

s22(1)(a)(ii)

From: s22(1)(a)(ii)
Sent: Monday, 17 July 2023 1:59 PM
To: s47F
Cc: s22(1)(a)(ii); s47F
Subject: Grant guidelines - Research and Innovation grants [SEC=OFFICIAL]
Attachments: Research and innovation guidelines - MAR 2023.docx; Factors for consideration when assessing grants.docx

OFFICIAL

Hi s47F,

Great to meet you this morning, looking forward to working with you both. I've attached the public grant guidelines which provides information about the objectives of the grant and the assessment criteria. Very happy to answer any questions you have about this when we meet next.

You should hopefully now have a link to set up your access to SmartyGrants. I'll assign the grants to you tomorrow and will send through a meeting invite for Wednesday to talk you through the system.

I've also attached the factors for consideration when assessing the grants. Anything else that you think is important to mention in the assessment of a grant please do so in the overall comments in SmartyGrants.

Kind regards

s22(1)(a)(ii)

s22(1)(a)(ii)

Senior Policy Officer • Rail Policy Section • Surface Transport Emissions and Policy Division

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Department of Infrastructure, Transport, Regional Development, Communications and the Arts
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*I would like to acknowledge the traditional custodians of this land on which we meet, work and live.
 I recognise and respect their continuing connection to the land, waters and communities.
 I pay my respects to Elders past and present and to all Aboriginal and Torres Strait Islanders.*

OFFICIAL

Regional Australia Level Crossing Safety Program

Level Crossing Safety Research and Innovation Project grant opportunity

Opening date:	9 February 2023
Closing date and time:	6 April 2023 11:59 AEDST
Commonwealth policy entity:	Department of Infrastructure, Transport, Regional Development, Communications and the Arts
Enquiries:	If you have any questions, contact levelcrossingsafety@infrastructure.gov.au
Date guidelines released:	9 February 2023
Type of grant opportunity:	Open competitive

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1. Regional Australia Level Crossing Safety Program: Level Crossing Safety Research and Innovation Project

The Regional Australia Level Crossing Safety Program is designed to achieve Australian Government objectives

This grant opportunity is part of the Regional Australia Level Crossing Safety Program and contributes to the Department of Infrastructure, Transport, Regional Development, Communications and the Arts' (henceforth referred to as the Department) Outcome 1: Improved infrastructure across Australia through investment in and coordination of transport and other infrastructure. The Department has worked with stakeholders to plan and design the grant program according to the

[Commonwealth Grants Rules and Guidelines \(CGRGs\)](#).

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The grant opportunity opens

The Department will publish the grant guidelines on [GrantConnect](#)

44

You complete and submit a grant application

You complete the online application form and address all of the eligibility and assessment criteria to be considered for a grant.

44

We assess all grant applications

We assess the applications against eligibility criteria and notify you if you are not eligible. We assess your eligible application against the assessment criteria including an overall consideration of value with money.

44

We make grant recommendations

We provide advice to the decision maker on the merits of each application.

44

Grant decisions are made

The decision maker decides which applications are successful.

44

We notify you of the outcome

We advise you of the outcome of your application. We may not notify unsuccessful applicants until grant agreements have been executed with successful applicants.

44

We enter into a grant agreement

We will enter into a grant agreement with you if you are successful. The type of grant agreement is based on the nature of the grant and will be proportional to the risks involved.

44

Delivery of grant

You undertake the project as set out in your grant agreement. We [or another entity if applicable] manage the grant by working with you, monitoring your progress and making payments.

44

Evaluation of the grant opportunity

We will evaluate your specific project activity/ies as well as the grant application as a whole. We will base this on information you provide to us and that we collect from various sources.

Released under the Freedom of Information Act 1982 by the
Department of Infrastructure, Transport, Regional Development, Communications and the Arts

1.1 Introduction

These guidelines contain information for the **Level Crossing Safety Research and Innovation Project** grant opportunity. You must read these guidelines before filling out an application.

This document sets out:

- the purpose of the grant opportunity;
- the eligibility and assessment criteria;
- how grant applications are considered and selected;
- how grantees are notified and receive grant payments;
- how grantees will be monitored and evaluated;
- responsibilities and expectations in relation to the opportunity; and This grant opportunity and process will be administered by the Department.

2. About the program

The Regional Australia Level Crossing Safety Program (RALCSP) was confirmed in the October 2022-23 Budget and seeks to achieve the outcome of improving level crossing safety across regional Australia through 4 separate components:

1. The Regional Level Crossing Safety Upgrades Fund providing investment in lower-cost level crossing safety protections.
2. Funding to build skills and understanding of safe driving around level crossings.
3. Improved data collection and risk assessment at level crossings.
4. **Research and trials to test and promote the adoption of low cost, innovative level crossing safety solutions (this Grant).**

The objectives of the Program are to:

- implement a holistic approach to improving level crossing safety through successfully delivering the components above and
- support collaboration between governments, industry and the public on level crossing safety.

This grant opportunity is for item 4 only - research and trials to test and promote the adoption of low cost, innovative level crossing safety solutions.

We will administer the grant according to the [Commonwealth Grants Rules and Guidelines](https://www.finance.gov.au/government/commonwealth-grants/commonwealth-grants-rules-and-guidelines) (CGRGs)¹.

2.1 About the Level Crossing Safety Research and Innovation Project grant opportunity

The objectives of this grant opportunity are to:

- support the research and investigation of new technologies and approaches to improve level crossing safety, particularly lower-cost technologies and those that are suited to regional areas;
- support the risk assessment, trial and/or introduction into use of innovative and/or lower cost level crossing safety improvements and improvements to train visibility at level crossings. This may include activities to evaluate the reliability of a technology, consider its effectiveness at

¹ <https://www.finance.gov.au/government/commonwealth-grants/commonwealth-grants-rules-and-guidelines>

addressing risks and consider any unintended consequences and how to mitigate against them; and

- provide a sound evidence base to support future decision-making around level crossings, such as understanding human behaviour around level crossings and drivers of behavioural change in order to better target safety treatments and other interventions.

The intended outcomes of the grant opportunity include:

- a greater range of lower cost options being available for stakeholders including state and territory governments, rail infrastructure managers, road managers and rolling stock operators, to adopt to manage level crossing safety in regional areas;
- the safe functioning of the integrated road-rail system into the future; and
- providing publicly available information about the most effective strategies to improve level crossing safety.

3. Funding amount and period

3.1 Funding available

A total of up to \$4.6 million (GST exclusive) is available to 2025-26 through at least two grant rounds. The size of grants awarded will depend on the individual project and type of activity.

- The minimum funding for any individual project is \$10,000 (GST exclusive).
- Funding of over \$500,000 (GST exclusive) for an individual project will only be considered where there is strong support from at least one state and/or territory government and additional contributions are made, such as the organisation's own financial or in-kind contribution and/or the existence of additional funding partners.

3.2 Grant/project period

The maximum period in which a project may be delivered and finalised is up to 24 months.

A longer time period (greater than 24 months) may be agreed only in exceptional circumstances where there are satisfactory reasons and evidence demonstrated in the application. This for example, may include evidence of the length of time required to get type approvals or preliminary safety approvals for trials.

4. Eligibility criteria

We cannot consider your application if you do not satisfy all the eligibility criteria.

We cannot provide a grant if you receive funding from another government source for the same work. A grant can be provided if the proposed work forms part of a multi-staged project and other stages are being funded by other sources.

4.1 Who is eligible to apply for a grant?

If you are not an Australian state or territory government body, you must either:

- present an activity in partnership with a state and/or territory; or
- provide written evidence a state and/or territory government responsible for transport and infrastructure confirms the activity being undertaken may lead to benefits to level crossing safety (a template letter will be provided in the grant application).

To be eligible, you must be one or more of the following entity types:

- a company incorporated in Australia or overseas;
- a company incorporated by guarantee;
- an incorporated trustee on behalf of a trust;
- an incorporated association;
- a partnership;
- a joint (consortia) application with a lead organisation²;
- a registered charity or not-for-profit organisation;
- a publicly funded research organisation such as a university or TAFE;
- an Australian state or territory government body;
- an Australian local government body;
- a rail organisation not covered by the entity types above;
- an Aboriginal and/or Torres Strait Islander Corporation registered under the [Corporations \(Aboriginal and /or Torres Strait Islander\) Act 2006](#).

Where applicable, to be eligible you must also:

- have an Australian Business Number (ABN);
- be registered for the purposes of GST;
- be a permanent resident of Australia or have the legal ability to conduct business in Australia;
- have an account with an Australian financial institution.

4.2 Who is not eligible to apply for a grant?

You are not eligible to apply if you:

- are an organisation, or your partner is an organisation included on the National Redress Scheme's website on the list of 'Institutions that have not joined or signified their intent to join the Scheme' (www.nationalredress.gov.au);
- have overdue acquittals or serious breaches relating to Australian Government funding (a serious breach is one that has resulted in, or warrants, the termination of a grant agreement);
- are bankrupt or subject to insolvency proceedings (as relevant to the entity type); or
- are any organisation not included in section 4.1.

4.3 What qualifications, skills or checks are required?

Your organisation must maintain the following:

- current relevant insurance or demonstrated ability to obtain insurance (funding will only be provided when appropriate insurance can be demonstrated); and
- any other valid registrations such as Company registration; permits; taxation registration.

² The Australian Government recognises that some organisations may seek to form consortia in order to apply for a grant under the Program. Consortia are eligible to apply and the relevant conditions applicable to consortia are at 7.2 'Joint Applications'

The insurance(s) required will be appropriate for the risks involved in your specific project; you will be asked to address this in your online application form and provide a copy should your grant application be successful.

5. What the grant funds can be used for

5.1 Eligible project activities and expenditure

To be eligible your project must do one or more of the following activities:

- research or investigate new technologies and approaches which may improve level crossing safety and the targeting of safety treatments, particularly lower-cost technologies that are suited to regional areas; and/or
- trial innovative and/or lower cost level crossing safety improvements or improvements to train illumination and/or conspicuity.

