

Co-Investment Fund Application Form 2024

Form Preview

Eligibility Checklist - Applicant Organisation and Investment Entity

* indicates a required field

Important Information for Applicants

△ **Before completing this Application Form you are required to:**

- read and ensure that you understand the [Guidelines](#)
- complete the checklist below to ensure you meet the eligibility criteria.

Applicant Organisation Eligibility

At the time of application submission:

Is the applicant organisation headquartered in Queensland (operating and having its head office located in Queensland)? *

☐ Yes ☐ No

Does the applicant organisation have an ABN? *

☐ Yes ☐ No

Is the applicant organisation registered for GST? *

☐ Yes ☐ No

Does the applicant organisation and/or related parties have 50 or less Full Time Equivalent employees? *

☐ Yes ☐ No

If the applicant organisation is a subsidiary of a group, the group must have 50 or less Full Time Equivalent employees.

Has the applicant organisation received investment through previous capital raises totalling more than \$500,000? *

☐ Yes ☐ No

For the purpose of this program, a female founded business (applicant organisation) is one in which at least six months prior to application, is majority female owned and is also female led.

Majority female owned means at least 51% of shares must be held by a woman/women.

Female led means at least one primary executive decision-making position must be held by a women (eg Chief Executive Officer, Chief Financial Officer, Chief Technology Officer, Chief Scientific Officer).

Is the applicant organisation majority female owned? *

☐ Yes ☐ No

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Is the applicant organisation female led? *

☐ Yes ☐ No

Investment Method Eligibility

To be eligible for this program, the applicant organisation must, at the time of application:

- be planning to secure and finalise their capital raise within six months (180 calendar days) of receiving provisional approval from the Fund, OR
- have secured an offer of investment, from a new eligible investment entity within the previous three months (90 calendar days) and will aim to secure and finalise their capital raise within six months (180 calendar days) of receiving provisional approval from the Fund.

The applicant organisation must be undertaking its raise using an eligible investment method, being:

- issuance of new shares;
- issuance of new convertible notes that cannot be redeemed within the first 12 months; and/or
- entering of a new SAFE (Simple Agreement for Future Equity).

Based on the above does your investment method meet the eligibility requirements? *

☐ Yes ☐ No

Investment Entity Eligibility

To be eligible for this program, the applicant organisation must be seeking to enter an investment arrangement with an eligible investment entity that:

- is not an existing shareholder or investor with the applicant organisation prior to the current raise,
- has an active ABN (unless operating as a trust or international party),
- is not an associate or related party to the applicant organisation (Associate is defined under [ITAA 1936 s318.](#)),
- meets the minimum fiduciary requirements of being a sophisticated investor (as set out in the Corporations Act 2001) (For the purposes of this program, the definition of a sophisticated investor can be found on the [ATO website](#)), OR holds a current AFS License, OR is a practicing investment organisation, including, but not limited to:
 - an Angel Investor/Group/Network/Syndicate
 - Venture Capital fund
 - Professional investor or Investment Fund Manager
 - Early-Stage Venture Capital Limited Partnerships (ESVCLP) or Venture Capital Limited Partnership
 - Managed Investment Scheme or Management Investment Trust
 - a Family Office
- has an established track record of early-stage venture investments.

Based on the above does your investment entity meet the eligibility requirements? *

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☐ Yes

☐ No

Eligibility Outcome

⚠ Based on your responses, your organisation is not eligible to apply for the Female Founders Co-Investment Fund. ⚠ Do not proceed with completing the Application Form as ineligible applications will not be progressed for assessment.

Program Intent

*** indicates a required field**

⚠ The following checklist will assist in identifying whether your investment aligns with the intent of the Female Founders Co-Investment Fund.

Program Intent

Is the applicant organisation an Innovation Driven Enterprise (IDE) with an innovative and high growth potential? *

☐ Yes

☐ No

For the purpose of this program an Innovation Driven Enterprise is a business that emphasises innovative solutions as a key driver of growth, competitive advantage, and value creation. Such enterprises focus on developing and commercialising new products and/or services to achieve their strategic outcomes.

