































**MODERN MANUFACTURING INITIATIVE  
COMMITTEE DECK**

<b>Application Number</b>	MMIMTFB000174
<b>Applicant Name</b>	TURBINE SUNSHINE COAST LIMITED
<b>National Manufacturing Priority Area</b>	Food and Beverage
<b>Program Stream</b>	Translation
<b>Project Title</b>	Turbine Beverage Cluster – unlocking growth through co-opetition
<b>Grant Funding Sought</b>	\$8,780,000
<b>Total Project Cost</b>	\$17,560,000

**Other program assistance:**

N/A

# Application MMIMTFB000174

---

## Application Summary

---

**Application ID**

MMIMTFB000174

**Application Title**

MMIMTFB - TURBINE SUNSHINE COAST LIMITED

**Program Name**

Manufacturing Translation Stream - Food and Beverage Priority Round 1

**Applicant**

TURBINE SUNSHINE COAST LIMITED

**Submitted Date**

27/04/2021

## Program selection

---

### TURBINE SUNSHINE COAST LIMITED

---

**Are you a trustee on behalf of a trust?**

No

**Do you have an ABN?**

Yes

### Entity details

---

**ABN**

75649643247

**Legal name**

TURBINE SUNSHINE COAST LIMITED

**Business name**

Turbine Sunshine Coast

**Date of registration**

22/04/2021

**GST Registered**

No

**Are you a charity registered with the Australian Charities and Not-for-profits Commission (ACNC)?**

No

**Are you a not-for-profit?**

Yes

### Program Selection

---

**Program**

Manufacturing Translation Stream - Food and Beverage Priority Round 1

**Program Element**

Manufacturing Translation Stream - Food and Beverage Priority Round 1

## Eligibility

---

Are you an entity incorporated in Australia and a trading corporation, where your trading activities:

- form a sufficiently significant proportion of the corporation's overall activities as to merit it being described as a trading corporation; or
- are a substantial and not merely peripheral activity of the corporation?

Yes

Does your project align with the Food and Beverage National Manufacturing Priority area?

Refer to Section 2 of the Guidelines.

Yes

Can you provide evidence from your CEO / Board; this must be in the required format and included as an attachment to the application at section 11.

You must use the template CEO / Board letter which is available on business.gov.au and GrantConnect.

Yes

s45, s47G. s47

Can you provide evidence of how you will provide your share of project costs using an accountant declaration that confirms you can fund your share of the project costs, including any ineligible expenditure?

You must use the accountant declaration template which is available on business.gov.au and GrantConnect.

Yes

## Applicant address

---

### Business street address

Is the address located in Australia?

Yes

### Address Details

Friendship Avenue

Marcoola

Marcoola QLD 4564

Australia

### Business postal address

Is the address located in Australia?

Yes

### Address Details

Level 16

324 Queen Street

Brisbane QLD 4000

Australia

## Applicant financials

---

### Latest Financial Year Figures

---

Has the applicant existed for a complete financial year?

No

Enter the number of months completed in the financial year to date

0

### Recent Trading Performance

---

#### Sales Revenue (Turnover)

\$ 0

#### Export Revenue

\$ 0

#### R&D Expenditure

\$ 0



**Taxable Income**

\$ 0

**Number of employees (headcount)**

0

**Number of independent contractors (headcount)**

0

## Project information

---

### Company Detail

---

Provide a description about your business, including its history/background, the type of manufacturing you undertake or intend to undertake.

Include details of your supply chain, domestic and export market. What do you manufacture and who do you supply?

s45, s47G, s47

### Company employees

---

Provide the following information about your business employees, including the number (headcount) of:

**ongoing full-time jobs**

0

**ongoing part-time jobs**

0

**contract jobs**

0

**casual jobs**

0

**apprenticeships**

0

### Project title and description

---

If your application is successful, we will publish some grant details on GrantConnect and other government publications. Published details include:

- name of the grant recipient
- a project title
- a brief project description and its intended outcome
- amount of grant funding awarded

**Provide a project title.**

Turbine Beverage Cluster – unlocking growth through co-opetition

**Provide a brief project description for publication.**

**Ensure your project description focuses on your project's key activities and outcomes. Outline what it is you are going to do and how it will benefit your organisation.**

The Turbine Beverage Cluster project at Sunshine Coast Airport will deliver an industry-led R&D centre, large-scale contract beverage manufacturing facility, and common-use manufacturing services for co-located beverage manufacturers. The project addresses two of the industry's most significant challenges – the lack of collaboration amongst businesses, and the ability of SMEs to scale. Through this circular economy approach to optimising resources in a collaborative environment, beverage manufacturers will scale faster and develop an innovation mindset aligned to global opportunities. This project will create 133 jobs and \$112m in exports over 5 years and create a novel blueprint for collaborative manufacturing across multiple industries.

## Detailed project description and key activities

---

This information will be included in your grant agreement if your application is successful.

**Provide a detailed description of your project including the project scope and key activities.**

**You must also provide a project plan which you should attach later in your application. Refer to the grant opportunity guidelines for the requirements of the project plan.**

s45, s47G. s47

## Project outcomes

---

This information will be included in your grant agreement if your application is successful.

**Provide a summary of the expected project outcomes.**

s45, s47G. s47

s45, s47G. s47

## Job Creation and Job Retention

You will be required to demonstrate the level of job creation and job retention that your project aims to generate and you will be required to report on this at the end of your project. The number of jobs is based on headcount.

You will be required to provide justification under Assessment Criterion 1.

### How many jobs do you expect to create over the life of the project?

Please provide the number of jobs to be created (headcount) – this should not include any jobs expected to be retained refer below. Numerical field answer and must be a whole number (no decimals or negatives).

s45,

### How many jobs do you expect to retain as a result of your project?

Please provide the number of jobs retained (headcount) – this should not include any jobs expected to be created refer above. Numerical field answer and must be a whole number (no decimals or negatives).

0

## National Manufacturing Priorities

### Industry Sector

Provide a brief description of the industry sector in which you operate in supporting the food and beverage manufacturing priority area.

Beverage manufacturing

## Project duration

Your project must be completed in line with the dates provided in the grant opportunity guidelines.

The project length will be calculated by the start and end dates you enter. Your project can be no longer than 36 months. Projects must be completed by 31 March 2024.

The project start date should reflect a period of up to three months from the date you intend to submit your application. If approved, you may elect to commence your project from the date you receive the letter of offer; however, we are not responsible for any expenditure you incur until a grant agreement is executed. Refer to Section 5.2 of the grant opportunity guidelines for guidance on when you may commence your project.

### Estimated project start date

01/10/2021

### Estimated project end date

01/12/2023

### Estimated project length (in months)

27

## Project milestones

Provide details on the project milestones including the key activities occurring at each milestone.

The milestone start and end dates must be between the project start and end dates.

You can have up to 10 milestones.

### Milestone title

Lease agreements

### Description

Execution of master and tenant leases

### Estimated start date

04/10/2021

### Estimated end date

27/05/2022

### Milestone title

Recruit project delivery team

**Description**

Recruit key staff for delivery of the project including technical lead and appoint project manager

**Estimated start date**

04/10/2021

**Estimated end date**

30/06/2022

**Milestone title**

Manufacturing services requirements

**Description**

Finalise design for base common-use manufacturing services

**Estimated start date**

04/10/2021

**Estimated end date**

25/02/2022

**Milestone title**

R&D collaborative framework

**Description**

R&D collaborative framework and strategy finalised including IP arrangements

**Estimated start date**

17/01/2022

**Estimated end date**

30/06/2022

**Milestone title**

Beverage manufacturer capability & skills

**Description**

Skills gap analysis of beverage manufacturers completed, and associated action developed to address these, e.g. export market development.

**Estimated start date**

08/11/2021

**Estimated end date**

03/02/2022

**Milestone title**

Manufacturing tenancies fit-out

**Description**

Completion of internal fit-out to accredited food safety standards

**Estimated start date**

15/08/2022

**Estimated end date**

19/05/2023

**Milestone title**

Contract manufacturing equipment

**Description**

Installation and commissioning of key beverage manufacturing equipment

**Estimated start date**

05/09/2022

**Estimated end date**

30/06/2023

**Milestone title**

Common-use infrastructure

**Description**

Installation and commissioning of key common-use infrastructure

**Estimated start date**

15/06/2022

**Estimated end date**

30/03/2023

**Milestone title**

R&amp;D equipment

**Description**

Purchase and commissioning of R&amp;D equipment

**Estimated start date**

25/10/2021

**Estimated end date**

31/10/2023

## Project location

### Project Site 1

Friendship Avenue  
 Marcool QLD 4564  
 Australia

**Estimated % of project value expected to be undertaken at site**

100

## Project budget

You must provide a summary of your eligible project costs over the life of the project in a table as shown below.

We only provide grant funding based on eligible expenditure. Refer to the grant opportunity guidelines for guidance on eligible expenditure.

Please enter the GST Exclusive amount for all expenditure included within the table. The minimum project expenditure for this grant opportunity is \$2 million. Grant funding will be up to 50 per cent of the eligible expenditure.

The minimum grant amount is \$1 million. The maximum grant is \$20 million. We expect the average grant size to be around \$4 million.

You will also be required to attach a detailed project budget later in the application form. Refer to the grant opportunity guidelines for the requirements of the budget.

NOTE: all fields in the table below need to be completed. If no expenditure please enter zero (\$0).

### Project budget summary

Type of expenditure	Head of expenditure	Financial Year	Costs
Project expenditure			\$17,560,000

s45, s47G. s47

Type of expenditure	Head of expenditure	Financial Year	Costs
---------------------	---------------------	----------------	-------

s45, s47G. s47

		2023/24	\$0
		2024/25	\$0
	Prototype		\$0
		2020/21	\$0
		2021/22	\$0
		2022/23	\$0
		2023/24	\$0
		2024/25	\$0
	Travel and overseas		\$0
		2020/21	\$0
		2021/22	\$0
		2022/23	\$0
		2023/24	\$0
		2024/25	\$0

s45, s47G. s47


Type of expenditure	Head of expenditure	Financial Year	Costs
		2023/24	\$0
		2024/25	\$0
Total Project Costs (\$AUD and GST exclusive)			\$17,560,000

Financial Year	Costs	
2021/22	\$5,590,540	
2022/23	\$11,969,460	
2023/24	\$0	
Total Project Costs (\$AUD and GST exclusive)		\$17,560,000

**Total grant funding sought. We will add GST to this where applicable.**

\$ 8,780,000

### Source of funding

In this section you must provide details of how you will fund the project, other than the grant funding sought.

Where you have project partners or collaborators, their contribution will be recorded later in the application.

The total of all sources of funding plus your grant, should be equal to your total project expenditure in the section above.

Your own contribution to the project is also considered a 'source of funding' and must be provided.

Other non-Commonwealth government contributions cannot exceed 25% of total eligible expenditure

The Accountant's Declaration should be consistent with the above project budget and the sources of funding below.

### Your contribution

Enter your organisation name. In the description field, provide additional details. Indicate whether your contribution is sourced from cash flow, loans, equity etc.

**Name of contributor**

Turbine Sunshine Coast Limited

**Details of contribution**

Contribution Type	Amount	Due Date	Description

s45, s47G. s47

### Other non-Commonwealth government grants

Enter the government organisation name. In the description field, provide additional details. Provide the name of the grant.

## Other non-government contribution

Enter the organisation name. In the description field, provide additional details.

If you have project partners we will ask you for their details later in the application. You must provide their name and their contribution here.

## Assessment criteria

We will assess your application based on the weighting given to each criterion and against the indicators listed beneath each criterion. We will only consider funding applications that score at least 50 per cent against each criterion, as these represent best value for money.

The amount of detail and supporting evidence you provide should be commensurate with the project size, complexity and grant amount requested. You should define, quantify and provide evidence to support your answers.

### Assessment criterion 1

**Alignment of your project with the program objectives (Score out of 50)**

**a. how your project and grant funding will help to achieve the objectives and outcomes of the Manufacturing Translation Stream set out in Section 2.4 for the Food and Beverage National Manufacturing Priority. For example, you may address the following:**

- translate and commercialise good ideas into commercial outcomes and solutions including new products and services
- provide greater access to markets, supply chains and customers
- use new technology and equipment to develop processes and innovative solutions to build scale and capability
- pivot to high value added activities
- increase manufacturing capability, expertise and specialisations, business acumen, knowledge diffusion and stimulate innovation in Australian manufacturing
- support new jobs and to help grow a highly skilled workforce, including identifying:
  - the number and types of Australian jobs your project will create when they will be filled, where they will be located and how you have determined this
  - the number and types of Australian jobs you will retain as a result of the project
- grow your business including through enhanced economies of scale, and how it will help your business pivot to higher value-added activities including but not limited to design, branding, distribution and after sales services
- how the maturity level of your project will advance, so that your product, process or service is closer to successful commercialisation.

**b. how your project aligns with and supports implementation of the Food and Beverage Manufacturing Priority road map, and the growth opportunities and goals set out in the road map, this may include the focus areas below:**

- supporting the development and commercialisation of new and emerging foods and beverages such as high value-add food and beverage products, products for convenience and food and beverages for improved health and wellbeing
- development, commercialisation and installation of equipment, digital systems or associated products such as robotics, monitoring systems and sensors to improve uptake of industry 4.0 technologies across food and beverage manufacturing including for the processing and packaging of foods
- adoption of new smart technologies like Industry 4.0 to improve food safety and quality such as blockchain, standardised barcoding and image recognition technologies
- design and commercialisation of tools and services that enable the food and beverage industry to develop, produce and test manufacturing outputs efficiently such as data-driven systems, traceability systems, digital labelling solutions
- bringing to market key R&D opportunities including for new processing or packaging technologies or materials, for example for the re-use or valorise of food and beverage manufacturing by-products
- commercialisation and investment in facilities that help to overcome barriers to scale, production and distribution.

**c. how your project will create opportunities to expand, strengthen and grow the Australian manufacturing sector and how your project aligns with the Australian Government's broader policy objectives.**

s45, s47G. s47



## Assessment criterion 2

---

Capacity, capability and resources to deliver the project *(Score out of 30)*

You should demonstrate this by identifying:

- a. your track record and experience in managing similar projects and your plan specific to this project to utilise and manage personnel with the right skills and experience, including strong governance, management and technical expertise
- b. your plan to manage the project including scope, implementation methodology, timeframes, delivery risks and budget and, if applicable, describe your partnership arrangements and benefits
- c. your access, or future access, to any required infrastructure, finance, capital equipment, technology, intellectual property and regulatory or other approvals.

s45, s47G. s47

## Assessment criterion 3

---

Impact of the grant funding on your project *(Score out of 20)*

You should demonstrate this by identifying:

- a. the total additional investment the grant will leverage through partnerships
- b. why the Australian Government should invest in your project including:
  - how the grant will benefit the project in terms of scale and timing
  - how this investment will impact your business and its ability to be self-sustaining and competitive into the future.

s45, s47G. s47

## Project partners

---

Provide details about all project partners.