You can only spend the grant on eligible expenditure you have incurred on agreed activities.

Eligible expenditure items include costs associated with implementing and delivering eligible activities. Expenditure may include domestic travel essential for the delivery of the grant.

Applicants must demonstrate how expenditure directly relates to the implementation and delivery of eligible activities. Applications will have to demonstrate value for money.

We may update the guidelines on eligible and ineligible expenditure from time to time. If your application is successful, the version in place when you submitted your application will apply to your project.

If your application is successful, we may ask you to verify project costs that you provided in your application. You may need to provide evidence, such as quotes.

Not all project expenditure may be eligible for grant funding. The Program Delegate makes the final decision on what is eligible expenditure and may give additional guidance on eligible expenditure if required.

You must incur the expenditure on your project between the start date and end or completion date for your project for it to be eligible. Any expenditure incurred prior to the start date of your project will not be eligible for funding.

5.2 What the grant funds cannot be used for

You cannot use the grant funds for any of the following activities:

- work that is already being funded by another source;
- purchase of land or buildings;
- major capital expenditure;
- the covering of retrospective costs;
- costs incurred in the preparation of a grant application or related documentation;
- subsidy of general ongoing administration of an organisation such as electricity, phone and rent;
- major construction/capital works; and
- overseas travel.

6. The assessment criteria

You must address all of the following assessment criteria in the application. Assessment of each application will consider how each applicant has demonstrated their claims against each of the three assessment criteria. The amount of detail and supporting evidence you provide in your application should be relative to the size and complexity of the project and grant amount requested.

Criterion 1

Ability of the project to meet the objectives of the grant opportunity (weighting 60 per cent)

In providing a response to this criterion you should demonstrate:

- how will the project successfully address the grant opportunity objectives (2.1 above) and how the project will contribute towards the outcomes of the Program (to improve level crossing safety across regional Australia);
- willingness to work in partnership on the project, or a demonstrated partnership arrangement with relevant stakeholders will be considered favourably; for example, a joint industry/government partnership or education institution/industry partnership;
- demonstrate a clear pathway from the project to implementation of the project outcomes (e.g. if trials were successful) will be considered favourably. For example, this might be a commitment from a state or territory to work towards implementing new level crossing treatments pending successful trials, or the clear identification of future stages of work for research projects.

If you do not demonstrate an ability to meet this criterion to a satisfactory level (achieving a rating of at least 70/100 by each assessor) your application will be considered ineligible and will not progress further. You may be invited to revise your application and re-apply.

If you are successful, note that you may be asked to work with an independent technical expert identified by the Department to finalise your project plan, and throughout the delivery of the project.

Criterion 2

Capability and capacity to implement the project (weighting 20 per cent)

In providing a response to this criterion you should describe the capability and capacity of your organisation to carry out the proposed project, and provide evidence of any previous work (of the organisation and proposed staff) that is relevant to this project.

In our assessment, the Department will consider your previous experience, financial viability and capacity to efficiently and effectively deliver the proposed services for the term of any grant funding.

Joint (consortia) applications involving collaboration between two or more project partners will be favourably assessed.

Criterion 3

Value for money (weighting 20 per cent)

To ensure the project achieves value with money, activities must:

- represent efficient, equitable, effective, economical and ethical use of public resources;
- be commensurate with the scale and scope of the funding provided;
- not duplicate activities that are provided by other funded organisations;
- demonstrate a strong link the eligible activities; and
- provide overall public/community benefit.

The Department will assess value for money through your written response and the information included in your application.

In assessing this criterion, the Department's considerations will include:

- any alternative income sources to contribute to the grant activity (these will be favourably viewed), including:
 - your organisation's own cash or in-kind contributions
 - alternative sources of grant funding from other government programs (including state, territory and local government)
 - other in-kind or financial contributions or donations
 - other innovative funding mechanisms.
- the quality of the products that will be produced and their fitness for purpose;
- the flexibility of the proposal (including innovation and adaptability over the lifecycle of the grant);
- the quality of your project planning and risk evaluation and risk management process, including achievable, clear milestones and decision-making points and regular reviews of risk;
- how the proposed activities represent the efficient, equitable, effective, economical and ethical use of public resources and provide overall public/community benefit.

In developing estimates of the expenditure required you should seek to ensure these are reasonable and reflective of market rates, or provide justification where they might exceed market rates due to local circumstances.

If you do not demonstrate an ability to meet this criterion to a satisfactory level (achieving a rating of at least 70/100 by each assessor), your application will be considered ineligible and will not progress further. You may be invited to revise your application and re-apply.

7. How to apply

To apply you must:

- complete and submit the required application via GrantConnect at grants.gov.au;
- provide all the information requested;
- address all eligibility criteria and assessment criteria; and
- include any supporting documentation.

You are responsible for ensuring that your application is complete and accurate. Giving false or misleading information is a serious offence under the [Criminal Code 1995](#) and we will investigate any false or misleading information and may exclude your application from further consideration.

If you find an error in your application after submitting it, you should contact us immediately by email at levelcrossingsafety@infrastructure.gov.au.

You should keep a copy of your application and any supporting documents.

You will receive an automated system email confirming the submission of your application.

If you need further guidance around the application process or if you are unable to submit an application online contact us by email at levelcrossingsafety@infrastructure.gov.au.

Relevant documents relating to this grant opportunity (grant guidelines and application form) may be found through [GrantConnect](#). Any alterations and addenda³ will be published on GrantConnect and by registering on this website, you will be automatically notified about any changes. GrantConnect is the authoritative source for grants information.

7.1 Attachments to the application

You may wish to upload or provide links to other supporting documentation. Supporting documentation can be attached in line with the instructions provided within the online form.

We welcome additional documentation if you feel it would improve your application.

7.2 Joint (consortia) applications

We recognise that some organisations may wish to join together as a group to deliver a project and we encourage such applications.

In these circumstances, you must appoint a 'lead organisation'. Only the lead organisation can submit the online application form and enter into a grant agreement with the Commonwealth. The application must identify all other members of the proposed group and include a consortia arrangement between parties or a statement of intent that an arrangement will be entered into should your project be awarded a grant.

In your application you will need to show:

- details of the partner organisation;
- an overview of how the partner organisation will work with the lead organisation and any other partner organisations in the group to successfully complete the project;
- an outline of the relevant experience and/or expertise the partner organisation will bring to the group;
- the roles/responsibilities of the partner organisation and the resources they will contribute (if any); and
- details of a nominated management level contact officer.

You must have a formal arrangement in place with all parties prior to execution of the grant agreement.

7.3 Timing of grant opportunity processes

At least two rounds of the Level Crossing Safety Research and Innovation Project grant opportunity will be conducted in 2023 and 2024. Should funding be available, the Department will conduct additional funding rounds, with clearly advertised opening and closing dates (likely to be at 6-12 monthly intervals).

At the beginning of each grant round we will advise the closing date for applications.

7.4 Questions during the application process

If you have any questions during the application period, contact the Rail Policy team in the Department of Infrastructure, Transport, Regional Development, Communications and the Arts by

³ Alterations and addenda include but are not limited to: corrections to currently published documents, changes to close times for applications, Questions and Answers (Q&A) documents and Frequently Asked Questions (FAQ) documents

emailing levelcrossingsafety@infrastructure.gov.au. We will endeavour to reply within five working days.

8. The selection process

8.1 Assessment of applications

We consider eligible applications through an open, competitive grant process. We will assess your application against the assessment criteria (see Section 6). We consider your application on its merits, based on how well it meets all criteria, with a minimum score of 70 required from the assessors.

Throughout the assessment process, we may seek additional information about you or your application to support the assessment process, including through seeking further information from you.

8.2 Who will assess applications?

Following an initial eligibility assessment, each application will be assessed on its merit individually by at least three assessors before being considered by an assessment committee.

Individual assessors will score the applications according to the selection criteria above (section 6). The assessors will be two Departmental staff with relevant expertise and experience and an independent assessor, where practicably possible. For specific applications where the Department does not have sufficient internal expertise, the Department may ask additional external experts or advisors to inform the assessment process. Any assessor, expert or advisor who is not a Commonwealth Official will be required to perform their duties in accordance with the CGRGs, and sign a declaration stating they have no conflict of interest in the individual assessment.

Where individual assessors provide scores that differ significantly, a reconciliation meeting will be held between assessors to discuss the discrepancy and form final recommendations.

An assessment committee made up of executive staff from the Department will be responsible for final recommendations, ensuring a varied mix of projects are proposed that could be delivered through the available funding. The assessment committee may consider additional information about the grant applicant or grant application that is available through the normal course of business.

8.3 Who will approve projects?

The Delegate (the Minister for Infrastructure, Transport, Regional Development and Local Government or an SES employee in the Department with the relevant delegation) will make the final decision about which projects to approve, taking into account the recommendations of the assessment committee and the availability of grant funds.

The decision of the Delegate is final in all matters, including:

- the approval of project/s;
- the grant funding amount to be awarded; and
- the terms and conditions of the grant.

There is no appeal mechanism for decisions to approve or not approve a project.

9. Notification of application outcomes

We will advise you of the outcome of your application in writing. If you are successful, we will advise you of any specific conditions attached to the grant and you will be required to enter into a grant agreement (see section 10.1 below).

If you are unsuccessful, we will give you an opportunity for feedback. If you decide to submit a new application, you should address any weaknesses that may have prevented your previous application from being successful.

9.1 Feedback on your application

If you are unsuccessful, you may ask for feedback within 60 days of being advised of the outcome. We will give written feedback within one month of your request or contact you for a time discuss the outcome with you.

10. Successful applications

10.1 The grant agreement

For successful projects, the grantee must enter into a legally binding grant agreement with the Commonwealth. We use two types of grant agreements in this program: simple grant agreements and standard grant agreements. Our selection will depend on the size and complexity of your project.