Technology Readiness Level (TRL)

The following checklist will assist in identifying whether your investment aligns with the intent of the Female Founders Co-Investment Fund.

The TRL index is a globally accepted benchmark tool for tracking progress and supporting development of a specific technology through the early stages of the innovation chain. The following information may assist applicants in assessing the TRL of their product/service:

Level and Description

- 1. Basic research, principles observed, no experimental proof** - Lowest level of technology readiness. Scientific research begins to be translated into applied research and development (R&D). Examples might include paper studies of a technology's basic properties.
- 2. Technology formulation, concept and application formulated** - Once basic principles are observed, practical applications can be invented. Applications are speculative, and there may be no proof or detailed analysis to support the assumptions. Examples are still limited to analytic studies.
- 3. Critical function or Proof of Concept established** - Active R&D is initiated. This includes analytical studies and laboratory studies to physically validate the analytical predictions of separate elements of the technology.

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4. **Small scale prototype, validation in lab or simulated testing environment** - The basic technological components are integrated to establish that the pieces will work together.
5. **Large scale prototype, similar system validation in lab or simulated testing environment** - Reliability of product and/or service innovation increases significantly. The basic technological components are integrated so they can be tested in a simulated testing environment.
6. **Prototype system tested close to expected performance** - Prototypes are tested in a relevant environment. Represents a major step up in a technology's demonstrated readiness. Examples include testing a prototype in various simulated operational environment, for example, alpha testing.
7. **Product and/or service demonstration at pre-commercial scale** - Product and/or service near or at planned operational system and requires demonstration with potential customers in an operational environment, for example, pilot testing, beta testing.
8. **First of a kind commercial system, first customers** - Innovation has been proven to work in its final form and under expected conditions (pre commercial demonstration). In almost all cases, this TRL represents the end of true system development and initial customers have been secured.
9. **Full commercial application, available to paying customers** - No further testing or product enhance is typically required. Actual application of the product and/or service innovation is ready for commercial deployment to target customer markets.

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Is the applicant organisation's primary business function (product/service) **BEYOND** proof of concept stage? *

☐ Yes ☐ No

The definition of "proof of concept" for this program is the "initial ideation stage to explore the viability of an idea."

Which option below most accurately reflects the current TRL level of your product and/or service? *

- ☐ 1. Basic research, principles observed, no experimental proof
- ☐ 2. Technology formulation, concept and application formulated
- ☐ 3. Critical function or Proof of Concept established
- ☐ 4. Small scale prototype, validation in lab or simulated testing environment
- ☐ 5. Large scale prototype, similar system validation in lab or simulated testing environment
- ☐ 6. Prototype system tested close to expected performance
- ☐ 7. Product and/or service demonstration at pre-commercial scale
- ☐ 8. First of a kind commercial system, first customers
- ☐ 9. Full commercial application, available to paying customers

Program Intent Outcome

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⚠ Based on your responses, your proposed investment does not fit the intent of the Female Founders Co-Investment Fund. ⚠ It is recommended you do not proceed with the Application Form as your application does not meet the intent of the program.

Applicant Details

* indicates a required field

Applicant Organisation

Applicant ABN *

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main business location	

Must be an ABN.

Applicant organisation (input as per above entity name) *

Organisation Name

Full Legal Name of Organisation

Provide a brief overview of the applicant organisation *

Word count:

Must be no more than 100 words.

Applicant organisation size *

Number of Full Time Equivalent Employees *

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Must be a number.

Applicant Organisation Type *

Select from the drop down list

Applicant organisation's website address (if applicable)

Must be a URL.

Applicant organisation's dataroom (if applicable)

Must be a URL.

A dataroom is an online location holding relevant organisation files eg Dropbox.