For details about project partner contributions refer to the grant opportunity guidelines.

## Project partners

---

### FOOD AND AGRIBUSINESS NETWORK LIMITED

---

**Is the project partner a trustee on behalf of a trust?**

No

**Does the project partner have an ABN?**

Yes

## Project Partner details

---

**ABN**

31605969480

**Legal name**

FOOD AND AGRIBUSINESS NETWORK LIMITED

**Business name**

Food and Agribusiness Network

**Date of registration**

21/07/2015

**GST Registered**

Yes

**Is the project partner charity registered with the Australian Charities and Not-for-profits Commission (ACNC)?**

No

**Is the project partner a not-for-profit?**

Yes

**Project Partner street address**

---

**Is the address located in Australia?**

Yes

**Address Details**

9 Nicklin Way  
MINYAMA QLD 4575  
Australia

**Project Partner postal address**

---

**Is the address located in Australia?**

Yes

**Address Details**

PO Box 42  
Palmwoods QLD 4555  
Australia

**Project Partner letter of support**

**Where you have included project partners in your application you must attach letters of support from the project partners as outlined in the guidelines.**

**Letter of support**

Project partner letter of support  
MMI letter of support - FAN.pdf

s45, s47G, s47

---

**Is the project partner a trustee on behalf of a trust?**

No

**Does the project partner have an ABN?**

Yes

**Project Partner details**

---

s45, s47G, s47

**Date of registration**

1/03/2019

**GST Registered**

Yes

**Is the project partner charity registered with the Australian Charities and Not-for-profits Commission (ACNC)?**

No

**Is the project partner a not-for-profit?**

No

**Project Partner street address**

---

**Is the address located in Australia?**

Yes

s45, s47G, s47

---

**Project Partner postal address**

**Is the address located in Australia?**

Yes

s45, s47G, s47

**Project Partner letter of support**

Where you have included project partners in your application you must attach letters of support from the project partners as outlined in the guidelines.

**Letter of support**

Project partner letter of support

s45, s47G, s47

s45, s47G, s47

---

**Is the project partner a trustee on behalf of a trust?**

No

**Does the project partner have an ABN?**

Yes

---

**Project Partner details**

s45, s47G, s47

**Date of registration**

28/04/2000

**GST Registered**

Yes

**Is the project partner charity registered with the Australian Charities and Not-for-profits Commission (ACNC)?**

No

**Is the project partner a not-for-profit?**

No

---

**Project Partner street address**

**Is the address located in Australia?**

Yes

s45, s47G, s47

---

**Project Partner postal address**

**Is the address located in Australia?**

Yes

s45, s47G, s47

**Project Partner letter of support**

Where you have included project partners in your application you must attach letters of support from the project partners as outlined in the guidelines.

**Letter of support**

Project partner letter of support

s45, s47G, s47

s45, s47G, s47

---

**Is the project partner a trustee on behalf of a trust?**

No

**Does the project partner have an ABN?**

Yes

**Project Partner details**

---

s45, s47G, s47

**Date of registration**

24/09/2014

**GST Registered**

Yes

**Is the project partner charity registered with the Australian Charities and Not-for-profits Commission (ACNC)?**

No

**Is the project partner a not-for-profit?**

No

**Project Partner street address**

---

**Is the address located in Australia?**

Yes

s45, s47G, s47

**Project Partner postal address**

---

**Is the address located in Australia?**

Yes

s45, s47G, s47

**Project Partner letter of support**

Where you have included project partners in your application you must attach letters of support from the project partners as outlined in the guidelines.

**Letter of support**

Project partner letter of support

s45, s47G, s47

s45, s47G, s47

---

**Is the project partner a trustee on behalf of a trust?**

No

**Does the project partner have an ABN?**

Yes

**Project Partner details**

---

s45, s47G, s47

**Date of registration**

1/08/2000

**GST Registered**

Yes

**Is the project partner charity registered with the Australian Charities and Not-for-profits Commission (ACNC)?**

Yes

**Is the project partner a not-for-profit?**

Yes

**Project Partner street address**

---

**Is the address located in Australia?**

Yes

s45, s47G, s47

**Project Partner postal address**

---

**Is the address located in Australia?**

Yes

s45, s47G,  
s47

**Project Partner letter of support**

Where you have included project partners in your application you must attach letters of support from the project partners as outlined in the guidelines.

**Letter of support**

Project partner letter of support

s45, s47G, s47

s45, s47G, s47

---

**Is the project partner a trustee on behalf of a trust?**

No

**Does the project partner have an ABN?**

Yes

**Project Partner details**

---

s45, s47G, s47

**Date of registration**

6/11/1999

**GST Registered**

No

**Is the project partner charity registered with the Australian Charities and Not-for-profits Commission (ACNC)?**

No

**Is the project partner a not-for-profit?**

No

**Project Partner street address**

---

**Is the address located in Australia?**

Yes

s45, s47G, s47

**Project Partner postal address**

---

**Is the address located in Australia?**

Yes

s45, s47G, s47

**Project Partner letter of support**

Where you have included project partners in your application you must attach letters of support from the project partners as outlined in the guidelines.

**Letter of support**

Project partner letter of support

s45, s47G, s47

s45, s47G, s47

---

**Is the project partner a trustee on behalf of a trust?**

No

**Does the project partner have an ABN?**

Yes

**Project Partner details**

---

s45, s47G, s47

**Legal name**

s45, s47G, s47

**Date of registration**

27/01/2021

**GST Registered**

Yes

**Is the project partner charity registered with the Australian Charities and Not-for-profits Commission (ACNC)?**

No

**Is the project partner a not-for-profit?**

No

**Project Partner street address**

---

**Is the address located in Australia?**

Yes

s45, s47G, s47

**Project Partner postal address**

---

**Is the address located in Australia?**

Yes

s45, s47G, s47

**Project Partner letter of support**

Where you have included project partners in your application you must attach letters of support from the project partners as outlined in the guidelines.

**Letter of support**

Project partner letter of support

s45, s47G, s47

## Application finalisation

---

**Conflict of interest**

---

**Do you have any perceived or existing conflicts of interest to declare?**

Refer to the grant opportunity guidelines for further information on your conflict of interest responsibilities.

No

**Program feedback**

---

**How did you hear about this grant opportunity?**

Word of mouth

**Additional information**

---

You should attach any additional supporting documentation here. You should only attach documents that we have requested or you have referred to in your application.

**Trust deed (where applicable)**

Where you have indicated your entity type is a trustee applying on behalf of a trust, you must attach trust documents showing the relationship of the incorporated trustee to the trust. If your trust deed is too large or you cannot upload your document please contact us via [mmi@industry.gov.au](mailto:mmi@industry.gov.au)



**Evidence of support from your Board**

You must provide evidence from your board (or chief executive officer or equivalent if there is no board) that your project is supported and that you can complete the project and meet the costs of the project not covered by grant funding. Use mandatory template provided on business.gov.au.

MMI Application - Chair Letter.pdf

**Project plan**

A detailed project plan (maximum 10 pages) that includes the scope of the project, a timeline of activities, details of Intellectual Property (IP), project feasibility analysis, and a list of key staff and their relevant management and/or technical skills.

MMI Application - Project Plan.pdf

**Risk management plan**

A detailed risk management plan, and any supporting documentation, describing how you propose to monitor, manage and report identified risks, including risks that may arise during your project. The risk management plan should include risk related to COVID-19.

MMI Application - Risk Management Plan.pdf

**Project budget**

A detailed project budget that identifies costs under each head of expenditure and includes an explanation of how the costs were determined.

MMI Application - Budget.pdf

**Evidence of domestic and/or international value chain**

Provide evidence, for example letter of intent or contract from your customer that demonstrates you have a domestic and/or international value chain opportunity.

Not Applicable to the Translation Stream.pdf

**Letters of support (where applicable)**

Provide letter of support, including project partners, supply contractors and other businesses, if applicable. Letters of support should include details of the project partner, an overview of partnership arrangement, roles and responsibilities, resources, and relevant experience and/or expertise.

MMI Application - Letters of Support.pdf

**Accountant Declaration**

Please provide independent evidence that you can fund your cost of the project. Use mandatory Accountant's declaration template provided on BGA.

MMI Application - Accountant Declaration.pdf

## National Security Plan

---

**Does your business have a plan or framework in place to manage any potential security risks associated with the project and your business more broadly?**

**This includes protecting your business from cyber security threats and the secure handling of data (a copy of your plan or framework may be requested at a later stage).**

Yes

## Foreign affiliations

---

**Provide details on any foreign affiliation your company has, either in relation to its ownership structure or business partnerships.**

Nil

## Your ANZSIC code

---

Provide the Australian and New Zealand Standard Industrial Classification (ANZSIC) details for your organisation.

**ANZSIC Division**

C - Manufacturing

**ANZSIC Class**

1211 - Soft Drink, Cordial and Syrup Manufacturing

## Indigenous organisations

---

**Is your organisation Indigenous owned?**

An organisation is considered Indigenous owned where at least 51% of the organisation's members or proprietors are Indigenous.

No

Is your organisation Indigenous controlled?

An organisation is considered Indigenous controlled where at least 51% of the organisation's board or management committee is Indigenous.

No

## Primary application contact

---

**Title**

Ms

**Given Name**

s22

**Family Name**

s22

**Position Title**

CEO

**Email Address**

s22 @foodagribusiness.org.au

**Phone Number**

s22

**Mobile Number**

s22

**Business postal address of the primary contact**

Is the address located in Australia?

Yes

**Address Details**

s22

## Declaration

---

### MMIMI - application declaration

---

#### Privacy and confidentiality provisions

---

I acknowledge that this is an Australian Government program and that the department will use the information I provide in accordance with the following:

- Australian Government Public Data Policy Statement,
- Commonwealth Grants Rules and Guidelines,
- grant Opportunity Guidelines, and
- applicable Australian laws.

Accordingly, I understand that the department may share my personal information provided in this application within this department and other government agencies:

- a. for purposes directly related to administering the program, including governance, research and the distribution of funds to successful applicants and
- b. to facilitate research, assessment, monitoring and analysis of other programs and activities

unless otherwise prohibited by law.

I understand that where I am successful in obtaining a grant, the financial information that I provide for the purposes of payment will be accessible to departmental staff to enable payments to be made through the department's accounts payable software system.

I understand that information that is deemed 'confidential' in accordance with the Program Guidelines may also be shared for a relevant Commonwealth purpose.

The Department will publish information on individual grants in the public domain, including on the department's website, unless otherwise prohibited by law.

---

## Applicant declaration

---

I declare that I have read and understood the grant opportunity guidelines, including the privacy, confidentiality and disclosure provisions.

I declare that the proposed project outlined in this application and any associated expenditure has been endorsed by the applicant's Board or person with authority to commit the applicant to this project.

I declare that the applicant will comply with, and require that its subcontractors and independent contractors comply with, all applicable laws.

I declare that the information contained in this application together with any statement provided is, to the best of my knowledge, accurate, complete and not misleading and that I understand that giving of false or misleading information is a serious offence under the *Criminal Code Act 1995* (Cth).

I acknowledge that I may be requested to provide further clarification or documentation to verify the information supplied in this form and that the department may, during the application process, consult with other government agencies, including state and territory government agencies, about the applicant's claims and may also engage external technical or financial advisors to advise on information provided in the application.

I acknowledge that I must disclose all foreign ownership (including foreign government ownership), affiliations with foreign governments, organisations, institutions or companies, or membership of foreign government talent programs. I must report any material changes in the nature of the activity or key personnel involved, including affiliations/links with foreign governments or companies. I also declare that I can manage any national security risks.

I acknowledge that I must disclose whether any of our board members, management or persons of authority have been subject to any pecuniary penalty, whether civil, criminal or administrative, imposed by a Commonwealth, State, or Territory court or a Commonwealth, State, or Territory entity. I also acknowledge that I must provide advice to the department regarding the matter for consideration. Further, I acknowledge that I have an ongoing obligation to disclose any material changes to this declaration.

I agree to participate in the periodic evaluation of the services undertaken by the department.

I approve the information in this application being communicated to the department in electronic form.

I acknowledge that if the department is satisfied that any statement made in an application is incorrect, incomplete, false or misleading the department may, at its absolute discretion, take appropriate action. I note such action may include excluding an application from further consideration; withdrawing an offer of funding; using the information contained in the application for a fraud investigation that would be consistent with the Australian Government's Investigations Standard and Commonwealth fraud control framework and for management purposes and/or terminating any grant agreement between the Commonwealth and the recipient including recovering funds already paid.

I declare that I am authorised to submit this form on behalf of the applicant and acknowledge that this is the equivalent of signing this application.

**By checking this box I agree to all of the above declarations and confirm all of the above statements to be true**

Yes







































































































































































Australian Government  
Department of Industry, Science,  
Energy and Resources

AusIndustry

business.gov.au  
13 28 46

---

## Accountant Declaration – Translation stream

When completing the Accountant Declaration applicants are reminded to ensure their accountant has completed all sections of the form, signed and dated before uploading it with their application.

The information contained in the Accountant Declaration must be consistent with your application. Please ensure that the entire applicant's share of the project costs, being all project costs (eligible and ineligible) not covered by the grant requested under your application, are reflected in the declarations.

Further, the Accountant Declaration must cover all matters contained in this form.

This mandatory template should not be changed in any way. An incomplete Accountant Declaration and/or one that has not used the wording in this mandatory template cannot be accepted.

Refer 7.1 of the Grant Opportunity Guidelines and the sample application form that can found at [business.gov.au](https://business.gov.au).