The grant agreement will include the following:

- project milestones and target timelines;
- requirements for submitting reports and/ or presentations and communicating about your project;
- requirements for assessing and managing risks;
- requirements for supplying data;
- data security requirements;
- requirements for providing financial documentation including relevant acquittals;
- the requirement to participate in an evaluation following the conclusion of your project;
- other requirements specific to your particular project, such as facilitating site visits by the Commonwealth; and
- intellectual property ownership.

Each agreement has general terms and conditions that cannot be changed. Sample grant agreements are available on the Department of Finance [website](#).

We must execute a grant agreement with you before we can make any payments. We are not responsible for any expenditure until a grant agreement is executed. If you choose to start your project or project activities before you have an executed grant agreement, you do so at your own risk.

We base the approval of your project on the information you provide in your application. Your grant agreement may have specific conditions determined by the assessment process or other considerations made by the Program Delegate. We will identify these in the agreement.

Please note that you may be asked to work with an independent technical expert appointed by the Department to finalise your project plan for the grant agreement, and they may monitor or oversee your work (especially any trials) throughout the delivery of the grant.

The Commonwealth may recover grant funds if there is a breach of the grant agreement.

Simple Grant Agreement or Standard Grant Agreement

We will use a simple grant agreement or standard grant agreement, depending on the complexity of your project.

You will have 30 days from the date of a written offer to execute the grant agreement with the Commonwealth ('execute' means both you and the Commonwealth have signed the agreement). During this time, we will work with you to finalise details.

The offer may lapse if both parties do not sign the grant agreement within this time. Under certain circumstances, we may extend this period.

You may request changes to the grant agreement. However, we will review any required changes to these details to ensure they do not impact the grant as approved by the Minister.

10.2 How we pay the grant

The grant agreement will state the:

- maximum grant amount to be paid;
- proportion of eligible expenditure covered by the grant (grant percentage); and
- any other requirements.

We will not exceed the maximum grant amount under any circumstances. If you incur extra costs, you must meet them yourself.

Payments are subject to satisfactory progress on the project activity. We will make payments based on your progress against milestones, based on your actual eligible expenditure.

The payment schedule will be settled in the grant agreement and may vary depending on the type of project. We anticipate that for most projects:

- we will make an initial payment on execution of the grant agreement and any subsequent payments as you achieve agreed milestones etc. in advance, based on your forecast eligible expenditure and adjusted for unspent amounts from previous payments. Payments are subject to satisfactory progress;
- we will set aside a certain per cent of the total grant funding for the final payment. We will pay this when you submit a satisfactory final report demonstrating you have completed outstanding obligations. We may need to adjust your progress payments to align with available funds across financial years and/or to ensure we retain a minimum per cent of grant funding for the final payment.

10.3 Grants Payments and GST

If you are registered for the [Goods and Services Tax \(GST\)](#), where applicable, we will add GST to your grant payment and issue you with a [Recipient Created Tax Invoice](#).

Grants are assessable income for taxation purposes, unless exempted by a taxation law. We recommend you seek independent professional advice on your taxation obligations or seek

assistance from the [Australian Taxation Office](#).⁴ We do not provide advice on your particular taxation circumstances.

11. Announcement of grants

If successful, your grant will be listed on the GrantConnect website 21 calendar days after the date of effect as required by Section 5.3 of the [CGRGs](#).

12. How we monitor your project

12.1 Keeping us informed

You should let us know if anything is likely to affect your project or organisation.

We need to know of any key changes to your organisation or its business activities, particularly if they affect your ability to complete your grant, carry on business and pay debts due.

You must also inform us of any changes to your:

- Name;
- nominated contact details; and
- bank account details.

If you become aware of a breach of terms and conditions under the grant agreement, you must contact us immediately. You can contact us by email at levelcrossingsafety@infrastructure.gov.au.

You must notify us of public events relating to your grant and provide an opportunity for the Minister for Infrastructure, Transport, Regional Development and Local Government or their representative to attend. For more information on events contact events@infrastructure.gov.au

Prior notice should be given of any key changes to the project, including intended scope, approach, or personnel undertaking the work, or any public engagement/comment as research progress. You can contact us by email at levelcrossingsafety@infrastructure.gov.au

12.2 Reporting

You must submit reports in line with the [grant agreement](#). We will provide a full list of reporting requirements that will be commensurate with the degree of complexity of your project. The amount of detail you provide in your reports should be relative to the size, complexity and grant amount.

We will monitor progress by assessing reports you submit or request records to confirm details of your reports if necessary. Occasionally we may need to re-examine claims, seek further information or request an independent audit of claims and payments.

Progress reports

The progress report requirements will be detailed in the grant agreement. At a minimum, the progress reports must:

- include evidence of your progress towards completion of agreed activities and outcomes;
- show the total eligible expenditure incurred to date;
- include evidence of expenditure;
- include new risks that have been identified;

<https://www.ato.gov.au/>

- be submitted by the report due date (you can submit reports ahead of time if you have completed relevant activities); and
- report any public information you have provided about your project. We will only make grant payments when we receive satisfactory progress reports.

You must discuss any reporting delays with us as soon as you become aware of them.

Final report

When you complete the project, you must submit a final report.

The final report requirements will be detailed in the grant agreement. At a minimum, the final report must:

- identify if and how outcomes have been achieved;
- include the agreed evidence as specified in the grant agreement;
- identify the total eligible expenditure incurred;
- any recommendations for further action;
- any lessons learnt; and
- be submitted within 60 days of project completion in the format provided in the grant agreement.

12.3 Financial declaration

We may ask you to provide a declaration that the grant funds were spent in accordance with the grant agreement and to report on any underspends of the grant funds.

12.4 Grant agreement variations

We recognise that unexpected events may affect your progress. In these circumstances, you can request a variation to your grant agreement. You can request a variation by sending an email to levelcrossingsafety@infrastructure.gov.au.

You should not assume that a variation request will be successful. We will consider your request based on provisions in the grant agreement and the likely impact on achieving outcomes.

A variation must be agreed by both parties.

The Commonwealth may also approach a grantee to vary a grant agreement.

12.5 Compliance visits

The Department or independent technical advisors appointed by the Department may visit you during or at the completion of your project to review your progress and/or compliance with the grant agreement. We will provide you with reasonable notice of any visit.

12.6 Record keeping

We may inspect the records you are required to keep under the grant agreement.

12.7 Evaluation

We will evaluate the grant opportunity to measure how well the outcomes and objectives have been achieved. We may use information from your application and reports for this purpose. We may also interview you, or ask you for more information to help us understand how the grant impacted you and to evaluate how effective the program was in achieving its outcomes.

We may contact you up to one year after you finish your grant for more information to assist with this evaluation.

13. Probity

The Australian Government will make sure that the grant opportunity process is fair, according to the published guidelines, incorporates appropriate safeguards against fraud, unlawful activities and other inappropriate conduct and is consistent with the CGRGs.

These guidelines may be changed from time-to-time by the Department. When this happens, the revised guidelines will be published on GrantConnect.

13.1 Enquiries and feedback

Any questions you have about decisions relating to this grant opportunity should be sent to levelcrossingsafety@infrastructure.gov.au.

If you do not agree with the way the Department has handled your complaint, you may complain to the [Commonwealth Ombudsman](#). The Ombudsman will not usually look into a complaint unless the matter has first been raised directly with the Department. The Commonwealth Ombudsman can be contacted on:

Phone (Toll free): 1300 362 072
 Email: ombudsman@ombudsman.gov.au
 Website: www.ombudsman.gov.au

13.2 Conflicts of interest

Any conflicts of interest could affect the performance of the project. There may be a [conflict of interest](#), or perceived conflict of interest, if Department of Infrastructure, Transport, Regional Development, Communications and the Arts' staff, any member of a committee or advisor and/or you or any of your personnel:

- has a professional, commercial or personal relationship with a party who is able to influence the application selection process, such as an Australian Government officer.
- has a relationship with or interest in, an organisation, which is likely to interfere with or restrict the applicants from carrying out the proposed project activities fairly and independently or
- has a relationship with, or interest in, an organisation from which they will receive personal gain because the organisation receives funding under the grant opportunity.

You will be asked to declare, as part of your application, any perceived or existing conflicts of interests or that, to the best of your knowledge, there is no conflict of interest.

If you later identify an actual, apparent, or perceived conflict of interest, you must inform the Department in writing immediately.

Conflicts of interest for Australian Government staff will be handled as set out in the Australian [Public Service Code of Conduct \(Section 13\(7\)\)](#) of the [Public Service Act 1999](#). Committee members, independent experts invited to assess your application and other officials including the decision maker must also declare any conflicts of interest.

13.3 Privacy

We treat your personal information according to the [Privacy Act 1988](#) and the [Australian Privacy Principles](#). This includes letting you know:

- what personal information we collect;

- why we collect your personal information; and
- who we give your personal information to.

Your personal information can only be disclosed to someone else for the primary purpose for which it was collected, unless an exemption applies.

The Australian Government may also use and disclose information about grant applicants and grant recipients under this grant opportunity in any other Australian Government business or function. This includes disclosing grant information on GrantConnect as required for reporting purposes and giving information to the Australian Taxation Office for compliance purposes.

We may share the information you give us with other Commonwealth entities for purposes including government administration, research or service delivery, according to Australian laws.

As part of your application, you declare your ability to comply with the *Privacy Act 1988* and the Australian Privacy Principles and impose the same privacy obligations on officers, employees, agents and subcontractors that you engage to assist with the project, in respect of personal information you collect, use, store, or disclose in connection with the project. Accordingly, you must not do anything, which if done by the Department would breach an Australian Privacy Principle as defined in the Act.

13.4 Confidential Information

Other than information available in the public domain, you agree not to disclose to any person, other than us, any confidential information relating to the grant application and/or agreement, without our prior written approval. The obligation will not be breached where you are required by law, Parliament or a stock exchange to disclose the relevant information or where the relevant information is publicly available (other than through breach of a confidentiality or non-disclosure obligation).