Is the applicant organisation an Indigenous business? *

☐ Yes ☐ No

For the purpose of this program, an Indigenous business is one that is at least 50% owned by an Aboriginal person and/or a Torres Strait Island person.

At the time of application, what percentage of the applicant organisation is female owned? *

Must be at least 51%.

Provide position details of primary executive decision making position/s held by a female *

Word count:

Must be no more than 100 words.

At least one primary executive decision making position must be held by a female e.g. Chief Executive Officer, Chief Financial Officer, Chief Technology Officer, Chief Scientific Officer.

Is the applicant organisation headquartered outside of South-East Queensland? *

☐ Yes ☐ No

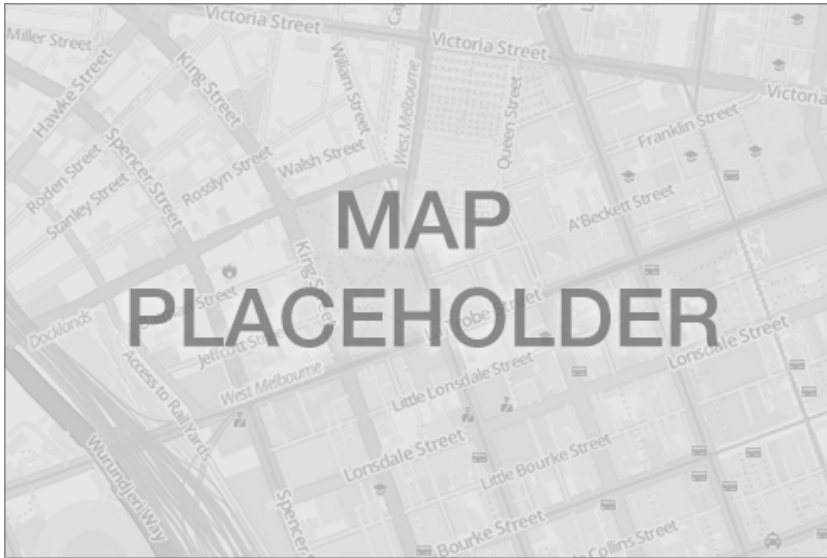
For the purpose of this program, "South-East Queensland" is any location in the following council areas - Brisbane City, Gold Coast City, Ipswich City, Lockyer Valley Regional, Logan, Moreton Bay Regional, Noosa Shire, Redland City, Scenic Rim, Somerset Regional and Sunshine Coast.

Applicant Organisation Address *

Address

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Address Line 1, Suburb/Town, State and Postcode are required. (Identifiers such as Unit/Lot/Building/Level etc. are not accepted.)

The above listed address is: *

- ☐ The physical HQ address of the business
- ☐ Registered address (for e.g., accountant, consultant)

Explain why the advised address is not the business HQ location *

Word count:

Must be no more than 50 words.

Applicant Background and Status

If you are unsure if the applicant organisation is classified/operating as an early-stage innovation company (ESIC) refer to the [ATO Early stage test requirements](#).

Is the applicant organisation classified/operating as an early-stage innovation company (ESIC)? *

- ☐ Yes
- ☐ No

Provide the organisational turnover for the last 12 months *

\$

Is any director or founder of the applicant organisation a banned or disqualified person? *

- ☐ Yes
- ☐ No

Has any director or founder of the applicant organisation declared bankruptcy? *

- ☐ Yes
- ☐ No

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Has the applicant organisation previously received, or is it currently receiving, funding through Advance Queensland or other Local, State or Federal government programs? *

☐ Yes ☐ No

Funding Source *

Name of Funding/Program *

Notes *

Status *

Year of Award *

Word count:

Must be no more than 100 words.
Use "Add More" to add more line items.

