

# Application Form (DAIDF - Round 4)

## Form Preview

### 1. Instructions for completing this application form

Before applying for funding under the Defence and Aerospace Industry Development (DAID) Fund, please read the [Program Guidelines](#) and the [FAQs](#). You may also wish to read the [Queensland Defence Industries Roadmap](#) and the [Queensland Aerospace Roadmap](#) and the [Space Industry Strategy](#).

The Program Guidelines and all other supporting information can be found at [Defence and Aerospace Industry Development Fund](#).

When completing this application form, please note:

- Only eligible applications will be assessed. (Refer to the [Program Guidelines](#) for eligibility information.)
- Eligible applications will be competitively assessed. Submitting an application does not guarantee funding will be approved.
- The following documentation must be provided with your application for it to be eligible for assessment: 1) an official quote from an appropriately qualified consultant for all certification-related activities for which a funding application is being made. This may comprise a single quote for all activities or more than one quote where the activities are being undertaken by different consultants 2) evidence of appropriate current insurance cover (Certificate of Currency) 3) financial statements from the 2022-2023 financial year with accompanying notes to the accounts that demonstrate the financial position of the business, and bear evidence of having been prepared or checked by a qualified accountant (i.e. CPA, CA, or PA qualified).
- Your responses should be: - concise and thorough - non-repetitious and add value to the overall application - supported by documentary evidence.
- **Guidance is provided in the form to assist applicants in understanding the types of evidence that are accepted as part of this application.**

If you have any questions, please contact the DAID Fund team at [DJQ@dasilgp.qld.gov.au](mailto:DJQ@dasilgp.qld.gov.au).

For technical assistance using SmartyGrants, please see the [SmartyGrants Help Guide for Applicants](#).

### 2. Eligibility confirmation

\* indicates a required field

#### Purpose of this section

Financial assistance through the DAID Fund is only available to applicants that are deemed eligible.

Responses to the following questions determine eligibility for assessment.

**If responses to the following questions identify the application is ineligible, you will not be able to complete the form.**

See the [Program Guidelines](#) for information about eligibility.

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### 2.1: Application eligibility

**To be eligible to apply for the DAID Fund, your organisation must meet the following criteria:**

- be an SME (i.e. a business with less than 200 employees)
- operate in Queensland
- be registered for GST
- have an active Australian Business Number (ABN)
- provide evidence of current participation in defence, aerospace, or space supply chains; or provide evidence of an AUKUS Pillar II capability (undersea capabilities, quantum technologies, artificial intelligence and autonomy, advanced cyber, hypersonic and counter-hypersonic capabilities and electronic warfare)
- be able to fund at least 50 per cent of eligible costs (25 per cent if an Aboriginal or Torres Strait Islander business) and 100 per cent of all other costs associated with obtaining the certification, including ineligible costs
- be a company incorporated in Australia, or a trustee company incorporated in Australia on behalf of a trust
- not be a not-for-profit organisation
- not be an individual or partnership
- be in operation for more than a year
- obtain the certifications requested within 24 months of the funding agreement being signed.

**2.1.1: I acknowledge that my organisation meets all the eligibility criteria listed above \***

- Yes  
 No

⚠ If you answered "No" to Question 2.1.1, in line with the Applicant Guidelines, the Project is not eligible for funding.

⚠ **Do not submit this Application form. Click on the "SAVE AND CLOSE" button to exit the form.**

If you have any questions, please contact the DAID Fund team at [DJQ@dasilgp.qld.gov.au](mailto:DJQ@dasilgp.qld.gov.au).

**2.1.2: If you are a First Nations business, do you acknowledge that the maximum amount of funding that is claimable is 75% of total eligible costs (ex GST) with a limit of \$30,000 (ex GST)? \***

- Yes  
 No  
 N/A - Not at First Nations business

Note: A First Nations business is one that is at least 50% owned by Aboriginal or Torres Strait Island person(s).

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**2.1.3: If you are NOT a First Nations business, do you acknowledge that maximum amount of funding that is claimable is 50% of total eligible costs (ex GST) with a limit of \$30,000 (ex GST)? \***

- Yes
- No
- N/A - A First Nations business

⚠ If you answered “No” to Question 2.1.2 or 2.1.3, in line with the Applicant Guidelines, the Project is not eligible for funding.

⚠ **Do not submit this Application form. Click on the “SAVE AND CLOSE” button to exit the form.**

If you have any questions, please contact the DAID Fund team at [DJQ@dasilgp.qld.gov.au](mailto:DJQ@dasilgp.qld.gov.au).