We may at any time, require you to arrange for you; or your employees, agents or subcontractors to give a written undertaking relating to nondisclosure of our confidential information in a form we consider acceptable.

We will keep any information in connection with the grant agreement confidential to the extent that it meets all of the three conditions below:

1. you clearly identify the information as confidential and explain why we should treat it as confidential;
2. the information is commercially sensitive; and
3. revealing the information would cause unreasonable harm to you or someone else. We will not be in breach of any confidentiality agreement if the information is disclosed to:
 - other Commonwealth employees and contractors to help us manage the program effectively;
 - employees and contractors of our Department so we can research, assess, monitor and analyse our programs and activities;
 - employees and contractors of other Commonwealth agencies for any purposes, including government administration, research or service delivery;
 - other Commonwealth, State, Territory or local government agencies in program reports and consultations;
 - the Auditor-General, Ombudsman or Privacy Commissioner;
 - the responsible Minister or Parliamentary Secretary; and

- a House or a Committee of the Australian Parliament.

The grant agreement may also include any specific requirements about special categories of information collected, created or held under the grant agreement.

13.5 Freedom of information

All documents in the possession of the Australian Government, including those about this grant opportunity, are subject to the [Freedom of Information Act 1982](#) (FOI Act).

The purpose of the FOI Act is to give members of the public rights of access to information held by the Australian Government and its entities. Under the FOI Act, members of the public can seek access to documents held by the Australian Government. This right of access is limited only by the exceptions and exemptions necessary to protect essential public interests and private and business affairs of persons in respect of whom the information relates.

All Freedom of Information requests must be referred to the Freedom of Information Coordinator in writing.

By mail: Freedom of Information Coordinator
 Department of Infrastructure, Transport, Regional Development, Communications
 and the Arts
 GPO Box 2154
 CANBERRA ACT 2601
 Tel: (02) 6274 7111

By email: FOI@infrastructure.gov.au

14. Glossary

Term	Definition
accountable authority	see subsection 12(2) of the Public Governance, Performance and Accountability Act 2013
administering entity	when an entity that is not responsible for the policy, is responsible for the administration of part or all of the grant administration processes
assessment criteria	are the specified principles or standards, against which applications will be judged. These criteria are also used to assess the merits of proposals and, in the case of a competitive grant opportunity, to determine application rankings.
commencement date	the expected start date for the project
completion date	the expected date that the project must be completed and the grant spent by
co-sponsoring entity	when two or more entities are responsible for the policy and the appropriation for outcomes associated with it
date of effect	can be the date on which a grant agreement is signed or a specified starting date. Where there is no grant agreement, entities must publish information on individual grants as soon as practicable.
decision maker	the person who makes a decision to award a grant
eligibility criteria	refer to the mandatory criteria which must be met to qualify for a grant. Assessment criteria may apply in addition to eligibility criteria.
Commonwealth entity	a Department of State, or a Parliamentary Department, or a listed entity or a body corporate established by a law of the Commonwealth. See subsections 10(1) and (2) of the PGPA Act
Commonwealth Grants Rules and Guidelines (CGRGs)	establish the overarching Commonwealth grants policy framework and articulate the expectations for all non-corporate Commonwealth entities in relation to grants administration. Under this overarching framework, non-corporate Commonwealth entities undertake grants administration based on the mandatory requirements and key principles of grants administration.

Term	Definition
grant	<p>for the purposes of the CGRGs, a 'grant' is an arrangement for the provision of financial assistance by the Commonwealth or on behalf of the Commonwealth:</p> <p>a. under which relevant money⁵ or other Consolidated Revenue Fund (CRF) money⁶ is to be paid to a grantee other than the Commonwealth; and</p> <p>b. which is intended to help address one or more of the Australian Government's policy outcomes while assisting the grantee achieve its objectives.</p>
Project	refers to the project the grantee is required to undertake made up of one or many activities
grant agreement	sets out the relationship between the parties to the agreement, and specifies the details of the grant
GrantConnect	is the Australian Government's whole-of-government grants information system, which centralises the publication and reporting of Commonwealth grants in accordance with the CGRGs
grant opportunity	refers to the specific grant round or process where a Commonwealth grant is made available to potential grantees. Grant opportunities may be open or targeted, and will reflect the relevant grant selection process.
grant program	a 'program' carries its natural meaning and is intended to cover a potentially wide range of related activities aimed at achieving government policy outcomes. A grant program is a group of one or more grant opportunities under a single [entity] Portfolio Budget Statement Program.
Grantee	the individual/organisation which has been selected to receive a grant
PBS Program	described within the entity's Portfolio Budget Statement , PBS programs each link to a single outcome and provide transparency for funding decisions. These high-level PBS programs often comprise a number of lower level, more publicly recognised programs, some of which will be Grant Programs. A PBS Program may have more than one Grant Program associated with it, and each of these may have one or more grant opportunities.
selection criteria	comprise eligibility criteria and assessment criteria.

⁵ Relevant money is defined in the PGPA Act. See section 8, Dictionary.

⁶ Other CRF money is defined in the PGPA Act. See section 105, Rules in relation to other CRF money.

Term	Definition
selection process	the method used to select potential grantees. This process may involve comparative assessment of applications or the assessment of applications against the eligibility criteria and/or the assessment criteria.
value with money	<p>value with money in this document refers to 'value with relevant money' which is a judgement based on the grant proposal representing an efficient, effective, economical and ethical use of public resources and determined from a variety of considerations.</p> <p>When administering a grant opportunity, an official should consider the relevant financial and non-financial costs and benefits of each proposal including, but not limited to:</p> <ul style="list-style-type: none"> • the quality of the project proposal and activities; • fitness for purpose of the proposal in contributing to government objectives; • that the absence of a grant is likely to prevent the grantee and government's outcomes being achieved; and • the potential grantee's relevant experience and performance history.

Factors for consideration when assessing grants

- Will the project help achieve the purpose and objectives of the grant program
- Risk – can the risks be managed for this project or does it present risks that are too high? This is particularly important for physical trials at level crossings – what happens if the technology fails and there is risk of a collision?
- Is the project going to provide us with new data, technology or information that isn't already available?
- Are there any proprietary tech issues that may hinder uptake or use further down the line that should be noted? I.e. is the activity vendor neutral and/or do outcomes have the potential to be vendor neutral? Or, if further work is done, would we or other funding parties be locked down into using only the grantee?
- Have any potential privacy or ethical considerations of the activity been adequately considered? If not, what would the applicant need to do to address any issues?
- Where there are multiple grants that do similar things (e.g. data collection) please make clear the best one(s) from your perspective.
- Would there likely be additional permissions/ requirements that have not been addressed in the application? e.g. for physical trials working with RIM or government on permissions and various requirements around safety?

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web<[https://urldefense.com/v3/__https://www.microsoft.com/microsoft-teams/join-a-meeting__;!!E1R1dd1bLLODIQ4!H0Fg90epEQgZz9qnsGL2riNkUmJFr9h8kMQ6HHXF6uBmIAdFeN3IkxY2T55EtaWC8jHiiDz-VJawfVXGO7SulLSPm3icM8rtG9iu8No\\$>](https://urldefense.com/v3/__https://www.microsoft.com/microsoft-teams/join-a-meeting__;!!E1R1dd1bLLODIQ4!H0Fg90epEQgZz9qnsGL2riNkUmJFr9h8kMQ6HHXF6uBmIAdFeN3IkxY2T55EtaWC8jHiiDz-VJawfVXGO7SulLSPm3icM8rtG9iu8No$>)>
Join with a video conferencing device
govteams@teams.bjn.vc<mailto:govteams@teams.bjn.vc>
Video Conference ID: 135 981 614 1
Alternative VTC
instructions<[https://urldefense.com/v3/__https://dialin.bluejeans.com/teams?key=govteams&conf=1359816141&domain=teams.bjn.vc__;!!E1R1dd1bLLODIQ4!H0Fg90epEQgZz9qnsGL2riNkUmJFr9h8kMQ6HHXF6uBmIAdFeN3IkxY2T55EtaWC8jHiiDz-VJawfVXGO7SulLSPm3icM8rtMxE0pkk\\$>](https://urldefense.com/v3/__https://dialin.bluejeans.com/teams?key=govteams&conf=1359816141&domain=teams.bjn.vc__;!!E1R1dd1bLLODIQ4!H0Fg90epEQgZz9qnsGL2riNkUmJFr9h8kMQ6HHXF6uBmIAdFeN3IkxY2T55EtaWC8jHiiDz-VJawfVXGO7SulLSPm3icM8rtMxE0pkk$>)>
Or call in (audio only)
+61 2 6188 4842,,808711005#<tel:+61261884842,,808711005#> Australia,
+Canberra
Phone Conference ID: 808 711 005#
Find a local number<<https://dialin.teams.microsoft.com/c993185a-0ca9-4103-8002-d99ecd3703aa?id=808711005>>
| Reset PIN<<https://dialin.teams.microsoft.com/usp/pstnconferencing>>
[<https://www.govteams.gov.au/sites/default/files/2021-07/meeting-invites-gto.png>]
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more<[https://urldefense.com/v3/__https://aka.ms/JoinTeamsMeeting__;!!E1R1dd1bLLODIQ4!H0Fg90epEQgZz9qnsGL2riNkUmJFr9h8kMQ6HHXF6uBmIAdFeN3IkxY2T55EtaWC8jHiiDz-VJawfVXGO7SulLSPm3icM8rtEjQursA\\$>](https://urldefense.com/v3/__https://aka.ms/JoinTeamsMeeting__;!!E1R1dd1bLLODIQ4!H0Fg90epEQgZz9qnsGL2riNkUmJFr9h8kMQ6HHXF6uBmIAdFeN3IkxY2T55EtaWC8jHiiDz-VJawfVXGO7SulLSPm3icM8rtEjQursA$>) |
Meeting options<https://teams.microsoft.com/meetingOptions/?organizerId=0ceed1d9-2505-42f5-a9a1-e776da08a933&tenantId=e99d2042-c1e3-4d13-a60e-20d3bb39177c&threadId=19_meeting_YjJmZGE4NzQtZjE3Yy00ZGI4LWJiYjAtYWE1MmNmNWY3NTcx@thread.v2&messageId=0&language=en-GB>

s22(1)(a)(ii)

