

IMAF Stage 1 Application Form

Form Preview

Introduction

Welcome

The Innovative Manufacturing Adoption Fund (the Fund) is a NSW Government competitive grant program that helps NSW businesses expand and diversify manufacturing through innovative technology adoption.

The Fund's objective is to support the *NSW Industry Policy* by strengthening manufacturing capability, creating skilled jobs and improving economic resilience.

Before applying, please read the [IMAF Stage 1 Program Guidelines](#).

Supporting documents

You will need the following documents to complete your application:

- financial statements (balance sheet and profit and loss statement) for the previous 2 financial years
- a Business Activity Statement, Payroll Tax Statement, or letter from an accountant confirming the current number of full-time equivalent employees in your business.

You must also provide a proposal from an external consultant or manufacturing service provider that includes:

- the purpose of the engagement
- a description of the capability gap or opportunity (statement of need/problem definition)
- the scope of work and methodology
- deliverables, such as case studies or reports, with expected productivity or quality improvement metrics where appropriate
- a project plan and timeframe
- a budget and cost breakdown
- details of key personnel and their relevant experience.

Applicant Details

* indicates a required field

Application Number

This field is read only.

This information is system generated

Company name *

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Organisation Name

Your business must be a registered corporation.

ABN *

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity Name	
ABN Status	
Entity Type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main Business Location	

Must be an ABN.

Contact *

First Name

Last Name

Position *

Phone Number *

Must be an Australian phone number.

Email Address *

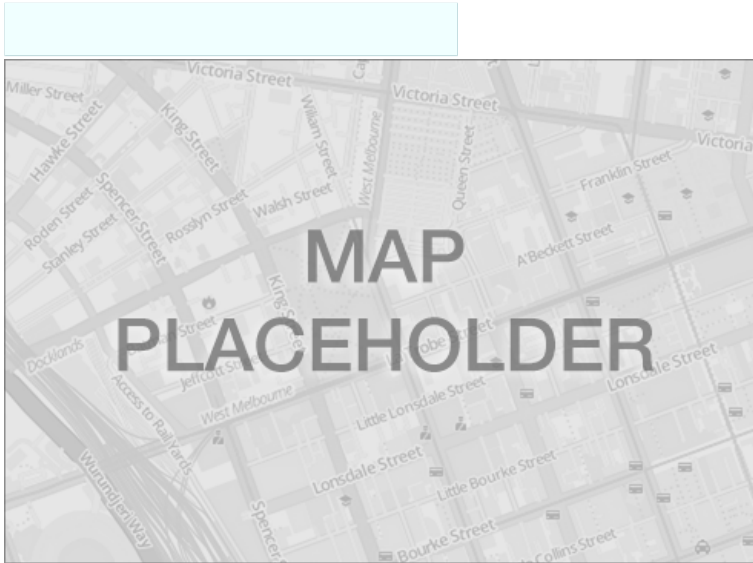
Must be an email address.

Address of Company Headquarters (must be in NSW) *

Address

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Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required. Country must be Australia and address must not be a PO box.

Advanced Manufacturing Capability

* indicates a required field

Business Financials and Number of Employees

Your business must:

- have annual turnover of at least \$1 million in each of the last 2 completed financial years
- employ between 10 and 100 full-time equivalent employees.

Attach your business' Financial Statements (balance sheet and profit and loss statement) for the last 2 completed financial years. *

Attach a file:

Attach a Business Activity Statement, Payroll Tax Statement, or letter from an accountant confirming the current number of full-time equivalent employees in your business. *

Attach a file:

Manufacturing Facility

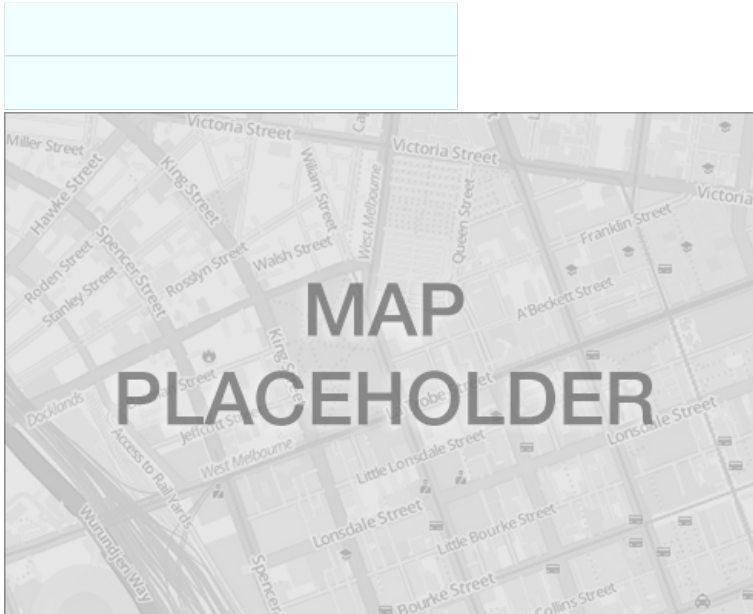
The applicant business must operate a manufacturing facility in NSW.

Project Manufacturing Facility address *

Address

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Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required. Country must be Australia and the address must be the physical location where the majority of project activities will be undertaken.

Advanced Manufacturing Capability

Applicants must demonstrate current or potential capability in advanced manufacturing in one of the Target Sectors:

In which of the following Target Sectors does your business have current or potential advanced manufacturing capability? *

- ☐ Construction and Building Products (including Modern Methods of Construction)
- ☐ Clean energy products
- ☐ Transport and Rolling Stock
- ☐ Defence and Aerospace
- ☐ Health and Medtech Manufacturing
- ☐ Digital Technologies - Advanced Electronics
- ☐ Mining Equipment, Technology and Services
- ☐ Agriculture
- ☐ Food and beverage manufacturing

Select one

Your business must operate in a manufacturing industry under a relevant Australian and New Zealand Standard Industrial Classification (ANZSIC) code or Business Industry Code (BIC) under the above selected Target Sector.

[Australian Bureau of Statistics search for ANZSIC codes](#)

[Australian Tax Office BIC search tool](#)

What is the appropriate ANZSIC or BIC for the industrial classification of your business? *

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Give details of your current or potential capability in advanced manufacturing in the above Target Sector. *

Word count:

Must be no more than 150 words.

Evidence of advanced manufacturing capability

Attach a file:

Web links or photographs showing examples.

Adverse Findings

Has the applicant business, its parent or associated entities, or any of its directors been subject to, or threatened with, any of the following within the past 2 years? *

- ☐ Insolvency or bankruptcy actions (e.g. Voluntary Administration, Application to Wind Up)
- ☐ Court proceedings of any kind
- ☐ Breaches of the Fair Work Act 2009 (Cth) or other related employment legislation
- ☐ Breaches of the Work Health and Safety Act 2011 (Cth) or related legislation
- ☐ None of the above

Provide details *

Word count:

Must be no more than 150 words.

Government Assistance

Has your company or a related party received other funding from an Australian state or federal government agency? *

☐ Yes ☐ No

You are not eligible for funding if you have received NSW/Australian government funding for the same, or a sufficiently similar, purpose.

Please provide details

**Funding source (organisati Title/description/reference Grant amount
on) number**

		Must be a dollar amount.
		\$

Target Technology Adoption and Impact

* indicates a required field

Target Technology

What type of Target Technology is your business seeking to adopt? *

- ☐ Additive Manufacturing
- ☐ Precision Machining
- ☐ Electronics and Mechatronics Manufacturing
- ☐ Advanced Materials and Processing
- ☐ Robotics and Automation
- ☐ Digital Manufacturing and Industry 4.0* capabilities
- ☐ Advanced Quality and Inspection Systems

*Industry 4.0 is the name used for the emerging 'fourth industrial revolution' and refers to the digitalisation of manufacturing industry technologies and processes. Industry 4.0 factories are characterised by wireless connectivity and self-regulation, with end-to-end production possible without any direct human intervention. Some examples of Industry 4.0 technologies are:

- Internet of Things (IoT)
- Artificial Intelligence (AI)
- Cloud Computing
- Virtual and augmented reality

What specific Target Technology do you intend to adopt? Include relevant details such as: name, model, system type, technical description, specifications, etc. *

Word count:

Must be no more than 100 words.

