Research Collaboration Grants  
Conditions of Award, 2011

Application Round
There will be one application round in May each year. Faculties will be required to rank applications before submission to the Research Office. Applications will then be short-listed by the Committee and submitted to the Deputy Vice-Chancellor (Research) for approval.

Certification by Heads of Department and Deans
Only applications that have been endorsed by Heads of Department and Deans will be considered by the Committee. Similar endorsement must be obtained from the Chief Executive Officer or delegate of external organisations collaborating on the project. This is to ensure that the Heads, Deans and CEOs are aware of, and have agreed to, the proposed research.

Aim of Scheme
The aim of this scheme is to build new research collaborations. Funding is provided to stimulate and facilitate collaboration with external organisations. External organisations are not required to provide funding at this stage, but are expected to endorse the collaborative project and participate actively in it.

Applicants should submit an ARC Linkage grant application within two years of receipt of the award unless they have secured equivalent support for the collaborative research through a contract or alternative funding source. The Linkage application should result specifically from the research activities pursued under the Research Collaboration Grant.

Preference will be given to Early Career Researchers and to projects that include a research partner organisation that has not previously contributed to research at Melbourne. Applications to support existing, well developed collaborations will not be considered.

Selection Criteria
Applications will be assessed on the basis of the following selection criteria:

- Academic merit of the proposal and the nature of the new collaboration including the likelihood of it leading to a competitive application for funding within 2 years (50%)
- Track record of applicant(s) relative to opportunity including the potential to build their research capacity (25%)
- Demonstrated commitment of the collaborating organisation(s) to be involved in the project and, in the longer term, to be a Partner
Financial Management and use of Grant Funds
While applications should include a brief budget justifying the amount awarded, grant offers will usually have one-line budgets for each project. However, the Committee reserves the right to specify particular sums of money for expenditure in designated ways. It is the responsibility of the Chief Investigators to ensure that expenditure on the project is in accordance with the aims and research plan of the project and within the broad structure of the budget as submitted. The Committee may grant less money than requested in the application.

Term of the Grant
The grants are for one year only.

Payment of the Grant
The Melbourne Research Office will allocate funds to departmental accounts nominated by successful applicants.

Responsibilities of Grant Recipients
Chief Investigators are responsible for the project and for the communication of the results. The first-named UM Chief Investigator will be the contact person for all administrative matters concerning the project.

Reporting Requirements
Grant recipients are required to provide an annual report of their research project (activities and outcomes) to the Melbourne Research Office within four weeks of completion of the term of the grant is required. Reports, endorsed by the respective Heads of Department, Deans and CEOs, must be completed using the pro-forma report form at http://cms.research.unimelb.edu.au/rgc/grants/manage/report/uom. This report should provide details of new research income that has been generated, or new ARC Linkage Project grant applications that have been submitted or are planned.