

Research Seeding Grants Funding Rules

1. Submission Deadline

This award is open to applications all year round in 2021.

Applications for this scheme must be made using the College Research Seeding Grant form.

2. Details

The College Research Seeding Grant (CRSG) assists the College's research active academic staff to increase their competitiveness in attracting external research funding. The funding enables researchers to develop a research opportunity into a viable proposal for submission to an external Category 2 (Other Public Sector Research Income), Category 3 (Industry and Other Research Income), or Category 4 (Cooperative Research Centre grant from an established CRC)* funding body. This ongoing and flexible seeding scheme allows researchers the opportunity to fund support for research tenders and grants proposals over a short period of time (2-8 weeks) with the commitment to submit an external research application to a specific research body.

3. Eligible Activities

3.1 Eligible Activities

CRSG funding is available to assist the production of proposals for research opportunities that fulfill the following requirements:

- are Category 1 (including ARC), 2, 3 and/or 4;
- the minimum amount applied for is \$20,000 (or in multi-institutional proposals, the Flinders portion is a minimum of \$20,000); and

It is expected that activities to apply for external research will occur over a short period of time (2-8 weeks).

4. Participant Eligibility

Note: Only Flinders staff can apply for funding through this scheme.

4.1 First-Named Chief Investigators

The first-named Chief Investigator (CI) on a CRSG application will:

- be a member of balanced staff or research-only staff of the College of Business, Government and Law (CBGL) employed at Level A or above under academic employment conditions at a minimum of 0.4 FTE for a full year, and be employed for the entire duration of the grant should it be awarded;
- take responsibility for the intellectual leadership of both the CRSG project and then the external application.

Staff at Classification Levels D+ and E are eligible to apply. However, applications from staff at A, B, C and D may be prioritised.

4.2 Additional Chief Investigators

Additional Chief Investigators may include:

- Balanced and research only staff
- Fixed term contract academic staff with a contract for the entire duration of the project for which funding is sought. If they do not have a contract for the entire period of the grant at the time of application, it must be in place by 1 July of the relevant funding financial year, in order for funding to be approved.
- Staff with academic status, including Emeritus Professors, Honorary Visiting Fellows, and Honorary Research Fellows
- Staff who are current undergraduate or postgraduate students

Additional CIs may be employed at less than 0.4 FTE.

5. Funding

5.1 Level and Period of Funding

Funding will be no more than 5% of the total CBGL funding applied for through the external Category 1-4 opportunity, to a maximum of \$5,000. The final amount funded will be determined by the Vice-President and Executive Dean.

Funding will be available to successful applicants for 3 months from the award date (the funding period).

5.2 Eligible Expenses

Items eligible for funding under CRSG are those that directly support the development of a research opportunity, including:

- editorial support
- research assistance
- travel costs

5.3 Ineligible Expenses

The following items are not supported:

- costs not directly related e.g. teaching marking relief, academic salary
- computers and laptops
- activities for which funding is available from other university sources
- items that are available through other channels or that duplicate basic services already provided by the University including stationery

6. Applications

6.1 Application format

Applications for funding from the CRSG scheme must be made using the CRSG application form. All parts of the application form must be completed, and all supporting documentation supplied, for an application to be eligible for assessment.

6.2 Budget

Each budget item should be precisely named and priced, reflecting the needs of the project. Padding out the budget for its own sake is undesirable and may negatively affect the assessment. All budget items must be persuasively justified.

Please note, personnel costs must include on-costs.

If funding for travel or field work is awarded, international flights and accommodation may be booked through FlindersPro. Any travel costs not booked through FlindersPro must be covered by a university credit card. The CBGL Finance Officer can advise on organising a credit card.

Reference to any financial or in-kind contributions from other sources should be included on the Application Form.

6.3 Other

It is in the applicant's interest to make the assessors' task easier. Assessors may not be specialists in the subject area; therefore, applicants must ensure that their proposal is readable and clear to both specialist and non-specialist readers.

The College recommends that, especially for applicants claiming ECR status (based on the Flinders University definition of an ECR i.e. 1-8 years post PhD conferral), draft proposals are read by a research mentor within the relevant research section.

The College also recommends that applicants inform their Research Sections Leader of their plan to submit an application and request the Research Section Leader organise feedback on the application.

6.4 Submission

Application forms and associated supporting documentation can be submitted at any time to cbgl.research@flinders.edu.au. The Research Support Team may undertake a compliance review of applications and provide advice to applicants where necessary.

Upon submission you will receive confirmation of receipt by return email within 5 working days. If you have not received confirmation of receipt by that time, please contact cbgl.research@flinders.edu.au.

7. Assessment Procedure

The Dean (Research) will assess all CRSG applications and make a recommendation to the Vice-President and Executive Dean.

Projects will be assessed based on the following criteria:

- Quality of proposed external funding application – including methodology, originality, feasibility, significance of expected outcomes, and likelihood of funding
- CBGL Chief Investigator(s) track record over past three years – including research income, quality of research output, end user engagement and impact, any Early Career Researcher (ECR) status (based on the Flinders University definition of an ECR i.e. 1-8 years post PhD conferral)
- Quality of application for CRSG funding – including justification of budget

The final decision on all submissions will be made by the Vice-President and Executive Dean.

