**Enter project title**

**CRCSI PhD-Only Project Proposal Template**

**(for projects requesting funds for a PhD scholarship only)**

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# Submission of Research Project Proposals

The Research Investment Committee (RIC) of the CRCSI considers new project proposals and makes recommendations to the Board for funding. Projects submitted to the RIC must:

* Produce outcomes and impacts that align with the strategic objectives of CRCSI
* Make a substantive contribution toward Commonwealth Agreement milestones
* Have a key industry /end-user champion
* Meet well-articulated end-user needs
* Have a high probability of producing world class science outcomes
* Articulate a competitive position in relation to relevant to international research activities
* Bring together a high quality research team
* Have a well-developed project methodology
* Have an appropriate and viable utilisation and/or commercialisation strategy
* Make a budget claim consistent with the objectives and scope of the project
* Have a well-argued risk assessment
* Demonstrate meaningful inter-relationships with other CRCSI programs

In preparing a proposal, proponents should use the attached template, taking into account the review and approval process described below.

Questions should be addressed to the relevant Science Director and/or the Research Director. Please refer to <http://www.crcsi.com.au/about/our-people/> for contact details.

# Review and Approval of PhD-Only Proposals

The process described below applies to research projects which seek only funds for a PhD scholarship at a CRCSI partner university.

## STAGE 1 – Initial review

**The Proponent will:**

* Ensure the relevant Science Director and Program Manager are aware of the proposal and supportive of the planned research
* Provide the Research Director with an early draft for comment
* Complete all sections of the proposal template

## STAGE 2 – Executive review and Program Board approval

**The Proponent will:**

* Submit a mature draft of the proposal to the Research Director

**The Research Director will:**

* Present the proposal to the CRCSI Executive for review
* Ask the Program Manager to secure Program Board approval
* Provide feedback to the proponent from the Executive and Program Board
* Work with the proponent to undertake any required revisions

## STAGE 3 – RIC and Board approval

**The Proponent will:**

* Submit the revised proposal to the Research Director at least three weeks prior to the next RIC meeting

**The RIC will:**

* Receive the proposal at least ten days prior to its next meeting with a briefing paper summarising the view of the CRCSI Executive
* Consider the proposal on its merits
* Make a decision as to whether the proposal should be:
  1. Endorsed for Board approval
  2. Revised and re-submitted to RIC
  3. Externally reviewed and re-considered by RIC
  4. Rejected outright

**Should a proposal be endorsed by RIC, the Board will:**

* Consider the recommendation from RIC regarding the proposal
* Determine whether to approve the project

**The Research Director will:**

* Advise the Proponent of the outcome of the RIC and/or Board deliberations
* Work with the Proponent to undertake revisions based on feedback from the RIC and/or the Board

# Project overview

|  |  |  |
| --- | --- | --- |
| **Lead PhD supervisor** |  | |
| **Project title** |  | |
| **PhD candidate** (if known) |  | |
| **Program** |  | |
| **Commencement** |  | |
| **Completion** |  | |
| **Project participants** | *Partner organisations* | *Third party organisations* |
|  |  |  |
| **Project summary** *(200 words)* | | |
|  | | |
| **Budget request** | *Financial year* | *Amount* |
| Year 1 | 20xx - xx | $ 0 |
| Year 2 | 20xx - xx | $ 0 |
| Year 3 | 20xx - xx | $ 0 |
| Year 4 | 20xx - xx | $ 0 |
| **Total CRCSI cash** |  | **$ 108,000** |
| **Participant support** |  | |
| Cash[[1]](#footnote-1) | $ 0 | |
| In-kind (other) | $ 0 | |
| In-kind (personnel) | $ 0 | 0 FTE/year |
| Funding ratio[[2]](#footnote-2) |  | |

# Project details

|  |
| --- |
| **Problem statement** *(100 words)* |
|  |
| **Research questions** *(200 words)* |
|  |
| **Aims** *(200 words)* |
|  |
| **Approach** *(500 words)* |
|  |
| **Outputs** *(200 words)* |
|  |
| **Uniqueness** *(150 words)* |
|  |
| **Impact** *(150 words)* |
|  |

|  |  |  |
| --- | --- | --- |
| **Risk analysis** | | |
| *Commercial risks* | *Degree* | *Mitigation strategy* |
|  |  |  |
|  |  |  |
| *Technical risks* | *Degree* | *Mitigation strategy* |
|  |  |  |
|  |  |  |
| *Other risks* | *Degree* | *Mitigation strategy* |
|  |  |  |
|  |  |  |

## Project plan

**Milestones (◼)** –These must be discrete events that involve minimal subjective or qualitative evaluation.

**Deliverables (**⚫**)** –These must be quantifiable achievements that involve minimal subjective or qualitative evaluation.