Amount Awarded *

\$

Has the applicant organisation and/or related parties received any previous private funding, investment or other equity funding? *

☐ Yes ☐ No

Provide details of any private funding, investment or equity funding received to date

Name of Funding Entity *

Name of Funding/Program *

Notes *

Funding Year *

Word count:

Must be no more than 100 words.

Amount Received *

\$

Investment Details

* indicates a required field

Indicate the timeframe for the nominated raise *

- ☐ Secured an offer of investment from a new eligible investment entity within 90 calendar days prior to the submission date of this application
- ☐ Planning to secure and finalise a capital raise within six months (180 calendar days) of receiving provisional approval from the Fund

What method(s) of investment has the applicant organisation used, or will it use for the nominated raise? *

- ☐ Issuance of new shares
- ☐ Issuance of new convertible notes (that cannot be redeemed within the first 12 months)
- ☐ Entering of a new SAFE (Simple Agreement for Future Equity)

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Investment raise title *

Word count:

Must be no more than 10 words.

The title should clearly summarise the investment raise. For example Company name Seed Raise 2024.

Investment Documents (PDF FORMAT ONLY)

- Upload DATED investment documentation of the nominated raise (for e.g. term sheet, convertible note and/or, SAFE. The documentation must be fully executed by all parties.
- Upload DATED, signed letter of support on letterhead of the lead investor organisation. The letter of support should include the intent to pursue the investment opportunity in the business and investment range being considered.

Upload investment documentation *

Attach a file:

Must be in pdf format. Merge all documents into one pdf.

Upload letter of support from the Lead Investor of the nominated raise *

Attach a file:

Lead investor letter of support template available on program website. Maximum of 1 pdf.

If the convertible note DOES NOT contain a clause preventing redemption during the first 12 months from the funding approval date, this is considered to NOT be an eligible investment method.

*

- ☐ The applicant organisation acknowledges that the convertible note must contain a clause preventing redemption during the first 12 months from the funding approval date?

Investment Approach

Provide details of a referee (an individual or organisation) that can verify your readiness to begin the nominated raise. The referee should not be a party to your capital raise.

Provide Referee details *

Word count:

Must be no more than 100 words.

Please include referee name, organisation (if relevant), address, contact details (i.e phone number and email address) and their relationship to the applicant organisation.

Upload SIGNED and DATED letter of support from the named referee detailing the applicant organisation's readiness and intent to secure investment *

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Attach a file:

Referee letter template available on program website. Maximum of 1 pdf.

Upload an investment plan detailing the approaches to eligible investment entities and respective outcomes already undertaken and/or those planned. *

Attach a file:

Maximum of 1 pdf.

The applicant organisation confirms that on completion of the nominated raise it will provide: *

- ☐ letter of support from the lead eligible investment entity
- ☐ details of the lead and supporting investment entities
- ☐ all relevant executed investment documentation (term sheet, SAFE or Convertible Note)
- ☐ evidence of receipt of investment funds

If the applicant organisation has already secured an investment offer, the letter of support from the lead eligible investment entity and details of the lead investor will be required to be submitted as part of this application.

Investment Entity Details

* indicates a required field

Lead Investor Entity Details

Lead Investor Name *

Is the investment entity a trust not operating through a business, or an international party? *

☐ Yes ☐ No

Lead Investor ABN

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register
ABN
Entity name
ABN status
Entity type
Goods & Services Tax (GST)
DGR Endorsed

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ATO Charity Type [More information](#)