Senior Policy Officer • Rail Policy Section • Surface Transport Emissions and Policy Division
LevelCrossingSafety@infrastructure.gov.au<mailto:LevelCrossingSafety@infrastructure.gov.au>
GPO Box 594 Canberra, ACT 2601

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infrastructure.gov.au<[https://urldefense.com/v3/__http://www.infrastructure.gov.au/__;!!E1R1dd1bLLODIQ4!H0Fg90epEQgZz9qnsGL2riNkUmJFr9h8kMQ6HHXF6uBmIAdFeN3IkxY2T55EtaWC8jHiiDz-VJawfVXGO7SulLSPm3icM8rtiy0josQ\\$>](https://urldefense.com/v3/__http://www.infrastructure.gov.au/__;!!E1R1dd1bLLODIQ4!H0Fg90epEQgZz9qnsGL2riNkUmJFr9h8kMQ6HHXF6uBmIAdFeN3IkxY2T55EtaWC8jHiiDz-VJawfVXGO7SulLSPm3icM8rtiy0josQ$>)>

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OFFICIAL

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Department of Infrastructure, Transport, Regional Development, Communications and the Arts*

s22(1)(a)(ii)

From: s47F
Sent: Wednesday, 19 July 2023 2:47 PM
To: s22(1)(a)(ii)
Cc: s22(1)(a)(ii); s47F
Subject: RE: Research and Innovation grants assessment [SEC=OFFICIAL]

Thanks s22(1)(a)(ii) for the heads up on this.

PS: For our check in meeting, next Thursday – s47F and I are free after 1pm.
 Does this time work for you and s22(1)(a)(ii)

Many thanks

s47F
 Associate Director
 Deal Advisory and Infrastructure
 Project & Program Delivery

KPMG
 Tower Two
 Collins Square
 727 Collins Street
 Melbourne VIC 3008 Australia

Tel: s47F

s47F

kpmg.com.au



From: s22(1)(a)(ii)@infrastructure.gov.au>
Sent: Wednesday, 19 July 2023 2:43 PM
To: s22(1)(a)(ii)
Cc: s22(1)(a)(ii); s47F
Subject: [EXTERNAL] Research and Innovation grants assessment [SEC=OFFICIAL]

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Hi s47F

I forgot to mention just now that you will see you have four grants to assess from s47E(d) s47E(d). The applications/projects are all exactly the same except for the state they are proposing to undertake the trials in.

I suggest that you do a full assessment (i.e. scores, tick boxes and comments) for only one of their applications and for the other 3 just replicate the scores/tick boxes. The comment boxes can all just have 'Refer to s47E(d)' (or whichever one you do as the full assessment).

Let me know if you have any questions.

Thanks,

s22(1)
[redacted]

s22(1)(a)(ii)
[redacted]

Senior Policy Officer • Rail Policy Section • Surface Transport Emissions and Policy Division

s22(1)(a)(ii) [redacted] [@infrastructure.gov.au](mailto:[redacted]@infrastructure.gov.au)

Work Office Level 11, 145 Ann St, Brisbane QLD 4000

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s22(1)(a)(ii)

From: s47F
Sent: Monday, 24 July 2023 4:01 PM
To: s22(1)(a)(ii); s47F
Cc: s47F
Subject: RE: RTE RALCSP Grant Assessment - Application Swap [SEC=OFFICIAL]

Many thanks s22(1)(a)(ii) very pragmatic!

We'll continue to monitor to ensure independence.

Best regards

s47F
 Mob s47F

From: s22(1)(a)(ii) @infrastructure.gov.au>
Sent: Monday, 24 July 2023 3:54 PM
To: s47F
Cc: s47F
Subject: [EXTERNAL] RE: RTE RALCSP Grant Assessment - Application Swap [SEC=OFFICIAL]

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Hi s47F

No problem, thanks for letting me know. I'll shortly assign you s47E(d) nstead.

Many thanks

s22(1)(a)(ii)

s22(1)(a)(ii)

Senior Policy Officer • Rail Policy Section • Surface Transport Emissions and Policy Division

s22(1)(a)(ii) @infrastructure.gov.au

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From: s47F
Sent: Monday, 24 July 2023 2:57 PM
To: s22(1)(a)(ii) <[s22\(1\)\(a\)\(ii\)@infrastructure.gov.au](mailto:s22(1)(a)(ii)@infrastructure.gov.au)>
Cc: s47F
Subject: RTE RALCSP Grant Assessment - Application Swap

Hi s22(1)(a)(ii)

Hope you had a pleasant weekend.

I was wondering if we could swap my application s47E(d) with one of s47F's applications (please avoid application s47E(d) as s47F has already reviewed those). I have been providing minor ad hoc SME support (not in relation to this scope) in the recent past to s47E(d). I have not had any direct or indirect contact with the team proposed in the application. I have double checked the spreadsheet to ensure this isn't a concern with any of the other applications. Please feel free to call me if you have any concerns. Thank you.

Regards,

s47F
 Associate Director
 Deal Advisory and Infrastructure
 Engineering & Asset Management

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s22(1)(a)(ii)

From: s22(1)(a)(ii)
Sent: Wednesday, 2 August 2023 9:12 AM
To: s47F
Cc:
Subject: RE: Question: Deliverables as part of the Grant [SEC=OFFICIAL]

OFFICIAL

Thanks s47F. On page 16 of the grant guidelines it provides details about what we expect from the final report and the requirement will be included as part of the grant agreement. It's good to consider what the department is actually going to get out of the research/trials and whether this will help us achieve the intended outcomes of the grant.

s22(1)(a)(ii)

Senior Policy Officer • Rail Policy Section • Surface Transport Emissions and Policy Division

s22(1)(a)(ii) @infrastructure.gov.au

Work Office Level 11, 145 Ann St, Brisbane QLD 4000

Postal Address GPO Box 594 Canberra, ACT 2601

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From: s47F
Sent: Tuesday, 1 August 2023 8:48 PM
To: s22(1)(a)(ii) @infrastructure.gov.au>
Cc: s47F
Subject: RE: Question: Deliverables as part of the Grant [SEC=OFFICIAL]

Hi s22(1)(a)(ii) thank you for the confirmation

It has been a recurring theme, as several applications have not mentioned providing any insights or data, back to the Department.

I will make a confirm this note in my comments section.

Many thanks

s47F

From: s22(1)(a)(ii) <[REDACTED]@infrastructure.gov.au>
 Sent: Tuesday, 1 August 2023 8:16 AM
 To: s47F [REDACTED]
 Cc: s47F [REDACTED]
 Subject: [EXTERNAL] RE: Question: Deliverables as part of the Grant [SEC=OFFICIAL]

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Hi s47F [REDACTED]

Yes, we will expect a final report including data to be provided at the end of the projects. This is so the department can use and share the outcomes with states and territories, operators etc to support them in making decisions around level crossing risk management.

Hope this helps, happy to talk through.

Thanks

s22(1)(a)(ii) [REDACTED]

s22(1)(a)(ii) [REDACTED]

Senior Policy Officer • Rail Policy Section • Surface Transport Emissions and Policy Division

s22(1)(a)(ii) <[REDACTED]@infrastructure.gov.au>

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From: s47F [REDACTED]
 Sent: Monday, 31 July 2023 5:13 PM
 To: s22(1)(a)(ii) <[REDACTED]@infrastructure.gov.au>
 Cc: s47F [REDACTED]
 Subject: Question: Deliverables as part of the Grant

Hi s22(1)(a)(ii) [REDACTED]

I have a follow up question -

Does the Department expect a final report, and the collected data, to be delivered as part of the Research/Innovation Grant?

Many thanks,

s47F

Associate Director
Deal Advisory and Infrastructure
Project & Program Delivery

KPMG
Tower Two
Collins Square
727 Collins Street
Melbourne VIC 3008 Australia

s47F

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s22(1)(a)(ii)

From: s47F
Sent: Wednesday, 2 August 2023 2:50 PM
To: s22(1)(a)(ii)
Cc: s47F
Subject: RE: SmartyGrants Access [SEC=OFFICIAL]

Haha. All good, thank you s22(1)(a)(ii) Its back up and working.

Regards,

s47F
 Associate Director
 Deal Advisory and Infrastructure
 Engineering & Asset Management

KPMG
 Tower Two
 Collins Square
 727 Collins Street
 Melbourne VIC 3008 Australia

s47F

kpmg.com.au



From: s22(1)(a)(ii) @infrastructure.gov.au>
Sent: Wednesday, 2 August 2023 2:48 PM
To: s47F
Cc:
Subject: [EXTERNAL] RE: SmartyGrants Access [SEC=OFFICIAL]

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OFFICIAL

Whoops, turns out it does lock you out of the system once the due date passes! I didn't know that, sorry.

I've extended the due dates for all of them, please let me know if you still aren't able to access.

Thanks

s22(1)(a)(ii)

s22(1)(a)(ii)

Senior Policy Officer • Rail Policy Section • Surface Transport Emissions and Policy Division

s22(1)(a)(ii) @infrastructure.gov.au

Work Office Level 11, 145 Ann St, Brisbane QLD 4000

Postal Address GPO Box 594 Canberra, ACT 2601

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OFFICIAL

From: s47F
Sent: Wednesday, 2 August 2023 1:54 PM
To: s22(1)(a)(ii) <[s22\(1\)\(a\)\(ii\)@infrastructure.gov.au](mailto:s22(1)(a)(ii)@infrastructure.gov.au)>
Cc: s47F
Subject: SmartyGrants Access

Hi s22(1)(a)(ii)

I just found that I can no longer access the applications in SmartyGrants, please see below screenshot. I believe s47F is experiencing the same. Could you please help resolve? Thank you.

