ASCILITE Research Grants

Three **ASCILITE research grants valued at $5,000 each** – totalling $15,000, will be offered as outlined – one **Early Career Researcher, one General Academic and one Professional Staff Member**. All investigators must be members of ASCILITE. These ASCILITE Research Grants will be offered for an 18-month period. **Submit applications to** the ASCILITE Secretariat **(secretariat@ascilite.org),** by the due date on the ASCILITE Awards website - https://ascilite.org/get-involved/awards/. No late submissions will be accepted. Successful recipients will be named on the ASCILITE website, along with all investigators, their institutions, the title of their research project and "100 word" information about the grant. Recipients will be invited to present at the ASCILITE conference following the completion of their grant and submission of their final report. Research Grants/s may not be presented every year.

Submission Details

ASCILITE Research Grants	
Application year:	2024
Name of Lead Applicant: *	
Title of Research:	
Description of Research (100 words)	
Applicant's email address:	
Applicant's Institution:	
Collaborators/Mentor	Names, institution and emails of each co-researcher
Applicant's Signature:	
Date:	
* Lead Applicant **must** be a **current financial member** of ASCILITE	

Please indicate which grant you are applying for:

Early Career Researcher ☐

General Academic ☐

Professional Staff Member ☐

Assessment Criteria

Address the following assessment criteria. You must address all the assessment criteria. Different weightings are assigned to individual criteria.

1. Investigator Capacity and Capability (maximum 1 page)   35%

Describe:

- The team's expertise and experience relevant to the proposed research (include description of the entire team, highlighting the lead investigator)

- evidence of research publications, training, mentoring and supervision

- evidence of research impact through knowledge gain, translation or implementation of research findings

- evidence of ability to build national and international linkages, and

- time and capacity of each investigator to undertake the research.

Response:

2. Project Quality and Innovation (maximum 1 page)   40%

Describe:

- the extent to which the research addresses a significant problem

- evidence that the conceptual/theoretical framework is innovative and original

- the extent to which the research project includes aims, concepts, methods and results which will advance knowledge and

- the extent to which the research has the potential to enhance further collaboration.

Response:

3. Feasibility (no more than a third of a page) 10%

Describe:

- how the project's design, participants and requested budget create confidence in the timely and successful completion of the project

- the existing or developing, supportive and high-quality research environment for this project.

Response:

4. Benefit (no more than one third of a page) 15%

Describe:

- the significant new knowledge and/or innovative benefits the completed project will produce

- the cost-effectiveness of the research and its value for money, and

- how you will utilise the outcomes of this research to progress your research plan or to apply for future funding.

Response:

Budget

Budget Template
Please use the following sub-headings to outline your funding request. Add line items under each sub-heading. Include a sub-total against each category (see example below). Leave blank on the template if you are not using funds for that particular item. Refer to the guidelines to identify what can and cannot be requested.

Description	Amount (maximum $5,000)
Personnel	
Research assistant (e.g., Level and FTE)	
Travel (Only to attend ASCILITE conference to disseminate results)	
Field Research	
Other (Write explanation in full)	
TOTAL	**$5,000**

Below this table, each budget item request must be fully justified in the budget file uploaded to the application.

Response:

ASCILITE Research Grants

1. Introduction

1.1.   The purpose of ASCILITE grant programs are to build the capability of early-career, general academic and professional staff member researchers to apply for funding to support their research projects. The intention is that this scheme will enable applicants to develop skills in building project teams, writing grant proposals, and for the successful applicants, undertaking funded research and successfully delivering research outcomes.

1.2.   This document sets out:

    a.   the general eligibility and assessment criteria applicable for the grants program

    b.   information on how applications are assessed and evaluated

    c.   how grantees will be monitored and evaluated, and

    d.   responsibilities and expectations in relation to each opportunity.

2. About the ASCILITE ECR, General Academic or Professional Staff Member Grant Program

Objectives

2.1.   The ASCILITE ECR, General Academic or Professional Staff Member Research Grant Programs aim to provide opportunities for early career researchers, general academics and professional staff members of ASCILITE to build research capacity through support for excellent, competitive research by individuals and teams.

Intended outcome

2.2.   The intended outcome of the ASCILITE ECR, General Academic or Professional Staff Member Research Grant Program is to provide a platform for these researchers without a strong history of applying for research funding opportunities to develop the skills in building research teams, identifying research problems, and writing competitive research funding applications.

2.3.   It is also intended that people participating in this program will in future apply for national and international competitive and non-competitive research funding.

Scope and timeframes

2.4.   ASCILITE ECR, General Academic or Professional Staff Member Research Grants are awarded based on excellence through a competitive review process.

3. Grant amounts and grant periods

3.1.   Each grant will be supported of project costs up to $5,000 for a duration of 18 months (maximum).

3.2.   All funding decisions regarding the ASCILITE ECR, Research Grant Program will be made by the ASCILITE Awards and Grants Chair, President and Treasurer, in accordance with these guidelines.

3.3.   Grant funds are to be spent on eligible grant activities as defined in Section 5.

4. Grant eligibility criteria

Who is eligible to apply for a grant?

4.1.   The first Chief Investigator must be a current member of ASCILITE.

4.2.   Other members of the research team will also be current ASCILITE members. Members can also act as a mentor on the research team.