ACNC Registration

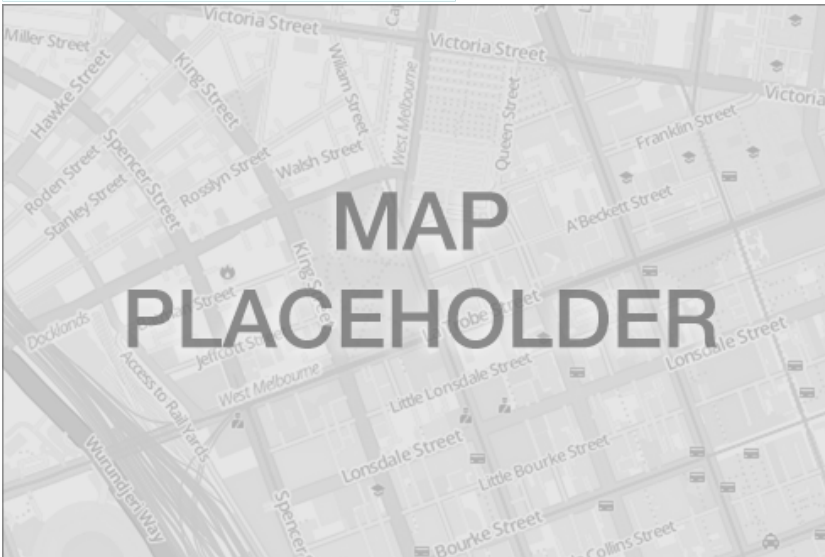
Tax Concessions

Main business location

Must be an ABN.

Lead Investor Address *

Address



Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.
(Identifiers such as Unit/Lot/Building/Level etc are not accepted).

Lead Investor entity type *

Does the nominated raise currently include more than one investment entity? *

☐ Yes ☐ No

Provide details of all additional investment entities included in the nominated raise (as known at time of application submission)

ABN *

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register

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ABN

Entity name

ABN status

Entity type

Goods & Services Tax (GST)

DGR Endorsed

ATO Charity Type

[More information](#)

ACNC Registration

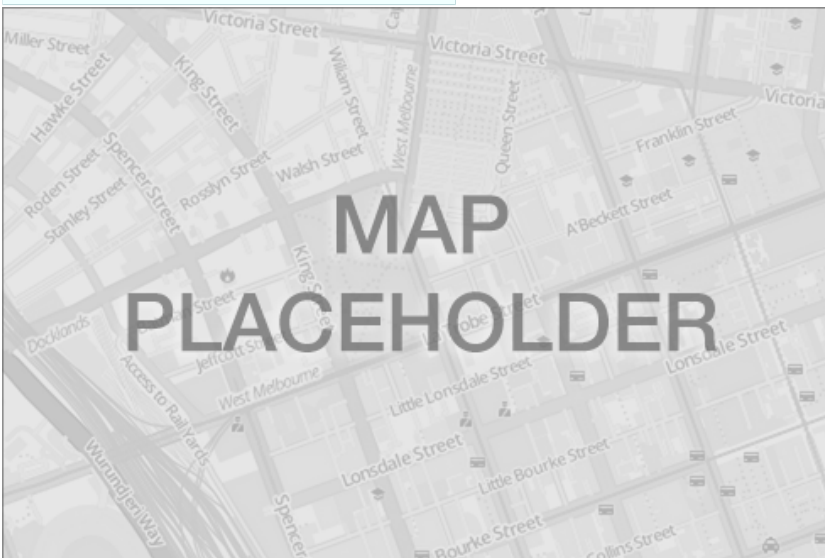
Tax Concessions

Main business location

Must be an ABN.

Address *

Address



Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.
(Identifiers such as Unit/Lot/Building/Level etc are not accepted).

Additional investment entity type *

Have any of the listed investment entities been given different investment terms?

*

☐ Yes

☐ No

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Provide details of the entity and the difference in terms *

Word count:

Must be no more than 150 words.

Has the applicant organisation received previous investment through any of the listed investment entities? *

☐ Yes

☐ No

⚠ The applicant organisation must NOT have received previous investment through any of the listed investment entities. Your application will be deemed ineligible if this requirement is not met.

For the purposes of this program, an Associate is defined under [ITAA 1936 s318](#).

The applicant organisation confirms that: *

- ☐ the investment entities listed above are not an associate, related party or existing shareholder of the applicant organisation
- ☐ it has sought and engaged independent legal counsel relating to the nominated investment round

At least 2 choices must be selected.