What function does the Target Technology perform and how does it work? *

Word count:

Must be no more than 100 words.

If applicable, attach any other materials.

Attach a file:

Adoption

1. Demonstrate how adding the Target Technology will overcome a capability gap in your current manufacturing operations.

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To support your response, you may include links to external evidence or attach it below.

Examples of relevant facts and evidence include:

- case studies or examples of use of the Target Technology
- experiment or trial results demonstrating the technology
- technical information such as photographs or video, product specifications, manuals etc explaining the target technology and/or your current manufacturing processes
- details of possible suppliers and cost of installation
- (where relevant) regulatory constraints and/or customer requirements
- any preliminary modelling and/or data analysis.

Response *

Word count:

Must be no more than 200 words.

Supporting materials

Attach a file:

Multiple files can be uploaded.

Impact

2. Demonstrate the potential impact of adopting the technology, including:

a) production efficiencies such as:

i. increased output and/or quality of products

ii. enabling manufacturing of new products

iii. reducing maintenance and downtime

iv. reducing energy consumption

b) commercial benefit such as:

i. enabling access to new customers or markets

ii. increased competitiveness of your business.

To support your response, you may include links to external evidence or attach it below.

Examples of relevant facts and evidence include:

- data/benchmarking of current production capability, output, maintenance, downtime, and energy consumption
- case studies or examples of use of the Target Technology
- experiment or trial results demonstrating the technology
- target market or customers
- indicators of interest or market traction (such as correspondence, Letters of Intent)
- any preliminary modelling or market research.

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Response *

Word count:

Must be no more than 200 words.

Supporting materials

Attach a file:

Stage 1 Project

* indicates a required field

Stage 1 funding supports manufacturers to engage an external consultant or manufacturing service provider to investigate the adoption of a Target Technology.

External consultant or specialised manufacturing service provider

Identify the external consultant or specialised manufacturing service provider that will deliver the project activities.

Supplier type *

- ☐ External consultant
☐ Specialised manufacturing service provider

Name *

☐ Individual ☐ Organisation

Organisation Name

Title First Name Last Name

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ABN *

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity Name	
ABN Status	
Entity Type	

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Goods & Services Tax (GST)

DGR Endorsed

ATO Charity Type

[More information](#)

ACNC Registration

Tax Concessions

Main Business Location

Must be an ABN.

Consultant/provider's website

Optional

Eligible activities and Project Outcome

See Program Guidelines 2.3 "Eligible Projects."

What eligible activities will your Stage 1 project involve? (Select all that apply) *

- ☐ Feasibility studies and business case development
- ☐ Pilot projects, prototyping, and process testing
- ☐ Assessment of new equipment, software or systems
- ☐ Certification and compliance requirements

Provide a short description of the scope of the project and activities involved. *

Word count:

Must be no more than 150 words.

Project quality and delivery

Demonstrate that the project will assess the feasibility of Target Technology adoption, including:

a) a clear methodology to evaluate costs, risks, benefits and implementation requirements

b) realistic timeline and milestones.

The external consultant or manufacturing service provider must deliver the project activities that support your business to investigate or implement a Target Technology.

You must provide a proposal from the external consultant or manufacturing service provider.

The proposal must include:

- purpose of the engagement
- description of the capability gap or opportunity (statement of need/problem definition)

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- scope of work and methodology
- deliverables, such as case studies or reports, with expected productivity and/or quality improvement metrics where appropriate
- project plan and timeframe
- budget and cost breakdown
- details of key personnel and their relevant experience.

Attach proposal from the external consultant/provider. *

Attach a file:

A maximum of 2 files may be attached.

Project length (in weeks) *

Must be 16 weeks or less.

c) a fit-for-purpose budget that represents value for money

See Program Guidelines 2.5 "Eligible activity expenditure".

For each of the costs below, quote the full estimated amount (not including GST).

The Total Amount Requested field below will calculate your requested grant amount, at 50% of your total Project Budget. Your Project Budget should be between \$20,000 and \$100,000.

