

SOUTH AUSTRALIAN
SPACE COLLABORATION
AND INNOVATION FUND

Application Guidelines

A COLLABORATION OF



Application Guidelines

Opening date: **Monday 15 April 2024**

Closing date: **Friday 17 May 2024, 5.00pm ACST**

Type of grant opportunity: **Open competitive**

Enquiries: **spaceoffice@sa.gov.au**

Date guidelines updated: **March 2024**

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1. The Fund process

The South Australian Space Collaboration and Innovation Fund (the Fund) will build on South Australia's innovation strengths to support the development of international partnerships, developing capability within NewSpace that drives further investment.



Proposal development.



Complete and submit an Application from Monday 15 April 2024.



Applications assessed and shortlisted by Assessment Committee from Monday 20 May 2024.



Assessment Committee submits a recommendation to the SASIC Chief Executive.



Successful projects selected.
Chief Executive to approve successful applications.



Funding Agreement
The South Australian Minister for Defence and Space Industries will enter into a Funding Agreement (via Defence SA) with the Lead Participant of the successful application(s).



Project Delivery
The successful applicant(s) undertakes the project activity.
Defence SA manages the Funding Agreement.

2. About Defence SA, SASIC and DIP

Defence SA is South Australia's lead government agency for all defence related matters. Within Defence SA sits the South Australian Space Industry Centre, Defence Innovation Partnership and Veterans SA.

Defence SA is the Administering Entity and henceforth will be referred to as such.

In September 2017, the South Australian Government established the South Australian Space Industry Centre (SASIC) to drive space industry innovation, research, and entrepreneurial development.

SASIC provides a whole-of-state-government focal point for both local industry and international companies and organisations. With a team of staff from Defence SA, Department for Trade and Investment and the Department for Industry, Innovation and Science, SASIC coordinates and implements activities which further grows the local industry and builds on the state's strong history of space activity.

The Defence Innovation Partnership (DIP) facilitates connections between researchers, industry, and Defence; attracts research development funding to South Australia; and supports the translation of defence and national security research and development.

DIP is a collaborative venture between Defence SA, the Defence Science and Technology Group, and South Australia's three universities – the University of Adelaide, Flinders University and the University of South Australia.

3. About the Fund

The SA Space Collaboration and Innovation Fund (the Fund) is an investment focused Grant scheme intended to drive growth in South Australia's space sector through industry ingenuity and international partnerships, which are key to driving innovation success for the local space ecosystem. The Fund contributes to SASIC's strategic vision to support a thriving, enduring and sustainable space ecosystem that is globally connected, fosters innovation and empowers all to discover the limitless potential of space.

The Fund objectives are to:

- leverage existing South Australian strengths and innovation in space
- improve industry capability to capture and leverage investment opportunities with increased access to national and international markets
- establish partnerships with leading international organisation/s and innovators
- use space as a driver of technology development and derived benefits in allied areas to help drive broader economic benefits beyond the space sector.

The Fund aims to:

- support South Australian industry to conduct a space-related project with an international partner, in line with SASIC's strategy and space priority areas
- enable South Australia to create and participate in larger-scale space activities, that are aligned with the most significant opportunities across the international space sector
- support targeted knowledge development and innovation enhancing South Australian space capability through international partnerships
- have ongoing impacts on South Australia's innovation ecosystem, to enable industry a more rapid transition of technology developments towards future operational capabilities
- catalyse opportunities for greater follow-on investment and uplift of local industry to supply into international defence/space programs and supply chains, driving economic benefits across the whole economy.

Initially the Fund will look at both upstream and downstream technological space solutions, with subsequent funding rounds to be themed in-line with the South Australian space sector strategy.

3.1 About the Fund opportunity

The first round of the Fund will support projects that are focused on proof-of-concept or delivery of innovative space capability, with an emphasis on NewSpace. Projects must involve international collaboration, showcase an innovative solution and have clear viability of space technology.

Proposals will be sought from consortia led by South Australian start-ups or Small to Medium Enterprises (SMEs) and must include an international partner. The project should address the need to advance sovereign capability in space, grow the workforce and talent in the sector and drive innovative technology solutions in the space sector.