8. Successful Applicant Responsibilities

Successful applicants will be required to:

- Submit an application for external funding within 2 months of the CRSG award date where Flinders University is the Adminstrating Organisation. The CI must provide a certification form upon lodgment of the application to cbgl.research@flinders.edu.au.
- Ensure all expenditure is consistent with the application budget and all financial claims against the project account are submitted in a timely fashion and prior to the end of the funding period;

- Submit to the College a report (using the relevant performance available by contacting cbgl.research@flinders.edu.au), regardless of the outcome of the project, within 3 months of CRSG award date. Failure to do so will result in ineligibility to apply for further College funding.

*Category Definitions

- **Category 1: Australian Competitive Grant R&D Income**
Comprises funding from Australian funding sources for those R&D schemes and programs that have been self-assessed as Australian competitive grant R&D income
See the [self-assessment process for Category 1 Australian Competitive Grant research](#)
- **Category 2: Other Public Sector Research Income**
Comprises funding from other government sources, including:
 - Australian Government schemes and business enterprises NOT listed on the ACGR
 - State and local governments and partly government owned or funded bodies
 - Research income from CRCs in which the University was not a core participant or signatory
- **Category 3: Industry and Other Research Income**
Includes:
 - Research grants or contract research with Australian or international industry or non Australian Government agencies
 - Funding through donations, bequests and foundations (both Australian and international)
- **Category 4: Cooperative Research Centre (CRC) Research Income**
 - PhD scholarships from existing CRCs.

COLLEGE RESEARCH SEEDING GRANT APPLICATION

Applications are welcome any time and will be assessed promptly

1. REQUEST DETAILS

Lead Applicant	
External Funder Name	
External Scheme Title	
Funding Body URL	
Total Amount Requested From Funder (i.e. external funding request)	
Total Amount Requested (this field auto-fills from <i>Budget Total</i>) The requested amount must not exceed the lesser of 5% of the external funding request or \$5,000.	
Is there a fixed external submission deadline?	Yes Fixed external submission deadline date:
	No <i>If no, a funding application has to be submitted within one month of the approval of this College Research Seeding Grant application.</i>

2. APPLICANT DETAILS

Named applicants on proposal:

- i. The first-named applicant must be from BGL and take responsibility for the project.
- ii. A [Chief Investigator/Applicant Profile form](#) **must** be completed and submitted with this application for each named applicant.

Number	First Name	Surname	No. Days	Profile Attached
A1 (Lead)				
A2				
A3				
A4				
A5				

COLLEGE RESEARCH SEEDING GRANT APPLICATION

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3. EXTERNAL FUNDED PROJECT DETAILS

Provide a brief summary of the external funding application you propose to make. Include the following:

- Description of project
- Names of non-college investigators included on the project
- Amount of external funding sought
- Period of external funding

COLLEGE RESEARCH SEEDING GRANT APPLICATION

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4. BUDGET (SEEDING GRANT)					
A. Personnel					
Role	Level	Hours	\$/h <small>(excl. on-costs)</small>	On-cost \$/h <small>(will auto-fill)</small>	Amount <small>(will auto-calculate)</small>
TOTAL					
B. External Editorial Support					
Item					Amount
TOTAL					
C. Travel See Standard Travel Rates for airfares, accommodation, and meals and incidentals. Designate the costs clearly, itemising origins and destinations and carriers for travel, vehicle mileage rates, etc.					
Item					Amount
TOTAL					

COLLEGE RESEARCH SEEDING GRANT APPLICATION

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D. Other	
Item	Amount
TOTAL	
TOTAL REQUESTED	

4. BUDGET JUSTIFICATION (SEEDING GRANT)

Justify below each budget item requested in terms of need and cost. e.g. a research assistant/technician with a specific level of expertise is required for 'x' number of days.
Please submit with this application any supporting documentation for budget items.

COLLEGE RESEARCH SEEDING GRANT APPLICATION

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5. CERTIFICATION

Lead Applicant:

I certify to the best of my knowledge that:

1. All the details on this form are true and complete;
2. I have complied with the Guidelines;
3. I understand that as the first-named Applicant, I take the responsibility for this funding.
4. I will submit the external funding proposal described in this application within the external submission deadline, or within one month of receipt of seeding grant if there is no external deadline.

Sign (<i>Digital Signature</i>)		Date	
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[END OF FORM]

COLLEGE RESEARCH SEEDING GRANT APPLICATION

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STANDARD TRAVEL RATES - 2021

OVERSEAS			
Region	Flights (including taxes)	Accommodation (per day)	Meals and Incidentals (per day)
Asia	\$1200.00	\$155.00	\$ 50.00
North America	\$2000.00	\$175.00	\$ 50.00
Europe	\$2200.00	\$230.00	\$ 50.00
DOMESTIC			
	Flights (including taxes)	Accommodation (per day)	Meals and Incidentals (per day)
Brisbane	\$450.00	\$205.00	\$ 50.00
Sydney	\$400.00	\$185.00	\$ 50.00
Canberra	\$550.00	\$168.00	\$ 50.00
Melbourne	\$300.00	\$173.00	\$ 50.00
Hobart	\$600.00	\$132.00	\$ 50.00
Perth	\$600.00	\$203.00	\$ 50.00
Darwin	\$800.00	\$216.00	\$ 50.00