## Modern Manufacturing Initiative – Translation Stream Accountant declaration

Role of person making declaration	Accountant
Name	s22
Contact details	s22
Qualification	<input type="checkbox"/> Chartered Accountant <input checked="" type="checkbox"/> Certified Practising Accountant <input checked="" type="checkbox"/> CPA Australia <input type="checkbox"/> Chartered Accountants Australia and New Zealand <input type="checkbox"/> Institute of Public Accountants
Membership number	9410866
Applicant's name	Turbine Sunshine Coast Limited
Applicant's ABN	75 649 643 247

I declare that:

- On the basis of the evidence Turbine Sunshine Coast Limited has supplied to me, I consider that Turbine Sunshine Coast Limited's trading activities:
- form a sufficiently significant proportion of the corporation's overall activities as to merit it being described as a trading corporation; or
  - are a substantial and not merely peripheral activity of the corporation]
- On the basis of the evidence Turbine Sunshine Coast Limited has supplied to me, I consider that Turbine Sunshine Coast Limited is able to fund its share of the cost of the proposed s45, s47G, s47
- This opinion is based on the applicant's share being \$12,875,000 which is the total project cost of \$21,655,000 (including any ineligible expenditure), less the grant amount sought of \$8,780,000.

Is the applicant using State, Territory or local government grants as part of the project funding? If yes, you must complete the paragraph below. Yes  No

- On the basis of the evidence Turbine Sunshine Coast Limited has supplied to me, I consider that Turbine Sunshine Coast Limited is only using State, Territory or local government grants to fund up to a maximum of 25 percent of remaining eligible project expenditure.]

s22 The applicant is part of a consolidated group for tax purposes.

Yes  No

.....

Signed on this 27th day of April 2021



# **Commonwealth Standard Grant Agreement**

between the Commonwealth represented by

**Department of Industry, Science, Energy and Resources**

and

**TURBINE SUNSHINE COAST LIMITED**



# Contents

Grant Agreement MMIMTFB000174 ..... 3

Parties to this Agreement ..... 3

Background..... 3

Scope of this Agreement ..... 4

Grant Details MMIMTFB000174 ..... 5

A. Purpose of the Grant ..... 5

B. Activity..... 5

C. Duration of the Grant ..... 6

D. Payment of the Grant..... 8

E. Reporting ..... 8

F. Party representatives and address for notices ..... 9

G. Activity Material .....10

Supplementary Terms.....11

Schedule 1: Commonwealth Standard Grant Conditions .....21

Signatures .....30

Commonwealth .....30

Grantee .....30

Schedule 2 Reporting requirements .....31

## Grant Agreement MMIMTFB000174

Once completed, this document, together with the Grant Details and the Commonwealth Standard Grant Conditions (Schedule 1), forms an Agreement between the Commonwealth and the Grantee.

### Parties to this Agreement

#### The Grantee

Full legal name of Grantee	TURBINE SUNSHINE COAST LIMITED
Legal entity type (e.g. individual, incorporated association, company, partnership, etc)	Australian Public Company
Trading or business name	Turbine Sunshine Coast
Any relevant licence, registration or provider number	Not applicable
Australian Business Number (ABN) or other entity identifiers	75649643247
Australian Company Number (ACN)	Not applicable
Registered for Goods and Services Tax (GST)?	Yes
Date from which GST registration was effective?	Not applicable
Registered office address	1 FRIENDSHIP AVENUE MARCOOLA QLD 4564 Australia
Relevant business place	Friendship Avenue Marcoola QLD 4564 Australia

#### The Commonwealth

The Commonwealth of Australia represented by the  
Department of Industry, Science, Energy and Resources  
of 10 Binara Street CANBERRA ACT 2600  
ABN 74 599 608 295

### Background

The Commonwealth has agreed to enter this Agreement under which the Commonwealth will provide the Grantee with a Grant for the purpose of assisting the Grantee to undertake the associated Activity.

The Grantee agrees to use the Grant and undertake the Activity in accordance with this Agreement and the relevant Grant Details.

## Scope of this Agreement

This Agreement comprises:

- (a) this document;
- (b) the Supplementary Terms (if any);
- (c) the Standard Grant Conditions (Schedule 1);
- (d) the Grant Details;
- (e) any other document referenced or incorporated in the Grant Details.

If there is any ambiguity or inconsistency between the documents comprising this Agreement in relation to a Grant, the document appearing higher in the list will have precedence to the extent of the ambiguity or inconsistency.

This Agreement represents the Parties' entire agreement in relation to the Grant provided under it and the relevant Activity and supersedes all prior representations, communications, agreements, statements and understandings, whether oral or in writing.

Certain information contained in or provided under this Agreement may be used for public reporting purposes.

## Grant Details MMIMTFB000174

### A. Purpose of the Grant

The Grant is being provided as part of the Manufacturing Translation Stream - Food and Beverage Priority Round 1 grant opportunity.

The objectives of the Manufacturing Translation Stream are to:

- support Australian manufacturing businesses and entrepreneurs to translate and commercialise good ideas into new and enhanced commercial outcomes including new high-quality products and services and solutions
- encourage manufacturers to adopt new technologies and develop new processes and innovative solutions to build scale and capability
- support Australian manufacturers to grow and build scale and overcome challenges facing their sector (as outlined in the relevant National Manufacturing Priority road map)
- create new jobs in the manufacturing sector
- support Australian manufacturers to pivot to high value-added activities
- attract investment, including venture capital investment to develop ideas and translate research into commercial solutions and outcomes
- increase manufacturing capability, expertise and specialisations, business acumen, knowledge diffusion and stimulate innovation in Australian manufacturing

The intended outcomes of the Integration Manufacturing Integration stream are:

- increased global integration and competitiveness of Australian manufacturers
- increased manufacturing exports, growth and jobs.

### B. Activity

The Activity is made up of the Grantee's project and all eligible project activities as specified in these Grant Details.

#### Project title

Turbine Beverage Cluster – unlocking growth through co-opetition

#### Project scope and description

s45, s47, s47G

s45, s47, s47G

## Project outcomes

- Establish a blueprint for collaborative manufacturing that will enhance the competitiveness and resilience of Australia's beverage manufacturing sector
- Increase the number of new beverage products, utilise novel ingredients and adapt modern technologies
- Increase the level of industry investment in R&D
- Expand Australia's production of high-value, alcoholic and non-alcoholic beverages by more than 30 million litres per annum
- Increase the value of beverage manufacturing in Australia by more than \$240 million within the first 5 years
- Create demand for \$54 million in Australian supplies and ingredients by year 5, delivering value to Australia's agricultural sector
- Produce \$181 million of flow-on benefits for downstream value chains by year 5
- Create 141 jobs.

In undertaking the Activity, the Grantee must comply with the requirements of the grant opportunity guidelines (as in force at the time of application).

The Grantee must notify the Commonwealth about events relating to the project and provide an opportunity for the Minister or their representative to attend.

## C. Duration of the Grant

The Activity starts on 08 November 2021 and ends on 31 March 2024, which is the **Activity Completion Date**.

The Agreement ends on 07 September 2024 which is the **Agreement End Date**.

## Activity Schedule

In undertaking the Activity, the Grantee will meet the following milestones by the due dates.

Milestone number	Milestone name and description	Due date
001	Common-use manufacturing services requirements Design for base common-use manufacturing services is finalised	25/04/2022
002	Beverage manufacturer capability analysis Skills gap analysis of beverage manufacturers completed and associated actions developed to address gaps	03/05/2022

Milestone number	Milestone name and description	Due date
003	Lease agreements Master and tenant leases are executed for four key anchor tenants	27/06/2022
004	Recruit project delivery team Key staff for delivery of the project including technical lead are recruited and project director appointed	30/06/2022
005	R&D collaborative framework R&D collaborative framework and strategy is finalised including IP arrangements	01/02/2023
006	Manufacturing tenancies fit-out Completion of connection to common-use services and internal fit-out for co-located anchor manufacturing tenants	01/02/2024
007	Common-use infrastructure Purchase, installation and commissioning of all common-use infrastructure, plant and equipment and compliance activities are completed, including: <ul style="list-style-type: none"> <li>• Plant Steam</li> <li>• Industrial Gas Services</li> <li>• Refrigeration, Glycol and recirculation system (including cool room)</li> <li>• Municipal Water &amp; Waste treatment</li> <li>• Operational manual handling equipment and warehouse setup (including racking)</li> <li>• Food safe finishes and fitout</li> </ul>	15/02/2024
008	R&D collaborative centre Fitout, purchase, installation and commissioning of equipment for R&D laboratory completed, including: <ul style="list-style-type: none"> <li>• Laboratory fitout</li> <li>• R&amp;D Analysis equipment</li> <li>• R&amp;D Carbonated new product development</li> </ul>	31/03/2024
009	Contract manufacturing equipment Purchase, installation and commissioning of beverage manufacturing equipment for the QDA is completed, including: <ul style="list-style-type: none"> <li>• Beverage CIP system</li> <li>• Beverage Processing &amp; Formulation Distillation system</li> <li>• Production Brewhouse</li> <li>• Canning and Packaging lines</li> <li>• Manufacturing services</li> </ul>	31/03/2024

## D. Payment of the Grant

The total amount of the Grant is \$8,780,000 (plus GST if applicable).

The Grant will be provided at up to 50.00 per cent of eligible expenditure as defined in the grant opportunity guidelines subject to availability of Program funds.

The Grant will be paid in accordance with clause ST2.

The Grant will be paid according to the following schedule. Payments are subject to satisfactory progress on the project and compliance by the Grantee with its obligations under this Agreement.

Payment event	Anticipated payment date	Payment amount (GST excl)
Initial payment	10/02/2022	\$3,512,000
Progress payment	02/03/2023	\$3,073,000
Final payment	30/06/2024	\$2,195,000
Total		\$8,780,000

## Invoicing

The Grantee agrees to allow the Commonwealth to issue it with a Recipient Created Tax Invoice (RCTI) for any taxable supplies it makes in relation to the Activity.

## E. Reporting

The Grantee agrees to provide the following reports to the Commonwealth representative in accordance with the reporting requirements (Schedule 2).

Report type	Period start date	Period end date	Agreed evidence	Due date
Progress report A - quarterly	08/11/2021	31/03/2022	Report to the Department's satisfaction	30/04/2022
Progress report B - 6 monthly	08/11/2021	30/06/2022	Invoices, proof of payment and reports to the Department's satisfaction	31/07/2022
Progress report A - quarterly	01/07/2022	30/09/2022	Report to the Department's satisfaction	31/10/2022
Progress report B - 6 monthly	01/07/2022	31/12/2022	Invoices, proof of payment and reports to the Department's satisfaction	31/01/2023

Report type	Period start date	Period end date	Agreed evidence	Due date
Progress report A - quarterly	01/01/2023	31/03/2023	Report to the Department's satisfaction	30/04/2023
Progress report B - 6 monthly	01/01/2023	30/06/2023	Invoices, proof of payment and reports to the Department's satisfaction	31/07/2023
Progress report A - quarterly	01/07/2023	30/09/2023	Report to the Department's satisfaction	31/10/2023
Progress report B - 6 monthly	01/07/2023	31/12/2023	Invoices, proof of payment and reports to the Department's satisfaction	31/01/2024
End of project report	08/11/2021	31/03/2024	Independent audit report, Invoices, proof of payment and reports to the Department's satisfaction	31/05/2024
Evaluation report	01/04/2024	31/03/2025	Report to the Department's satisfaction	30/04/2025

During the Agreement period, the Commonwealth may ask the Grantee for ad-hoc reports on the project. The Grantee must provide these reports in the timeframes notified by the Commonwealth.

## F. Party representatives and address for notices

### Grantee's representative and address

Grantee's representative name	s22
Position	Chair
Address	Level 16 324 Queen Street Brisbane QLD 4000
Business hours telephone	
Mobile	s22
Email	s22 @foodagribusiness.org.au



## Commonwealth representative and address

Name of representative	s22
Position	Program Manager
Postal address	GPO Box 2013 CANBERRA ACT 2601
Physical address	10 Binara Street CANBERRA ACT 2600
Business hours telephone	s22
Email	s22@industry.gov.au

The Parties' representatives will be responsible for liaison and the day-to-day management of the Grant, as well as accepting and issuing any written notices in relation to the Grant.

## G. Activity Material

Not applicable

## Supplementary Terms

### ST1. Other Contributions

ST1.1 In this Agreement, Other Contributions means the financial or in-kind contributions other than the Grant set out in the following table:

Contributor	Nature of contribution	Amount (GST exclusive)	Timing
-------------	------------------------	------------------------	--------

s45, s47, s47G

Contributor	Nature of contribution	Amount (GST exclusive)	Timing
-------------	------------------------	------------------------	--------

ST1.2 The Grantee agrees to provide, or to ensure the provision of, the Other Contributions and to use them to undertake the Activity. If the Other Contributions are not provided in accordance with this clause, then the Commonwealth may:

- (a) suspend payment of the Grant until the Other Contributions are provided; or
- (b) terminate this Agreement in accordance with clause 19 of this Agreement.

### ST2. Activity Budget

ST2.1 In this Agreement, Appropriation means money drawn from the Consolidated Revenue Fund.

ST2.2 The Grantee agrees to use the Grant and any Other Contributions and undertake the Activity consistently with the Activity Budget in the following table:

#### Financial year 2021/22

Head of expenditure	Breakdown of expenditure	Agreed project cost
---------------------	--------------------------	---------------------

s45, s47, s47G

s45, s47, s47G

Financial year total	\$2,842,250
----------------------	-------------

**Financial year 2022/23**

Head of expenditure	Breakdown of expenditure	Agreed project cost
---------------------	--------------------------	---------------------

s45, s47, s47G

Financial year total	\$14,717,750
----------------------	--------------

**Financial year 2023/24**

Head of expenditure	Breakdown of expenditure	Agreed project cost
Project expenditure	Contractors	\$0
Project expenditure	Labour	\$0
Project expenditure	Other	\$0
Project expenditure	Plant and equipment	\$0
Project expenditure	Prototype	\$0
Project expenditure	Travel and overseas	\$0
Financial year total		\$0

**All financial years**

Head of expenditure	Breakdown of expenditure	Agreed project cost
---------------------	--------------------------	---------------------

s45, s47, s47G

Project expenditure	Plant and equipment	\$12,573,700
---------------------	---------------------	--------------

Project expenditure	Prototype	\$0
Project expenditure	Travel and overseas	\$0
All financial years total		\$17,560,000

Figures in the above table are GST inclusive amounts less GST credits that can be claimed in relation to the expenditure.

ST2.3 Subject to sufficient appropriation being available, the Grant will be paid up to the Annual Capped Amounts over the financial years specified in the following table.

#### Annual Capped Amounts

Financial Year	Annual capped amount (GST excl)
2021/22	\$3,512,000
2022/23	\$3,073,000
2023/24	\$2,195,000
Total	\$8,780,000

ST2.4 The Commonwealth is not required to make a payment if it would result in the amount paid in a financial year exceeding the Annual Capped Amount for that financial year specified in the table under clause ST2.3.

