

Microscopy Australia Industry Subsidy Scheme Guidelines: 2021-2023

1 Purpose

Supporting Australian research and innovation is a core principle of the National Collaborative Research Infrastructure Strategy (NCRIS). This scheme aims to increase industry engagement with Microscopy Australia facilities by subsidised access for new industry clients.

A summary of conditions includes:

- engagement with a new client that is an Australian company with an ABN
- Microscopy Australia funding (Headquarters and Facility) to be matched \$ for \$ from the industry client
- Microscopy Australia HQ will reimburse Facilities at the conclusion of the project, where evidence of the industry client payment is provided.

2 Project Funding

Microscopy Australia project support will be in the form of subsidised rates of access to instruments and scientific staff and possibly travel support for flights/petrol and accommodation if required.

The maximum subsidy from Microscopy Australia will be \$25,000, co-funded between the Facility and Headquarters (HQ). If the project exceeds \$50,000, the additional project costs are expected to be funded by the industry client, as negotiated by the Facility Director.

Project Contribution Example

Industry client	50%	\$25,000
Microscopy Australia*	50%	\$25,000
Total project cost[^]	100%	\$50,000[^]

* The maximum contribution from Microscopy Australia will be \$25,000, with Microscopy Australia HQ contributing a maximum of \$12,500, equally matched by the Microscopy Australia Facility.

[^] Excluding GST.

3 Application, Review and Notification Processes

3.1 Application

Microscopy Australia HQ will provide Facilities with an application form. This will also be available on the Microscopy Australia website. The industry client should fill in their section of the application form and submit to the Facility. The Facility will submit the completed form to Microscopy Australia HQ, along with the quote for the project work.

The form then goes to the review committee.

Details of all applicants will be retained on file by Microscopy Australia HQ. Microscopy Australia HQ may directly contact applicants for feedback and for promotional purposes.

3.2 Eligibility

- Applications must be from Australian company (ABN holder) that has not used a Microscopy Australia Facility before.
- Applications will be considered as they are received and awarded by the committee on an ongoing basis.
- All industry sectors can apply.
- \$50K Microscopy Australia HQ project funding is available in each of FY 21/22 and FY 22/23

3.3 Review

Applications will be reviewed by the Review Committee (Lisa Yen [COO], Angus Netting [Chair, Industry Committee], and a rotating Facility Director) within 5 working days of receipt.

3.4 Notification

Facility and applicant will be notified of the outcome by the Review Committee Chair via a Notification Letter.

4 Project Funding

Facilities can increase their percentage discount, but the maximum Microscopy Australia HQ contribution is \$12,500 per application. Microscopy Australia HQ will provide an additional contribution to the Facility NCRIS funds, which can be used for Instrument Operating costs or for other purposes by written agreement with Chief Operating Officer.

5 Industry Client Invoicing and Payments

- Facility prepares a quote at typical normal industry fee rates
- The facility applies a 50% discount on the total project costs
 - The 50% discount comprising half from the Microscopy Australia Facility and half from Microscopy Australia HQ
- Facility invoices the company at the subsidised project cost, with the invoice indicating the subsidy
- Industry client pays the Facility the subsidised project costs

6 Facility Financial Reimbursement

Microscopy Australia HQ will allocate additional NCRIS funds to support NCRIS instrument operating costs. Facilities should record these additional funds separately to regular NCRIS contributions.

Reimbursement will happen as required, after the project has been completed at the facility.

- Facility supplies evidence of industry client payment to Microscopy Australia HQ
- Facility invoices Microscopy Australia HQ for the additional NCRIS funds (up to a maximum of \$12,500, ex. GST)
- Microscopy Australia HQ reimburses the Facility

The final deadline for facility invoices to Microscopy Australia HQ will be 30 July 2023.

7 Reporting Requirements

Microscopy Australia is required to gather case studies where we have enabled industry innovation. The new industry partnerships resulting from this initiative will be a valuable source of information on improving industry engagement and adapt to their feedback and experience.

Microscopy Australia HQ will request information from facilities and industry partners to collect and collate information for these case studies:

- **Project report** within 2 months of project completion – including a Case Study Report