limit for selection criterion statements.

12 Criterion 1: Intended research focus (20% weighting) (maximum 1,500 words)

Provide a statement outlining:

- a) the applicant's (and individual consortium members if appropriate) proposed high-level research focus (including sub-areas of research) and how this aligns with the research themes in section 5 of the EOI guidelines
- b) how the applicant's proposed research focus will provide benefits for the forest and wood products industries
- c) how the applicant's proposal aligns with the aims and objectives of AFWI set out in section 1.1 of the EOI guidelines.

(Continue statement on next page.)

13 Criterion 2: Research capacity (20% weighting) (maximum 1,500 words)

Provide a statement outlining:

- a) evidence of delivering applied research for forest and wood products industries
- b) information about the applicant organisation's or consortium's relevant applied research capacity and how the proposed personnel will contribute to the research centre, including the names of the proposed lead researchers and their
 - i) positions and roles
 - ii) research areas of focus
 - iii) primary areas of expertise
 - iv) relevant citations.

(Continue statement on next page.)

14 Criterion 3: Funding and administration (20% weighting) (maximum 1,500 words)

Provide a statement outlining:

- a) additional funding and resources that the applicant's organisation or consortium will commit to the AFWI research centre, if successful
- b) the applicant's proposed indirect costs for administration and core funding (noting the maximum cap of 10% of indirect costs which applies to these categories of funding)
- c) evidence of implementing similar-sized entities, including managing financial, risk and administration processes, and approaches to monitoring and reporting.

(Continue statement on next page.)

15 Criterion 4: Training to build researcher capacity (20% weighting) (maximum 1,500 words)

Provide a statement outlining:

- a) how the applicant intends to build future research capacity and capability for forest and wood products industries, including specific commitments
- b) how the applicant would use AFWI funding to identify and train the next generation of researchers (including higher degree and research fellows) and provide opportunities for further development or qualifications.

(Continue statement on next page.)

16 Criterion 5: Capability to form partnerships with industry (20% weighting) (maximum 1,500 words)

Provide a statement outlining:

- a) evidence of the applicant organisation's or consortium's experience working collaboratively with forest and wood products industries to undertake research, including
 - i) details on any previous projects and funding supported by industry, and whether that research led to industry adoption and outcomes.

(Continue statement on next page.)

Section F: Applicant declaration

To be completed by the person named in [Section B](#) of this application.

I declare that:

- the information I have provided is true and correct. I understand that it is a criminal offence under the *Criminal Code Act 1995* to knowingly give false or misleading information to a Commonwealth officer exercising powers under Commonwealth law. This offence carries a maximum penalty of 12 months' imprisonment.
- I have read and understood the [privacy notice](#) and Privacy Policy. Third parties have given me permission to include their details in this application and for the information to be shared as stipulated in the privacy notice.
- if my application is successful, I will comply with all applicable work health and safety legislative and regulatory requirements and any additional work health and safety requirements set out in the funding agreement between my organisation and UTAS.
- I have read, understand and agree to abide by the *Expression of interest guidelines for establishing Australian Forest and Wood Innovations research centres*.
- I have reviewed the mandatory criteria for this EOI process and confirm that my organisation or consortium meets the mandatory criteria.
- If this application is provided on behalf of a consortium, the relevant consortium partners have:
 - agreed to their role and contributions contained in this application
 - authorised my organisation as the lead organisation to enter into negotiations, bind the consortium partners and enter into an agreement with UTAS, if this EOI application is successful.

I acknowledge and agree that:

- the information provided in this EOI application does not constitute an offer to the department to establish an AFWI research centre
- my organisation will not be offered an agreement with the department as a result of this EOI application
- the department's and minister's role in this EOI process is to make recommendations to UTAS only
- the department and UTAS will have the right (but not the obligation) to act in reliance upon the contents of this EOI application
- if this application is successful, my organisation will be given an opportunity to enter into an agreement with UTAS to establish the research centre, on terms agreed with UTAS, and my organisation will work in good faith with UTAS to negotiate any resultant agreement
- the department can terminate the EOI process at any time if the department determines that it is in the public interest to do so.

I represent that, having made all reasonable enquiries, the following represents the only known actual or potential conflicts of interest in respect of this EOI, the application or my organisation's potential involvement with AFWI:

I undertake to advise the department in writing immediately upon becoming aware of any actual or potential conflicts of interest in respect of this EOI, the application or my organisation's potential involvement with AFWI.

Signature (enter signature or type your name)

Date (dd/mm/yyyy)

Full name

Section G: Privacy notice

‘Personal information’ means information or an opinion about an identified, or reasonably identifiable, individual.

‘Sensitive information’ is a subset of personal information and includes any information or opinion about an individual’s racial or ethnic origin, political opinion or association, religious beliefs or affiliations, philosophical beliefs, sexual preferences or practices, trade or professional associations and memberships, union membership, criminal record, health or genetic information and biometric information or templates.

By completing and submitting this form, the applicant consents to the collection of all personal information, including sensitive information, contained in this form.

The Department of Agriculture, Fisheries and Forestry collects personal information (as defined in the *Privacy Act 1988*) in relation to this form for the purposes of assessing the application and related purposes. If the applicant fails to provide some or all of the personal information requested in this form, the department will be unable to process the application.

The department may disclose an applicant’s personal information to Australian Government agencies, persons or UTAS where necessary for the purposes described, provided the disclosure is consistent with relevant laws, particularly the Privacy Act. Personal information will be used and stored in accordance with the Australian Privacy Principles.

The department will provide successful applications to UTAS, the host of AFWI. UTAS will oversee the contracting and establishment of the research centres.

See our [Privacy Policy](#) web page to learn more about accessing or correcting personal information or making a complaint. Alternatively, email our Privacy Officer at privacy@aff.gov.au.