ST2.5 In accordance with the Activity Budget under clause ST2.2, the Annual Capped Amounts may not be exceeded unless the Commonwealth specifically approves an increase of that amount under clause ST2.8.

ST2.6 Subject to this clause, the Grantee may reallocate expenditure in respect of categories of expenditure in the Activity Budget, provided it does not materially change the Activity, any Milestone(s) set out in this Agreement, or cause the Grantee to be in breach of any of its obligations under this Agreement.

ST2.7 The Grantee must give the Commonwealth:

- (a) by 1 February each financial year; or
- (b) at any time the Grantee wishes to request a variation to any one or more of the Annual Capped Amounts; or
- (c) if otherwise requested by the Commonwealth,

a revised Activity Budget in a form acceptable to the Commonwealth. The revised Activity Budget must clearly identify any proposed changes, including of any proposed changes to the Annual Capped Amounts, and explain the reasons for the proposed changes.

ST2.8 The Commonwealth may, at its discretion, approve or reject a revised Activity Budget provided under clause ST2.7 and/or any proposed changes to the Annual Capped Amounts. The Commonwealth's approval may be granted subject to conditions.

ST2.9 If a revised Activity Budget and any proposed changes to the Annual Capped Amounts are approved by the Commonwealth, then it will become the Activity Budget and, if relevant, the Annual Capped Amounts will be adjusted accordingly.

### ST3. Intellectual property in Activity Material

Not applicable

### ST4. Access/monitoring/inspection

ST4.1 The Grantee agrees to give the Commonwealth, or any persons authorised in writing by the Commonwealth:

- (a) access to premises where the Activity is being performed and/or where Material relating to the Activity is kept within the time period specified in a Commonwealth notice; and
- (b) permission to inspect and take copies of any Material relevant to the Activity.

ST4.2 The Auditor-General and any Information Officer under the *Australian Information Commissioner Act 2010* (Cth) (including their delegates) are persons authorised for the purposes of clause ST4.1.

ST4.3 This clause ST4 does not detract from the statutory powers of the Auditor-General or an Information Officer (including their delegates).

### ST5. Equipment and Assets

ST5.1 In this Agreement

**Asset** means any item of property purchased, leased, created or otherwise brought into existence wholly, or in part, with the use of the Grant, excluding Activity Material and Intellectual Property Rights.

ST5.2 The Grantee agrees to obtain the Commonwealth's prior written approval to use the Grant to purchase any item of equipment or Asset for more than \$5,000 (including GST), apart from those listed in the Activity Budget and/or detailed below:

	Equipment and Asset name	Description	Amount
s45, s47, s47G			

s45, s47, s47G

ST5.3 Unless otherwise agreed in writing by the Commonwealth, the Grantee must ensure that it owns any equipment or Asset acquired with the Grant.

ST5.4 Unless to the extent the Commonwealth agrees otherwise in writing, the Grantee agrees to use the Asset for the purpose of the Activity. The Commonwealth may give its agreement subject to conditions and the Grantee must comply with any such conditions.

ST5.5 The Grantee agrees to maintain a register of all Assets with a value of \$5000 (including GST) or more at the time of the Asset's purchase, lease, creating or bringing into existence in the form specified below and to provide the register to the Commonwealth upon request.

s

Item number	Description	Total cost (including GST)
<i>Reference</i>	<i>Description of the equipment or asset</i>	<i>Total cost of the equipment or asset</i>

ST5.6A At all times until the Agreement End Date, the Grantee undertakes not to sell, mortgage or encumber, lease or sublease, assign or otherwise transfer or give up ownership or the right to occupy or use (Dispose) of any interest in an Asset unless with the Commonwealth's prior written consent (such consent may be withheld at the Commonwealth's discretion and subject to conditions).

#### ST5.6B

- (a) Without limiting the Commonwealth's rights under this Agreement, if prior to the Agreement End Date:
  - (i) the Commonwealth is satisfied that the Grantee failed to comply with its obligations under clause ST5.6A; or
  - (ii) the Commonwealth terminates the Agreement pursuant to clause 19.3 (Termination for fault);

the Commonwealth may by written notice to the Grantee, require the Grantee to repay to the Commonwealth the relevant amount of the Grant that was spent on the acquisition of:

- (iii) where the Commonwealth is satisfied that if the Grantee failed to comply with its obligations under clause ST5.6A, the Asset which the Grantee Disposed of an interest in; and
  - (iv) where the Commonwealth terminates the Agreement pursuant to clause 19.3 (Termination for fault), Assets purchased or otherwise acquired with the Grant.
- (b) The Grantee must repay to the Commonwealth the relevant amount of the Grant that was spent on the acquisition of relevant Assets where either of the following circumstances arise:
    - (i) where the Commonwealth is satisfied that if the Grantee failed to comply with its obligations under clause ST5.6A, the Asset which the Grantee Disposed of an interest in; and
    - (ii) where the Commonwealth terminates the Agreement pursuant to clause 19.3 (Termination for fault), Assets purchased or otherwise acquired with the Grant,

and the provisions of clause 11.2 apply to the repayment.

### ST6. Specified Personnel

Not applicable

### ST7. Relevant qualifications, licences, permits, approvals or skills

Not applicable

### ST8. Vulnerable Persons

Not applicable

### ST9. Child safety

Not applicable

### ST10. Commonwealth Material, facilities and assistance

Not applicable

## ST11. Jurisdiction

ST11.1 This Agreement is governed by the law of the Australian Capital Territory.

## ST12. Grantee trustee of trust (if applicable)

ST12.1 In this Agreement, **Trust** means the trust specified in the Parties to the Agreement section of this Agreement.

ST12.2 The Grantee warrants that:

- (a) it is the sole trustee of the Trust; and
- (b) it has full and valid power and authority to enter into this Agreement and perform the obligations under it on behalf of the Trust; and
- (c) it has entered into this Agreement for the proper administration of the Trust; and
- (d) all necessary resolutions, consents, approvals and procedures have been obtained or duly satisfied to enter into this Agreement and perform the obligations under it; and
- (e) it has the right to be indemnified out of the assets of the Trust for all liabilities incurred by it under this Agreement.

## ST13. Fraud

ST13.1 In this Agreement, **Fraud** means dishonestly obtaining a benefit, or causing a loss, by deception or other means, and includes alleged, attempted, suspected or detected fraud.

ST13.2 The Grantee must ensure its personnel and subcontractors do not engage in any **Fraud** in relation to the Activity.

ST13.3 If the Grantee becomes aware of:

- (a) any **Fraud** in relation to the performance of the Activity; or
- (b) any other **Fraud** that has had or may have an effect on the performance of the Activity;

then it must within 5 business days report the matter to the Commonwealth and all appropriate law enforcement and regulatory agencies.

ST13.4 The Grantee must, at its own cost, investigate any **Fraud** referred to in clause ST11.3 in accordance with the Australian Government Investigations Standards available at [www.ag.gov.au](http://www.ag.gov.au).

ST13.5 The Commonwealth may, at its discretion, investigate any **Fraud** in relation to the Activity. The Grantee agrees to co-operate and provide all reasonable assistance at its own cost with any such investigation.

ST13.6 This clause survives the termination or expiry of the Agreement.

## ST14. Prohibited dealings

Not applicable

## ST15. Anti-corruption

ST15.1 In this Agreement:

**Illegal or Corrupt Practice** means directly or indirectly:



- (a) making or causing to be made, any offer, gift, payment, consideration or benefit of any kind to any party, or
- (b) receiving or seeking to receive, any offer, gift, payment, consideration or benefit of any kind from any party, as an inducement or reward in relation to the performance of the Activity, which would or could be construed as an illegal or corrupt practice;

ST15.2 The Grantee warrants that the Grantee, its officers, employees, contractors, agents and any other individual or entity involved in carrying out the Activity have not, engaged in an Illegal or Corrupt Practice.

ST15.3 The Grantee agrees not to, and to take all reasonable steps to ensure that its officers, employees, contractors, agents and any other individual or entity involved in carrying out the Activity do not:

- (a) engage in an Illegal or Corrupt Practice; or
- (b) engage in any practice that could constitute the offence of bribing a foreign public official contained in section 70.2 of the Criminal Code Act 1995 (Cth).

ST15.4 The Grantee agrees to inform the Commonwealth within five business days if the Grantee becomes aware of any activity as described in ST15.3 in relation to the performance of the Activity.

## ST16. Step-in rights

Not applicable

## ST17. Grant administrator

Not applicable

## ST18. Management Adviser

Not applicable

## ST19. Indemnities

ST19.1 The Grantee indemnifies the Commonwealth, its officers, employees and contractors against any claim, loss or damage arising in connection with the Activity.

ST19.2 The Grantee's obligation to indemnify the Commonwealth will reduce proportionally to the extent any act or omission involving fault on the part of the Commonwealth contributed to the claim, loss or damage.

## ST20. Compliance with Legislation and Policies

ST20.1 In this Agreement:

**Legislation** means a provision of a statute or subordinate legislation of the Commonwealth, or of a State, Territory or local authority.

ST20.2 The Grantee agrees to comply with all Legislation applicable to its performance of this Agreement.

ST20.3 The Grantee agrees, in carrying out its obligations under this Agreement, to comply with any of the Commonwealth's policies as notified, referred or made available by the Commonwealth to the Grantee (including by reference to an internet site).

ST20.4 In carrying out the Activity, the Grantee must comply with the following applicable policies/laws:

- (a) All State, Territory or Commonwealth law relating to the employment or engagement of people who work or volunteer with children in relation to the Activity including mandatory reporting and working with children checks however described and, if requested, provide the Commonwealth, at the Grantee's cost, with an annual statement of compliance with these requirements in such form as may be specified by the Commonwealth

## ST21. Work health and safety

ST21.1 The Grantee agrees to ensure that it complies at all times with all applicable work health and safety legislative and regulatory requirements and any additional work health and safety requirements set out in the Grant Details.

ST21.2 If requested by the Commonwealth, the Grantee agrees to provide copies of its work health and safety management plans and processes and such other details of the arrangements it has in place to meet the requirements referred to in clause ST21.1.

ST21.3 When using the Commonwealth's premises or facilities, the Grantee agrees to comply with all reasonable directions and procedures relating to work health and safety and security in effect at those premises or those facilities, as notified by the Commonwealth or as might reasonably be inferred from the use to which the premises or facilities are being put.

## ST22. Transition

Not applicable

## ST23. Corporate Governance

ST23.1 In this Agreement:

**Constitution** means (depending on the context):

- (a) a company's, body corporate's or incorporated association's constitution, or equivalent documents, which (where relevant) includes rules and any amendments that are part of the constitution;
- (b) in relation to any other kind of body:
- (i) the body's charter or memorandum; or
  - (ii) any instrument or law constituting or defining the constitution of the body or governing the activities of the body or its members.

ST23.2 The Grantee warrants that nothing in its constitution conflicts with its obligations under this Agreement.

ST23.3 The Grantee agrees to provide a copy of its constitution to the Commonwealth upon request and inform the Commonwealth whenever there is a change in the Grantee's constitution, structure or management.

## ST24. Counterparts

ST24.1 This Agreement may be executed in any number of counterparts. All counterparts, taken together, constitute one instrument. A Party may execute this Agreement by signing any counterpart.

## ST25. Secret and Sacred Indigenous Material

Not applicable



## Schedule 1: Commonwealth Standard Grant Conditions

### 1. Undertaking the Activity

1.1 The Grantee agrees to undertake the Activity for the purpose of the Grant in accordance with this Agreement.

1.2 The Grantee is fully responsible for the Activity and for ensuring the performance of all its obligations under this Agreement in accordance with all relevant laws. The Grantee will not be relieved of that responsibility because of:

- (a) the grant or withholding of any approval or the exercise or non-exercise of any right by the Commonwealth; or
- (b) any payment to, or withholding of any payment from, the Grantee under this Agreement.

### 2. Payment of the Grant

2.1 The Commonwealth agrees to pay the Grant to the Grantee in accordance with the Grant Details.

2.2 Notwithstanding any other provision of this Agreement, the Commonwealth may by notice withhold payment of any amount of the Grant and/or take any other action specified in the Supplementary Terms if it reasonably believes that:

- (a) the Grantee has not complied with this Agreement;
- (b) the Grantee is unlikely to be able to perform the Activity or manage the Grant in accordance with this Agreement; or
- (c) there is a serious concern relating to this Agreement that requires investigation.

2.3 A notice under clause 2.2 will contain the reasons any action taken under clause 2.2 and, where relevant, the steps the Grantee can take to address those reasons.

2.4 The Commonwealth will only be obliged to pay the withheld amount once the Grantee has addressed the reasons contained in a notice under clause 2.2 to the Commonwealth's reasonable satisfaction.

### 3. Acknowledgements

3.1 The Grantee agrees not to make any public announcement, including by social media, in connection with the awarding of the Grant without the Commonwealth's prior written approval.

3.2 The Grantee agrees to acknowledge the Commonwealth's support in all Material, publications and promotional and advertising materials published in connection with this Agreement. The Commonwealth may notify the Grantee of the form of acknowledgement that the Grantee is to use.

### 4. Notices

4.1 Each Party agrees to promptly notify the other Party of anything reasonably likely to adversely affect the undertaking of the Activity, management of the Grant or its performance of any of its other requirements under this Agreement.

4.2 A notice given by a Party under this Agreement must be in writing and addressed to the other Party's representative as set out in the Grant Details or as most recently updated by notice given in accordance with this clause.

## 5. Relationship between the Parties

5.1 A Party is not by virtue of this Agreement the employee, agent or partner of the other Party and is not authorised to bind or represent the other Party.

## 6. Subcontracting

6.1 The Grantee is responsible for the performance of its obligations under this Agreement, including in relation to any tasks undertaken by subcontractors.

6.2 The Grantee agrees to make available to the Commonwealth the details of any of its subcontractors engaged to perform any tasks in relation to this Agreement upon request.

## 7. Conflict of interest

7.1 Other than those which have already been disclosed to the Commonwealth, the Grantee warrants that, to the best of its knowledge, at the date of this Agreement, neither it nor its officers have any actual, perceived or potential conflicts of interest in relation to the Activity.

7.2 If during the term of the Agreement, any actual, perceived or potential conflict arises or there is any material change to a previously disclosed conflict of interest, the Grantee agrees to:

- (a) notify the Commonwealth promptly and make full disclosure of all relevant information relating to the conflict; and
- (b) take any steps the Commonwealth reasonably requires to resolve or otherwise deal with that conflict.

