Charles Sturt University

TRI FACULTY GRANT DEVELOPMENT SCHEME FUNDING RULES 2021

CLOSING DATE

Tuesday 30 November 2021

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Submission Details

Submission and assessment:

Applications to the Charles Sturt University Tri-Faculty Grant development Scheme will be accepted and assessed on a case by case basis until:

- 30th November 2021

Submission Instructions:

Applicants must complete the application form and submit the application as a single PDF attachment to pvcri@csu.edu.au.

Application and supporting documentation must be submitted as a single PDF file and should be named according to the following convention: “Surname_GDS” e.g. “White_GDS”.

Contact:

Any queries relating to these Funding Rules or procedures should be directed in the first instance to the Pro Vice Chancellor (Research & Innovation).

Scheme Contact	Jason White
Email	pvcri@csu.edu.au

1. Purpose and Aims of the Scheme

The Grant Development Scheme is intended to support the establishment and development of mutually beneficial links with private sector, not-for-profit and government enterprises for the purposes of development of funding applications for which Charles Sturt University is the lead organisation. The scheme can also be used to generate pilot data which would lead directly to an external funding application.

The broad aims of the scheme are to:

- develop strong funding applications of relevance to the University, our stakeholders and our communities
- enhance the relevance, application, and impact of the university's research to society
- better leverage university resources and diversify the university's funding base
- encourage new partnerships and enhance existing partnerships (which must be in a distinctly new research program area)
- enhance the quality of the application and support from stakeholders and external partnerships by enabling face-to-face meetings, scoping reviews for background information and / or other support as required by the nature of the application

The specific objective of the scheme is to improve the chances of a successful external grant submission and to enable strong engagement with both internal and external stakeholders during this process.

2. Funding

2.1 Level of funding

Under the scheme, University staff may seek support of up to $5,000 for research assistance, generation of pilot data, travel and/or other expenses that will result in a high-quality external grant submission in 2021 or early 2022. This may involve working with new potential partners on a joint proposal, or with existing partners on a new proposal, development of necessary scoping information or background review for a major grant application with or without external partners.

2.2 Period of funding

Funding is available for a period of up to 6 months from the date of outcome notification.

3. Eligibility

To be eligible to apply for funding, an applicant must be a member of the academic staff of Charles Sturt University, holding a continuing or fixed-term appointment at the commencement, and for the duration, of the grant period. The application may be on behalf of a team, not all of whom need be a continuing member of the University's academic staff.

Applications must be based on a specific external grant scheme with a putative due date for applications prior to mid-2022.

4. Application Process

4.1 Preparation and Submission

- All applicants are encouraged to take advantage of any mentoring or other grant writing assistance provided by the Research Services or their Faculty prior to submitting an application to this (or any other) research grant scheme.
- Applicants are also encouraged to discuss their application with their Faculty's Associate Dean Research prior to submission.
- Great care should be taken in preparing the application form. The application must be informative to non-experts in the field, such that assessors evaluate the value of the proposed project including any strategic benefits.
- Applications should be made by submission via the applicant's Head of School (or equivalent).

4.2 Assessment

Upon receipt of an application, the Pro Vice Chancellor (Research and Innovation) will convene a committee to consider all applications and advise on funding outcomes on that basis.

5. Budget

Three basic principles must be used in determining and justifying budgets. These are:

- Accurate costings must be applied
  - all budget items must be expressed in Australian Dollars (excluding GST).
  - quotes from CSU Travel must be obtained and provided where relevant. It is the responsibility of the grant recipient to ensure that all travel and other expenditure complies with the University Travel Policy and Procedures (https://policy.csu.edu.au/document/view-current.php?id=178).
- A clear explanation of reasons for all proposed expenditure in relation to the proposed activities.
- Please note that the costs of any external partner organisation will not be met from Charles Sturt funds.

6. Criteria for Assessment

In assessing an application, the following primary criteria will be used:

- The extent to which the proposal is likely to improve the likelihood of a successful external grant application.
- The importance of the external grant for the applicant's program of research and that of their team, and for the University.
- Significance of the problem to be solved and innovation of the research that the external grant would support.

7. Conditions of Grant and Reporting Requirements

7.1 Carry Forward

This scheme's grants have a maximum duration of 6 months. Requests for carry forward will not be considered for funds provided.

7.2 Reporting Requirements

The applicant must submit a report on their use of the funds provided within seven months of the outcome notification (i.e. one month after the funds expire), using the associated application form. An indication of the external grant application's status should also be included in the report.