Regional Australia Level Crossing

Tasks

Tasks

13 items

Task Name

Research and Innovation grant assessments

Research and Innovation grant assessments

Research and Innovation grant assessments

Research and Innovation grant assessments

Research and Innovation grant assessments

Research and Innovation grant assessments

s47F

Associate Director
Deal Advisory and Infrastructure
Engineering & Asset Management

KPMG
Tower Two
Collins Square
727 Collins Street
Melbourne VIC 3008 Australia

s47F

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s47F

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s22(1)(a)(ii)

From: s47F

Sent: Thursday, 3 August 2023 5:25 PM

To: s22(1)(a)(ii) s47F

Cc: s22(1)(a)(ii)

Subject: RE: RFQ 70 Department of Infrastructure, Transport, Regional Development, Communications and the Arts, Regional Australia Level Crossing Safety Program [SEC=OFFICIAL]

Attachments: Updated contract KPMG.pdf

Follow Up Flag: Follow up

Flag Status: Completed

Hi s22(1)(a)(ii)

Please see the attached and signed by s47F, s22(1) as requested.

Kind regards

s47F
Senior Personal Assistant
Deal Advisory and Infrastructure
Engineering & Asset Management | Project & Program Delivery

KPMG
Tower Two
Collins Square
727 Collins Street
Melbourne VIC 3008 Australia
s47F

kpmg.com.au

From: s22(1)(a)(ii) @infrastructure.gov.au>

Sent: Monday, 31 July 2023 4:38 PM

To: s47F

Cc: s22(1)(a)(ii) @infrastructure.gov.au>

Subject: [EXTERNAL] RE: RFQ 70 Department of Infrastructure, Transport, Regional Development, Communications and the Arts, Regional Australia Level Crossing Safety Program [SEC=OFFICIAL]

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OFFICIAL

Hi s47F

Please find attached an amended copy of the Order for Services, with the order commencement date on page 2 changed to 12 July 2023 as discussed.

Please countersign next to the date change and return to us for our records.

Many thanks

s22(1)
(a)(ii)

s22(1)(a)(ii)

Senior Policy Officer • Rail Policy Section • Surface Transport Emissions and Policy Division

s22(1)(a)(ii) [@infrastructure.gov.au](mailto:s22(1)(a)(ii)@infrastructure.gov.au)

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Postal Address GPO Box 594 Canberra, ACT 2601

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I pay my respects to Elders past and present and to all Aboriginal and Torres Strait Islanders.*

OFFICIAL

From: s47F

Sent: Wednesday, 26 July 2023 10:50 AM

To: s22(1)(a)(ii) [@infrastructure.gov.au](mailto:s22(1)(a)(ii)@infrastructure.gov.au)

Subject: RE: RFQ 70 Department of Infrastructure, Transport, Regional Development, Communications and the Arts,
Regional Australia Level Crossing Safety Program [SEC=OFFICIAL]

Hi s22(1)(a)(ii)

Yes, happy to do this. Work did not commence prior to the 12th so the change should be fine and better aligns in the contract. Please send through for signature.

Best regards

s47F

Partner
Engineering, Assets & Project Delivery | Infrastructure, Assets & Places
KPMG Global InfraTech ASPAC Leader

KPMG
Tower Two, Collins Square, 727 Collins Street
Melbourne VIC 3008 Australia

s47F

kpmg.com.au

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From: s22(1)(a)(ii) <[redacted]@infrastructure.gov.au>

Sent: Wednesday, 26 July 2023 10:48 AM

To: s47F [redacted]

Subject: [EXTERNAL] RE: RFQ 70 Department of Infrastructure, Transport, Regional Development, Communications and the Arts, Regional Australia Level Crossing Safety Program [SEC=OFFICIAL]

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OFFICIAL

Hi s47F [redacted]

The contract between KPMG and the department was signed by us on 12 July, however the Order Commencement Date on the contract is 3 July. To accurately reflect the execution and commencement of the contract as 12 July, we would like to amend the contract by editing the date to 12 July and have both parties counter sign the change.

Could you please confirm you are happy to do this.

Thanks

s22(1)(a)(ii) [redacted]

s22(1)(a)(ii) [redacted]

Senior Policy Officer • Rail Policy Section • Surface Transport Emissions and Policy Division

s22(1)(a)(ii) <[redacted]@infrastructure.gov.au>

Work Office Level 11, 145 Ann St, Brisbane QLD 4000

Postal Address GPO Box 594 Canberra, ACT 2601

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OFFICIAL

From: Level Crossing Safety <levelcrossingsafety@infrastructure.gov.au>

Sent: Thursday, 13 July 2023 12:28 PM

To: s47F [redacted]

Cc: s22(1)(a)(ii) <[redacted]@infrastructure.gov.au>; s22(1)(a)(ii) [redacted]

s22(1)(a)(ii) <[redacted]@infrastructure.gov.au>; s22(1)(a)(ii) [redacted] <[redacted]@infrastructure.gov.au>

Subject: RE: RFQ 70 Department of Infrastructure, Transport, Regional Development, Communications and the Arts, Regional Australia Level Crossing Safety Program [SEC=OFFICIAL]

OFFICIAL

Hi s47F [redacted]

Please find attached the signed Order for Services.

I will send through a meeting invite for Monday morning so we can provide some context to [REDACTED] and [REDACTED] and discuss the next steps. Hopefully 9:30-10am is convenient for you all.

In the meantime could you please provide their email addresses so I can get them access to our grants management system? I'll arrange a separate meeting to show them how to navigate the system.

Many thanks

[REDACTED]
[REDACTED]

[REDACTED]

Senior Policy Officer • Rail Policy Section • Surface Transport Emissions and Policy Division

LevelCrossingSafety@infrastructure.gov.au

GPO Box 594 Canberra, ACT 2601

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OFFICIAL

[REDACTED]

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Schedule 6 – Order for Service

1. Introduction

- 1.1. This Order is Issued in accordance with clause 11.3 of the Head Agreement for the Management Advisory Services (MAS) Panel Standing Offer Notice (SON3751667) between the Service Provider and the Department of Finance.

<u>Order for Services</u>	
<i>Service Provider Information</i>	
Service Provider	KPMG
Australian Business Number	51 194 660 183
Service Provider Representative	Contact: s47F Position: Partner Email: s47F Phone:
Service Provider Address for Notices	Contact: s47F Position: Partner Address: KPMG Level 9 Constitution Place, 1 Constitution Avenue, Canberra City ACT 2601 AUSTRALIA Email: fedgov@kpmg.com.au
<i>Agency Information</i>	
Agency	Department of Infrastructure, Transport, Regional Development, Communications and the Arts
Australian Business Number	86 287 354 017
<i>Agency Representative</i>	
Agency Representative	Name: s22(1)(a)(ii) Position: Senior Program Officer Email: LevelCrossingSafety@infrastructure.gov.au
Agency Address for Notices	Address: GPO Box 594, CANBERRA, ACT, 2601 Email: LevelCrossingSafety@infrastructure.gov.au
Agency Address for Invoices	Invoices must be submitted to Invoices@infrastructure.gov.au and comply with the requirements outlined below in the 'Invoicing' section.

Agency order information	
Purchase Order Number	TBC
Cost Centre	s47E(d)
Agency contract manager name	s22(1)(a)(ii)
Agency File Reference	N/A
Order Commencement Date and Term	
Order Commencement Date	Monday, 3 July 2023 <i>wednesday 12 July 2023</i> s47F 47F
Order Expiry Date	Tuesday, 30 June 2026
Proposed options to extend	Extension 1: Six months
Statement of Work	
Service Area	Commercial Management Advisory Services
Service Category	Programs and Projects
Service Sub-category	Program/Project Management
Detailed Statement of Work	<p>The Rail Technical Expert (RTE) will undertake activities to support the successful implementation and delivery of the Regional Australia Level Crossing Safety Program (the program) from 2022-23 to 2025-26.</p> <p>The program will upgrade passive level crossings in regional areas, provide grants to trial new low-cost technology to improve level crossing safety, improve data availability and deliver a campaign to improve safety around level crossings.</p> <p>In particular, the RTE is required to support the delivery of the Research and Innovation Project grants.</p> <p>The Research and Innovation Project grants is a competitive process with up to \$4.6 million available over 4 years. Round 1 closed on 6 April 2023. The department received 26 eligible applications which are currently being assessed. The RTE will assist with technical assessment components of the applications.</p> <p>Specific activities the RTE will be requested to undertake include:</p> <ul style="list-style-type: none"> Participating as an independent panel member to assess applications for the Level Crossing Safety Research and Innovation Project grants against the selection criteria in the grant guidelines. Assisting grant recipients to finalise their project plans, as requested by the Department.

