

SUBJECT: ALERT – LIEF APPLICATION ROUND NOW OPEN

This email bulletin provides an overview of LIEF deadlines, requirements, main changes to the scheme and some particular items to note for this year's ARC LIEF round.

Topics Covered

1. Important Dates
2. How to Apply
3. Main Changes from Last Year
4. Sign-offs Required (and When)

1. Important Dates

REMINDER: TODAY Thursday 26 March 12.45 to 2pm

LIEF Workshop on how to apply and how to manage your grant. **UNSW Analytical Centre Ground Floor Seminar Room.**

Enquiries to Jude Allen: 93857244

Monday 06 April, 5pm

Deadline for submitting [Notification of Intention to Apply](#) to UNSW Grants Management Office. The completed form should be submitted electronically to mygrants.gmo@unsw.edu.au.

Friday 01 May, 5pm

Closing date for editorial read.

Please email a complete copy of your application including all RMS components to mygrants.gmo@unsw.edu.au. The Analytical Centre will work with the GMO to provide you with advice.

Friday 08 May, 5pm

If you have not sought editorial advice and would like to have your proposal compliance checked please submit your application by this date. Please email all parts of your application to mygrants.gmo@unsw.edu.au

Thursday 14 May, 5pm

Final submission date. Applications may not be checked by GMO after this deadline. All applications must be submitted to the ARC by 5pm Wednesday 20 May.

2. How to Apply

LIEF applications require a significant investment by the Universities involved. UNSW centrally contributes 100% of the non-ARC cash component of LIEF grants. UNSW Schools/Faculties must contribute 25% of the non-ARC cash component of any application on which their researchers are named, but where UNSW is not the lead institution and the remaining costs are met centrally.

Because of this, the LIEF application process unfolds in two stages – an internal [Notification of Intent](#) is submitted, and then, if the Deputy Vice-Chancellor (Research) and the Head of School approve the Notification of Intent, then a full application can proceed to the ARC.

Proposals to the ARC must be drafted and submitted in the new Research Management System (RMS), available at <https://rms.arc.gov.au>. The ARC's [Instructions to Applicants](#) will step you through how to do this.

The Linkage, Infrastructure, Equipment and Facilities Instructions to Applicants for funding commencing in January 2010 are now available on the ARC website at http://www.arc.gov.au/ncgp/LIEF/LIEF_instructions.htm

Other Linkage, Infrastructure, Equipment and Facilities Proposal submission documentation, including the Funding Rules and a Sample Form are available at http://www.arc.gov.au/ncgp/LIEF/LIEF_default.htm

If you have any questions regarding the Linkage, Infrastructure, Equipment and Facilities scheme, including questions on how to log on to and use the new electronic application form and RMS, please email mygrants.gmo@unsw.edu.au

3. Main changes from Last Year

There are two main changes from last year and both relate to how you form your team:

1. Investigators are no longer eligible to be CIs or PIs if they are only casual, intermittent and/or occasional users of the proposed item
2. The first named Chief Investigator must have a demonstrated capacity to manage the purchase, upgrading, construction, transportation, installation and maintenance of and/or access to the research infrastructure, equipment and/or facilities which may be funded by LIEF (subsection 8.1.4)

These changes have been introduced by the ARC to address increasing concerns over the large teams of researchers being put forward on LIEF applications. The ARC wants to see tightly focussed LIEF teams, with all CIs and PIs having a strong role with / relationship to the initiative. Note that, where the 'demonstrated capacity' requirement is concerned, the capacities are defined quite broadly. Grants and Analytical Centre staff can provide further advice on putting together your team.

4. Sign-offs Required (and When)

One of the most burdensome and 'last minute' tasks relating to putting together a LIEF submission is the requirement to gain sign-off from all participating CIs, PIs and organisations. The following sign-offs are required.

At Notification of Intent Stage

- All UNSW investigators on the [NOI Form](#)
- Heads of all UNSW Schools/Faculties/Centres involved in the bid on the [NOI Form](#)

At ARC Application Stage

- DVC Research or Delegate of each other institution or organisation involved in the bid on the ARC [Certification Form for Organisations](#) **Note:** This is

- important because you will need to provide a pdf of all organization sign-offs and upload it to your application pre-submission.
- All institutions to provide Investigator/CEO sign-offs to UNSW on the ARC **Certification Form for Investigators** **Note:** The ARC requires UNSW to collect this form prior to submission but it is not included in your application.

It is best not to leave this task to the last minute, and to gain the above sign-offs early in the process, when you are negotiating participation on the grant.

On Success

- **LIEF Multi-Institutional Agreements** confirming contributions and setting in place IP and other terms, signed off by all collaborating institutions and their CIs.

ANY OTHER QUESTIONS?

Email mygrants.gmo@unsw.edu.au

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