**2.1.4: Are you seeking funding for more than three certifications? \***

- Yes
- No

**2.1.5: Does the business seek funding for any recertification of existing certifications held by the Applicant? \***

- Yes
- No

⚠ If you answered “Yes” to Question 2.1.4 or 2.1.5, in line with the Applicant Guidelines, the Project is not eligible for funding.

⚠ **Do not submit this Application form. Click on the “SAVE AND CLOSE” button to exit the form.**

If you have any questions, please contact the DAID Fund team at [DJQ@dasilgp.qld.gov.au](mailto:DJQ@dasilgp.qld.gov.au).

## 3. Eligibility outcome

\* indicates a required field

⚠ **Based on your responses, you are not eligible for a DAID Fund grant.**

**Please do not proceed with completing the application form, as ineligible applications will not be progressed for assessment.**

**Please refer to the [Program Guidelines](#) or consult the DAID Fund team: [DJQ@dasilgp@qld.gov.au](mailto:DJQ@dasilgp@qld.gov.au)**

**You can click on 'Previous Page' to go back and check your responses to the eligibility questions.**

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**Please confirm you understand you are ineligible and if you submit this form, it will not proceed to assessment. \***

Yes

**Based on your responses, you are eligible to proceed with your application.  
You may proceed with completing the application form.**

## 4. Applicant details

\* indicates a required field

### 4.1: Applicant details

#### 4.1.1: Applicant's business/organisation name \*

Organisation Name

#### 4.1.2: Applicant's legal entity name \*

#### 4.1.3: 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	<a href="#">More information</a>
ACNC Registration	
Tax Concessions	
Main business location	

The ABN provided must be classified as active.

#### 4.1.4: Physical address of the applicant's organisation's/business's registered head office \*

Address

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Address Line 1, Suburb/Town, State/Province, and Postcode are required.

### 4.1.5: Postal address of the applicant's organisation's/business's registered head office \*

Address

  

Address Line 1, Suburb/Town, State/Province, and Postcode are required.

### 4.1.6: Physical address of the relevant organisation's/business's premises benefiting from this application \*

Address

  

Address Line 1, Suburb/Town, State/Province, and Postcode are required.  
The address MUST be in Queensland.

### 4.1.7: Website URL \*

Insert "N/A" if your business does not have a website.

### 4.1.8: In what year was the business established? \*

Note that businesses operating for less than one year will not be considered for funding.

### 4.1.9: In what year was the business established in Queensland? \*

### 4.1.10: How many full-time equivalent (FTE) employees did the business employ in Queensland in the 2022-2023 financial year? \*

Must be a number.

NOTE: An FTE employee relates to the corresponding number of full-time hours worked by one or more part-time employees. Full time hours are considered to be 35 hours or more a week

## 4.2: Head of Organisation

Please note that the Head of the Organisation is the Applicant's Authorised Officer signing the Declaration Statement on page 9.

### 4.2.1: Name \*

Title	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

### 4.2.2: Position \*

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### 4.2.3: Primary Phone Number \*

Phone numbers must include the area code for Australia and the relevant state, e.g. 61 7 3333 3333

### 4.2.4: Mobile Number

### 4.2.5: Email Address \*

## 4.3: Company directors

Click on "Add More" button to add more directors.

4.3.1: Title	4.3.2: Name	4.3.3: Position

## 4.4: Principal contact

Nominate a person employed by the organisation/business who will be the main point of contact during assessment of the application. The nominated person must be able to provide clarification of any information included in the application.

### 4.4.1: Name \*

Title	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

### 4.4.2: Position \*

### 4.4.3: Phone number \*

Must be an Australian phone number.

### 4.4.4: Mobile number

### 4.4.5: Email address \*

## 4.5: Business Documentation

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**4.5.1: Attach financial statements (profit and loss, balance sheet, statement of cash flows), with accompanying notes to the accounts, from the 2022-2023 financial year that bear evidence of having been prepared by a qualified accountant (i.e. CPA, CA or PA qualified), which demonstrate the business's financial position \***

Attach a file:

Multiple files can be attached. MUST be in PDF format.

**4.5.2: Please attach evidence of appropriate corporate insurance cover (Certificate of Currency) \***

Attach a file:

Multiple files can be attached.

**4.5.3: Is the business a recognised First Nations business? \***

NOTE: For the DAID Fund, a First Nations business is one that is at least 50% owned by an Aboriginal person/s or a Torres Strait Island person/s.

