**DEFENCE WEST – WA DEFENCE-READY INITIATIVE**

ABOUT THE WA DEFENCE-READY INITIATIVE

The WA Defence-Ready Initiative provides funding to Western Australian small to medium enterprises (SMEs) to undertake improvements in specific areas of their business capabilities, to assist in meeting Defence’s requirements. It is a mechanism to increase the number of Western Australian businesses in becoming ‘defence-ready’ and subsequently entering or advancing their capabilities within the defence supply chain.

Funding will be awarded on a competitive basis. Defence West makes no provisions to approve or to fully fund every proposal submitted to the scheme. Defence West reserves the right to reject proposals without consideration.

NATURE OF DEFENCE-READY ACTIVITIES

The Defence-Ready initiative supports defence related improvements in business capabilities. Requests for funding should be in the order of $1k to $10k, but requests outside of this range will be considered where there is a compelling business case. Examples of ways in which the Defence-Ready funds can be applied include, but is not limited to:

* Cyber Security Upgrades
* Certification activities
* Defence Industry Security Program (DISP) improvements
* Defence conferences or workshop involvement

The lead participant (applicant) is responsible for ensuring that any legal agreements and Intellectual Property arrangements that may be needed to support their activity are established before finalising the Defence-Ready Funding Agreement.

WHO CAN APPLY?

The Defence-Ready initiative is open to Western Australian SMEs. To be eligible for funding, applicants must meet the following criteria:

* Have an Australian Company Number (ACN) or Australian Business Number (ABN) and be solvent
* Be a for-profit organisation
* Have their operating facilities based in Western Australia and continue to be based in WA for at least the next 12 months
* Have been trading for at least two years (although JTSI reserves the right to support application where the business has been trading for less than two years)
* Have less than 200 employees (although JTSI reserves the right to support applications with more than 200 employees on a case-by-case basis).

GETTING HELP

If you require assistance or guidance to complete this application please contact the Defence West Industry Development team at [defencewest@jtsi.wa.gov.au](mailto:defencewest@jtsi.wa.gov.au). We will respond to your email within two working days, or for urgent assistance please call (08) 6277 3000.

SUBMITTING YOUR APPLICATION

All applications to Defence West Industry are to be made via the Defence-Ready Initiative Form and sent by email to [defencewest@jtsi.wa.gov.au](mailto:defencewest@jtsi.wa.gov.au) no other means of submission will be accepted.

SELECTION CRITERIA

Please refer to the selection criteria when completing your application. Applications will be assessed using these criteria and applicants should take care to have addressed all the criteria when completing the application.

Applicants are required to demonstrate in their proposal how the capability improvements will align to increasing their business in been ‘defence-ready’. This can be achieved through the endorsement of the business improvement by the Centre for Industry Defence Capability or indicating how the capability improvements aligns to Defence requirements.

CLOSING AND TIMEFRAMES

All submissions are to be received by midnight (12.00AM) on Sunday 11th October, 2020. Applications will not be accepted after the closing date and time.

**WA DEFENCE-READY INITIATIVE APPLICATION FORM**

**Entity Name**

ABN: Click or tap here to enter text.

ACN: Click or tap here to enter text.

Office Address: Click or tap here to enter text.

Website: Click or tap here to enter text.

Office Phone: Click or tap here to enter text.

**Lead Contact**

Name: Click or tap here to enter text.

Title: Click or tap here to enter text.

Direct Phone: Click or tap here to enter text.

Email: Click or tap here to enter text.

**Funding Request**

Amount Requested: Click or tap here to enter text.

Is the amount requested greater than $10k, please provide justification as to why?

(max 300 characters)

Click or tap here to enter text.

Are the business capability improvements endorsed by the Centre for Defence Industry Capability i.e. the CDIC Decision Matrix tool, advisory or facilitation service?

Yes No

If yes, please attach any supporting documentation.

Project

Project Name (max 100 characters with white spaces, must be comprehensible to general public)

Click or tap here to enter text.

Project Timeframe (max 12 months)

Please indicate timeframe to implement improvements

Project Description (max 500 words)

Please outline what business improvement you wish to undertake  
Describe how this will assist your business in becoming ‘defence-ready’   
Its potential impact (outcomes); and  
What risks (technical or other) are and how they will be managed?

Project Objectives (max 100 words)

Define Objective(s) as the overarching goal of the improvement

Project Implementation (max 300 words)

What is your approach including the key stages/timeframes?  
How will your approach address your objective(s)?  
How your approach will address any risks?

Project Team (max 300 words)

Identify the roles and responsibilities of team members who will be involved in the implementation  
Demonstrate the skill, knowledge and track record of the team to deliver the project

Anticipated Project Outcomes (max 300 words)

Using a numbered list, describe the specific impacts, changes or benefits that the project is expected to have delivered in support of the Project Objective(s)

Are you currently engaged in the Defence sector?

Please outline your involvement in the defence sector or indicate what level of the defence supply chain your business wishes to pursue.

Project Relevance to meeting Defence requirements (max 100 words)

Outline where these capabilities align to Defence requirements

Please indicate if you have been successful for any past funding grants (State or National)?

Click or tap here to enter text.

Please indicate if there will be any co-contribution (financial/In-kind) to the project?

Click or tap here to enter text

Funding Expenditure

Justify in your own words, how the funding and co-contribution (if applicable) will meet the needs of the project

Conflicts of Interest (Max 200 words)

Identify potential conflicted parties who should not review the material.

**Applicant Declaration**

I declare that the information contained in this application is, to the best of my knowledge, true, accurate and complete.

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Click or tap to enter a date.

Name Click or tap here to enter text.

Position Click or tap here to enter text.

Organisation Click or tap here to enter text.