## 8. Variation, assignment and waiver

8.1 This Agreement may be varied in writing only, signed by both Parties.

8.2 The Grantee cannot assign its obligations, and agrees not to assign its rights, under this Agreement without the Commonwealth's prior approval.

8.3 The Grantee agrees not to enter into negotiations with any other person for the purposes of entering into an arrangement that will require novation of, or involve any assignment of rights under, this Agreement without first consulting the Commonwealth.

8.4 A waiver by a Party of any of its rights under this Agreement is only effective if it is in a signed written notice to the other Party and then only to the extent specified in that notice.

## 9. Taxes, duties and government charges

9.1 The Grantee agrees to pay all taxes, duties and government charges imposed or levied in Australia or overseas in connection with the performance of this Agreement, except as provided by this Agreement.

9.2 If Goods and Services Tax (GST) is payable by a supplier on any supply made under this Agreement, the recipient of the supply will pay to the supplier an amount equal to the GST payable on the supply, in addition to and at the same time that the consideration for the supply is to be provided under this Agreement.

9.3 The Parties acknowledge and agree that they each:

- (a) are registered for GST purposes;
- (b) have quoted their Australian Business Number to the other; and
- (c) must notify the other of any changes to the matters covered by this clause.

9.4 The Grantee agrees that the Commonwealth will issue it with a recipient created tax invoice for any taxable supply it makes under this Agreement.

9.5 The Grantee agrees not to issue tax invoices in respect of any taxable supplies.

9.6 If the Grantee is not, or not required to be, registered for GST, then:

- (a) clauses 9.3(a), 9.4 and 9.5 do not apply; and
- (b) the Grantee agrees to notify the Commonwealth in writing within 7 days of becoming registered for GST if during the term of the Agreement it becomes, or is required to become, registered for GST.

## 10. Spending the Grant

10.1 The Grantee agrees to spend the Grant for the purpose of performing the Activity and otherwise in accordance with this Agreement.

10.2 Within 90 days after the Activity Completion Date, the Grantee agrees to provide the Commonwealth with an independently audited financial acquittal report verifying that the Grant has been spent in accordance with this Agreement.

10.3 The reports under clause 10.2 must be audited by:

- (a) a Registered Company Auditor registered under the Corporations Act 2001 (Cth); or
- (b) a certified Practising Accountant; or
- (c) a member of the Institute of Public Accountants; or
- (d) a member of Chartered Accountants Australia and New Zealand;

who is not a principal member, shareholder, officer or employee of the Grantee or a related body corporate.

## 11. Repayment

11.1 If any amount of the Grant:

- (a) has been spent other than in accordance with this Agreement; or
- (b) is additional to the requirements of the Activity

then the Commonwealth may, by written notice:

- (c) require the Grantee to repay that amount to the Commonwealth;
- (d) require the Grantee to deal with that amount as directed by the Commonwealth; or
- (e) deduct the amount from subsequent payments of the Grant or amounts payable under another agreement between the Grantee and the Commonwealth.

11.2 If the Commonwealth issues a notice under this Agreement requiring the Grantee to repay a Grant amount:

- (a) the Grantee must do so within the time period specified in the notice;

- (b) the Grantee must pay interest on any part of the amount that is outstanding at the end of the time period specified in the notice until the outstanding amount is repaid in full; and
- (c) the Commonwealth may recover the amount and any interest under this Agreement as a debt due to the Commonwealth without further proof of the debt being required.

## 12. Record keeping

12.1 The Grantee agrees to keep financial accounts and other records that:

- (a) detail and document the conduct and management of the Activity;
- (b) identify the receipt and expenditure of the Grant and any Other Contributions separately within the Grantee's accounts and records so that at all times the Grant is identifiable;
- (c) enable all receipts and payments related to the Activity to be identified and reported.

12.2 The Grantee agrees to keep the records for five years after the Activity Completion Date or such other time specified in the Grant Details and provide copies of the records to the Commonwealth upon request.

## 13. Reporting and liaison

13.1 The Grantee agrees to provide the Reporting Material specified in the Grant Details to the Commonwealth.

13.2 In addition to the obligations in clause 13.1, the Grantee agrees to:

- (a) liaise with and provide information to the Commonwealth as reasonably required by the Commonwealth; and
- (b) comply with the Commonwealth's reasonable requests, directions, or monitoring requirements,

in relation to the Activity.

13.3 If the Commonwealth acting reasonably has concerns regarding the performance of the Activity or the management of the Grant, the Commonwealth may by written notice require the Grantee to provide one or more additional reports, containing the information and by the date(s) specified in the notice.

13.4 The Grantee acknowledges that the giving of false or misleading information to the Commonwealth is a serious offence under the *Criminal Code Act 1995* (Cth).

## 14. Privacy

14.1 When dealing with Personal Information in carrying out the Activity, the Grantee agrees:

- (a) to comply with the requirements of the *Privacy Act 1988* (Cth);
- (b) not to do anything which, if done by the Commonwealth, would be a breach of an Australian Privacy Principle;
- (c) to ensure that any of the Grantee's subcontractors or personnel who deal with Personal Information for the purposes of this Agreement are aware of the requirements of the *Privacy Act 1988* (Cth) and the Grantee's obligations under this clause;

- (d) to immediately notify the Commonwealth if the Grantee becomes aware of an actual or possible breach of this clause by the Grantee or any of the Grantee's subcontractors or personnel.

14.2 In carrying out the Activity, the Grantee agrees not to send any Personal Information outside of Australia without the Commonwealth's prior written approval. The Commonwealth may impose any conditions it considers appropriate when giving its approval.

## 15. Confidentiality

15.1 The Parties agree not to disclose each other's confidential information without the other Party's prior written consent unless required or authorised by law or Parliament to disclose.

15.2 The Commonwealth may disclose the Grantee's confidential information where;

- (a) the Commonwealth is providing information about the Activity or Grant in accordance with Commonwealth accountability and reporting requirements;
- (b) the Commonwealth is disclosing the information to a Minister of the Australian Government, a House or Committee of the Commonwealth Parliament; or
- (c) the Commonwealth is disclosing the information to its personnel or another Commonwealth agency where this serves the Commonwealth's legitimate interests.

## 16. Insurance

16.1 The Grantee agrees to maintain adequate insurance for as long as any obligations remain in connection with this Agreement and provide proof of insurance to the Commonwealth upon request.

## 17. Intellectual property

17.1 Subject to clause 17.2 the Grantee owns the Intellectual Property Rights in Activity Material created and Reporting Material.

17.2 This Agreement does not affect the ownership of Intellectual Property Rights in Existing Material.

17.3 The Grantee provides the Commonwealth a permanent, non-exclusive, irrevocable, royalty-free licence to use, modify, communicate, reproduce, publish, adapt and sub-license the Reporting Material for Commonwealth Purposes.

17.4 The licence in clause 17.3 does not apply to Activity Material.

## 18. Dispute resolution

18.1 The Parties agree not to initiate legal proceedings in relation to a dispute arising under this Agreement unless they have first tried and failed to resolve the dispute by negotiation.

18.2 Unless clause 18.3 applies, the Parties agree to continue to perform their respective obligations under this Agreement when a dispute exists.

18.3 The Parties may agree to suspend performance of the Agreement pending resolution of the dispute.

18.4 Failing settlement by negotiation in accordance with clause 18.1, the Parties may agree to refer the dispute to an independent third person with power to intervene and direct some form of



resolution, in which case the Parties will be bound by that resolution. If the Parties do not agree to refer the dispute to an independent third person, either Party may initiate legal proceedings.

18.5 Each Party will bear their own costs in complying with this clause 18, and the Parties will share equally the cost of any third person engaged under clause 18.4.

18.6 The procedure for dispute resolution under this clause does not apply to any action relating to termination, cancellation or urgent interlocutory relief.

## 19. Reduction, Suspension and Termination

### 19.1 Reduction in scope of agreement for fault

19.1.1 If the Grantee does not comply with an obligation under this Agreement and the Commonwealth believes that the non-compliance is incapable of remedy, or if the Grantee has failed to comply with a notice to remedy, the Commonwealth may by written notice reduce the scope of the Agreement.

19.1.2 The Grantee agrees, on receipt of the notice of reduction, to:

- (a) stop or reduce the performance of the Grantee's obligations as specified in the notice;
- (b) take all available steps to minimise loss resulting from the reduction;
- (c) continue performing any part of the Activity or the Agreement not affected by the notice if requested to do so by the Commonwealth;
- (d) report on, and return any part of the Grant to the Commonwealth, or otherwise deal with the Grant, as directed by the Commonwealth.

19.1.3 In the event of reduction under clause 19.1.1, the amount of the Grant will be reduced in proportion to the reduction in the scope of the Agreement.

### 19.2 Suspension

19.2.1 If:

- (a) the Grantee does not comply with an obligation under this Agreement and the Commonwealth believes that the non-compliance is capable of remedy;
- (b) the Commonwealth reasonably believes that the Grantee is unlikely to be able to perform the Activity or manage the Grant in accordance with this Agreement; or
- (c) the Commonwealth reasonably believes that there is a serious concern relating to this Agreement that requires investigation;

the Commonwealth may by written notice:

- (d) immediately suspend the Grantee from further performance of the Agreement (including expenditure of the Grant); and/or
- (e) require that the non-compliance or inability be remedied, or the investigation be completed, within the time specified in the notice.

19.2.2 If the Grantee:

- (a) remedies the non-compliance or inability specified in the notice to the Commonwealth's reasonable satisfaction, or the Commonwealth reasonably concludes that the concern is unsubstantiated, the Commonwealth may direct the Grantee to recommence performing the Activity; or

- (b) fails to remedy the non-compliance or inability within the time specified, or the Commonwealth reasonably concludes that the concern is likely to be substantiated, the Commonwealth may reduce the scope of the Agreement in accordance with clause 19.1 or terminate the Agreement immediately by giving a second notice in accordance with clause 19.3.

### **19.3 Termination for fault**

19.3.1 The Commonwealth may terminate this Agreement by notice where the Grantee has:

- (a) failed to comply with an obligation under this Agreement and the Commonwealth believes that the non-compliance is incapable of remedy or where clause 19.2.2(b) applies;
- (b) provided false or misleading statements in relation to the Grant; or
- (c) become bankrupt or insolvent, entered into a scheme of arrangement with creditors, or come under any form of external administration.

19.3.2 The Grantee agrees, on receipt of the notice of termination, to:

- (a) stop the performance of the Grantee's obligations;
- (b) take all available steps to minimise loss resulting from the termination; and
- (c) report on, and return any part of the Grant to the Commonwealth, or otherwise deal with the Grant, as directed by the Commonwealth.

## **20. Cancellation or reduction for convenience**

20.1 The Commonwealth may cancel or reduce the scope of this Agreement by notice, due to:

- (a) a change in government policy; or
- (b) a Change in the Control of the Grantee which the Commonwealth reasonably believes will negatively affect the Grantee's ability to comply with this Agreement.

20.2 On receipt of a notice of reduction or cancellation under this clause, the Grantee agrees to:

- (a) stop or reduce the performance of the Grantee's obligations as specified in the notice; and
- (b) take all available steps to minimise loss resulting from that reduction or cancellation; and
- (c) continue performing any part of the Activity or the Agreement not affected by the notice if requested to do so by the Commonwealth;
- (d) report on, and return any part of the Grant to the Commonwealth, or otherwise deal with the Grant, as directed by the Commonwealth.

20.3 In the event of reduction or cancellation under this clause, the Commonwealth will be liable only to:

- (a) pay any part of the Grant due and owing to the Grantee under this Agreement at the date of the notice; and
- (b) reimburse any reasonable and substantiated expenses the Grantee unavoidably incurs that relate directly and entirely to the reduction in scope or cancellation of the Agreement.

20.4 In the event of reduction, the amount of the Grant will be reduced in proportion to the reduction in the scope of the Agreement.

20.5 The Commonwealth's liability to pay any amount under this clause is:

- (a) subject to the Grantee's compliance with this Agreement; and
- (b) limited to an amount that when added to all other amounts already paid under the Agreement will not exceed the total amount of the Grant.

20.6 The Grantee will not be entitled to compensation for loss of prospective profits or benefits that would have been conferred on the Grantee but for the cancellation or reduction in scope of the Agreement under clause 20.1.

20.7 The Commonwealth will act reasonably in exercising its rights under this clause.

## 21. Survival

21.1 The following clauses survive termination, cancellation or expiry of this Agreement:

- clause 10 (Spending the Grant);
- clause 11 (Repayment);
- clause 12 (Record keeping);
- clause 13 (Reporting);
- clause 14 (Privacy);
- clause 15 (Confidentiality);
- clause 16 (Insurance)
- clause 17 (Intellectual property);
- clause 19 (Reduction, Suspension and Termination);
- clause 21 (Survival);
- clause 22 (Definitions);
- ST4 (Access/monitoring/inspection);
- ST19 (Indemnities);and
- any other clause which expressly or by implication from its nature is meant to survive.

## 22. Definitions

22.1 In this Agreement, unless the contrary appears:

- **Activity** means the activities described in the Grant Details and includes the provisions of the Reporting Material.
- **Activity Completion Date** means the date or event specified in the Grant Details.
- **Activity Material** means any Material, other than Reporting Material, created or developed by the Grantee as a result of the Activity and includes any Existing Material that is incorporated in or supplied with the Activity Material.
- **Agreement** means the Grant Details, Supplementary Terms (if any), the Commonwealth Standard Grant Conditions and any other document referenced or incorporated in the Grant Details.
- **Agreement End Date** means the date or event specified in the Grant Details.
- **Australian Privacy Principle** has the same meaning as in the *Privacy Act 1988*

- **Change in the Control** means any change in any person(s) who directly exercise effective control over the Grantee.
- **Commonwealth** means the Commonwealth of Australia as represented by the Commonwealth entity specified in the Agreement and includes, where relevant, its officers, employees, contractors and agents.
- **Commonwealth Purposes** includes the following:
  - (a) the Commonwealth verifying and assessing grant proposals, including a grant application;
  - (b) the Commonwealth administering, monitoring, reporting on, auditing, publicising and evaluating a grant program or exercising its rights under this Agreement;
  - (c) the Commonwealth preparing, managing, reporting on, auditing and evaluating agreements, including this Agreement; and
  - (d) the Commonwealth developing and publishing policies, programs, guidelines and reports, including Commonwealth annual reports;
 but in all cases:
  - (e) excludes the commercialisation (being for-profit use) of the Material by the Commonwealth.
- **Commonwealth Standard Grant Conditions** means this document.
- **Existing Material** means Material developed independently of this Agreement that is incorporated in or supplied as part of Reporting Material or Activity Material.
- **Grant** means the money, or any part of it, payable by the Commonwealth to the Grantee for the Activity as specified in the Grant Details and includes any interest earned by the Grantee on that money once the Grant has been paid to the Grantee.
- **Grantee** means the legal entity other than the Commonwealth specified in the Agreement and includes, where relevant, its officers, employees, contractors and agents.
- **Grant Details** means the document titled Grant Details that forms part of this Agreement.
- **Intellectual Property Rights** means all copyright, patents, registered and unregistered trademarks (including service marks), registered designs, and other rights resulting from intellectual activity (other than moral rights under the *Copyright Act 1968*).
- **Material** includes documents, equipment, software (including source code and object code versions), goods, information and data stored by any means including all copies and extracts of them.
- **Party** means the Grantee or the Commonwealth.
- **Personal Information** has the same meaning as in the *Privacy Act 1988*.
- **Records** includes documents, information and data stored by any means and all copies and extracts of the same.
- **Reporting Material** means all Material which the Grantee is required to provide to the Commonwealth for reporting purposes as specified in the Grant Details, and includes any Existing Material that is incorporated in or supplied with the Reporting Material.