**4.5.3.1: Please upload documentation to support your identification as a First Nations business \***

Attach a file:

**Guidance for Question 4.5.3.1:** Supporting documentation could include:

- Supply Nation Registration/Certification
- The ownership structure for your business along with confirmation of Aboriginality or Torres Strait Islander Heritage from a recognised entity
- A Statutory Declaration - see [https://www.iba.gov.au/wp-content/uploads/2014/06/014-10-2018\\_COAform\\_editable.pdf](https://www.iba.gov.au/wp-content/uploads/2014/06/014-10-2018_COAform_editable.pdf) for the template.

**4.5.4: Does your organisation have an AUKUS Pillar II capability? \***

**Guidance for Question 4.5.4:**

AUKUS Pillar II capabilities include undersea capabilities, quantum technologies, artificial intelligence and autonomy, advanced cyber, hypersonic and counter-hypersonic capabilities and electronic warfare.

**4.5.4.1: Please provide evidence of capability(s) under AUKUS Pillar II that can be used to compete for opportunities within the defence industry supply chains. \***

Attach a file:

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**Guidance for Question 4.5.4.1:** Evidence could include:

- Current or planned service/product offerings
- Examples of projects/case studies
- Capability statement

**4.5.5: Please provide evidence of your current involvement in defence, aerospace and/or space industry supply chains \***

Attach a file:

**Guidance for 4.5.5:** Evidence could include:

- Email from a relevant customer within the defence, aerospace and/or space supply chains specifying supplier relationship/ongoing negotiations
- Letter of intent from relevant customers
- Purchase order
- Contract

**4.5.6: Does your business have a current Quad Chart? \***

NOTE: Quad charts are one-page marketing tools that have long been used by the international defence industry to succinctly and effectively communicate a proposal or capability. Quad charts can accompany tenders or be used in meetings and presentations. Applicants are not required to have a current Quad Chart.

**4.5.6.1: Please upload the Quad Chart \***

Attach a file:

## 5. Certification(s) information

\* indicates a required field

**You can nominate up to THREE certification standards IN TOTAL.**

**Please note, if you choose three certifications within section 5.1 you will not be eligible to seek funding for the quality management systems certifications (section 5.2). Only one quality management system certification can be nominated.**

See section 7 of the [Program Guidelines](#) for further information.

### 5.1: Certifications



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### 5.1.1: What certifications are you seeking to obtain with DAID Fund assistance \*

- Asset Management ISO 55001:2014
- Collaborative Business Relationships ISO 44001:2017
- Energy Management Systems ISO 50001:2018
- Environmental Management Systems ISO 14001:2015
- Information Security Management Systems ISO 27001:2013
- Occupational Health and Safety ISO 45001:2018
- Quality Requirements for Welding AS/NZS ISO DIN 3834
- Rework, Modification and Repair of Electronic Assemblies IPC 7711/7721
- Systems and software engineering -- Software life cycle processes IEEE 12207:2017
- NIST Special Publication 800-171 Protecting Controlled Unclassified Information in Nonfederal Systems and Organisations
- NIST Special Publication 800-172: Enhanced Security Requirements for Protecting Controlled Unclassified Information: A Supplement to NIST Special Publication 800-171
- Other:

No more than 3 choices may be selected.

### 5.2: Certification in quality management systems

Please note for the current round of the DAID Fund, only one quality management system certification can be nominated.

#### 5.2.1: Are you seeking to obtain certification in quality management system with DAID Fund assistance? \*

#### 5.2.2: Which certification in quality management systems are you seeking to obtain with DAID Fund assistance for? \*

- ISO 9001:2015 Quality Management Systems
- SAE AS 9100(D):2016 Quality Management Systems (Aviation, Space and Defence)
- SAE AS 9110:2016 Quality Management Systems (Aviation Maintenance, Repair and Overhaul organisations)
- SAE AS 9120(B):2016 Quality Management Systems (Aviation, Space and Defence Stockists and Distributors)
- IATF 16949:2016 Automotive Quality Management

### 5.3: Confirm and prioritise the certifications you are seeking funding for

Please prioritise the certifications for which you are seeking funding with '1' being the highest priority.

#### Priority 1

Certification \*

#### Priority 2

Certification \*

Select 'N/A' if there is not a second priority.

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### Priority 3

Certification \*

Select 'N/A' if there is not a third priority.

### 5.4: Certification details

**Please start with the certification that is your first priority.**

**If you are seeking funding for more than one certification, click on the "Add More" button at the end of this section to add your second and then third priority certifications.**

**As noted in the Program Guidelines, eligible costs may include pre-certification and certification costs.**

**There is no requirement to seek funding for pre-certification costs but if you wish to do so, please provide information about the pre-certification activities and costs separately in section 5.5.**

5.4.1: Certification title	5.4.2: Name of JAS-ANZ, or equivalent, Accredited Certifier(s) providing certification services	5.4.3: Total estimated costs (ex GST) of obtaining the certification all costs (eligible and ineligible)	5.4.4: Total estimated costs (ex GST) of obtaining the certification all costs (eligible)	5.4.5: Proposed start date	5.4.6: Proposed completion date	5.4.7: Upload Quote date
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		\$	\$			
	Must be no more than 50 words.	Eligible and ineligible costs	See the Program Guidelines for information on eligible costs		The certification must be completed within 18 months of the start of the funding agreement.	To add details for your second and third priority certifications, click the 'Add More' button.