Focused on NewSpace opportunities, projects should aim to:

- bring a new product or service to market
- grow and develop operations through accessing international opportunities
- provide space-related solutions to drive wider economic benefit across South Australia
- open doors for South Australia globally/internationally.

This Grant round will fund up to two projects at a value of up to \$100,000 AUD each, with successful applicants required to provide matching co-contributions. Funds can be used for the development and/or progression of an innovative technology with a focus on Technology Readiness Level (TRL) 4-6. It is expected that the Grant will support further development or grow the technical and commercial feasibility of the solution over a six to 10-month period.

Expectations and key considerations for successful projects in this Fund are:

- close alignment with SASIC's strategic focus, highlighting the ability of capability growth in Australia's space sector
- strong collaborative team delivering with an international partner noting future possibilities of delivering larger-scale projects
- benefit for South Australia.

4. Grant amount and Grant period

4.1 Grant amount and co-contributions

Two grants of up to \$100,000 AUD each will be available for the first round of the Fund.

A maximum of 10% of the grant funding is available for the International Partner Organisation. Matched funding (cash or in-kind) is required, with at least 10% of the co-contributions as cash. The cash contribution may be provided by any of the participating parties.

The International Partner Organisation is required to contribute to the matched funding element (cash or in-kind).

Project funding will be awarded to the South Australian entity (Lead Organisation).

There is no minimum grant amount specified, and preference will be given to proposals that demonstrate the ability to build scale in South Australia.

4.2 Project period

Projects begin as soon as the Funding Agreement has been signed by all parties. The expected timeframe for projects is six to 12 months. Projects must be completed within 12 months of the start date.

5. Eligibility criteria

5.1. Minimum requirements for collaboration and matched funding

Minimum requirements for collaboration:

- at least one South Australian-based industry organisation (start-up or SME), and
- at least one International Partner Organisation.

Minimum requirements for matched funding:

- 1:1 matched funding (cash or in-kind), i.e., \$1 Fund to \$1 provided by project participants.
- comprise a minimum of 10% cash (the International Partner is required to contribute to the matched funding element (cash or in-kind)).

Contributions from Lead, International and Other Partner Organisations may be used to fund work outside of South Australia, however the majority of overall project effort must occur in South Australia.

5.2. Who is eligible to participate?

The Lead Organisation is the entity with which the Minister for Defence and Space Industries, represented by Defence SA, will enter into a Funding Agreement. The Lead Organisation of the Fund application must be a South Australia-based start-up or SME (with an ABN), either headquartered or with substantial operations in South Australia.

The International Partner Organisation can be an overseas government, research and/or industry organisation.

Proposals can involve multiple organisations, Australian and International, however, the Lead Organisation must be South Australian-based.

6. What the Fund money can be used for

6.1. Eligible activities and expenditure

Eligible activities may include:

- employing and/or providing stipends to staff to work on the Fund project
- purchasing hardware and software
- costs to access research infrastructure
- travel costs directly related to the Fund project
- other activities will be reviewed and assessed individually and may be approved.

If your application is successful, we may ask you to verify project costs provided in your application. You may need to provide evidence such as quotes for major costs.

To be eligible, expenditure must be a direct cost of the project.

You must incur the project expenditure between the project start and end date for it to be eligible.

You must not commence your project until the Funding Agreement is executed.

7. Assessment Criteria

The Fund has been established to support innovative South Australian start-ups or SMEs undertaking commercialisation and/or growth projects within the NewSpace ecosystem, in collaboration with International Partner Organisations.

The objectives of the Fund are to support South Australia’s SMEs and start-ups undertaking space projects that provide impact to the broader space ecosystem to:

- commercialise their ideas into new products, processes and services and grow their operations
- improve their ability to engage in, or increase, their national and/or international trading operations
- better position them to seek future investment and further scaling opportunities.

The Fund Application Form asks questions that relate to the Assessment Criteria listed below.

It is recommended you review the Assessment Criteria before completing your application.

7.1. Assessment Criterion 1 – Project description and suitability

Suitability is determined by which a proposal meets the need to drive the growth of the Australian space sector through an innovative product, process or service which:

- is new, unique or different to any other previous product, process or service in the market or industry where the product is intended to be sold/traded; or
- involves significant enhancements or developments of current products, processes or services that will enable the business to scale and transform.