## Signatures

Executed as an agreement:

### Commonwealth

Signed for and on behalf of the Commonwealth of Australia as represented by the Department of Industry, Science, Energy and Resources.

Name	s22
Position	Program Manager
Date	08 February 2022

### Grantee

Full legal name of the Grantee	TURBINE SUNSHINE COAST LIMITED ABN: 75649643247
Name of Authorised Representative	s22
Date	08 February 2022

## Schedule 2 Reporting requirements

### Appendix 1

#### Manufacturing Translation Stream - Food and Beverage Priority Round 1 -

#### Progress report A requirements

You will need to provide the following information in your progress reports. The Commonwealth reserves the right to amend or adjust the requirements.

You must complete and submit your report on the [portal](#). You can enter the required information in stages and submit when it is complete.

#### Project progress

- a. Complete the following table, updating for all milestones shown in the Activity Schedule of your grant agreement.

Milestone	Agreed end date	Actual/ anticipated end date	Current % complete	Progress comments – work undertaken and impact of any delay

- b. Where applicable, describe any project activities completed during the reporting period that are not captured in the table above.
- c. Is the overall project proceeding in line with your grant agreement?
- d. Provide further updates on the progress or status of your project.
- e. How many new full-time jobs (Headcount) have been created as a result of your project to date?
- f. How many new part-time jobs (Headcount) have been created as a result of your project to date?
- g. How many new contract/casual jobs (Headcount) have been created as a result of your project to date?
- h. How does this track with the company's original forecast of jobs to be created by this project?
- i. How many skilled jobs have been created? E.g. engineering
- j. How many technical operation jobs have been created?
- k. How many unskilled jobs have been created?
- l. How many full-time jobs (Headcount) have been retained as a result of your project to date?

- m. How many part-time jobs (Headcount) have been retained as a result of your project to date?
- n. How many contract/casual jobs (Headcount) have been retained as a result of your project to date?
- o. How does this track with the company's original forecast of jobs to be retained due to this project?
- p. How many skilled jobs have been retained? E.g. engineering
- q. How many technical operation jobs have been retained?
- r. How many unskilled jobs have been retained?
- s. Have you undertaken any training or upskilling of staff specific to your project?  
If yes, describe and comment on the type of training/skills development undertaken, the number of staff who were upskilled or trained and how upskilling has impacted the competitiveness of your business.
- t. Have there been any material changes in the nature of the activity of key personnel involved in the project, including affiliations/links with foreign governments or companies, changes in the ownership of the company and/or its parent, and disclosure of any pecuniary penalty imposed by a Commonwealth, State or Territory court or entity.

## Project outcomes

- a. Since your project commenced, how many new products, or services have you brought to market?
- b. Since your project commenced, has your organisation gained access to do business in new markets:
  - i. Domestically?
  - ii. Internationally?
  - iii. Both Domestically and Internationally?
- c. Since your project commenced, has the volume and/or value of your manufacturing exports changed?  
If yes, how have they changed?
- d. Has your company established any new collaborative arrangements and/or formed new partnerships as a result of your project?  
If yes, describe the nature of these collaborations and/or partnerships, for example:
  - i. Local and/or international
  - ii. Sharing resources or infrastructure with other organisations
  - iii. Sharing knowledge with other organisations
- e. Has participating in this program influenced your company's competitiveness in relation to:
  - i. Improved standards/certification of your products and/or services
  - ii. % or \$ increase in total sales?
  - iii. increased profitability?

- iv. increased market share?
- v. access to new domestic or international markets
- vi. Other

If yes, please describe and comment on influence the program has provided to support the competitiveness of your business with regards to these indicators.

## Attachments

- a. Attach any agreed evidence required with this report to demonstrate project progress.
- b. Attach copies of any published reports and promotional material, relating to the project.

## Certification

You must ensure an authorised person completes the report and can declare the following:

- The information in this report is accurate, complete and not misleading and that I understand the giving of false or misleading information is a serious offence under the *Criminal Code 1995* (Cth).
- The activities undertaken and the expenditure incurred is in accordance with the grant agreement.
- I am aware of the grantee's obligations under their grant agreement.
- I am aware that the grant agreement empowers the Commonwealth to terminate the grant agreement and to request repayment of funds paid to the grantee where the grantee is in breach of the grant agreement.



## Appendix 2

### Manufacturing Translation Stream - Food and Beverage Priority Round 1 -

#### Progress report B requirements

You will need to provide the following information in your progress reports. The Commonwealth reserves the right to amend or adjust the requirements.

You must complete and submit your report on the [portal](#). You can enter the required information in stages and submit when it is complete.

#### Project progress

- a. Complete the following table, updating for all milestones shown in the Activity Schedule of your grant agreement.

Milestone	Agreed end date	Actual/ anticipated end date	Current % complete	Progress comments – work undertaken and impact of any delay

- b. Where applicable, describe any project activities completed during the reporting period that are not captured in the table above.
- c. Is the overall project proceeding in line with your grant agreement?  
If no, identify any changes or anticipated issues. Comment on any impacts on project timing and outcomes and how you expect to manage these.
- d. How many new full-time jobs (Headcount) have been created as a result of your project to date?
- e. How many new part-time jobs (Headcount) have been created as a result of your project to date?
- f. How many new contract/casual jobs (Headcount) have been created as a result of your project to date?
- g. How does this track with the company's original forecast of jobs to be created by this project?
- h. How many skilled jobs have been created? E.g. engineering
- i. How many technical operation jobs have been created?
- j. How many unskilled jobs have been created?
- k. How many full-time jobs (Headcount) have been retained as a result of your project to date?

- l. How many part-time jobs (Headcount) have been retained as a result of your project to date?
- m. How many contract/casual jobs (Headcount) have been retained as a result of your project to date?
- n. How does this track with the company's original forecast of jobs to be retained due to this project?
- o. How many skilled jobs have been retained? E.g. engineering
- p. How many technical operation jobs have been retained?
- q. How many unskilled jobs have been retained?
- r. Have you undertaken any training or upskilling of staff specific to your project?  
If yes, describe and comment on the type of training/skills development undertaken, the number of staff who were upskilled or trained and how upskilling has impacted the competitiveness of your business.
- s. Have there been any material changes in the nature of the activity of key personnel involved in the project, including affiliations/links with foreign governments or companies, changes in the ownership of the company and/or its parent, and disclosure of any pecuniary penalty imposed by a Commonwealth, State or Territory court or entity.
- t. Are there any planned events relating to the project that you are required to notify us about in accordance with your agreement?  
If yes, provide details of the event including date, time, purpose of the event and key stakeholders expected to attend.

## Project outcomes

- a. Since your project commenced, how many new products, or services have you brought to market?
- b. Since your project commenced, has your organisation gained access to do business in new markets:
  - i. Domestically?
  - ii. Internationally?
  - iii. Both Domestically and Internationally?
- c. Since your project commenced, has the volume and/or value of your manufacturing exports changed?  
If yes, how have they changed?
- d. Has your company established any new collaborative arrangements and/or formed new partnerships as a result of your project?
- e. If yes, describe the nature of these collaborations and/or partnerships. For example:
  - i. Local and/or international
  - ii. Sharing resources or infrastructure with other organisations
  - iii. Sharing knowledge with other organisations
- f. Has participating in this program influenced your company's competitiveness in relation to:

- i. Improved standards/certification of your products and/or services
- ii. % or \$ increase in total sales?
- iii. increased profitability?
- iv. increased market share?
- v. access to new domestic or international markets
- vi. Other

If yes, describe and comment on influence the program has provided to support the competitiveness of your business with regards to these indicators.

## Project expenditure

Provide the following information about your eligible project expenditure. Eligible expenditure is divided into the same categories as the budget in your application.

If you are registered for GST, enter the GST exclusive amount. If you are not registered for GST, enter the GST inclusive amount. We may ask you to provide evidence of costs incurred.

Refer to the grant opportunity guidelines or contact us if you have any questions about eligible expenditure.

- a. What is the eligible expenditure you have incurred in this reporting period?
- b. What is the estimated eligible expenditure for the next reporting period?
- c. What is the estimated eligible expenditure for remaining reporting periods in current financial year (if applicable)?
- d. What is the estimated total eligible expenditure for future financial years?
- e. What is the estimated total eligible expenditure for the project?
- f. Briefly explain the reason for any changes between the forecast and actual expenditure for the current reporting period, and any significant changes to the forecast budget for the remainder of the project.
- g. Is the project expenditure broadly in line with the activity budget in the grant agreement?  
If no, explain the reasons.

## Bank account details

Have your bank account details changed since your last payment or since you last provided them?\*

If yes, we will provide you with a form to complete your new bank account details.

If you are not due any further payments, select not applicable.

## Attachments

- a. Attach any agreed evidence required with this report to demonstrate project progress.
- b. Attach copies of any published reports and promotional material, relating to the project.

## Certification

You must ensure an authorised person completes the report and can certify the following:

- The information in this report is accurate, complete and not misleading and that I understand the giving of false or misleading information is a serious offence under the *Criminal Code 1995* (Cth).
- The activities undertaken and the expenditure incurred is in accordance with the grant agreement.
- I am aware of the grantee's obligations under their grant agreement.
- I am aware that the grant agreement empowers the Commonwealth to terminate the grant agreement and to request repayment of funds paid to the grantee where the grantee is in breach of the grant agreement.

## Appendix 3

### Manufacturing Translation Stream - Food and Beverage Priority Round 1 -

#### End of project report requirements

You will need to provide the following information in your progress reports. The Commonwealth reserves the right to amend or adjust the requirements.

You must complete and submit your report on the [portal](#). You can enter the required information in stages and submit when it is complete.

#### Project achievements and Outcomes

- a. Complete the following table, updating for all milestones shown in the Activity Schedule of your grant agreement.

Milestone	Agreed end date	Actual/ anticipated end date	Current % complete	Progress comments – work undertaken and impact of any delay

- b. Where applicable, describe any project activities completed during the reporting period that are not captured in the table above.

- c. Has participating in this program impacted your company's:

- i. Productivity (ability to produce more with the same or less input)
- ii. Ability to scale up
- iii. Manufacturing capability
- iv. Business acumen
- v. Knowledge diffusion
- vi. Innovation

If you selected any of the above options, please describe and comment on the impact to your business.

- d. How has participating in this program influenced your company's competitiveness in relation to:
- i. Improved standards/certification of your products and/or services
  - ii. % or \$ increase in total sales?
  - iii. increased profitability?
  - iv. increased market share?

- v. access to new domestic or international markets
  - vi. Other
- If yes, please describe and comment on influence the program has provided to support the competitiveness of your business with regards to these indicators.
- e. Since your project commenced, has the volume and/or value of your manufacturing exports changed?  
If yes, how have they changed?
  - f. Has your company established any new collaborative arrangements and/or formed new partnerships as a result of your project?  
If yes, please identify how many new collaborations and/or partnerships have been formed and also describe nature of these, for example:
    - i. Local and/or international
    - ii. Sharing resources or infrastructure with other organisations
    - iii. Sharing knowledge with other organisations
  - g. Describe how you have applied new technology and/or developed new products, processes or services to one or more of the National Manufacturing priority areas.
  - h. Has your company expanded to deliver/undertake different activities to your normal business activities?  
If yes, what type of new activities does your business undertake? Select all that apply R&D, Design, Logistics, Distribution, After sales services, Other (please specify).
  - i. Describe how you intend on sustaining investment into your organisation following the conclusion of the grant.
  - j. How many new full-time jobs (Headcount) have been created as a result of your project?
  - k. How many new part-time jobs (Headcount) have been created as a result of your project?
  - l. How many new contract/casual jobs (Headcount) have been created as a result of your project?
  - m. How does this track with the company's original forecast of jobs to be created due to this project?
  - n. How many skilled jobs have been created? E.g. engineering
  - o. How many technical operation jobs have been created?
  - p. How many unskilled jobs have been created?
  - q. How many full-time jobs (Headcount) have been retained as a result of your project?
  - r. How many part-time jobs (Headcount) have been retained as a result of your project?
  - s. How many contract/casual jobs (Headcount) have been retained as a result of your project?
  - t. How does this track with the company's original forecast of jobs to be retained due to this project?
  - u. How many skilled jobs have been retained? E.g. engineering

- v. How many technical operation jobs have been retained?
- w. How many unskilled jobs have been retained?
- x. Do you expect to create further new jobs (headcount) as a result of the project?
- If yes,
- i. Outline your workforce plan over the next 12 months, providing numbers (headcount) of new full-time jobs to be created.
  - ii. Outline your workforce plan over the next 12 months, providing numbers (headcount) of new part-time jobs to be created.
  - iii. Outline your workforce plan over the next 12 months, providing numbers (headcount) of new contract/casual jobs to be created.
- y. Have you undertaken any training or upskilling of staff specific to your project?
- If yes, describe and comment on the type of training/skills development undertaken, the number of staff who were upskilled or trained and how upskilling has impacted the competitiveness of your business.
- z. Have there been any unintended consequences, positive or negative, as a result of your participation in this project?
- If yes, provide additional information to describe any unintended consequences.
- aa. Have there been any material changes in the nature of the activity of key personnel involved in the project, including affiliations/links with foreign governments or companies, changes in the ownership of the company and/or its parent, and disclosure of any pecuniary penalty imposed by a Commonwealth, State or Territory court or entity.
- bb. Are there any planned events relating to the project that you are required to notify us about in accordance with your agreement?
- If yes, provide details of the event including date, time, purpose of the event and key stakeholders expected to attend.

