**AFMA Research Application**

**(Please complete all sections)**

|  |
| --- |
| **Section 1 – Administrative summary**  |
|  |  |  |  |
| Project title: |   |
|  |
| **Applicant:** |   |
| **Contacts** |
| Administrative |  |  |  |
| Title/Name: |   | Phone: |   |
| Position: |   | Email: |   |
| Organisation: |   | Postal address: |   |
| Principal Investigator |
| Title/Name: |   | Phone: |   |
| Position: |   | Email: |   |
| Organisation: |   | Postal address: |   |
| Co-investigator (s) |
| Title/Name: |   | Phone: |   |
| Position: |   | Email: |   |
| Organisation: |   | Postal address: |   |
| Co-investigator (s): |
| Title/Name: |   | Phone: |  |
| Position: |   | Email: |   |
| Organisation: |   | Postal address: |   |
|  |  |  |  |
| **Planned start and end date** |
| Start Date: |   | End Date: |   |

|  |
| --- |
| **Section 2 – Project summary** |
|  |
| **PROJECT BUDGET: (Excluding GST)** |
| **Financial Year** | **AFMA** | **Applicant Co-contribution** | **Other** |
|  | $0.00 | $0.00 | $0.00 |
|  | $0.00 | $0.00 | $0.00 |
|  | $0.00 | $0.00 | $0.00 |
| **Totals** | $0.00 | $0.00 | $0.00 |
|  |  |  |
| **Section 3 – Project description** |

**Background**

**Consultation** *(consultation with the relevant fisheries manager or senior manager when developing the application is highly recommended)*

**Objectives** (this section needs to clearly articulate how the proposed research will assist AFMA in meeting its legislative objectives and overarching government policies such as the Harvest Strategy and Bycatch Policies)

**Needs**

**Planned outcomes, benefits, and extension**

**Methods**

**Performance indicators**

**Risk analysis**

**Related projects and research capacity** *(This section to identify collaboration opportunities with other fisheries, agencies and sectors (e.g. state fisheries management agencies, oil and gas, windfarms))*

**Budget – Co-contributions –** *(acknowledging the benefits that research organisations gain from accessing data and engaging in AFMA consultative frameworks, AFMA expects all research proposals to include co-contributions – either in-kind or monetary. AFMA acknoweldges that the type and magnitude of acceptbale co-contribution will be determined by a range of factors, including the type of research, size of project and nature of the research provider. This section to include details of reasoning for the co-contribution provided in the budget including consideration of a range of factors, such as:*

* *project staff development opportunities in terms of access to and representation on AFMA Resources Assessment Groups (RAGs)*
* *project and Staff professional development opportunities from associated research and publication of work in scientific journals*
* *opportunities to leverage additional funding sources*
* *opportunities to utilise existing processes, knowledge and expertise on common species of interest*
* *reputational and promotional benefits to the research provider through participation in Commonwealth fisheries research, and*
* *developing or enhancing resaleable skills and capacity within the research provider.)*

**Section 4 – Schedule of payments**

As a general rule, up to 10 per cent of the total project cost may be provided as an initial payment and a minimum of 30 per cent of the total project cost must be left for the draft and/or final report.

|  |  |  |
| --- | --- | --- |
| **Milestones** | **Deliverable date (Please refer to instructions)** | **Schedule of AFMA payment(s) (excluding GST)** |
| Initial payment on signing of contract |  | $0.00 |
|  |  | $0.00 |
|  |  | $0.00 |
|  |  | $0.00 |
|  |  | $0.00 |
|  |  | $0.00 |
| Draft final report |  | $0.00 |
| Final report (no later than 30 May in any given year) |  | $0.00 |
| **TOTAL** |   | $0.00 |

**Section 5 – Description of milestones**

Details on each milestone must provide sufficient information to justify the milestone cost. The description field will describe the work to be completed for that milestone with the justification field elaborating further on the categories of cost – for example salary splits, details of travel.