Minor changes or improvements to existing products or services are not considered innovative.

Suitability and project descriptions are determined against the following criteria.

1. Is the proposed problem and the proposed solution articulated clearly?
2. Has the proposal clearly identified the purpose, how the project will be undertaken and the desired outcomes? Do these align with the purpose and objectives of the Fund?
3. Is the proposal likely to build scale in space related development activities in South Australia?
4. To what extent is the project novel and innovative?

Score	Rating	Definition
3	Well described and a step change technology	<p>The proposal presents a well thought through and achievable program of work; technical challenges have been addressed.</p> <p>The proposal clearly outlines the purpose and outcomes, which support the purpose and objectives of the Fund.</p> <p>The proposal clearly demonstrates significant ability to build scale in space ecosystem/activities in South Australia.</p> <p>The proposal clearly describes the limits of current practice and novelty/innovation of the proposed approach. Highly unique and innovate technology able to support progression of Australian capability in the space sector.</p> <p>Technology has the potential to significantly grow the workforce and talent in space and adjacent sectors.</p>

2	Adequately described and an evolutionary technology	<p>The proposal presents a program of work that is feasible and credible but not clearly articulated; technical challenges have been addressed.</p> <p>The proposal outlines the purpose and objectives, which support the purpose and objectives of the Fund.</p> <p>The proposal describes the limits of current practice and novelty/ innovation of the proposed approach/ demonstrates technology with some innovation. Difficult to determine potential value or key discriminator in crowded marketplace.</p>
1	Poorly described and an incremental improvement	<p>Proposal may be feasible.</p> <p>The program of work is ambitious given the available budget, timeframe and team, and technical challenges are not fully addressed.</p> <p>The proposal does not fully support the purpose and objectives of the Fund.</p> <p>The proposal has significant weaknesses such as a poorly developed technology or service that is not unique; and/or provided only minor changes or improvements.</p> <p>Minimal potential impact on overall space ecosystem.</p>
0	Unacceptable detail	<p>Proposal is unlikely to be feasible.</p> <p>The program of work is unlikely to be delivered within the proposed timeframe and/or budget; technical challenges poorly addressed.</p> <p>The proposal does not adequately support the purpose of the Fund.</p> <p>The proposal is of an inadequate scale for the Fund, and/or does not demonstrate the possibility of building space ecosystem/ activities in South Australia.</p> <p>The proposal does not describe current practice or the novelty/ innovation of the proposed approach.</p>

7.2. Assessment Criterion 2 – Collaboration

To be competitive, each application must score highly against all assessment criteria.

Proposals should include participant(s) from International Partner Organisation/s with a meaningful partnership demonstrated as part of the project outcome. The level of collaboration is determined by review of roles of the partners and intent to continue to investigate further growth/partnership opportunities.

Preference will be given to projects with International Partner Organisations from the following countries: United States of America, United Kingdom, Japan, and India.

1. The contribution (cash and/or in-kind) from participants will be considered to determine if it represents a relevant contribution to the activity. International Partner Organisations are expected to contribute towards a match funding element (cash or in-kind).
2. Does the Project Team have the expertise to undertake the project (including minimum criteria being one South Australian member)?
3. Does the Project Team have the resources required to undertake the project?
4. Does the Project Team have the minimum matching contributions (of the matching contribution, 10% in cash)?

5. Are all Project Team participants providing meaningful contributions?

Score	Rating	Definition
3	Exceptional	The proposal clearly articulates that the proposal possesses all the capabilities required and the team has the capacity and resources to successfully undertake the project in the described timeframe. Significant partner participation and involvement in project, including clear planning towards ongoing future collaboration. Noted benefit to the South Australian space ecosystem with articulated vision for access to other markets.
2	Good	The proposal describes strategies that will be put in place to ensure they have access to the capabilities and capacity required to successfully complete the project in the described timeframe. Moderate partner participation and involvement in project, including clear demonstration of possible future collaboration. Relevant consideration of the South Australian space ecosystem growth.
1	Poor	The proposal does not provide sufficient confidence that the proposed team possesses the capabilities or the capacity to successfully undertake the project in the described timeframe. Limited participation and involvement from International Partner Organisation/s.
0	Inadequate	Response provided is not of an acceptable nature to be assessed.