## Project benefits

- a. What benefits has the project achieved?
  - b. What ongoing impact will the project have?
  - c. Did the project result in any unexpected benefits?
- If yes, explain why.
- d. Is there any other information you wish to provide about your project?
- If yes, provide details.

## Total eligible project expenditure

- a. Indicate the total eligible project expenditure incurred. Eligible expenditure is divided into the same categories as the budget in your application.
- If you are registered for GST, enter the GST exclusive amount. If you are not registered for GST, enter the GST inclusive amount. We may ask you to provide evidence of costs incurred.

Refer to the grant opportunity guidelines or contact us if you have any questions about eligible expenditure.

- b. Provide any comments you may have to clarify any figures.
- c. Was the expenditure incurred in accordance with the activity budget in the grant agreement?
 

If no, explain the reason for a project underspend or overspend, or any other significant changes to the budget.

## Updated business indicators

- a. Provide the following financial data for your organisation for your latest complete financial year.

These fields are mandatory and entering \$0 is acceptable if applicable.

- Financial year completed
- Sales revenue (turnover)
- Export revenue
- R&D expenditure
- Taxable income
- Number of employees including working proprietors and salaried directors (headcount)
- Number of independent contractors (headcount)

## Bank account details

- Have your bank account details changed since your last payment or since you last provided them?
- If yes, we will provide you with a form to complete your new bank account details.
- If you are not due any further payments, select not applicable.

## Attachments

- a. Attach any agreed evidence required with this report to demonstrate progress or successful completion of your project.
- b. Attach copies of any published reports and promotional material, relating to the project.

## Certification

You must ensure an authorised person completes the report and can declare the following:

- The information in this report is accurate, complete and not misleading and that I understand the giving of false or misleading information is a serious offence under the *Criminal Code 1995* (Cth).
- The activities undertaken and the expenditure incurred is in accordance with the grant agreement.
- I am aware of the grantee's obligations under their grant agreement.



- I am aware that the grant agreement empowers the Commonwealth to terminate the grant agreement and to request repayment of funds paid to the grantee where the grantee is in breach of the grant agreement.

## Appendix 4

### Manufacturing Translation Stream - Food and Beverage Priority Round 1 - Independent audit report

#### Background

These templates assist Grantees (and their auditors) to understand the audit requirements under a Commonwealth grant agreement administered by the Department of Industry, Science, Energy and Resources. For further information contact us on 13 28 46 or at [business.gov.au](http://business.gov.au).

When an independent audit report is required under our grant agreements the Grantee must provide us with:

- a statement of grant income and expenditure against the expenditure categories under the grant agreement (attachment A)
- an independent audit report on the statement of grant income and expenditure (attachment B)
- certification of certain matters by the auditor (attachment C).

You can find additional information on the grant opportunity relevant to your grant at [business.gov.au](http://business.gov.au) or by calling us on 13 28 46.

#### Eligible expenditure

Advice on eligible expenditure for projects under the grant opportunity can be found in grant opportunity guidelines. These guidelines are revised from time to time and therefore more than one version of the document may exist. The relevant guidelines are those that were effective at the time the Grantee's application was accepted.

It is essential that Grantees and their auditors understand the eligible expenditure requirements because these determine whether, and the extent to which, certain costs are reportable and claimable.

The amount of grant funding we approve is based on the Grantee's estimated eligible expenditure, as provided in their application. However, the grant funding any Grantee is ultimately entitled to receive is determined against actual eligible expenditure incurred and paid for on the project. The grant amount specified in the grant agreement is the **maximum** amount the Grantee may be paid.

The expenditure reported in the 'statement of grant income and expenditure' at attachment A must represent actual 'eligible expenditure' paid on the project during that period.

## Attachment A – Statement of grant income and expenditure

Grant opportunity name	[grant opportunity name]
Project number	[project number]
Grantee	[organisation]
Project title	[project title]
Reporting period start date	[project start date or other reporting period start date]
Reporting period end date	[project end date or other reporting period end date]

This statement of grant income and expenditure must be prepared by the Grantee and contain the following:

- Statement of funds, Grantee contributions and other financial assistance\*
- Statement of eligible expenditure\*
- Notes to the statement of eligible expenditure, explaining the basis of compilation
- Certification by directors of the Grantee
- \*We will compare this information to that detailed in the grant agreement.

### 1. Statement of funds, Grantee contributions and other financial assistance

Complete the following table for all cash [and in-kind] contributions for your project for the period in question, including

- the grant
- other government funding
- your own contributions
- partner or other third party contributions
- any additional private sector funding.

Insert rows as required.

Contributor	Cash amount (GST excl)	[Estimated in-kind amount (GST excl)]	Total (GST excl)
Grant	[\$[enter amount]]	[\$[enter amount]]	[\$[enter amount]]
Grantee	[\$[enter amount]]	[\$[enter amount]]	[\$[enter amount]]
[enter contributor]	[\$[enter amount]]	[\$[enter amount]]	[\$[enter amount]]
[enter contributor]	[\$[enter amount]]	[\$[enter amount]]	[\$[enter amount]]
Total	[\$[enter amount]]	[\$[enter amount]]	[\$[enter amount]]

## 2. Statement of eligible expenditure

You must provide detail of the eligible expenditure that has been incurred and paid for during the reporting period in the 'Statement of eligible expenditure' spreadsheet.

Comment on any variance between the expenditure items and amounts detailed in the grant agreement and the actual items and amounts detailed in the attached statement of eligible expenditure.

[enter details]

## 3. Note to the statement of eligible expenditure

### 3.1 Eligible expenditure

The eligible expenditure as reported in the statement of eligible expenditure is in accordance with the grant opportunity guidelines.

### 3.2 Basis of compilation

This statement of eligible expenditure has been prepared to meet the requirements of the grant agreement between [enter Grantee name] and the Commonwealth represented by the Department of Industry, Science, Energy and Resources. Significant accounting policies applied in the compilation of the statement of grant income and expenditure include the following:

[enter details]

#### 4. Certification by directors [if not director, replace with appropriate equivalent]

[Grantee name]

[Project number]

For the period [dd/ mm/yyyy] to [dd/ mm/yyyy]

We confirm that, to the best of our knowledge and believe, having made such enquiries as we considered necessary for the purpose of appropriately informing ourselves:

##### **Statement of grant income and expenditure**

- a. We have fulfilled our responsibilities for the preparation of the statement of grant income and expenditure in accordance with the cash basis of accounting and the terms of the grant agreement with the Commonwealth, represented by the Department of Industry, Science, Energy and Resources dated [enter date]; in particular, the statement of grant income and expenditure presents fairly in accordance therewith.
- b. All events subsequent to the date of the statement of grant income and expenditure which require adjustment or disclosure so as to present fairly the statement of grant income and expenditure, have been adjusted or disclosed.
- c. [Where applicable] The effects of uncorrected misstatements are immaterial, both individually and in the aggregate, to the statement of grant income and expenditure as a whole. A list of the uncorrected misstatements is attached to this representation letter.
- d. That all Grantee contributions and other financial assistance were spent for the purpose of the project and in accordance with the grant agreement and that the Grantee has complied with the grant agreement and relevant accounting policies.
- e. That salaries and allowances paid to persons involved in the project are in accordance with any applicable award or agreement in force under any relevant law on industrial or workplace relations.

Signature .....

Name [enter name]

Director

Date [dd/mm/yyyy]

Signature .....

Name [enter name]

Director

Date [dd/mm/yyyy]

## 5. For Auditor use only

I certify that this statement of grant income and expenditure is the one used to prepare my independent audit report dated [enter date] for the Department of Industry, Science, Energy and Resources.

Signature .....

Name [enter name]

Position [enter position]

Auditor's employer [enter employer name]

Date [dd/mm/yyyy]

## Attachment B - Independent audit report

### Background for auditors

The purpose of the independent audit report is to provide us with an auditor's opinion on the Grantee's statement of grant income and expenditure. The statement of grant income and expenditure is prepared by the Grantee to correspond with the expenditure reported to the department by the Grantee for the same period, in the process of claiming grant payments.

The independent audit report must be prepared by a person who is an approved auditor.

An approved auditor is a person who is:

- a. registered as a company auditor under the *Corporations Act 2001* or an appropriately qualified member of Chartered Accountants Australia and New Zealand, or of CPA Australia or the Institute of Public Accountants; and
- b. not a principal, member, shareholder, officer, agent, subcontractor or employee of the Grantee or of a related body corporate or a Connected Entity.

The audit should be undertaken and reported in accordance with Australian Auditing Standards.

The independent audit report must follow the required format and include any qualification regarding the matters on which the auditor provides an opinion. We may follow up any qualifications with the Grantee or auditor. The independent audit report must be submitted on the auditor's letterhead.

Auditors must comply with the professional requirements of Chartered Accountants Australia and New Zealand, CPA Australia and the Institute of Public Accountants in the conduct of their audit.

If the auditor forms an opinion that the statement of grant income and expenditure does not give a true and fair view of the eligible expenditure for the period, the independent audit report should be qualified and the error quantified in the qualification section of the independent audit report.

The required independent audit report format follows.

## Auditor's report

Independent audit report in relation to [Grantee name]'s statement of grant income and expenditure to the Commonwealth, represented by the Department of Industry, Science, Energy and Resources (the department).

We have audited:

- a. the accompanying statement of grant income and expenditure of [Grantee name] for the period [dd/mm/yyyy] to [dd/mm/yyyy], a summary of significant accounting policies and other explanatory information, and management's attestation statement thereon (together "the financial statement"). The financial statement has been prepared by management using the cash basis of accounting described in note 3.2 to the financial statement; and
- b. [Grantee name]'s compliance with the terms of the grant agreement between [Grantee name] and the Commonwealth dated [date of agreement] for the period [dd/mm/yyyy] to [dd/mm/yyyy] (the grant agreement).

We have:

- a. reviewed [Grantee name]'s statement of labour costs in support of its claim of eligible expenditure; and
- b. performed limited assurance procedures on [Grantee name]'s statement of employee numbers under the grant agreement].

### *Management's responsibility*

Management is responsible for:

- a. the preparation and fair presentation of the financial statement in accordance with the basis of accounting described in note 3.2, this includes determining that the cash basis of accounting is an acceptable basis for the preparation of the financial statement in accordance with the grant agreement;
- b. compliance with the terms of the grant agreement;
- c. the preparation of the statement of employee numbers and labour costs in support of eligible expenditure; and
- d. such internal control as management determines is necessary to:
  - i enable the preparation of the financial statement and the statement of [employee numbers and ]labour costs that are free from material misstatement, whether due to fraud or error; and
  - ii enable compliance with the terms of the grant agreement.

### *Auditor's responsibility*

Our responsibilities are:

- a. To express an opinion, based on our audit, on:
  - i the financial statement; and
  - ii [Grantee name]'s compliance, in all material respects, with the terms of the grant agreement; and



## For Official Use Only

- b. To conclude based on:
  - i our review procedures, on the statement of labour costs; and
  - ii our limited assurance procedures on the statement of employee numbers.

We conducted our audit of the financial statement in accordance with Australian Auditing Standards; our audit of compliance with the grant agreement in accordance with ASAE 3100, our review of the statement of labour costs in accordance with ASRE 2405[; and our limited assurance procedures on employee numbers in accordance with ASAE 3000]. The applicable Standards require that we comply with relevant ethical requirements and plan and perform our work to:

- a. obtain reasonable assurance about whether the financial statement is free from material misstatement and that [Grantee name] has complied, in all material respects, with the terms of the grant agreement; and
- b. obtain limited assurance as to whether anything has come to our attention that causes us to believe that the statements of employee numbers and labour costs are materially misstated.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statement and about the Grantee's compliance with the grant agreement. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statement, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Grantee's preparation and fair presentation of the financial statement, and to the Grantee's compliance with the grant agreement, in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Grantee's internal control. An audit also includes evaluating the appropriateness of accounting policies used by management, as well as evaluating the overall presentation of the financial statement.

A review consists of making enquiries and applying analytical and other review procedures. A review is substantially less in scope than an audit conducted in accordance with Auditing Standards and consequently does not enable us to obtain assurance that we would become aware of all significant matters that might be identified in an audit. Accordingly, we do not express an audit opinion on the statement of labour costs.

A limited assurance engagement undertaken in respect of the statement of employee numbers, in accordance with ASAE 3000 involves [level of detail about procedures to be determined by the auditor]. The procedures performed in a limited assurance engagement vary in nature and timing from, and are less in extent than for, a reasonable assurance engagement; and consequently, the level of assurance obtained in a limited assurance engagement is substantially lower than the assurance that would have been obtained had a reasonable assurance engagement been performed.

We believe that the evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion, review and limited assurance conclusions.

### *Opinion*

In our opinion:

- a. the financial statement presents fairly, in all material respects, the grant income and expenditure of [Grantee name] for the period [dd/mm/yyyy] to [dd/mm/yyyy] in accordance with the cash basis of accounting described in note 3.2 and the terms of the grant agreement, dated [date of agreement], with the Commonwealth; and

For Official Use Only

- b. [Grantee name] has complied, in all material respects, with the requirements of the grant agreement between the organisation and the Commonwealth dated [date of agreement], for the period [dd/mm/yyyy] to [dd/mm/yyyy].

*Basis of Accounting and Restriction on Distribution*

Without modifying our opinion, we draw attention to note 3.2 to the financial statement, which describes the basis of accounting. The financial statement is prepared to provide information to the department in accordance with the grant agreement, dated [date of agreement]. As a result, the financial statement may not be suitable for another purpose.

*Use of Report*

This report has been prepared for [Grantee name] and the department in accordance with the requirements of the grant agreement between [Grantee name] and the Commonwealth, dated [date of agreement]. We disclaim any assumption of responsibility for any reliance on this report to any persons or users other than [Grantee name] and the department, or for any purpose other than that for which it was prepared.

*Conclusions*

Based on:

- a. Our review, which is not an audit, nothing has come to our attention that causes us to believe that the statement of labour costs in the period [dd/mm/yyyy] to [dd/mm/yyyy] is not, in all material respects, fairly presented in accordance with the grant agreement dated [date of agreement] with the Commonwealth; and
- b. The procedures we have performed and the evidence we have obtained, nothing has come to our attention that causes us to believe that the statement of employee numbers as at [dd/mm/yyyy] is not prepared, in all material respects, in accordance with the grant agreement dated [date of agreement] with the Commonwealth].

