



Charles Sturt
University

Research Infrastructure Support
Scheme (RISS)

Guidelines

2024

For further information please contact the Office of the Pro Vice-Chancellor, Research, and Innovation

Email: pvcric@csu.edu.au

Charles Sturt University - TEQSA Provider Identification:
PRV12018 (Australian University). CRICOS Provider: 00005F.

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Objective

The Research Infrastructure Support Scheme (RISS) is funded through the Research Support Program (RSP), a Commonwealth Research Block Grant. The RSP provides funds to eligible higher education institutions to support the systematic cost of research not supported directly through competitive and other grants.

The objectives of RSP are to:

- provide strategic investment to improve research productivity and outcomes,
- support the delivery of world class research, and
- enhance the University's capacity to engage with industry and build collaboration.

Applications

Applications are to be submitted to the relevant Faculty Executive Office or Research Institute.

Complete applications must include:

- Current quotes for all equipment and associated costs.

2024 APPLICATION TIMELINE

Date	Activity
18 March	Applications open
15 April	Applications close. Submit complete application with associated quotes and supporting documentation to the relevant Faculty Executive Office of Research Institute.
29 April	Faculty Executive Office / Research Institute submit endorsed applications to pvcric@csu.edu.au
15 May	Selection Committee convenes
29 – 31 May	Expected date for outcomes to be advised

APPLICATION SUBMISSION CONTACTS

Area	Email
Faculty of Arts and Education	FoAE-Exec-Office@csu.edu.au
Faculty of Business, Justice, and Behavioural Sciences	FoBJBS-Exec-Office@csu.edu.au
Faculty of Science and Health	FoSH-Exec-Office@csu.edu.au
Gulbali Institute	gulbali@csu.edu.au
Artificial Intelligence and Cyber Futures Institute	aicf@csu.edu.au
Rural Health Research Institute	rhri@csu.edu.au

Funding

Applications for funding of a minimum \$20,000 (AUD) to a maximum of \$150,000 (AUD), exclusive of GST, are typically considered unless an exceptional case is made for a higher value of funding.

This is to ensure that each application funded receives a viable level of funding.

Prior to applying, researchers are to consider external funding or collaborations with colleagues at other Universities where the required equipment may already be available. For equipment valued over \$150,000, external funding, such as [Linkage Infrastructure, Equipment and Facilities \(LIEF\) grants](#) should be considered or have sufficient co-funding to ensure the total request from RISS is no more than \$150,000.

ELIGIBLE ITEMS.

Applications may be considered for one or more of the following only:

- non-capital aspects of research facilities,
- equipment purchase, installation, maintenance, hire and lease,
- replacement of equipment that is beyond the effective age, or
- contributions to the salaries of research support/technical staff directly involved in supporting research infrastructure.

INELIGIBLE ITEMS.

Applications will not be considered for:

- capital works (i.e., construction of buildings),
- rental of accommodation.,
- salaries of teaching and research, and research-only academic staff (including the cost of 'buying time' to free such staff to do more research),
- general administrative staff,
- salaries of staff supporting research at the institutional level,
- stipends of postgraduate research students; or
- travel costs.

LOCATION, INSTALLATION, AND MAINTENANCE OF THE EQUIPMENT/FACILITY

Pieces of equipment and major facilities may require installation and/or ongoing maintenance.

For larger pieces of equipment consideration must be given to the availability of space and the type of space required including any special installation needs (e.g., dedicated air-conditioning, three-phase power, water supply or renovations).

Investments in infrastructure also need to take into account ongoing maintenance and support requirements for the equipment, how these costs are to be met.

Where Facilities Management (FM) and/or technical services intervention is required, written evidence of consultation and agreement must be uploaded with the application. This is to ensure the project is achievable. Associated costs: installation, operation, and technical staff support to be included in the calculation of funding request.

Applications must include explanation of how ongoing costs are to be met and include confirmation of any relevant consultation with FM and/or technical services staff.

FUNDING AWARDED

Funding awarded will be established on the quotes provided with application.

Any equipment or associated costs not quoted at time of application will not be funded.

EXPENDITURE

Any invoices submitted for items or costs not approved at time of application will be declined.

All funds must be fully expended, with invoices processed, by 1 December of the year awarded.

CARRY FORWARD OF UNSPENT FUNDS

No requests for carry forward will be considered.

If equipment cannot be delivered with invoice/s finalised by 1 December of the year funding is awarded, purchase should not proceed. Recipients are to advise the PVCRI of the inability to secure the equipment and re-apply in a future year, or source alternate funding.

Note that, re application to this scheme in a future year for equipment not secured in a previous year does not indicate a guarantee of successful funding in a future year.

Assessment Process

ENDORSEMENT

The relevant Faculty Executive Dean or Research Institute Executive Director will endorse, or otherwise, each application relevant to their area.

Each Faculty Executive Dean / Research Institute Executive Director will then rank all respective applications, inclusive of confirming any co-contribution to support the application.

Each Faculty Executive Dean / Research Institute Executive Director will submit endorsed applications to the Office of the Pro Vice-Chancellor (Research and Innovation) for consideration by the RISS Selection Committee.

THE SELECTION COMMITTEE

The Selection Committee will comprise the Pro Vice-Chancellor (Research and Innovation) and selected members of the University Research Committee. The Committee will review all applications in accordance with the RISS Guidelines and Faculty/Research Institute endorsement and rankings.

The following considerations will be included as part of the review process:

1. alignment with priority FOR codes.
2. alignment with the Charles Sturt Research Strategy.
3. direct relation to or stemming from projects that are externally funded, or likely to lead to new externally funded projects.
4. support from multiple researchers or potential to support multiple research projects. Multi-disciplinary applications are particularly encouraged.
5. potential to enhance current collaborations or lead to new collaborative projects within Charles Sturt University.
6. potential to lead to new collaborations with external organisations.
7. long-term benefit to be gained.
8. the application has been fully costed with current quotes, with evidence of appropriate consultation and consideration of management of equipment.
9. Ability to deliver by 1st December.

Enquiries

All enquiries should be emailed to pvcric@csu.edu.au with the subject line '**RISS - Your Name**'.