Assessment Criteria 1 - Innovation

* indicates a required field

Refer to the [ATO Principles based innovation test](#) to determine your innovation principles.

Select all innovation principles demonstrated by the applicant organisation *

- ☐ a genuine focus on developing an innovation for commercialisation
- ☐ high growth potential
- ☐ the potential to successfully scale up the business
- ☐ the potential to address a broader than local market through the business
- ☐ the potential to have a competitive advantage for the business

What is innovative, unique and/or new about the applicant organisation's business function (product/service) compared to what is currently in the market?

*

Word count:

Must be no more than 300 words.

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Does the applicant organisation own, or has it been assigned, irrevocable, perpetual rights to any intellectual property necessary to commercialise the product or service? *

☐ Yes

☐ No

Does the applicant organisation have appropriate measures in place to protect any intellectual property relating to the product/service? *

☐ Yes

☐ No

Assessment Criteria 2 - Organisational capability

* indicates a required field

The applicant organisation's Business Plan includes the following elements: *

☐ current financial statements

☐ a 12 month organisational budget demonstrating at least 12 months runway post-investment

☐ current cashflow projections

Your application will not progress for further assessment if these elements are not included in your Business Plan.

Upload the Business Plan *

Attach a file:

A minimum of 1 file and a maximum of 1 file may be attached.
Merge multiple documents into one pdf. Must be in pdf format.

Upload a brief profile of the founder(s) and key organisation personnel *

Attach a file:

A minimum of 1 file must be attached.
Merge multiple documents into one pdf. Must be in pdf format.

Outline the background and skills of the founder(s) and key personnel of the business, that will be delivering the business and growth plan, including any governance or advisory board members

Founder(s)/Key Personnel *

Word count:
Must be no more than 100 words.

Brief Background *

Word count:
Must be no more than 100 words.

Explain how the composition of the organisation (founder/s, team members, board) will ensure the successful growth of the business *

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Word count:
Must be no more than 300 words.

Assessment Criteria 3 - Growth and Investment Viability

* indicates a required field

Upload the applicant organisation's current pitch deck (PDF FORMAT ONLY) *

Attach a file:

Must be in pdf format. Maximum of one file. The pitch deck should include details of the applicant organisation's total addressable market.

How will the new investment funds enable the organisation to achieve its Business Plan? *

Word count:
Must be no more than 300 words.

How will the new investment funds enable the organisation to facilitate further growth beyond the next 12 months? *

Word count:
Must be no more than 200 words.

Outline the organisation's plan for seeking further capital/investment after the completion and expenditure of this nominated raise *

Word count:
Must be no more than 300 words.

What is the total of the investment offers received to date? *

This is the total of any investment offers from the lead investor and other investors for the nominated raise to date.

How much total investment is sought in the nominated raise? *

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\$

This includes any investment offers for the nominated raise from a lead investor/investors. This does not include Female Founders grant funding.

How much Female Founders grant funding is being sought?

\$

Must be between \$50,000 and \$200,000 (excluding GST). The grant will be matched at a 1:3 ratio (i.e. \$1 in grant funding for every \$3 of secured investment) paid over a period of 12 months, for a nominated raise led by a new eligible investment entity. The final amount of grant funding will be determined by the total investment funds secured.

Total Value of Investment Raise

\$

This is the total cash value of the nominated raise including Queensland Government investment.

Budget

Provide details of the proposed total expenditure of the Female Founders Co-Investment Fund contribution and the capital raise contribution. Use the tables below to:

- list each expenditure item/activity individually (use the "add more" button to add new lines)
- provide short and succinct descriptors of each proposed expenditure item/activity and its purpose
- detail what the Female Founders Co-Investment Fund grant funding will be used for
- detail what the capital raise investment funding will be used for within 12 months and beyond 12 months.

Refer to the Guidelines for details of eligible costs that can be supported by the Female Founders Co-Investment Fund.