Auditor's signature .....

Name [enter name]

Auditor's employer [enter employer name]

Employer's address [enter address]

Qualifications [enter qualification]

Position [enter position]

Date [dd/mm/yyyy]

For Official Use Only

## Attachment C - Certification of certain matters by the auditor

The department also requires a certification of certain matters by the auditor in addition to the independent audit report. This should be submitted with the statement of grant income and expenditure and independent audit report.

The auditor who signs this certification must also initial and date a copy of the Grantee's statement of eligible expenditure. The department will not accept an independent audit report that lacks this attachment.

The required format of certification is on the following page.

For Official Use Only

[print on auditor letterhead]

[addressee]

Department of Industry, Science, Energy and Resources  
 GPO Box 2013  
 Canberra ACT 2601

I understand that the Commonwealth, represented by the Department Industry, Science, Energy and Resources and [Grantee name] have entered into a grant agreement for the provision of financial assistance under the [grant opportunity name] to the Grantee for the project. A condition of funding under the grant agreement is that the Grantee provides a statement of grant income and expenditure certifying that expenditure on approved project items has been incurred within the relevant audit period and paid in accordance with the grant opportunity guidelines, and is supportable by appropriate documentation.

In fulfilment of the condition, I hereby certify that:

- a. I am a member of Chartered Accountants Australia and New Zealand/ CPA Australia/ the Institute of Public Accountants (as a Public Practice Certified Member).
- b. I have prepared the independent audit report on [Grantee name]'s, statement of grant income and expenditure in accordance with the details of the grant agreement between the Grantee and the Commonwealth, project no [project no] dated [dd/mm/yyyy].
- c. I have reviewed the grant agreement between the Grantee and the Commonwealth, project no [project no] dated [dd/mm/yyyy], and related grant opportunity guidelines and understand the requirements pertaining to financial reporting and eligible expenditure contained therein.
- d. I have signed the attached copy of [Grantee name]'s statement of eligible expenditure that I used to prepare the independent audit report.
- e. I have complied with the professional independence requirements of Chartered Accountants Australia and New Zealand/ CPA Australia/the Institute of Public Accountants. I specifically certify that I:
  - i. am not, and have not been, a director, office holder, or employee of [Grantee name] or related body corporate of [Grantee name]
  - ii. have not been previously engaged by [Grantee name] for the purpose of preparing their [grant opportunity name] application or any report required under the grant agreement
  - iii. have no financial interest in [Grantee name].

Signature .....

Name [enter name]

Qualifications [enter qualification]

Position [enter position]

Date [dd/mm/yyyy]

## Appendix 5

### Manufacturing Translation Stream - Food and Beverage Priority Round 1 - Post Project report

You will need to provide the following information in your post project report. The Commonwealth reserves the right to amend or adjust the requirements.

You must complete and submit your report on the [portal](#). You can enter the required information in stages and submit when it is complete.

#### Project Outcomes

- a. In the 12 months following completion of your project has participating in this program impacted your company's:
- i. productivity - ability to produce more with the same or less input?
  - ii. ability to scale up?
  - iii. manufacturing capability?
  - iv. business acumen?
  - v. knowledge diffusion?
  - vi. Innovation?
  - vii. Other (please specify)

Provide details on the impact to your business in the past 12 months.

- b. In the 12 months following completion of your project how has participating in this program influenced your company's competitiveness? For example:
- i. Improved standards/certification of your products and/or services
  - ii. % or \$ increase in total sales?
  - iii. increased profitability?
  - iv. increased market share?
  - v. access to new domestic or international markets
  - vi. Other (please specify)

Provide details on the influence the program has provided to support the competitiveness of your business.

- c. In the 12 months following completion of your project has the volume and/or value of your manufacturing exports changed?  
If yes, how have they changed?
- d. In the 12 months following completion of your project how many new products, or services have you brought to market?
- e. In the 12 months following completion of your project describe has your company established any new collaborative arrangements and/or formed new partnerships as a result of your project?

## For Official Use Only

If yes, identify how many new collaborations and/or partnerships have been formed and also describe nature of these, for example:

- i. Local and/or international
  - ii. Sharing resources or infrastructure with other organisations
  - iii. Sharing knowledge with other organisations
- f. In the 12 months following completion of your project have you applied new technology and/or developed new products, processes or services to one or more of the National Manufacturing priority areas.
- If yes, briefly please describe how you have achieved this?
- g. In the 12 months following completion of your project has your company expanded to deliver/undertake different activities to your normal business activities?
- If yes, what type of new activities does your business undertake? Select all that apply R&D, Designing, Logistics, Distribution, After-sales services and Other (please specify).
- h. In the 12 months following completion of your project describe how you have sustained investment into your organisation.
- i. How many new full-time jobs (Headcount) have been created in the 12 months following completion of your project?
- j. How many new part-time jobs (Headcount) have been created in the 12 months following completion of your project?
- k. How many new contract/casual jobs (Headcount) have been created in the 12 months following completion of your project?
- l. How does this track with the company's forecast of jobs to be created as a result of this project in its end of project report?
- m. How many skilled jobs have been created? E.g. engineering
- n. How many technical operation jobs have been created?
- o. How many unskilled jobs have been created?
- p. Have you undertaken any training or upskilling of staff specific to your project in the 12 months since the completion of your project?
- If yes, comment on the type of training/skills development undertaken, the number of staff who were upskilled or trained and how upskilling has impacted the competitiveness of your business in that period.

## Updated business indicators

- a. Provide the following financial data for your organisation for your latest complete financial year

These fields are mandatory and entering \$0 is acceptable if applicable.

- Financial year completed
- Sales revenue (turnover)
- Export revenue

For Official Use Only

- R&D expenditure
- Taxable income
- Number of employees including working proprietors and salaried directors (headcount)
- Number of independent contractors (headcount)

## Attachments

- a. Attach copies of any published reports and promotional material, relating to the project.

## Certification

You must ensure an authorised person completes the report and can certify the following:

- The information in this report is accurate, complete and not misleading and that I understand the giving of false or misleading information is a serious offence under the Criminal Code 1995 (Cth).
- The activities undertaken and the expenditure incurred is in accordance with the grant agreement.
- I am aware of the grantee's obligations under their grant agreement.
- I am aware that the grant agreement empowers the Commonwealth to terminate the grant agreement and to request repayment of funds paid to the grantee where the grantee is in breach of the grant agreement.



Australian Government  
Department of Industry, Science,  
Energy and Resources

**Business**

business.gov.au  
**13 28 46**  
Delivered by AusIndustry™

AusIndustry  
Department of Industry, Science, Energy and Resources  
GPO Box 2013  
Canberra ACT 2601

To the Program Manager

### **Support for Modern Manufacturing Initiative - Manufacturing Translation Stream project**

This letter confirms board/ management support for the Manufacturing Translation Stream project outlined as follows:

Applicant organisation name	Turbine Sunshine Coast Limited
Application reference number	MMIMTFB000174
Project name	Turbine Beverage Cluster

I confirm that this organisation can complete the project and meet the cost of the project not covered by grant funding.

s22

Signature

Name	s22
Position title	Chair
Date	26 April, 2020



Modern Manufacturing Initiative - Manufacturing Translation Stream

APPLICATION NUMBER	MMIMTFB000114	
APPLICANT NAME	Turbine Sunshine Coast Ltd	
PROJECT TITLE	Turbine Beverage Cluster - unlocing growth through co-opetition	
Based on the applicant's business case and supporting evidence, and other relevant available information:		
<b>ASSESSMENT CRITERION 1: Your project will improve Australian manufacturing competitiveness and Australian job growth</b>	<b>RESPONSE</b>	<b>OUTCOME</b>
The extent the project supports the company to translate and commercialise good ideas into new and enhanced commercial outcomes including new high-quality products and services and solutions	Yes - excellent case and supporting evidence	s47E(d)
The extent the project supports the company to adopt new technologies and develops new processes and innovative solutions to build scale and capability	Yes - excellent case and supporting evidence	
The extent the project supports the company to build scale and overcome challenges facing their sector (as outlined in the Food and Beverage National Manufacturing Priority road map)	Yes - good case with benefits clearly identified	
The extent the project will support the creation of new jobs, retention of existing jobs, and will develop a highly skilled workforce	Yes - excellent case and supporting evidence	
The extent that the project supports the company to pivot to high value-added activities	Yes - good case with benefits clearly identified	
The extent the project supports the company to attract investment, including venture capital investment to develop ideas and translate research into commercial solutions and outcomes	Yes - excellent case and supporting evidence	
The extent the project supports the company to increase manufacturing capability, expertise and specialisations, business acumen, knowledge diffusion and stimulate innovation in Australian manufacturing	Yes - excellent case and supporting evidence	
The extent the project supports the company to grow and support manufacturing networks and ecosystems and increase collaboration.	Yes - excellent case and supporting evidence	
The extent the project aligns with and supports implementation of the Food and Beverage Manufacturing Priority road map, and the growth opportunities and goals set out in the road map	Yes - excellent case and supporting evidence	
The extent the project will create opportunities to expand, strengthen and grow the Australian manufacturing sector and how the project aligns with the Australian Government's broader policy objectives.	Yes - good case with benefits clearly identified	
	s47E(d)	

<b>ASSESSMENT CRITERION 2: Capacity, capability and resources to deliver the project</b>	<b>RESPONSE</b>	<b>OUTCOME</b>
Based on the applicant's business case and supporting evidence, and other relevant available information:		
The extent to which the applicant has a track record and experience in managing similar projects and a plan specific to this project to utilise and manage personnel with the right skills and experience, including strong governance, management and technical expertise	Yes - good case with benefits clearly identified	s47E(d)
To extent to which the applicant has a plan to manage the project including scope, implementation methodology, timeframes, delivery risks and budget and, if applicable, partnership arrangements and benefits	Yes - good case with benefits clearly identified	
To extent to which the applicant has access, or future access, to any required infrastructure, finance, capital equipment, technology, intellectual property and regulatory or other approvals	Yes - good case with benefits clearly identified	
	s47E(d)	

<b>ASSESSMENT CRITERION 3: Impact of the grant funding on your project</b>	<b>RESPONSE</b>	<b>OUTCOME</b>
Based on the applicant's business case and supporting evidence, and other relevant available information:		
The total additional investment the grant will leverage, including through partnerships	Yes - good case with benefits clearly identified	s47E(d)
The positive impact the grant will have on the scale or timing of the project	Yes - excellent case and supporting evidence	
The positive impact this investment will have on the business and its ability to be self-sustaining and competitive into the future	Yes - excellent case and supporting evidence	s47E(d)

<b>Summary all outcomes on the merit criteria</b>	s47E(d)
Criterion 1	
Criterion 2	
Criterion 3	
<b>Total Outcome</b>	

Modern Manufacturing Initiative - Manufacturing Translation Stream

APPLICATION NUMBER	MMIMTFB000174	
APPLICANT NAME	Turbine Sunshine Coast	
PROJECT TITLE	Turbine Beverage Cluster	
<b>Based on the applicant's business case and supporting evidence, and other relevant available information:</b>		
<b>ASSESSMENT CRITERION 1: Your project will improve Australian manufacturing competitiveness and Australian job growth</b>	<b>RESPONSE</b>	<b>OUTCOME</b>
The extent the project supports the company to translate and commercialise good ideas into new and enhanced commercial outcomes including new high-quality products and services and solutions	Yes - good case with benefits clearly identified	s47E(d)
The extent the project supports the company to adopt new technologies and develops new processes and innovative solutions to build scale and capability	Yes - good case with benefits clearly identified	
The extent the project supports the company to build scale and overcome challenges facing their sector (as outlined in the Food and Beverage National Manufacturing Priority road map)	Yes - good case with benefits clearly identified	
The extent the project will support the creation of new jobs, retention of existing jobs, and will develop a highly skilled workforce	Yes - good case with benefits clearly identified	
The extent that the project supports the company to pivot to high value-added activities	Yes - acceptable case made	
The extent the project supports the company to attract investment, including venture capital investment to develop ideas and translate research into commercial solutions and outcomes	Yes - good case with benefits clearly identified	
The extent the project supports the company to increase manufacturing capability, expertise and specialisations, business acumen, knowledge diffusion and stimulate innovation in Australian manufacturing	Yes - good case with benefits clearly identified	
The extent the project supports the company to grow and support manufacturing networks and ecosystems and increase collaboration.	Yes - good case with benefits clearly identified	
The extent the project aligns with and supports implementation of the Food and Beverage Manufacturing Priority road map, and the growth opportunities and goals set out in the road map	Yes - good case with benefits clearly identified	
The extent the project will create opportunities to expand, strengthen and grow the Australian manufacturing sector and how the project aligns with the Australian Government's broader policy objectives.	Yes - good case with benefits clearly identified	
	s47E(d)	

<b>ASSESSMENT CRITERION 2: Capacity, capability and resources to deliver the project</b>	<b>RESPONSE</b>	<b>OUTCOME</b>
<b>Based on the applicant's business case and supporting evidence, and other relevant available information:</b>		
The extent to which the applicant has a track record and experience in managing similar projects and a plan specific to this project to utilise and manage personnel with the right skills and experience, including strong governance, management and technical expertise	Yes - acceptable case made	s47E(d)
To extent to which the applicant has a plan to manage the project including scope, implementation methodology, timeframes, delivery risks and budget and, if applicable, partnership arrangements and benefits	Yes - acceptable case made	
To extent to which the applicant has access, or future access, to any required infrastructure, finance, capital equipment, technology, intellectual property and regulatory or other approvals	Yes - good case with benefits clearly identified	
	s47E(d)	

<b>ASSESSMENT CRITERION 3: Impact of the grant funding on your project</b>	<b>RESPONSE</b>	<b>OUTCOME</b>
<b>Based on the applicant's business case and supporting evidence, and other relevant available information:</b>		
The total additional investment the grant will leverage, including through partnerships	Yes - good case with benefits clearly identified	s47E(d)
The positive impact the grant will have on the scale or timing of the project	Yes - acceptable case made	
The positive impact this investment will have on the business and its ability to be self-sustaining and competitive into the future	Yes - good case with benefits clearly identified	
	s47E(d)	

<b>Summary all outcomes on the merit criteria</b>	s47E(d)
Criterion 1	
Criterion 2	
Criterion 3	
<b>Total Outcome</b>	