**Decision point** – The RIC requires every multi-year project to have a formal review and decision point part way through the project where a decision will be made regarding project continuation or termination.

Insert milestones (◼)and deliverables (⚫) as appropriate and use cell shading to show duration of each task.

| **Tasks, Milestones & Deliverables** | **Participants** | ***FY 20xx-xx*** | | | | ***FY 20xx-xx*** | | | | ***FY 20xx-xx*** | | | | ***FY 20xx-xx*** | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** | **11** | **12** | **13** | **14** | **15** | **16** |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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# Strategic alignment

|  |
| --- |
| **Benefits to the CRCSI** *(200 words)* |
|  |
| **Contribution to the Program vision** *(200 words)* |
|  |

|  |  |  |
| --- | --- | --- |
| **Contribution to Commonwealth Agreement milestone delivery[[3]](#footnote-3)** | | |
| *Output milestones (Comm Ag number & description)* | *Comm Ag date* | *Forecast date* |
|  |  |  |
|  |  |  |
|  |  |  |
| *Utilisation milestones (Comm Ag number & description)* | *Comm Ag date* | *Forecast date* |
|  |  |  |
|  |  |  |
|  |  |  |

|  |
| --- |
| **Contribution to a sustainable CRCSI future** *(200 words)* |
|  |

**Utilisation**

| *Output* | *What will it do?* | *Commercial or indirect return to the CRCSI?* | *Likely scientific or technical impact?* | *Current next best alternative?* | *What is our competitive advantage?* |
| --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

## 

## Background intellectual property from project participants

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Category of Work[[4]](#footnote-4)* | *Description of Work* | *Author(s)* | *Owner* | *Format* | *Comments[[5]](#footnote-5)* |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

## Background intellectual property from non-project participants

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Category of Work3* | *Description of Work* | *Author(s)* | *Owner* | *Format* | *Commercial Arrangements4* |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

# Budget

## Contributions from project participants (personnel in-kind)

| **Resource** | **Start Date** | **End Date** | **FTE** |
| --- | --- | --- | --- |
|  |  |  |  |
|  |  |  |  |
| **Total FTE** |  |  | **0 FTE** |
| **Total $ value[[6]](#footnote-6)** |  |  | **$ 0** |

## Contributions from project participants (other in-kind)

| **Resource** | **Start Date** | **End Date** | **Estimated $** |
| --- | --- | --- | --- |
|  |  |  |  |
|  |  |  |  |
| **Total $ value** |  |  | **$ 0** |

## Cash contributions from project participants

| **Organisation** | **Planned use** | **Amount** |
| --- | --- | --- |
|  |  |  |
|  |  |  |
| **Total $ value** |  | **$ 0** |

# Other

## Additional Information

If the candidate is known, please attach a copy of their academic transcript and curriculum vitae.

## Program Board Endorsement

|  |  |
| --- | --- |
| Board Chair |  |
| Signature |  |
| Date |  |

1. . Cash contributions from participants are not essential for PhD only proposals. [↑](#footnote-ref-1)
2. . The Funding Ratio = Total participant support/CRCSI cash. When making this calculation, 1FTE is valued at $250k/year. The CRCSI generally expects this ratio to exceed 3, but exceptions are considered on merit for PhD-only proposals. [↑](#footnote-ref-2)
3. . As the CRCSI approaches June 2018, not every project will contribute to Commonwealth Agreement milestone delivery. In this case, leave the Comm Ag table blank and complete the table “Contribution to a sustainable CRCSI future”. [↑](#footnote-ref-3)
4. . Copyright Work, Patent, Trademark, Registered Design, Circuit Layout, Brand, Logo, etc. [↑](#footnote-ref-4)
5. . Include information on current assignments of or encumbrances to the Background IP [↑](#footnote-ref-5)
6. . 1FTE is valued at $250k/year [↑](#footnote-ref-6)