Expenditure items/activities	Purpose	Female Founders Funding	Nominated Raise Funds to be used within 12 months	Nominated Raise Funds to be used beyond 12 months
Must be no more than 20 words.	Must be no more than 20 words.	\$	\$	\$
		To be used within 12 month funding agreement period.	To be used within 12 month funding agreement period.	Any funds used beyond the 12 month funding agreement period.

Assessment Criteria 4 - Sustainability and Resilience

* indicates a required field

Demonstrate how the nominated raise will strengthen the applicant organisation to grow, attract future investment and continue to be based in Queensland *

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Word count:

Must be no more than 300 words.

Demonstrate how the nominated raise will support the applicant organisation to provide benefits to Queensland industries and/or the broader community. *

Word count:

Must be no more than 300 words.

Mandatory Data Collection

* indicates a required field

Queensland based Jobs

The Queensland Government reports regularly on the jobs impact of the funding allocated to recipients and their projects.

For the purposes of this section, the following definitions will apply:

- **Job** - a job is any paid position within an organisation and includes permanent or temporary, full-time or part-time, short-term or long-term positions. **Does not include** consultants, public service positions or indirect jobs (jobs that flow on through supply chains).
- **Queensland-based Jobs** - jobs physically located in Queensland.
- **New Jobs** - number of new Queensland-based jobs expected to be created by the applicant organisation or project partner/s as a direct result of investment during the term of the contract. **Does not include** any existing jobs (i.e. jobs already in existence / funded by the applicant organisation or their partner/s prior to the commencement of the contract).
- **Actual Jobs** - number of new Queensland-based jobs actually created to date, as at the reporting date, by the applicant organisation or project partner/s as a direct result of investment during the term of the contract.
- **Future Jobs** - number of Queensland-based jobs predicted to be established by the applicant organisation or project partner/s as a direct result of the project up to three (3) years after the contract completion date.

During the Contract Term

How many new Queensland-based jobs are likely to be created by the applicant organisation or project partner/s as a direct result of the project during the contract term? *

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Explain how your project will contribute to increased employment in Queensland during the project delivery *

Word count:

Must be no more than 75 words.

Future Jobs

How many future Queensland-based jobs are likely to be created within 3 years of contract completion by the applicant organisation or project partner/s as a direct result of the project? *

Explain more broadly how your project will contribute to increased employment in Queensland within three years of project completion. *

Word count:

Must be no more than 100 words.

Mandatory Data Collection

* indicates a required field

Primary Industry Classification

The department collects data on industries that benefit from funded projects.

To assist with our reporting, please select the industry classification which will benefit from your proposed project.

Only one option can be selected from the dropdown list below.

To assist you with your options, refer to the Australian and New Zealand Standard Industrial Classification ([ANZSIC](#)) lookup link.

There are two levels within the ANZSIC hierarchy. Ensure you navigate through to the lowest level to choose an industry option.

Please select the primary industry classification that will benefit from your proposed project: *

[ANZSIC Lookup](#) Click on "Browse" then click on "Primary Industries Classification", then select an option by clicking the relevant industry (not the identifying letter) eg: Agriculture, Forestry & Fishing

Other Priority Industries

Priority Industries - refer to niche or new industry per Queensland Government policies (Industry RoadMap) - To build our competitive strengths, diversify our economy and create the knowledge-based jobs of the future, Advance Queensland is driving innovation-led

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economic growth through increased collaboration between government, industry and research organisations.

The department collects data on industries that benefit from funded projects. To assist with our reporting, please select the Priority Industry which your proposed project will benefit from.

Only one option can be selected from the dropdown list below.

To assist you with your options, refer to the [Queensland Priority Industries Definitions](#) lookup link.

There are two levels within the Priority Industry hierarchy. Ensure you navigate through to the lowest level to choose an industry option.

