

INFORMATION SHEET ON FACULTY OF SCIENCE RESEARCH GRANTS

9 AUGUST 2010

This document provides information on Faculty of Science research grants. This will focus on seed grants, Faculty Grant Writing Assistance, Faculty Publication Grants.

Overall aim of Faculty of Science research funding schemes

- To support research in the Faculty of Science by complementing the research funding support available through CRGT, CSU Research Centres and schools
- Increase number and quality of research outputs produced by Faculty of Science staff
- Develop research skills of Faculty of Science staff

Aim of this information sheet

- Clarify guidelines
- Improve grant writing skills
- Reduce number of applications rejected by committee due to poor quality

Application process:

- Applications due 20th August. Submit applications electronically to Rachel Stephens in the Faculty Office (rstephens@csu.edu.au).
- Signatures - If you are not able to get all of the required signatures by the due date, submit your application electronically by the due date and then later submit final hard copy with all signatures
- Applications are ranked by a Sub-Committee of the Faculty Research and Graduate Studies Committee. There is a representative of each school on that Sub-committee
- Applicants will be informed of outcome in early September

Faculty of Science Seed Grants

Aim:

To develop the research skills of ECR staff, improve research outputs of ECRs and provide an opportunity for them to gain the experience they need to compete successfully for funds from other sources in the future

Who can apply:

- Focus on early career researchers. ECRs are defined as researchers who are at an early stage of their research career, having limited research project experience.
- Chief Investigators (CI) and Partner Investigators (PI) – to be eligible to be a CI on a Faculty Seed Grant you must be an ECR. There can be more than one CI per application. The CI must lead the research project and be the first author on any publications that result from this project. A PI can be an experienced researcher who will work collaboratively with the CI(s).
- ECR's are requested to identify an experienced researcher who is prepared to serve as a mentor for this research project. The mentor may be a Partner Investigator (PI) on the project.
- An applicant, individually or jointly, may be a chief investigator on only two Seed Grant application.
- Researchers who were awarded a Faculty Seed Grant in 2009 or the first round in 2010 cannot apply for a seed grant in this round.
- A limited number of grants may be made to experienced researchers where the researcher can demonstrate they are moving from their current field move to a new area of research which is distinct from their previous work (note that this requires strong justification).

How much?:

- Grants will be made in the range of \$2,000 - \$5,000.

What to include in the application:

There are two parts to the application:

1) Application form (information on applicants, ethics, FoR, budget, signatures etc)

- Section 3 Project Summary (no more than 100 words) – provide a clear over view of the project. Must be understandable by wide audience
- Section 9 mentor – see information on PI (above)
- Section 11 Budget – need to provide details e.g. for travel costs need to estimate accommodation costs and number of kilometres
- Section 15 postgraduate students – Seed grants cannot be used to fund existing postgraduate projects

2) Project proposal (cannot exceed more than 5 pages, excluding list of publications)

- Project aims and significance (100-200 words)
- Literature review (approx 1 page), needs to demonstrate context and knowledge gap being addressed by the project
- Research plan, methods and techniques (minimum 1 page). Provide a clear explanation of project design, methodology, techniques, proposed data analysis
- Timetable and milestones (table or Gantt chart)
- Publication dissemination of results (include details of target journal, preliminary working paper title, planned presentations)
- Potential for future funding support. ie where is this seed project leading? What industry partners might be interested in collaborating in research projects in the future
- Justification of ECR status (especially important if claiming a career interruption or if you are an experienced researchers demonstrate a move to a new area of research which is distinct from their previous work)

Reporting

- Reporting – As part of the project timeline, applicants are requested to list milestones that will be achieved throughout the project. Approximately mid-way through the project the Sub Dean (Research) will contact the project team to discuss progress against the milestones.
- Successful applicants are required to provide the Faculty Research & Graduate Studies Committee a final report on the outcomes of their project by 10th December 2011. Any unspent funds must be return to the Faculty at the completion of the project.