7.3. Assessment Criterion 3 – Viability and feasibility

Viability examines the capability and resources to deliver the project. The projects should be investigated for commercial viability and possibility of entering new markets. Applicants must be pursuing early-stage commercialisation of their innovative technology. Projects should include proof-of-concept development; and/or prototype fabrication and validation in a virtual or theoretical context.

Viability and feasibility considerations examine:

1. How well technical or commercial issues have been addressed such as the proposed scope, schedule, budget and outcomes to determine if the activity is likely to be successful. Is the proposal achievable in the timeframe and within budget?
2. If there are any factors that have not been adequately addressed by the proposal that might constrain success, such as the availability of systems, key people, enabling infrastructure or services. Have any project and technical risks been identified and addressed (e.g. access to trial facilities and participants, use of technical methods which have a higher risk of failure)?
3. The presence of other more mature solutions in the proposed marketplace and the technical feasibility of the proposal. Is there a more practical technical approach with better outcomes?
4. Prohibitive costs: Does the budget represent value for money (are the costs to achieve the milestones / deliverables reasonable, or overheads acceptable)? Is the budget costed appropriately (has the applicant allocated enough resources to successfully undertake the project)?

Various scales are typically referenced to demonstrate technology readiness or market readiness, with one example commonly referenced being Technology Readiness Levels (TRLs). As a guide, projects supported by the Fund are intended to broadly include the journey through TRL4 to TRL6.

Score	Rating	Definition
3	Exceptional	<p>The proposal has considered all the project and technical risks required to successfully undertake the project in the described timeframe and budget.</p> <p>The technical approach is highly appropriate. Unique solution.</p> <p>The proposal has clearly defined and realistic milestones and deliverables.</p> <p>The costing is considered sufficient and provides outstanding value for money.</p>
2	Good	<p>The proposal has considered project and technical risks and provided a description on mitigation strategy to undertake the project in the described timeframe and budget.</p> <p>The technical approach is realistic, however there are alternatives which could achieve similar results.</p> <p>The proposal has adequately defined milestones and deliverables.</p> <p>The costing is sufficient and provides reasonable value for money.</p>
1	Poor	<p>The proposal identifies project and/or technical risks, however provides no strategies for mitigation. The proposal has significant weaknesses such as a poorly developed statement of work, unrealistic schedule, or insufficient resources; or requires substantial external resources that are not likely to be made available within the required timeline.</p> <p>There are other alternative approaches which may provide improved outcomes.</p> <p>The proposal has poorly defined milestones and deliverables, with risks on its achievability.</p> <p>The costing is potentially insufficient/ inadequate and provides limited value for money.</p>
0	Inadequate	<p>The proposal does not address the project and technical hurdles and there are other alternative approaches which will give superior outcomes.</p>

7.4. Assessment Criterion 4 – Realisation pathway / Commercial opportunity / Scalability and impact

The South Australian Government will continue contributing to the growth rate of the Australian space sector and aims to increase the nation’s share of the global space economy. Alignment is assessed by reviewing how the project will increase South Australia’s involvement in the space ecosystem and support international collaboration with key partners.

1. Has the commercial opportunity and impact been clearly articulated?
2. Is there capacity/ intention for the collaboration to continue into the future?
3. To what extent has the strategy for scalability been defined?
4. Does the proposal have the potential to provide economic benefit back to the state and has this been clearly articulated?

Score	Rating	Definition
4	Outstanding opportunity	A clear commercial opportunity (including benefits and ROI) has been described, along with an achievable market penetration (commercialisation) strategy and a plan as to how scalability will be realised. The proposal aligns with international space priorities which further supports the long-term viability of the collaboration and project outcomes.
3	Good opportunity	A clear commercial opportunity (including benefits and ROI) has been described, along with an achievable market penetration (commercialisation) strategy and a plan as to how scalability will be realised.
2	Moderate opportunity	The proposal describes a commercial opportunity and market penetration (commercialisation) strategy however lacks detail. Scalability is addressed but the strategy also lacks detail.
1	Poor opportunity	The commercial opportunity and commercialisation strategy are unclear (minimal detail provided), as are the benefits and ROI. Scalability has not been addressed in any detail.
0	Inadequate/ Not defined	No detail has been provided on the commercial opportunity or how the technology will achieve scalability or market penetration.