Please select the priority industry that will benefit from your proposed project: *

[Link to Old Priority Industries Definitions](#) Click on "Browse", then click on "Priority Industries", then select an option by clicking on the relevant option (not the identifying number) eg: Advance Manufacturing

Enabling Technologies

Enabling Technologies -separate list from the ANZSIC and Priority Industries – this is not an Industry category. This information is required to capture the type of Enabling Technologies used in activities regardless of the industry.

The department collects data on industries that benefit from funded projects. To assist with our reporting, please select the Enabling Technologies that will be used in your project.

Only one option can be selected from the dropdown list below.

There are three levels within the Enabling Technologies hierarchy. Ensure you navigate through to the lowest level to choose a technology option.

Please specify the main enabling technology used in your project *

Click on "Browse", then click on a "Sub Category", then select an option by clicking on relevant option (not the identifying number) eg: Artificial Intelligence

Please advise your enabling technology: *

Must be no more than 3 words.

What is the main type of technology will you provide or use in your project? eg: Autonomous Systems. Input N/A if not applicable

Applicant Declaration

* indicates a required field

On behalf of the applicant organisation:

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- I certify that:
 - I am authorised to submit this application form on behalf of the applicant organisation
 - the information I have supplied in this form is true, accurate and not misleading to the best of my knowledge
 - I have completed the eligibility checklist and this has confirmed that the applicant organisation and the proposed investment is eligible for the Female Founders Co-Investment Fund
 - I have reviewed and accept the standard [terms and conditions](#) detailed in the Female Founders Co-Investment Fund.
- I acknowledge that:
 - the Queensland Government may undertake any checks necessary to assess this application (subject to any written notification as to confidentiality)
 - the Queensland Government will publicly disclose the amount of matched investment funding contributed to my total investment raise
 - if my application is provisionally approved, further evidence of the investment raise (as specified by the Department) will be required to be provided.

Refer to the [Electronic Transaction \(Qld\) Act 2001](#) prior to acknowledging and accepting this declaration.

Authorised Officer Name *

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

Position within Applicant Organisation *

Phone Number *

Email *

Program improvement and awareness

To help us in the administration of future programs, please tell us your feedback on the application process *

Word count:

Must be no more than 200 words.

To assist the department with future promotion of Advance Queensland programs, please advise from the below list how you became aware of this funding opportunity. *

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Privacy

The Department of Environment, Science and Innovation (the department) is collecting personal information from you such as your name, address, contact details of yourself and your business (including employees and partners), resume, employment and directorship, corporate officer history, payslips, asset and financial information and other information relevant to your application or provided by you.

This information is collected for the purpose of assessing and evaluating your application for funded projects, milestone reports, and otherwise the departments function of supporting businesses and industry through innovation programs and grants.

Personal Information may also be disclosed where required for purposes associated with undertaking assessment of applications, including due diligence enquiries.

The email address you provide will be used to communicate with you about your application or program participation (if successful). For example, you may be contacted via email about participating in a survey, interview or focus group. Dependent upon the email service provider you have chosen, this may result in your personal information being transferred overseas.

The personal information provided may be provided to other relevant Queensland Government departments and Ministers, to publicly announce or publish as identified in the guidelines and Application Help Guide, and promote those projects that have been funded. This may include the recipient's name and the amount of funding awarded, project details, agreed outcomes, and progress.

De-identified aggregated data may also be used for the purpose of managing and evaluating the 'Female Founders Co-Investment Fund' and inform government. Your personal information will also be used to provide the services outlined in the guidelines and Application Help Guide, and for the purposes of research, evaluation, promotion and monitoring of such services, and to improve and design services and programs.

Your personal information will not be otherwise used or disclosed unless authorised or required by law and will be managed in accordance with the [Information Privacy Act 2009](#). The provisions of the [Right to Information Act 2009](#) apply to documents in the possession of the Queensland Government.

The Queensland Government privacy policy can be found at: www.qld.gov.au/legal/privacy