	<ul style="list-style-type: none"> Monitoring and overseeing the work being undertaken by grant recipients, including monitoring of trials as required, to provide assurance the research and trials are reliable, repeatable and consistent. <p>The RTE may also be required to provide ad-hoc advice on other aspects of the program as required.</p> <p>The RTE does not need to be one individual, and can be a team of rail technical experts with suitable skills and experience.</p> <p>The objectives of these grants are to:</p> <ul style="list-style-type: none"> support the research and investigation of new technologies and approaches to improve level crossing safety, particularly lower-cost technologies suited to regional areas; support the risk assessment, trial and/or introduction into use of innovative and/or lower cost level crossing safety improvements and improvements to train visibility at level crossings. This may include activities to evaluate the reliability of a technology, consider its effectiveness at addressing risks and consider any unintended consequences and how to mitigate against them; and provide a sound evidence base to support future decision-making around level crossings, such as understanding human behaviour around level crossings and drivers of behavioural change in order to better target safety treatments and other interventions. <p>The intended outcomes of the grant include:</p> <ul style="list-style-type: none"> a greater range of lower cost options being available for stakeholders including state and territory governments, rail infrastructure managers, road managers and rolling stock operators, to adopt to manage level crossing safety in regional areas; and the safe functioning of the integrated road-rail system into the future; and providing publicly available information about the most effective strategies to improve level crossing safety. <p>The maximum period in which a project may be delivered and finalised is up to 24 months.</p> <p>A longer time period (greater than 24 months) may be agreed only in exceptional circumstances where there are satisfactory reasons and evidence demonstrated in the application.</p>
Milestones	<p>Once grants have been assessed, the Supplier will be required to provide a plan to the department detailing the scope of work required to support grantees with project plans and oversee trials. This should also include reporting milestones and details of RTE attendance at any physical trials. This must be approved by the department prior to work being undertaken.</p>
Key Personnel	<p>s47F</p> <p>Rail Technical Expert Independent Panel Member</p> <p>Qualifications, expertise, capacity, capability or other requirements</p> <p>None specified</p> <p>Security clearance required: No</p> <p>Can key personnel be substituted: No</p>

	<p>s47F [REDACTED] Rail Technical Expert Independent Panel Member Qualifications, expertise, capacity, capability or other requirements None specified Security clearance required: No Can key personnel be substituted: No</p> <p>s47F [REDACTED] Engagement Partner and Asset Management SME Qualifications, expertise, capacity, capability or other requirements None specified Security clearance required: No Can key personnel be substituted: No</p> <p>s47F [REDACTED] Rail, Civil and Track SME Qualifications, expertise, capacity, capability or other requirements None specified Security clearance required: No Can key personnel be substituted: Yes</p> <p>s47F [REDACTED] Manager, Engineering, Assets and Project Delivery Qualifications, expertise, capacity, capability or other requirements None specified Security clearance required: No Can key personnel be substituted: Yes</p> <p>s47F [REDACTED] Signalling SME Qualifications, expertise, capacity, capability or other requirements None specified Security clearance required: No Can key personnel be substituted: Yes</p> <p>s47F [REDACTED] OHS/Rail Safety and ONRSR SME Qualifications, expertise, capacity, capability or other requirements None specified Security clearance required: No Can key personnel be substituted: Yes</p> <p>s47F [REDACTED] Innovation SME Qualifications, expertise, capacity, capability or other requirements None specified Security clearance required: No Can key personnel be substituted: Yes</p>
Subcontractors	Not Applicable
Location	This clause of the Head Agreement has not been varied.
Fees	The Supplier will be paid per hour and should invoice the department as required.
Payment Terms	20 calendar days

Invoicing	<p>Invoices must comply with valid tax invoice requirements. Invoices submitted via email must be in either PDF or TIF format, with one invoice per email only.</p> <p>Customer name: Department of Infrastructure, Transport, Regional Development, Communications and the Arts ABN 86 267 354 017 Customer address GPO Box 594, CANBERRA, ACT, 2601</p> <p>Email: Invoices@Infrastructure.gov.au</p> <p>Invoices must quote a Purchase Order (PO) number which will be provided to you by the Department</p>
Travel	<p>Domestic travel to sites of physical trials may be necessary. Expenditure may include domestic travel essential for the delivery of the services relating to overseeing trials and research. The supplier must demonstrate how expenditure directly relates to the implementation and delivery of services. The supplier will have to demonstrate value for money.</p>
Agency Material <i>Agency Material is defined in the clause 1.1.1 of the Head Agreement as any Material provided by an Agency to the Service Provider for the purposes of a Contract, or derived at any time from that Material.</i>	Not Applicable
Existing Material	Not Applicable
Contract Material	<p>Any materials developed during the course of delivering these Services will become Contract Material and the property of the Agency, unless otherwise specified in writing and agreed between the parties. All Contract Material is Commonwealth Material and all Commonwealth Material is Confidential.</p>
Restrictions on use of Contract Material	<p>The Service Provider may be provided access to internal Agency governance documents and guidance material, as relevant. The Service Provider may be provided access to non-public documents in order to undertake these Services. The Service Provider must comply with the following directions and requirements when using Agency Material in relation to this Contract: • The Service Provider must use Agency Material only for the purposes of delivering the Services; and • All Agency Material is Commonwealth Material and all Commonwealth Material is Confidential.</p>
Restrictions on use of Service Provider's name, trade name or logo	N/a
Additional requirements	
Confidential Information	<p>Agency Confidential information</p> <p>Agency data, indefinitely</p>

	Any Personal Information held by the Agency, <i>Indefinitely</i> Security Classified Information, <i>Indefinitely</i> All Information pertaining to grant applications, the grant assessment process and subsequent funding agreements between the Department and grant recipients, <i>Indefinitely</i>
Agency Data Storage Requirements	This clause of the Head Agreement has not been varied.
Security	This clause of the Head Agreement has not been varied.
Additional Requirements - security	This clause of the Head Agreement has not been varied.
Conditions/Restrictions for Personal Information	This clause of the Head Agreement has not been varied.
Additional or alternate Requirements - Insurance	This clause of the Head Agreement has not been varied. The Suppliers current Insurance Information in accordance with the requirements of Clause 18 of the Head Agreement (either requested or provided in RFQ response) can be entered here, to confirm compliance when executing this Schedule 6 Order for Services.
Agency Service Levels	We will assess the delivery of services against quality, communication and contract performance. We will also consider timeliness of delivery.
Commonwealth Procurement Connected Policy Requirements	
Black Economy Policy	Not Applicable
Indigenous Procurement Policy	Not Applicable
Australian Industry Participation Policy	Not Applicable
Variable Clauses of the Head Agreement	
Internal Working Papers	This clause of the Head Agreement has not been varied.
Intellectual Property	This clause of the Head Agreement has not been varied.
Key Personnel Requirements	This clause of the Head Agreement has not been varied.
Return of confidential information	This clause of the Head Agreement has not been varied.

Liability	This clause of the Head Agreement has not been varied.
Service Provider termination right	This clause of the Head Agreement has not been varied.
Termination for convenience costs in relation to Fees for Services calculated on a milestone basis	This clause of the Head Agreement has not been varied.

Signed for and on behalf of
Commonwealth of Australia as
represented by the Department of
Infrastructure, Transport, Regional
Development, Communications and the
Arts 86 267 354 017

s22(1)(a)(ii)

name of authorised officer

s47F

Signature of authorised officer

A/G ASSISTANT SECRETARY
title of authorised officer

Signed for and on behalf of KPMG,

s47F

*name of Service Provider's authorised
representative*

Partner

*title of Service Provider's authorised
representative*

s47F

*Signature of Service Provider's authorised
representative*

MAS PANEL

s22(1)(a)(ii)

From: s22(1)(a)(ii)
Sent: Thursday, 10 August 2023 12:19 PM
To: s47F
Cc: s47F; s22(1)(a)(ii); s47F
Subject: RE: Completion of grant assessments [SEC=OFFICIAL]

OFFICIAL

Hi s47F

That's great, thanks for letting me know. I'll start reviewing all the assessments asap and will be in touch once I'm done.

Thank you

s22(1)(a)(ii)

s22(1)(a)(ii)

Senior Policy Officer • Rail Policy Section • Surface Transport Emissions and Policy Division

s22(1)(a)(ii) [@infrastructure.gov.au](mailto:s22(1)(a)(ii)@infrastructure.gov.au)

Work Office Level 11, 145 Ann St, Brisbane QLD 4000

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From: s47F
Sent: Thursday, 10 August 2023 11:12 AM
To: s22(1)(a)(ii) [@infrastructure.gov.au](mailto:s22(1)(a)(ii)@infrastructure.gov.au)
Cc: s47F; s22(1)(a)(ii) [@infrastructure.gov.au](mailto:s22(1)(a)(ii)@infrastructure.gov.au); s47F
Subject: RE: Completion of grant assessments [SEC=OFFICIAL]

Hi s22(1)(a)(ii)

I just wanted to reach out and let you know that s47F and I have submitted all the grant assessments. Could you please review the assessments and let us know when you would like to catch up to review the outcomes and compare them with your team's assessments?

s47F and I are keen to discuss any queries you may have or even the general findings around how there maybe opportunities to improve a potential round 2. Thank you.

Regards,

s47F

s47F

Associate Director
Deal Advisory and Infrastructure
Engineering & Asset Management

KPMG
Tower Two
Collins Square
727 Collins Street
Melbourne VIC 3008 Australia

s47F

kpmg.com.au



From: s47F

Sent: Wednesday, 9 August 2023 12:48 PM

To: s22(1)(a)(ii) <@infrastructure.gov.au>; s47F

Cc: s47F <s22(1)(a)(ii) <@infrastructure.gov.au>>

Subject: RE: Completion of grant assessments [SEC=OFFICIAL]

Hi s22(1)(a)(ii)

s47F and I just caught up to review our results. Our discussion yielded some thinking and we are in the process of recalibrating.

We intend to complete our submission of all applications by tomorrow morning.

When you have parsed the results, we would be keen to hear from you on your findings and if you would like to have a further discussion on our submission

Many thanks,

s47F

s47F

Associate Director
Deal Advisory and Infrastructure
Project & Program Delivery

KPMG
Tower Two
Collins Square
727 Collins Street
Melbourne VIC 3008 Australia

s47F

kpmg.com.au



From: s22(1)(a)(ii) <@infrastructure.gov.au>

Sent: Wednesday, 9 August 2023 12:09 PM

To: s47F

Cc: s47F; s22(1)(a)(ii) @infrastructure.gov.au>
 Subject: [EXTERNAL] Completion of grant assessments [SEC=OFFICIAL]

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OFFICIAL

Hi s47F nd s47F

Checking in to confirm that the assessments will be completed today?

Many thanks

s22(1)(a)(ii)

s22(1)(a)(ii)

Senior Policy Officer • Rail Policy Section • Surface Transport Emissions and Policy Division

s22(1)(a)(ii) @infrastructure.gov.au

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s22(1)(a)(ii)

From: s47F
Sent: Thursday, 17 August 2023 3:08 PM
To: s22(1)(a)(ii)
Subject: RE: Reconciliation meeting for s47E(d) [SEC=OFFICIAL]

Hi s22(1)(a)(ii) many thanks for the meeting.

s47C, s47E(d)

If you'd like to have a chat about this, please reach out.

