

Leverage Funding – A guide to asking for money

The Faculty can provide leverage funding for **NEW** external funding applications. Leverage is designed to provide support for high quality external research funding applications to encourage return on investment to CSU. Leverage demonstrates that your research is supported by the Faculty and your Institution to provide greater security around investment from the funding body.

How much can I ask for?

The amount of leverage \$\$ that can be requested amount is factored **on the amount which will potentially come to CSU and be 'reportable' income for the University.** It is important for you to know when you apply for leverage whether your application is considered to be 'competitive' (i.e. are there other people applying for the same pool of money) and whether your funding sits in Category 1, 2, 3 or 4 of the HERDC (Higher Education Research Data Collection) system. Or not! For more information about these categories please contact your Research Liaison Officer or ADR and we can advise you, or put you on to someone who can!

As a general rule, the maximum leverage amount that can be requested is **15%** of the total amount of external funding coming to, and staying, at CSU. As reportable research income is only the amount that comes to CSU, and stays at CSU, you also need to think about this when you are putting your leverage request together. However, depending on the funding scheme this % contribution could differ, so having that discussion with your ADR and RLO when you **start** to write your proposal is very important. Also remember, if you obtain less funding than you applied for, the leverage amount could be reduced too so think cleverly about this when you start.

How and when should I ask for leverage for my grant application?

Researchers looking for Faculty leverage support should submit a request via email to the Associate Dean Research at least **2 weeks prior to the internal Research Office closing date** for the external funding scheme. Preferably, ask for some advice about leverage when you are first putting your budget together, so that we can talk through the options then. So earlier is better! This is particularly the case if you are asking for leverage from several sources (e.g. Faculty and a Research Centre). We are here to help so don't be afraid to ask.

Your request should provide a detailed project overview:

- The name of the external funding body and information from the guidelines to applications around contributions to the project;
- The expected outcomes of the application in terms of \$\$ coming to and staying at CSU;
- The CSU in-kind commitment to your project;
- How much leverage you are requesting and how that money will be spent in the project;
- How your project aligns with the CSU Research Narrative.

Use the BAF form to assist you putting your budget together as this clearly identifies these components for you. If you can provide all this information then the process of negotiating a leverage commitment from CSU, or your Research Centre, will be much easier.

What happens once I get a leverage commitment?

You will need to confirm any leverage commitments to your project in writing when you submit your application form and NTS to the research office. Make sure you keep any emails or documentation that clearly identifies where leverage, or other \$\$ or in-kind contributions, are coming from for your project. If you also have financial contributions, or contributions of time or resources from external sources, then you will need to have that in writing too. Copies of emails are enough, but they need to be there. So keep a careful track of all of these correspondence and your submission process will be much easier.

What do I do if my grant application is successful / unsuccessful?

Make sure you tell your ADR or RLO the outcome of your application if it has had leverage from the Faculty included in the budget. We will supply you with a Faculty program code to use for the agreed amount. If we do not know that you were successful in obtaining funding we cannot organise a program code. Communication is the key to all of this!

For help please contact:

Faculty of Science, Associate Dean Research – Jane Quinn – FOS-ADR@csu.edu.au

Faculty of Science, Research Liaison Officer – Deborah Munns – FOS-RLO@csu.edu.au

We are here to help so just drop us a line.