### 5.5: Pre-certification details

**5.5.1: Are you seeking funding assistance for pre-certification activities (as described in the Program Guidelines)? \***

**5.5.2: Which certification does the pre-certification activity relate to? \***

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If the pre-certification activity relates to more than one certification, please indicate these separately by using the 'Add More' button. If the pre-certification activity covers multiple certifications without separate costings, select 'Multiple certifications'.

### 5.5.3: Please identify the eligible pre-certification activities to be undertaken with financial assistance from the DAID Fund, prior to certification. \*

Word count:

Must be no more than 100 words.

### 5.5.4: Name of the consultant carrying out the pre-certification activities \*

Word count:

Must be no more than 20 words.

### 5.5.5: Total pre-certification costs (ex GST) as quoted by the consultant(s) \*

\$

### 5.5.6: Total estimated eligible costs (ex GST) from the consultant's quote \*

\$

See the Program Guidelines for information on eligible costs.

### 5.5.7: Upload the consultant and Accredited Certifier's quotes for all certification-related activities. \*

Attach a file:

## 6. Response to criteria

\* indicates a required field

**Responses to the questions in this section should be supported with appropriate quantitative and qualitative evidence.**

**Evidence should be properly referenced in responses and attached on the bottom of this page (Evidence to support the Application).**

**Additional information provided in attachments that is not referenced in your responses may not be considered in the assessment.**

**See the [fact sheet on using evidence](#) for further information on how to use evidence to support the Application.**

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Assessment Criteria 1 - Describe how the certification/s will support increased defence aerospace and/or space supply chain opportunities

**AC1: Please describe how the certifications sought will support the business to increase its participation in defence, aerospace and/or space industry supply chain opportunities and/or compete for new supply chain opportunities leveraging AUKUS Pillar II capabilities. Please include any evidence of relevant procurement opportunities that the certification will assist the business to compete for. \***

Word count:

Hint: AUKUS Pillar II capabilities (undersea capabilities, quantum technologies, artificial intelligence and autonomy, advanced cyber, hypersonic and counter-hypersonic capabilities and electronic warfare).

Assessment Criteria 2 - Demonstrate how funded certifications will contribute to business growth and development

**AC2.1: Please describe the business development activities you have undertaken in the last two years in the defence, aerospace and/or space industry sectors or in the AUKUS Pillar II capabilities and how the activities have contributed to the organisations growth and development \***

Word count:

Must be no more than 200 words.

**Guidance for Question AC2.1:** Examples might include government grant applications, trade show attendance, associated stakeholder/supply chain engagement and any current relevant industry certifications.

**AC2.2: Describe the business development activities planned for the next two years to enhance the organisations participation in defence, aerospace and/or space industry \***

Word count:

Must be no more than 200 words.

Assessment Criteria 3 – Contribution to skills and capability development in Queensland

**AC3.1: Please indicate the activities and level of employee training that the business/organisation has invested in to develop the skills and capabilities of your Queensland-based workforce over the last two years \***

Government subsidised trade skills training (i.e. internships, apprenticeships, traineeships, cadetships)

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- Award based non-subsidised training (e.g. certificate III or IV, diploma, undergraduate degree, post-graduate or higher degree)
- Non-award based, professional training (e.g. project management certification, business analyst certification, etc)
- Other:

- N/A

Select all that apply

### AC3.2: Provide evidence and describe your business's investment in skills training and capability development of your QLD based workforce over the last two years

\*

Word count:

Must be no more than 200 words.

## Evidence to support the Application

Please attach evidence to support the response for Assessment Criteria AC3.2.

Other evidence may be uploaded to support responses for Assessment Criteria 1 and 2.