Project Budget - what is the total expected cost of the project? *

Must be a dollar amount and between 20000 and 100000.

Consultant/Manufacturing Service Provider Costs - what is the total amount the external consultant or manufacturing service provider will charge to complete the project? (minimum 75% of project budget) *

Must be a dollar amount.

Internal Costs - what is the total amount that will be spent on wages for work to complete the project? (maximum 25% of project budget) *

Must be a dollar amount.

If your budget includes internal costs, give details of the work to be done by internal staff to support the project.

Word count:

Must be no more than 50 words.

Total Amount Requested *

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This number/amount is calculated.

This is the total grant amount you are requesting (50% of total Project Budget)

You must confirm that the external consultant/service provider has relevant expertise and experience in the Target Technology and/or manufacturing assessment.

Give details and evidence of the external consultant's relevant expertise and experience. *

Word count:

Must be no more than 75 words.

If the consultant/provider has formal qualifications, upload any details and examples of work.

Attach a file:

Alignment with NSW Government Strategic Objectives

* indicates a required field

Demonstrate your project is aligned with the objectives outlined in these IMAF program guidelines (see 1.2 "Objective") and priorities identified in the [NSW Industry Policy](#), [NSW Innovation Blueprint](#), and [NSW Trade and Investment Strategy](#).

For example, you could refer to one or more of the following identified objectives:

- expected job creation and/or skill development
- Industry Missions (Local Manufacturing, Housing and Net Zero)
- focus sectors identified in the above policies
- export capability and/or government procurement opportunities
- attracting investment to NSW
- sovereign manufacturing capability and/or local supply chains
- diversification of NSW's industry base.

Response *

Word count:

Must be no more than 100 words.

Terms and Conditions

Application Terms (“Terms”)

- 1.Submission of an application to the Crown in the Right of the State of New South Wales acting through the Premier's Department (the **Department**) constitutes an acceptance by you of the **Innovative Manufacturing Adoption Fund Program Guidelines (Program Guidelines)** and these Terms and you agree to be bound by both of them.
- 2.Your application must be submitted to the Department on or before **17:00** Australian Eastern Standard Time on the closing date advised in the Program Guidelines.
- 3.Applications may only be submitted using the method described in the Program Guidelines.
- 4.Applications that are incomplete or do not comply with the instructions provided in the application form and/or the Program Guidelines may be rejected by the Department. The Department may, in its sole discretion, accept or reject an application which is incomplete or does not comply with the Program Guidelines, or for any other reason.
- 5.You agree to bear the costs of preparing and submitting your application without recourse to the Department.
- 6.You confirm that all of the information provided as part of the application is true, correct and valid as at the date of your application.
- 7.You agree to indemnify the Department against and in respect of all damages, losses, expenses and costs (including legal costs on an indemnity basis) which arise out of or in relation to any incorrect or invalid information that you provide to the Department through this application.
- 8.If you are found to have made false or misleading claims or statements, or to have obtained improper assistance in relation to your application, the Department may exclude your application from the evaluation process. You should be aware that giving false or misleading information to the Department is a serious offence under the *Crimes Act 1900* (NSW).
- 9.An application submitted electronically will be treated in accordance with the *Electronic Transactions Act 2000* (NSW).
- 10.Assessment and approval of your application will be in accordance with the criteria outlined in the Program Guidelines.
- 11.Submitting an application does not guarantee approval under the Program. Approval is at the sole discretion of the Department.
- 12.The Department reserves the right to verify the information provided by you as part of your application and determine your eligibility for the Program.
- 13.You must seek the written consent of the Department before making any public announcement about the Program and the Department's and the State's role in the Program.
- 14.Nothing in this request for applications or your application will be construed as giving rise to any contractual obligations or rights, express or implied, (other than your agreement to these Terms and the Program Guidelines).
- 15.If your application is successful, the information provided in your application will form part of a funding agreement to be separately agreed and signed between you and the Department.
- 16.You will be notified via email of the outcome of your application. The Department may choose to provide feedback on your application, if requested. Unsuccessful applicants may reapply. The Department may, in its absolute discretion, consider any subsequent application from an unsuccessful applicant.
- 17.You are not eligible for any funding until the Department executes a funding agreement with you.