8. How to apply

Applications can be submitted between 15 April 2024 and 17 May 2024 at 5.00pm ACST. Late applications will not be accepted.

Before applying for the Fund, it is recommended you read and understand these guidelines.

To apply, you must complete and submit your application through the SmartyGrants online portal, including all requested information such as attachments/uploads, e.g., Participant Declarations, Letters of Support, etc.

You can view and print a copy of your submitted application on the portal for your own records.

If you need further guidance around the application process, or if you have any issues with the portal, contact us at spaceoffice@sa.gov.au.

9. The Fund selection process

9.1. Assessment process

A SASIC representative will first assess applications against the Eligibility Criteria. If eligible, applications will proceed to the assessment stage.

The Assessment Committee will assess applications against the assessment criteria and compare it to other eligible applications before recommending which projects to fund.

If the selection process identifies unintentional errors in your application, you may be contacted to correct or clarify the errors, but you cannot make any material alteration or addition.

9.2. Approvals process

The Assessment Committee will present funding recommendations to the Chief Executive of Defence SA, who will approve the grant(s).

10. Notification of application outcomes

All applicants will be notified about the outcome of their application.

If you are successful, you will be advised about the next steps to execute the Funding Agreement.

If you are unsuccessful, you will receive the outcome in writing, and there will be an opportunity to discuss the outcome.

11. Successful applications

11.1. Funding Agreement

The Administering Entity will manage the South Australian Government Funding Agreement, which includes issuing and executing the Funding Agreement. Successful applicants must not start SA Space Collaboration and Innovation Fund project activities until a Funding Agreement is executed (both the Lead Organisation and the Administering Entity have accepted the agreement). The Administering Entity is not responsible for any expenditure incurred prior to the Funding Agreement being executed and cannot make any payments until a Funding Agreement is executed.

The approval of your Fund project may have specific conditions determined by the assessment process which will be identified in the offer of the Funding Agreement.

The Administering Entity may recover funds if there is a breach of the Funding Agreement.

11.2. Intellectual Property

Ownership of intellectual property developed using the funds will be retained by the successful applicants. Project Teams are encouraged to discuss background and foreground IP arrangements early in the proposal development process.

The Administering Entity makes no claim on ownership of background or foreground IP from projects funded under the SA Space Collaboration and Innovation Fund.

11.3. How we pay the Grant

The Funding Agreement will include:

- the term of the Funding Agreement
- the total amount of funding for the Fund project
- details of how instalments will be paid
- all reporting requirements.

Payment of the Grant will be linked to key milestones identified in the application process.

Payments will be made according to the agreed schedule set out in the Funding Agreement. Payments are subject to satisfactory progress of the project.

12. Announcement of Grant recipients

Outcomes of the Fund will be embargoed and must not be shared publicly or announced until the embargo has been lifted, or the Administering Entity makes a public announcement.

The Administering Entity will liaise with the Lead Organisation/s of successful proposals, and other relevant parties as necessary, to finalise media releases, articles and social media posts about Fund outcomes.

A non-sensitive description of successful projects will be published on the SASIC and/or Defence Innovation Partnership websites, through social media and other media channels, including details such as:

- name of the Lead Organisation and Partner Organisations
- title of the project
- brief description of the project and its aims
- amount of funding awarded and total value of project.

13. Monitoring Grant activity

13.1. Reporting

The Lead Organisation must provide the Administering Entity with:

- the Reports specified in the Schedule
- appropriate and regular information, records and any other reports requested from time to time, including information about:
 - the application of the grant funds by the Lead Organisation (with appropriate evidence in support)
 - the progress of and material changes to the nature and scope of the project
 - any significant changes to the nature and/or scope of the activities conducted by the Lead Organisation with respect to the project
 - any other funding or financial assistance promised or received for the project from sources other than the Administering Entity
 - the performance of the Lead Organisation’s undertakings and obligations under the Funding Agreement
 - the Lead Organisation’s management of the grant funds, including but not limited to the economic and efficient use of resources to achieve the purpose
 - any other matters relevant to the project, as reasonably required by the Administering Entity.

