



Investment
NSW

NSW Research Attraction and Acceleration Program

Conference Sponsorship Program

Guidelines for Applicants

September 2022

1. Program Purpose

- a. The NSW Government has established the Research Attraction and Acceleration Program (RAAP) to support innovation and continued investment in NSW research and development.
- b. The RAAP is administered by the NSW Office of the Chief Scientist & Engineer (OCSE) within the NSW Department of Enterprise, Investment and Trade ('the Department').
- c. The Conference Sponsorship Program supports research conferences in NSW in areas of relevance to the [NSW Premier's Priorities](#). Funding is provided on a competitive basis.

2. COVID-19

- a. The Office of the NSW Chief Scientist and Engineer (OCSE) is committed to responsible management of COVID-19.
- b. If your conference is an 'in-person' event, you must comply with current government mandatory requirements under [NSW public health orders](#).

3. Funding

- a. Funding will take the form of a cash contribution following the execution of an agreement between the applicant and the Department.
- b. Funds can be expended on any aspect of conference organisation occurring in NSW.
- c. Each successful applicant will receive up to \$10,000, at the discretion of the assessment panel.

4. Eligibility Criteria

- a. Sponsorship grants will be available for scientific conferences to be held between January and December 2023.
- b. A conference is defined as a formal meeting of various people, including researchers, industry and government representatives, and students, whose primary purpose is to share knowledge and collaborate on a particular scientific topic.
- c. The conference must take place in NSW.
- d. The applicant must be from a NSW public sector research institution or from the NSW communities sector. This includes:
 - i. Non-profit organisations incorporated under the Federal *Corporations Act 2001* as applied in NSW
 - ii. Community groups
 - iii. Universities
 - iv. Government associations
- e. The research area of the conference must fall into one of the following categories:

- i. Mathematical, information and computing sciences
- ii. Physical, chemical and earth sciences
- iii. Engineering, environmental sciences and renewable energy
- iv. Biological and biotechnological sciences

5. Selection Criteria

- a. An assessment panel will consider all eligible applications against the selection criteria:
 - i. Demonstrate need for funding through a budget breakdown
 - ii. Demonstrate value of conference to the community, research sector and the NSW Government, including how the conference will recognise the financial contribution of the Department.
 - iii. Evidence the conference would deliver economic, environmental, social and/or technological benefits to New South Wales.
 - iv. Evidence of engagement and collaboration with established research entities, networks or platforms
 - v. Alignment with NSW Premier's Priorities

6. Application Process

- a. Conference Sponsorship Program application form is available at: <https://www.chiefscientist.nsw.gov.au/funding/research-and-development/conference-sponsorship-program>
- b. Applications are due by 5:00 pm **Monday 7 November 2022**
- c. All applications must be submitted electronically through the SmartyGrants online grant application platform.
- d. The application must be completed in its entirety to be eligible for consideration. Clearly mark any information that should be treated confidentially.
- e. The application must be signed by at least one of the conference organisers.
- a. All eligible applicants will be assessed on merit against the selection criteria. However The Department, in its discretion, may choose not to award or recommend funding to applicants under the CSP.
- b. Short extensions to the deadlines may be given only in extenuating circumstances and requests must be received by close of business on **Wednesday 2 November 2022**. A request for an extension, explaining the need for and length of the extension, should be submitted in writing to:

Juliet Ono, Project Support Officer– Science & Research Policy
Office of the NSW Chief Scientist & Engineer
raap.grants@chiefscientist.nsw.gov.au
02 9228 5763

Important Dates

7 September	Round opens
7 November	Round closes
Early December	Applicants will be notified of outcome

7. Sponsorship Agreements and Reporting Requirements

- a. Successful applicants who accept the offer of a grant will be required to enter into a sponsorship agreement with the Department. The agreement will specify obligations, including use of the grant for activities occurring in NSW, return of any unspent grant funds and reporting requirements.
- b. The agreement must be signed by at least one conference organiser or a relevant representative from the institution responsible for organising the conference.

8. Discretionary funding

- a. OCSE reserves the right to support research conferences and/or workshops outside of this competitive grants round.
- b. Funding is provided at the discretion of OCSE and the selection panel, and conditional on strong evidence the conference would deliver economic, environmental, social and/or technological benefits to New South Wales, and that it aligns with the NSW Premier's Priorities.