



Planning,  
Industry &  
Environment

# **NSW Research Attraction and Acceleration Program**

## **Conference Sponsorship Program**

### **Guidelines for Applicants**

**August 2020**

## 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 Planning, Industry and Environment ('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. Impacts from 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 requirements regarding maximum numbers and social distancing.
- c. Any conference that does not appropriately demonstrate how it will implement and comply with social distancing requirements will be deemed ineligible for funding under Round 13 of the Conference Sponsorship Program.

## 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 July 2020 and June 2021.
- 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: [www.chiefscientist.nsw.gov.au/investing-in-science/conference-sponsorship-program](http://www.chiefscientist.nsw.gov.au/investing-in-science/conference-sponsorship-program).
- b. Applications are due by 5:00 pm **Friday 25 September 2020**.
- c. All applications must be submitted electronically to [raap.grants@industry.nsw.gov.au](mailto:raap.grants@industry.nsw.gov.au).
- d. The application form 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.
- f. An assessment panel will consider all eligible applications against the selection criteria.

Short extensions may be granted in extenuating circumstances. Extension requests must be submitted in writing by **TUESDAY 22 September 2020** to:

Centine Wilbello  
Manager – Science & Research Policy  
Office of the NSW Chief Scientist & Engineer  
[centine.wilbello@chiefscientist.nsw.gov.au](mailto:centine.wilbello@chiefscientist.nsw.gov.au)  
9338 6784

## **7. Important Dates**

<b>31 August 2020:</b>	Round opens
<b>25 September 2020:</b>	Round closes
<b>October 2020:</b>	Applicants will be notified of outcome

## **8. 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.

## **9. 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 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.