



## Research Infrastructure Support Scheme (RISS) Application Form

To enable this electronic form, you must first **SAVE** it then **REOPEN** as a PDF file (it will not function properly when used in a browser window).

**Final applications are to be submitted to the Faculty Office or Research Centre by 19 March 2021.**

### IMPORTANT NOTES ABOUT THIS APPLICATION:

**Applications require a minimum of \$20,000 per application unless an exceptional case is made. All funds must be expended by 31 December 2021.**

Please refer to the [RISS Application Guidelines](#) for more detail.

To inform the selection process and to facilitate timely expenditure of successful grants, the form includes a section for applicants to detail quotes received for any proposed equipment/infrastructure.

Applications that relate to equipment/facilities must also include clear detail of where/how equipment/facilities will be situated, managed and maintained.

### INSTRUCTIONS TO APPLICANTS:

When completing this form, please refer to the [RISS Application Guidelines](#).

**Applicants must submit an electronic copy of the full application including all participants' signatures to the relevant Faculty Office or Research Centre by 5pm 19 March 2021.**

## 1. Details

Project Title	<input type="text"/>		
Chief Investigator	<input type="text"/>		
Faculty or Centre <select>	<input type="text"/>	Administering School/Centre	<input type="text"/>
Requested AUD	<input type="text"/>		

## 2. Principal Investigator(s) Details

Name	<input type="text"/>	Phone	<input type="text"/>	Email	<input type="text"/>
Name	<input type="text"/>	Phone	<input type="text"/>	Email	<input type="text"/>
Name	<input type="text"/>	Phone	<input type="text"/>	Email	<input type="text"/>
Name	<input type="text"/>	Phone	<input type="text"/>	Email	<input type="text"/>

### 3. Project Summary

*Brief description, of the areas of research to which funding is to be applied, the purpose for which the funding is to be used and how this aligns with the Research Narrative and existing or developing areas of research strength (1 page limit).*

#### **4. Rationale and Justification for Request**

*Make a clear justification (avoiding terminology unique to your area), why your group requires the items requested and how they will support the research activities of the group. (1 page limit)*

## 5. Equipment

Please note the information provided in the [RISS Application Guidelines](#) on eligible and ineligible costs. For applications that include equipment/infrastructure, where will the equipment/infrastructure be situated and how will it be managed and maintained? Does technical expertise already exist at Charles Sturt University to support operation of the equipment included in this proposal? Please be specific in your responses. (1 page limit)

## 6. Who will benefit from the funding and how?

Summary of the longer-term benefits of the infrastructure request to this group of researchers. (1/2 page limit)

## 7. Equipment/Facilities Quotes

For equipment/infrastructure applications, please summarise quotes and attach a copy of quotes received. (1/2 page limit). Noting the timeframe for expenditure of funds before 31 December 2021, it is important that quotes are from preferred providers who would be able to supply within this timeframe.

**8. Budget Summary**

Detailed Budget Items	Amount
<input type="text"/>	\$ <input type="text"/>
<input type="text"/>	\$ <input type="text"/>
<input type="text"/>	\$ <input type="text"/>
<input type="text"/>	\$ <input type="text"/>
<input type="text"/>	\$ <input type="text"/>
<input type="text"/>	\$ <input type="text"/>
<input type="text"/>	\$ <input type="text"/>
<input type="text"/>	\$ <input type="text"/>
<input type="text"/>	\$ <input type="text"/>
<b>TOTAL</b>	<b>\$ <input type="text"/></b>

**9. Additional Contribution from School / Faculty / Research Centre (if applicable)**

Provide details of other funds, secured or to be applied for, that will supplement the requested support

Source	Details - Cash	Amount
<input type="text"/>	<input type="text"/>	\$ <input type="text"/>
<input type="text"/>	<input type="text"/>	\$ <input type="text"/>
<input type="text"/>	<input type="text"/>	\$ <input type="text"/>
<input type="text"/>	<input type="text"/>	\$ <input type="text"/>

Source	Details - In Kind Support	Amount
<input type="text"/>	<input type="text"/>	\$ <input type="text"/>
<input type="text"/>	<input type="text"/>	\$ <input type="text"/>
<input type="text"/>	<input type="text"/>	\$ <input type="text"/>
<input type="text"/>	<input type="text"/>	\$ <input type="text"/>

**10. Organisation Code**

Please advise the Charles Sturt Organisation Code for the School or Research Centre who will administer the funds:

## 11. Research Classification Codes

Please refer to - [FoR and SEO Codes](#)

FoR Code:	<input type="text"/>	%	<input type="text"/>	SEO Code:	<input type="text"/>	%	<input type="text"/>
FoR Code:	<input type="text"/>	%	<input type="text"/>	SEO Code:	<input type="text"/>	%	<input type="text"/>
FoR Code:	<input type="text"/>	%	<input type="text"/>	SEO Code:	<input type="text"/>	%	<input type="text"/>
TOTAL		100%		TOTAL		100%	

## 12. Approvals and Authorisations

*PLEASE NOTE: This is an electronic form and requires the below authorisations in the order they appear. After each authorisation this report needs to be emailed to the next signatory by clicking the 'submit by email to next signatory' button and entering in the next recipient's email address. For any queries about this form please contact the [Office of Research Services and Graduate Studies](#).*

### Applicant/s Signature:

*The applicants listed below must certify that the information contained in this application form is true and correct. The applicants must also certify that they have read the Scheme's Funding Rules and [Guidelines to Applicants](#) and that they are eligible to apply for support under the scheme, including the explicit requirement that all funds must be expended before the end of the calendar year.*

**I understand that these funds must be expended by 31 December 2021. Any unexpended funds will be recovered by the Office of the DVC-RE.**

Name	<input type="text"/>	Signature	<input type="text"/>	Date:	<input type="text"/>
Name	<input type="text"/>	Signature	<input type="text"/>	Date:	<input type="text"/>
Name	<input type="text"/>	Signature	<input type="text"/>	Date:	<input type="text"/>
Name	<input type="text"/>	Signature	<input type="text"/>	Date:	<input type="text"/>

## ENDORSEMENT BY FACULTY OR RESEARCH CENTRE

To be completed by Research Centre Director or Faculty Executive Dean once Faculty/Research Centre rankings have been completed : *Please explain how the proposed infrastructure would benefit the School, Research Centre and/or University:*

### Faculty / University Research Centre Ranking

Name  Signature  Date:

**Following ranking by Faculty or University Research Centre, a summary ranking table of all applications submitted through the Faculty or Research Centre along with copies of each individual application need to be forwarded to the Research Office. These documents should be sent to the PVC Office ([pvcric@csu.edu.au](mailto:pvcric@csu.edu.au)) by 5pm 1 April 2021.**