Many thanks

s47F

From: s22(1)(a)(ii)@infrastructure.gov.au>
Sent: Thursday, 17 August 2023 12:01 PM
To: s47F
Subject: [EXTERNAL] Reconciliation meeting for s47E(d) [SEC=OFFICIAL]

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OFFICIAL

Hi s47F nd s47F

I thought I would let you know that at your reconciliation meetings, we will be discussing where applications received a score of less than 70 from one assessor for either criterion 1 or 3.

For the meetings this afternoon, you scored them as follows:

s47E(d), s47F

You may wish to review the application and your assessment in advance of the meeting to help with the discussion.

For the meetings tomorrow, one of the other assessors scored them less than 70 so we will discuss that as a panel.

Thank you

s22(1)
s22(1)(ii)

s22(1)(a)(ii)

Senior Policy Officer • Rail Policy Section • Surface Transport Emissions and Policy Division

s22(1)(a)(ii) @infrastructure.gov.au

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s22(1)(a)(ii)

From: s47F
Sent: Thursday, 17 August 2023 4:33 PM
To: s22(1)(a)(ii)
Subject: RE: RALCSP RTE Purchase Order Number [SEC=OFFICIAL]

All good. Thank you!

Regards,
s47F

s47F
Associate Director
Deal Advisory and Infrastructure
Engineering & Asset Management

KPMG
Tower Two
Collins Square
727 Collins Street
Melbourne VIC 3008 Australia

s47F

kpmg.com.au



From: s22(1)(a)(ii) @infrastructure.gov.au>
Sent: Thursday, 17 August 2023 3:35 PM
To: s47F
Cc: s47F
Subject: [EXTERNAL] RE: RALCSP RTE Purchase Order Number [SEC=OFFICIAL]

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OFFICIAL

Hi s47F

Apologies for the delay, the purchase order number is s47E(d)

Many thanks
s22(1)(a)(ii)

s22(1)(a)(ii)
Senior Policy Officer • Rail Policy Section • Surface Transport Emissions and Policy Division
s22(1)(a)(ii) @infrastructure.gov.au
Work Office Level 11, 145 Ann St, Brisbane QLD 4000
Postal Address GPO Box 594 Canberra, ACT 2601

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I recognise and respect their continuing connection to the land, waters and communities.
I pay my respects to Elders past and present and to all Aboriginal and Torres Strait Islanders.*

OFFICIAL

From: s47F
Sent: Tuesday, 15 August 2023 1:26 PM
To: s22(1)(a)(ii) <[s22\(1\)\(a\)\(ii\)@infrastructure.gov.au](mailto:s22(1)(a)(ii)@infrastructure.gov.au)>
Cc: s47F
Subject: Re: RALCSP RTE Purchase Order Number [SEC=OFFICIAL]

H s22(1)(a)(ii)

Thank you for the update. I will wait further advice from you.

Regards,

s47F

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From: s22(1)(a)(ii) <[s22\(1\)\(a\)\(ii\)@infrastructure.gov.au](mailto:s22(1)(a)(ii)@infrastructure.gov.au)>
Sent: Tuesday, August 15, 2023 12:23:34 PM
To: s47F
Cc: s47F
Subject: [EXTERNAL] RE: RALCSP RTE Purchase Order Number [SEC=OFFICIAL]

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Hi s47F

Turns out it's more difficult than I thought to get a purchase order set up in the system – am working on it and will send over as soon as I can.

Thanks

s22(1)(a)(ii)

s22(1)(a)(ii)

Senior Policy Officer • Rail Policy Section • Surface Transport Emissions and Policy Division

s22(1)(a)(ii) <[s22\(1\)\(a\)\(ii\)@infrastructure.gov.au](mailto:s22(1)(a)(ii)@infrastructure.gov.au)>

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From: s22(1)(a)(ii)
Sent: Monday, 14 August 2023 11:53 AM
To: s47F
Cc: s47F
Subject: RE: RALCSP RTE Purchase Order Number [SEC=OFFICIAL]

OFFICIAL

Thanks s47F – will get this for you and send over today.

s22(1)(a)(ii)

s22(1)(a)(ii)

Senior Policy Officer • Rail Policy Section • Surface Transport Emissions and Policy Division

s22(1)(a)(ii) [@infrastructure.gov.au](mailto:s22(1)(a)(ii)@infrastructure.gov.au)

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From: s47F
Sent: Monday, 14 August 2023 9:27 AM
To: s22(1)(a)(ii) [@infrastructure.gov.au](mailto:s22(1)(a)(ii)@infrastructure.gov.au)
Cc: s22(1)(a)(ii)
Subject: RALCSP RTE Purchase Order Number

Hi s22(1)(a)(ii)

Hope you had a good weekend.

I am about to prepare our invoice for the month gone and was looking for the Purchase Order number in the Order for Services document, which currently has "TBC". Could you please supply the appropriate PO number to be referenced in our invoice? Apologies if I missed this in a previous communication. Thank you.

Regards,

s47F

s47F

Associate Director
 Deal Advisory and Infrastructure
 Engineering & Asset Management

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Melbourne VIC 3008 Australia

s47F

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s22(1)(a)(ii)

From: s47F
Sent: Friday, 18 August 2023 11:32 AM
To: s22(1)(a)(ii)
Cc: s47F s22(1)(a)(ii)
Subject: RE: Conflict of Interest Declaration [SEC=OFFICIAL]

Thank you s22(1)(a)(ii) for your response and acknowledgement.

Great to be working with a pragmatic team.

Have a good weekend.

Regards,

s47F

s47F
Associate Director
Deal Advisory and Infrastructure
Engineering & Asset Management

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727 Collins Street
Melbourne VIC 3008 Australia

s47F

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From: s22(1)(a)(ii) @infrastructure.gov.au>
Sent: Friday, 18 August 2023 11:22 AM
To: s47F
Cc: s47F s22(1)(a)(ii) @infrastructure.gov.au>
Subject: [EXTERNAL] RE: Conflict of Interest Declaration [SEC=OFFICIAL]

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Hi s47F,

Thank you for the update. As you note, as you haven't assessed this grant application and won't be involved in the project oversight if awarded, we don't have any concerns with this.

Kind regards

s22(1)(a)(ii)

s22(1)(a)(ii)

Senior Policy Officer • Rail Policy Section • Surface Transport Emissions and Policy Division

s22(1)(a)(ii) @infrastructure.gov.au

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From: s47F

Sent: Thursday, 17 August 2023 1:05 PM

To: s22(1)(a)(ii) @infrastructure.gov.au>

Cc: s47F

Subject: Conflict of Interest Declaration

Hi s22(1)(a)(ii)

Hope you have been well. Thanks for organising the reconciliation meetings.

I just wanted to be proactive around perceived and potential conflict of interest for our RTE engagement.

I just wanted to declare, that I am about to start an engagement with s47C. Currently the assessment for the s47C application has been performed by s47F and I was made aware of the engagement earlier this week, as a result I can state that it has not influenced our assessment outcomes. If s47C are a successful grant applicant, I will ensure that I am not involved in the delivery of any required support to s47C. Please let me know if you have any concerns and or would like to discuss this further. Thank you.

Regards,

s47F

s47F

Associate Director
 Deal Advisory and Infrastructure
 Engineering & Asset Management

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s22(1)(a)(ii)

From: s47F
Sent: Monday, 21 August 2023 3:26 PM
To: s22(1)(a)(ii); s47F
Cc: s47F; s22(1)(a)(ii)
Subject: RE: Research and innovation grants next steps [SEC=OFFICIAL]

Hi s22(1)(a)(ii)

Thank you for the update. We have noted the timelines and will await further information from yourself. In the meantime, please do not hesitate to reach out if you or the Minister wish to discuss any of our commentary.

Regards,

s47F

s47F

Associate Director
 Deal Advisory and Infrastructure
 Engineering & Asset Management

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 727 Collins Street
 Melbourne VIC 3008 Australia

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From: s22(1)(a)(ii) @infrastructure.gov.au>
Sent: Monday, 21 August 2023 2:53 PM
To: s47F
Cc: s47F; s22(1)(a)(ii) @infrastructure.gov.au>
Subject: [EXTERNAL] Research and innovation grants next steps [SEC=OFFICIAL]

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Hi s47F and s47F,

Thanks for attending the reconciliation meetings last week, they were really helpful.

The next step for me is to bring all the final scores and comments together to provide recommendations to the assessment committee as to which grants we should fund. Their final recommendations will then go to the Minister for approval. Once the Minister has provided her agreement, we will notify all applicants of the outcomes and enter into grant agreements with successful applicants. We think this will take around 4 weeks.

When the grant agreements are executed we will provide KPMG with the details of the successful projects so you can prepare a plan of how you will work with them to support them to complete their project plan and oversee any trials.

I will keep you updated as each stage progresses.

Please let me know if you have any questions.

Thanks

s22(1)
(a)(ii)

s22(1)(a)(ii)

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Mailout: Research grant - July 23 update

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Mailout Status	Sent	Send Started	13 Jul 2023, 3:02PM AEST
Emails Sent	s47E(d)	Send Finished	13 Jul 2023, 3:03PM AEST
Successful Recipients			

From Infrastructure <noreply@smartygrants.com.au>
Reply-To Address levelcrossingsafety@infrastructure.gov.au
Subject Level Crossing Research and Innovation grant - Update

Email Contents Dear Applicant,

[Show less...](#)

A rail technical expert has now been engaged to provide independent advice to the Research and Innovation grant assessment panel. We are aiming to finalise the assessment process in August. Thank you for your patience.

For any further information, please contact LevelCrossingSafety@infrastructure.gov.au.

Kind regards

Rail Policy Section • Surface Transport Emissions and Policy Division

LevelCrossingSafety@infrastructure.gov.au

GPO Box 594 Canberra, ACT 2601

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