

UNSW



GRANTS MANAGEMENT OFFICE – DIVISION OF RESEARCH

ALERT 2: ARC DISCOVERY ROUND

This Bulletin is the second of the regular alerts that will be issued by the Grants Management Office in the lead-up to the closing date for this year's ARC Discovery Round.

TOPICS COVERED

1. Reminder – eligibility exemption requests must be at the ARC by this Friday 16 January.
2. GAMS now open
3. UNSW Instructions to Applicants now available
4. Future Fellowship Applicants – can they apply for DP10?
5. New Travel Support Available – International Collaboration Awards
6. Partner Investigation Signoffs – how to manage them and why they are needed
7. Advice on whether to submit a proposal for a 5 year project
8. How to submit your application

1. REMINDER: ARC ELIGIBILITY EXEMPTION REQUESTS NOW DUE

If you are undertaking medical research or you are applying for a Fellowship and your time since award of PhD is non-compliant with ARC rules, then you should apply for an eligibility exemption ruling. Please complete [this form](#) if you intend to submit an eligibility rulings request, and send it to mygrants.gmo@unsw.edu.au

2. GAMS APPLICATION FORM NOW AVAILABLE

The Application Form for DP10 is now available for completion on [GAMS](#) and 50 UNSW applicants have now commenced their applications.

Researchers new to GAMS should email mygrants.gmo@unsw.edu.au with your request for a GAMS ID and Password, attaching the [GAMS User ID Request Form](#). Providing all of the required information has been provided, you will receive your ID and password within two working days. Non-UNSW researchers will receive their password information direct from the ARC. Please note that, once UNSW is chosen as the administering organization, only your co-investigators and UNSW administrative staff can view your application.

While in other years, some researchers have been reluctant to write their applications online, working in a word document until the last week or two, we strongly urge you to use GAMS from the outset. In DP09 one very good application was ruled ineligible because the hard copy application differed from the one submitted through GAMS. This problem would not have occurred had the application been created in, and printed from, the ARC's online form.

3. UNSW INSTRUCTIONS TO DP10 APPLICANTS NOW AVAILABLE

After the last Discovery round, the Grants Management Office called for feedback with a view to improving support to researchers in the DP10 round. [The UNSW Instructions to Applicants](#) takes a

one-stop-shop approach to the provision of information, providing question by question DP10 advice that combines:

- a. The ARC instructions to applicants (in column one)
- b. Thoughts and advice from successful UNSW researchers and from experienced administrators, gathered over time (in column two)
- c. The links to other resources (such as salaries sheets, Australian Bureau of Statistics Codes and the like) when you are likely to need them (in column three).

The information is prepared and provided in good faith. At all times, it is the responsibility of researchers themselves to interpret this advice and apply it to their own circumstances, consulting with the Grants Management Office (mygrants.gmo@unsw.edu.au) and the ARC Discovery Projects Funding Rules for funding commencing in 2010 (hereafter referred to as the Funding Rules) if in doubt as to how the rules apply to particular circumstances. The ARC states that you must read [the Funding Rules](#) before preparing your Proposal so please take the time to do so.

4. FUTURE FELLOWSHIP APPLICANTS – CAN THEY APPLY FOR DP10?

UNSW researchers who have applied for a Future Fellowship should assume their current status and apply the eligibility for Discovery Projects on that basis. This means they can apply for Fellowships within the DP10 round, providing they are otherwise eligible.

5. NEW TRAVEL SUPPORT AVAILABLE – INTERNATIONAL COLLABORATION AWARDS

Where research teams involve partnerships with overseas collaborators (partner investigators), researchers can now apply for up to \$40,000 for a maximum of six months (or pro-rata for a lesser period) to facilitate joint research work at each other's institutions.

Support provided:

International travel and associated costs for a minimum of 1 month and maximum of 6 months for:

- a. (CIs/Fellows to work in overseas research organisations on the project with PIs living overseas, and
- b. PIs living overseas to work in Australia on the project with CIs/Fellows.

This funding provides for the following budget items: travel on one international return economy class airfare, reasonable local travel, a living allowance available for periods from a minimum of 1 month up to a maximum of 6 months, and consumables. The living allowance should be based on standard institutional rates for academic visitors.

6. PARTNER INVESTIGATOR SIGNOFFS

GMO has been receiving a number of enquiries from researchers, concerned about the logistics of getting partner investigator signoff on the ARC's certification page prior to submission of the grant. While this certification is not submitted with your grant application, it is never-the-less an important aspect of achieving application compliance and should be observed.

Partner investigator contributions must be significant in intellectual and material terms. From a financial perspective, the % time in salary should be calculated as a financial contribution to the

project and any other facilities or support that will be provided by the partner investigator's organization should be identified as in-kind support.

If a partner investigator expresses concern at the ARC's current form's mention of intellectual property, please reassure them that this aspect of the certification: *ii) I have read and understood the requirements in the Funding Agreement for Discovery Projects for funding commencing in 2008, including the requirement to enter arrangements for intellectual property* is only relevant once the project is funded and is consistent with the UNSW Intellectual Property Policy, whereby intellectual property arrangements around collaborations are to specified. The arrangements protect the interests of all parties (for example, by defining background intellectual property brought to the project and appropriate sharing arrangements of IP generated), not just UNSW.

Finally, please take advantage of the new opportunity to apply for funding for partner investigator travel and CI travel to partnering universities (see International Collaboration Awards information above).

7. SHOULD 5 YEAR PROGRAMS BE PUT FORWARD FOR FUNDING?

A number of researchers are concerned about the appropriateness of asking for funding over a 5 year period. With this and in all budget matters, the most important priority is to put forward a project and budget that are consistent and well justified. If a project is of sufficient scale to require a 5 year timeframe and if the project team has a track record that can assure the College of Experts that a 5 year program is feasible and will be well managed, then the proposal will be found to be sound. Having said this, ARC projects can be scaled back both in financial terms and in terms of duration. The objective for the applicant should always be a strong, credible and well justified program of activities.

8. HOW TO SUBMIT YOUR APPLICATION ONCE IT IS FINALISED

The Grants Management Office requires that researchers provide three (3) page-numbered and fully executed copies of their grant application by **Thursday 26 February** to allow submission of all finalized hard copies by **Wednesday 4 March**. Please note this requirement and build it into your timeframes.

ANY OTHER QUESTIONS?

Email mygrants.gmo@unsw.edu.au

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