4.3.   All CIs named in an application must take responsibility for the authorship and intellectual content of the application, appropriately citing sources and acknowledging all significant contributions, including from third parties.

4.4.   In the case where there are experienced CIs in the team, the proposal must clarify the role of these CIs in the development of the proposal.

5. Use of grant funds

Eligible grant activities

5.1.   Research activities that meet the definition of 'research', as stated in the glossary of these grant guidelines, are eligible to be supported under the ASCILITE ECR, Research General Academic or Professional Staff Member Grant Program.

Eligible expenditure

5.2.   Grant money will be paid to the principal CI and may be used for budget items that directly support the research project contained in an application, including the following items:

access to national and international research and infrastructure facilities including specialist archives, collections and databases

expert services of a third party if the services are directly related to and essential for the project. Such services include, but are not limited to:

a)   language translation services, transcribing services

b)   purchase of bibliographical or archival material (electronic or hard copy)

c)   data collection and analysis services.

publication and dissemination of project research outputs and outreach activity costs

personnel, for example research assistants.

workshops or focus groups that are essential for the conduct of the project (including reasonable hospitality costs such as morning tea, lunch and afternoon tea).

5.3.   You must justify all items for which grant money is sought in your application.

5.4.   You can only spend grant funds on eligible grant activities as defined in these grant guidelines.

Activities not supported

5.5.   Unless the following activities meet the definition of 'research' stated in the glossary of these grant guidelines, the ECR, General Academic or Professional Staff Member Research Grant Program does not support the production of:

   a.   computer programs, research aids and tools

   b.   data compilations, catalogues or bibliographies, or

   c.   teaching materials.

What the grant money cannot be used for

5.6.   You cannot request or use grant money for the following activities:

bench fees or similar laboratory access fees

capital works and general infrastructure costs

costs not directly related to the project, including but not limited to professional membership fees, professional development courses, fees for patent application and maintenance, equipment for live music or drama performances, equipment for gallery/museum exhibits, visas, relocation costs, entertainment costs, insurance, mobile phones (purchase or call charges) and other indirect costs

fees for international students or the Higher Education Contribution Scheme (HECS) and Higher Education Loan Program (HELP) liabilities for students

salaries and/or on-costs and/or HDR stipends for CIs or PIs, in whole or in part, and

travel to attend conferences (except for dissemination of results at the annual ASCILITE conference).

The assessment process

All applications which meet the eligibility criteria will be assessed, and merit ranked using all assessment criteria.

5.7   Each application will be considered on its merits, based on:

   a.   how well it meets the assessment criteria

b. how it is ranked against other applications, and

c. whether it provides value for money.

5.8 All applicants will be provided with feedback on their application against the selection criteria.

6. How to apply

6.1 Before you apply, you and the named participants (CIs) must read these grant guidelines.

6.2 To apply:

a. complete and submit the application form via emails to sue.gregory@une.edu.au

b. address all the eligibility and assessment criteria to be considered for a grant

c. ensure the application contains all the information necessary for assessment, including eligibility assessment, without the need for further written or oral explanation, or reference to additional documentation or hyperlinks.

d. only submit one application as the first Chief Investigator for this program

6.3 You are responsible for ensuring that your application is complete and all details in the application are accurate and current at the time of submission. Giving incomplete, false or misleading information will exclude your application from further consideration.

6.4 You cannot change your application (additions, deletions or modifications) once submitted.

Attachments to the application

6.5 You must not include any attachments. No additional material will be considered during the evaluation process.

Questions during the application period

6.6 Questions during the application period should be directed to Professor Sue Gregory, the ASCILITE Awards and Grants Coordinator: sue.gregory@une.edu.au.

End of grant reports

6.7 The project should be completed no more than 18 months after commencement. You must submit a report on the project within three months of the completion of the project. This should include a two-page summary of the work completed and publications arising from the project and a financial statement of expenditure. It will also be expected that you attend the Annual ASCILITE Conference to disseminate results of the grant.

7. Glossary

Term	Definition
Assessment criteria	the specified principles or standards, against which applications will be considered. These criteria are also used to assess the merits of applications and, in the case of a competitive grant opportunity, to determine application rankings.
Eligibility criteria	the mandatory criteria which must be met to qualify for a grant. Assessment criteria may apply in addition to eligibility criteria.
Early Career Researcher (ECR)	An ECR is generally one who was awarded their PhD no more than 5-years prior to the closing date of the application. This period may be extended by eligible periods of career interruption.
General Academic	A general academic is any academic who is not an ECR (i.e., they completed their doctorate more than 5-years ago.
Professional Staff Member	Any general staff member who is employed in that manner (i.e., not employed as an academic).
Field research	the collection of information integral to the project outside a laboratory, library or workplace setting and often in a location external to the participant's normal place of employment.
Research	For the purposes of these grant guidelines, the creation of new knowledge and/or the use of existing knowledge in a new and creative way so as to generate new concepts, methodologies, inventions and understandings. This could include synthesis and analysis of previous research to the extent that it is new and creative.
Research Outputs	All products of the research project.
Travel Costs	The economy domestic flights, transfers, accommodation associated with attending the ASCILITE conference to disseminate results in the year that the project concludes – i.e., at least 18 months from the start date).