Feedback from previous rounds:

- Project proposal can be 5 pages maximum. Often there has been too much focus on background information or literature review, but not enough detail on the research plan
- In the past many applications have not been funded because there is poor or limited description of methodology, especially the proposed data analyses. Providing details of proposed data analysis is vital to a good funding application.
- Some applications were more appropriate for funding under Learning and Teaching grants or CSU competitive grants. Applicants were encouraged to resubmit their applications under those schemes
- Some applications were rejected because applicant was an experienced researcher
- Some application were too brief, and did not use the allocated page allowance to “sell” the project and provide full details of study design
- The literature review did not adequately address the lack of previous research in this area and clearly identify the knowledge gap.
- The budget justification lacked detail

Faculty of Science Publication grants

Aim:

To enhance the publication output (quality and quantity) of the Faculty and provide the opportunity for staff with partly completed manuscripts to complete and submit them for publication

Who can apply?

- All researchers in the Faculty of Science can apply
- Staff awarded a Research Centre Fellowship will not be eligible to apply for publication assistance in the same semester as their fellowship.

How much?

- Up to \$2000

What to include in application:

- Name of researchers (all co-authors of the paper, including those from other organisations)
- School and Research Centre (if appropriate)
- Title of paper, target journal, proposed submission date
- Preliminary abstract
- Mentor (ECR only)
- Amount of funding requested, including details of what teaching duties will be bought out
- Supporting comments and signature of HoS
- Copy of the draft paper/outline. Researchers who are applying for support to revise a manuscript that has previously been submitted for publication should attach a copy of the original manuscript plus the editors and reviewer's comments.
- Evidence that all data has been collected and analysed (qualitative or quantitative analysis)

Funding support for the following items:

- Teaching/administrative relief
- Costs associated with library searches/online purchase of papers (only if strongly justified)

Items not funded through this scheme:

- Page charges and costs of colour figures and reprints
- Costs of undertaking research projects (eg. conducting experiments or gathering data)

Reporting

Successful applicants will be required to forward, within 12 months of receiving the grant, a copy of their completed manuscript and evidence that manuscript has been submitted for publication

Feedback from previous rounds:

- If the applicant was not the lead author on this paper the committee requested additional information on the level of involvement of the applicant to complete this manuscript. ie the role of the applicant in completing the paper
- Applications unsuccessful if no rough draft or outline of the manuscript was submitted with application.
- Applications unsuccessful if data analysis to be included in the manuscript was not completed or close to completion
- Applications unsuccessful if there was still a large amount of work to be done on the manuscript and it would not be completed with the small amount of time release provided through this scheme.

Faculty Grant Writing Assistance Scheme

Aim:

- To facilitate the development and submission of external competitive grants and research focussed consultancies (excluding ARC applications)

Who can apply?

- All researchers in the Faculty of Science

How much?

- Up to \$2000 toward the costs associated with the development of external funding submission

What to include in application

- Name of researchers (all researchers involved in project, including those from other organisations)
- School and Research Centre (if appropriate)
- Target funding body or scheme (include web address of scheme if available, explain why this scheme is appropriate for the project you are proposing)
- Proposed submission date
- Description of project (This doesn't have to be a fully worked project plan, but include information on field of research, aims, brief description of project plan, potential partner organisations, how it builds on the applicants previous research)
- Impact and significance of proposed project
- Approx amount of funding sought from funding body (\$)
- Budget for grant writing assistance grant and rationale (explain what the funds would be spent on)
- Applicants track record (summarise experience in this field and also previous success at gaining grants, CV)
- Supporting comments from HoS

Funding can be used to for the following items:

- Travel expenses associated with negotiating industry involvement,
- Travel costs to enable chief investigators to meet to develop the project (eg. if CI's are from different CSU campuses or other institutions),
- Teaching/administrative relief
- Costs associated with library searches

Items not funded through this scheme:

- Pilot studies/research projects (eg. conducting experiments or gathering data)
- Employing casual research assistants
- Support for ARC grant development (apply funding through the Linkage Grant Development Scheme or Discovery Grant Development Fund administered by CRGT)

Reporting

Successful applicants must send a copy of the submitted funding submission to the Sub-Dean (Research) at the time that the grant/consultancy proposal and Notice to Submit Form is forwarded to CRGT. This is expected to be within 12 months of receiving support from the grant writing assistance scheme

Feedback from previous rounds:

- Only a few applications have been received in previous years, however all successful applications have submitted grants
- Have sought clarification if the application did not clearly state what the funding assistance would be used for