|  |  |  |  |
| --- | --- | --- | --- |
| **Milestone:** |  | **Date:** |  |
|  |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Financial Year** | **Salaries** | **Travel** | **Operating** | **Capital** | **Total** |
|   | $0.00 | $0.00 | $0.00 | $0.00 | **$0.00** |

**Description:**

**Justification:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Milestone:** |  | **Date:** |  |
|  |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Financial Year** | **Salaries** | **Travel** | **Operating** | **Capital** | **Total** |
|   | $0.00 | $0.00 | $0.00 | $0.00 | **$0.00** |

**Description:**

**Justification:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Milestone:** |  | **Date:** |  |
|  |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Financial Year** | **Salaries** | **Travel** | **Operating** | **Capital** | **Total** |
|   | $0.00 | $0.00 | $0.00 | $0.00 | **$0.00** |

**Description:**

**Justification:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Milestone:** |  | **Date:** |  |
|  |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Financial Year** | **Salaries** | **Travel** | **Operating** | **Capital** | **Total** |
|   | $0.00 | $0.00 | $0.00 | $0.00 | **$0.00** |

**Description:**

**Justification:**

**Special conditions**

If relevant, this field will be used to assist in contract preparation for any special conditions. Examples of special conditions may relate to IP, marine spatial closures (including access) or any other clauses not specifically contained in the contract.

*Please note, Australian Government accessibility standards apply as a special condition on AFMA contracts. It is an Australian government requirement that documents published on AFMA’s website meet accessibility standards. An accessible document means that people with different abilities can read the document. Producing an accessible document is not difficult and Microsoft products such as Word, PowerPoint, Outlook, and Excel all have features to help all authors to produce an accessible document. Key rules to keep in mind when producing accessible reports for AFMA:*

* *all non-text content (images, tables) to have alternative text (alt text), and*
* *tables specify column header information, images or objects should be inline with the text.*

*AFMA requires all final reports submitted to be accessible and supplied in either Word or a PDF that has been checked for accessibility and tagged correctly to ensure acceptance and payment of the related milestone.*

**Intellectual property**

Identify the appropriate Intellectual Property category applicable to this application. Choose ONE from below.

|  |  |
| --- | --- |
| **Code**  | **Description** |
| **1** | Published, widely disseminated and promoted, and/or training and extension provided. Relates mainly to outputs that will be available in the public domain |
| **2** | Published, widely disseminated and promoted, and/or training and extension provided. Related products and/or services developed. Relates mainly to outputs that will largely be available in the public domain, but components may be commercialised, or intellectual property protected.  |
| **3** | Published, widely disseminated and promoted, and/or training and extension provided. Related products and/or services developed. Relates mainly to outputs that may have significant components that are commercialised, or intellectual property protected.  |

The following IP category applies to this application:

**Potential conflicts of interest**

Applicants should identify potential conflicts of interest. Any interests will be examined as to whether they may impair the ability of the applicant to perform the research. Examples of potential interests that applicants should declare include but are not limited to:

* a financial or economic interest including the ownership or control of concessions in the fishery/ies which is the subject of the research
* businesses or assets related to the fishery/ies which is the subject of the research
* any employment by a business or organisation relevant to the fishery/ies which is the subject of the research
* any membership of a group or organisation relevant to the fishery/ies which is the subject of the research
* projects or campaigns that the member or the member’s organisation/group has or has planned that are relevant to the fishery/ies which is the subject of the research, and
* a direct family member or close associate having such an interest.

**Data management**

I have searched for existing data (refer to guidelines on how to search the Australian Spatial Data Directory and Oceans Portal:

[Yes / No]

Provide a brief description of the resulting data from the project and how this data will be stored for future protection and access:

Data management should include a description of the data to be produced by the research and show details on the following aspects:

|  |  |
| --- | --- |
| Data security or privacy issues, applying to the data |   |
| Nominated data custodian |  |