The Lead Organisation must, upon reasonable notice, permit any officer authorised by the Administering Entity:

- to have access to all accounting records, equipment, documents and information in relation to the project and the grant funds, if required
- to discuss matters pertaining to the project and the grant funds with employees of the Lead Organisation engaged in the conduct of the project or the management of the grant funds.

13.1.1 Milestone reporting

Milestone reports are to be provided within two weeks of either of the following events:

- a project milestone as detailed within the Funding Agreement is achieved; or
- it is realised that a project milestone as detailed within the Funding Agreement cannot be met.

A template for milestone reporting will be provided to the Lead Organisation and will include (at least) the following information:

- Project name
- Lead participant details
- Title of milestone
- Statement of key activities and/or outcomes achieved

- In the case where a project milestone cannot be met, include details of the reason why the milestone cannot be met and details of proposed changes to scope, schedule or budget
- Indication of any additional risks identified
- Confirm scope and schedule for the next phase of the project.

The Lead Organisation must give notification of any milestone reporting delays as soon as they become aware of them.

13.1.2 Completion reporting

At the end of the project period, you must submit a project Completion Report. The report is to be provided within one month of completing the project. The Lead Organisation must:

- submit a Completion Report.
- support the preparation of a short case study and presentation to highlight the project methodology, outcomes and potential benefits for key stakeholders.

A template for the Completion Report will be provided to the Lead Organisation and will contain (at least) the following information:

- Project name
- Lead Participant details
- Title of milestone
- Statement of outcomes
- Details of benefits or opportunities identified, either potential or realised, including opportunities for additional collaboration, further development, or alternate funding
- Details of any recommendations resulting from the project
- Signed copy of the Income and Expenditure Statement as per the Agreement.

13.2. Audit

The Administering Entity may direct the Lead Organisation to arrange for the financial accounts relating to the grant funds to be audited at the Lead Organisation's expense. The Administering Entity may specify the minimum qualifications to be held by a person appointed to conduct the audit.

13.3. Funding Agreement variations

We recognise that unexpected events may affect project progress. In these circumstances, you can request a variation to your Funding Agreement, including:

- changing project milestones
- extending the timeframe for completing the project but within the maximum grant period
- changing project activities.

The program does not allow for an increase of grant funds.

If you want to propose changes to the Funding Agreement, you must put them in writing before the project milestone end date. You can submit a variation request to spaceoffice@sa.gov.au.

You should not assume that a variation request will be successful. We will consider your request based on factors such as:

- how it affects the project outcome

- consistency with the SA Space Collaboration and Innovation Fund objectives, guidelines and any relevant policies of the South Australian Government
- changes to the timing of grant payments
- availability of program funds

13.4. Grant acknowledgement

The Lead Organisation must not make or permit a public announcement (e.g. issue a media release or social media post) about any aspect of the Funding Agreement without first obtaining the Administering Entity's consent, which may not be unreasonably withheld, and which will not be required if the public announcement is required by law.

14. Security and export controls

14.1. Security

Eligible activities under the Fund may have national security implications. Project Teams should consider implications of the proposed project and identify and manage any risks, particularly relating to export controls, foreign interference and technology transfer.

Project Team members and the Lead Organisation should undertake appropriate due diligence, proportionate to the risk, and subject to available information, on all partners and personnel participating in the project. This should take into account any potential intellectual property, security, ethical, legal and reputational risks, and, where necessary, you should be prepared to demonstrate how you will manage and mitigate any identified risks.

14.2. Export controls

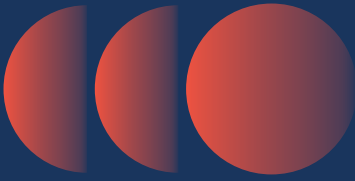
The Lead Organisation and Project Teams undertaking Fund projects that involve collaboration with foreign entities should be familiar with Australia's export controls requirements. It is the responsibility of the Lead Organisation to consider the implications of the relevant legislation on the proposed project before submitting the application and to comply with any applicable requirements if it is successful.

15. Contact details

All enquiries about the Fund, including requests for assistance in the proposal development phase, should be sent to:

Email: spaceoffice@sa.gov.au

Please include 'South Australian Space Collaboration and Innovation Fund - (nature of enquiry)' in the subject line. Enquiries will be responded to within three business days.



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