Name of document/attachment *	Relevant to which question(s) in this Application? *	Type of document *	Attach evidence to support statements made in the Application * Attach a file:
<input type="text"/>	<input type="text"/>	<input type="text"/> E.g. government grant applications, trade show attendance, associated stakeholder/supply chain engagement and any current relevant industry certifications	<input type="text"/>

## 7. Project funding

\* indicates a required field

### 7.1: Project budget

**Please note that total funding sought must be between \$5,000 (ex GST) and \$30,000 (ex GST).**

**Businesses can seek funding of up to 50% of total eligible costs.**

**Aboriginal and/or Torres Strait Islander businesses can seek funding of up to 75% of total eligible costs.**

**NOTE: Funding sought can only be used for eligible activities. See section 7 of the [Program Guidelines](#) for further information.**

**7.1.1: Based on your answers potential eligible costs have been calculated up to (ex GST)**

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\$

This is the total sum of eligible activity costs. The amount is automatically calculated based on your responses on page 5.

### 7.1.2: Total project costs (ex GST)

This is the total sum of both eligible and ineligible activity costs for all certifications. The amount is automatically calculated based on your responses on page 5.

### 7.1.3: Please indicate the percentage of DAID Fund assistance being sought? \*

### 7.1.4(a): Potential DAID Fund contribution (ex GST)

\$

This is an estimation based on your responses to page 5 and question 7.1.3 and subject to assessment. Please note that the maximum amount to be claimed under the DAID Fund is \$30,000.

### 7.1.5(a): Applicant's minimum financial contribution (ex GST)

\$

This figure is calculated based on the total estimated costs entered on page 5 minus the potential DAID Fund contribution. Click 'Save Progress' to recalculate.

## Maximum funding check

Based on your answers, potential eligible costs have been calculated as over \$30,000.

Please note the maximum funding that can be requested is the lesser of 50% of eligible costs (75% for First Nations businesses) or \$30,000.

### 7.1.4(b): Please input below the amount of funding you are requesting. \*

\$

Must be no more than \$30,000

### 7.1.5(b): Applicant's minimum financial contribution (ex GST)

\$

This figure is calculated based on the total estimated costs entered on page 5 minus the requested DAID Fund contribution. Click 'Save Progress' to recalculate.

### 7.1.4(c): Potential DAID Fund contribution (ex GST)

\$

Total amount is an estimation based on your responses to page 5 and question 7.1.3 and subject to assessment. Please note that the maximum amount to be claimed under the DAID Fund is \$30,000.

### 7.1.5(c): Applicant's minimum financial contribution (ex GST)

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\$

This figure is calculated based on the total estimated costs entered on page 5 minus the potential DAID Fund contribution.

### Maximum funding check

Based on your answers, potential eligible costs have been calculated as over \$30,000.

Please note the maximum funding that can be requested is the lesser of 50% of eligible costs (75% for First Nations businesses) or \$30,000.

#### **7.1.4(d): Please input below the amount of funding you are requesting. \***

\$

Must be no more than \$30,000

#### **7.1.5(d): Applicant's minimum financial contribution (ex GST)**

\$

This figure is calculated based on the total estimated costs entered on page 5 minus the requested DAID Fund contribution. Click 'Save Progress' to recalculate.

#### **7.1.6: Do you confirm the amounts identified above are correct? \***

#### **7.1.6.1: Please explain your response to question 7.1.6, including the amount of funding sought. \***

Word count:

Must be no more than 100 words.

#### **7.1.7: Within the last 12 months, have you applied for any government funding assistance to support your business development objectives? \***

#### **7.1.7.1: Please provide details of the funding assistance sought and the outcome. \***

Word count:

Must be no more than 100 words.

**Guidance for Question 7.1.7.1:** Include information about:

- the title of the funding scheme (e.g. Business Development Fund grant) and the name of the government department administering the scheme

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- the date the application was submitted
- the status of the application (i.e. submitted, approved, not approved, unknown)
- the value of the funding acquired (if approved), or the value of the funding sought
- the scope of works covered by the funding request.

## 8. Declaration

\* indicates a required field

Applications made under the Defence and Aerospace Industry Development (DAID) Fund cannot be considered unless the Applicant's Authorised Person signs the Declaration Statement and the signed Declaration Statement is attached to this application.

**Please contact the Defence and Aerospace Industry Development Fund Team at [DJQ@dasilgp.qld.gov.au](mailto:DJQ@dasilgp.qld.gov.au) if you have any questions about the Declaration Statement.**

### How to make the declaration

To provide required declaration:

1. Download the [Declaration Statement](#)
2. Arrange for the Applicant's Authorised Person to sign it
3. Upload the signed form in the field provided below.

### 8.1: Declaration Statement

#### **8.1.1: Attach the signed Declaration Statement \***

Attach a file:

#### **8.1.2: Attach evidence that the Applicant's Authorised Person has the appropriate delegation to make the declaration on the Applicant's behalf \***

Attach a file:

E.g.: Declaration, Company Statement, ASIC Extract, Company Documentation displaying authorised persons position.