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18 Subject to the terms of any funding agreement entered into between you and the Department, the Department reserves the right to alter, amend, suspend, cancel or withdraw the Program for any reason and in any circumstances in its sole and absolute discretion and without notice to you.

Privacy Notice

The Department collects the information in your application, which may include “personal information” as defined in the *Privacy and Personal Information Protection Act 1998* (NSW) (“PIIP Act”). We collect this personal information for the purpose of considering and assessing your application.

If your application is successful, your information will also be used to provide the funding to you, assist you in meeting your obligations and for reporting on the Programs to which your funding relates. Providing your personal information is voluntary, however if you do not provide this information, we may not be able to assess your application and you will not be considered for funding.

We may also disclose your personal information to the following third parties:

- Our Community Pty Ltd, being the application portal provider to help administer the Program
- Equifax Australasia Credit Ratings Pty Limited (trading as Corporate Scorecard), being the credit assessment agency engaged to assist the Department complete appropriate due diligence checks
- legal advisors, probity advisors and other advisors
- third party consultants to help assess and recommend applications
- other NSW Government agencies to help assess and administer the Program, monitor activity, assist organisation's whose applications are successful in meeting their obligations, and introduce unsuccessful applicants to other support programs that may be of assistance to them.

We may also be required to disclose information by law. For example, the Department is subject to the *Government Information (Public Access) Act 2009* (“GIPA Act”), which means the information you provide may be required to be released in response to a request under the GIPA Act. We may also be required to disclose information to oversight and investigative bodies and to the NSW Parliament.

If your application is successful and you receive the grant, the Department will publish the following information about your grant on the NSW Government Grants and Funding Finder as per the requirements outlined in the Grants Administration Guide (the Guide) under the *Government Sector Finance Act 2018* (NSW) including:

- the name and location of your organisation;
- name and location of project funded;
- the grant amount;
- the term of the funding deed; and
- any other information that may be required under the Guide,

unless publication would be contrary to the PIIP Act or other statutory requirements.

You have the right to access your personal information held by the Department without excessive delay or expense. You also have the right to have your personal information corrected in certain circumstances (e.g. if it is incorrect). If you wish to access or correct your personal information contact:

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Attn: Information and Privacy UnitPremier's Department52 Martin PlaceSydney, NSW, 2000

Email: infoandprivacy@tco.nsw.gov.au

Please refer to the website <https://www.investment.nsw.gov.au/privacy/> for more information on the Department's Privacy Policy relating to the privacy of your personal information.

By submitting this application form, you consent to the Department collecting, using and disclosing information about you in the manner described above. You must comply with the *Privacy Act 1988* (Cth) in relation to any personal information disclosed to you by the Department in connection with this application or the Program.

Disclaimer

1. Subject to any applicable law, the Department makes no representation or warranty of any kind, express or implied, in relation to any information or material provided in the application form or the Program Guidelines including as to its accuracy, currency or reliability.
2. The information and material provided by NSW Government as part of the application form and Program Guidelines is of a general nature only and is not legal or other professional advice or intended to be comprehensive. You are responsible for determining the validity, quality and relevance of any information or materials and taking appropriate independent advice before submitting an application or entering into a Funding Agreement.
3. The Department does not accept responsibility for and excludes liability for any loss, damage, cost or expense howsoever caused (including through negligence or matters outside its control), which you or any person may directly or indirectly suffer in connection with your or such person's use of or reliance on, information or materials contained in the application form or the Program Guidelines.

Declaration and Authorisation

* indicates a required field

Declaration

By entering my name and details below, I confirm that:

- I am authorised to submit this application and make this declaration on behalf of the applicant
- The applicant agrees to the Application Terms, Privacy Notice, Disclaimer, and Program Guidelines
- The information provided in this application is true and correct

Authorised Representative *

First Name

Last Name

Business Position *

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Title of role held in the business.

Phone Number *

Must be an Australian phone number.

Email *

Must be an email address.