Alert 1: ARC Future Fellowships 2017

This Bulletin is the first of the alerts that will be issued by the Grants Management Office throughout the round. Your FT17 application toolkit and additional information can be found at the FT17 Resource Page. Suggestions for items you would like to see in future alerts or on the resource page can be directed to mygrants.gmo@unsw.edu.au.

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1. Key Dates

Friday 22nd September 2016	Funding Rules and Changes to Funding Rules released
Tuesday 18th October 2016	Applications open in RMS. **All intending applicants should initiate an application in RMS as soon as practical.** This will allow the Research Strategy and Partnerships Office and the Grants Management Office (GMO) to provide you with key information, strategic and compliance support throughout the round.
Monday 21st November 2016	**Request not to Assess Due-** Submit your Request Not to Assess form to the GMO by 12 noon, Monday 21st November for submission to the ARC by Wednesday 23rd November.
Wednesday 23rd November 2016	**Internal Deadline for Compliance Advice (GMO)** - Details of your Compliance Advisor will be advised shortly after the internal close.
Monday 21st November 2016	**Request not to Assess Due-** Submit your Request Not to Assess form to the GMO by 12 noon, Monday 21st November for submission to the ARC by Wednesday 23rd November.
Wednesday 7th December 2016	**ARC External Close-** Finalise and submit applications on RMS by 12 noon for GMO submission to the ARC by the hard deadline of 5pm.

2. Obtain Head of School Support prior to Application Commencement

All applicants must discuss their intention to submit a Future Fellowship proposal with their Head of School/Centre Director in the first instance to confirm support of the application.

Head of School sign-off is required prior to ARC submission. In addition, the support provided by your individual school will need to be clearly detailed in the project-specific strategic statement within your FT17 application, so it is beneficial to start conversations early on.

Faculty Associate Deans of Research are required to approve all applications proceeding in their Faculty and will be liaising with the Research Strategy and Partnerships Office about their potential list of applicants. Applications that do not have the endorsement of the relevant Associate Dean Research will not be submitted to the ARC. The HR Heads of School Page provides a list of all current Heads of School and Associate Deans of Research.

3. Strategic Advice (Research Strategy and Partnerships Office)

The Research Strategy and Partnerships Office (RSPO) is available for strategic advice on the scope, nature and suitability of your project, how to address the selection criteria including track record, and general grantsmanship advice. Researchers are encouraged to contact the RSPO at the early stages of their application as fundamental issues are difficult to resolve late in the process. Please send any component of your proposal for strategic advice, as a Word file, to dp.rso@unsw.edu.au

4. Templates for Completing the Application

The Grants Management Office has made available templates which comply with the ARC formatting requirements for PDF sections of the application. These also provide strategic points for consideration.

Download your set of FT17 application templates as Word documents from the list below:

- ***Part C8:*** *Academic level justification*
- ***Part C10:*** *ROPE- Significant research outputs*
- ***Part C11:*** *ROPE- Ten career-best research outputs*
- ***Part C13:*** *ROPE- Evidence of your capacity to conduct high quality, innovative research and evidence of national/international research standing*
- ***Part C14:*** *ROPE- Evidence of your capacity to build collaborations across industry and/or research institutions and/or with other disciplines*
- ***Part C15:*** *ROPE- A statement of your Research Impact and contributions to the research field of this Proposal*
- ***Part D1:*** *Project Description*
- ***Part D2:*** *Statement by the Administering Organisation outlining Strategic Alignment*
- ***Part F1:*** *Justification of Future Fellowship non-salary funding*
- ***Part F2:*** *Details of Administering Organisation contributions*
- ***Part G1:*** *Research support for the Future Fellowship Candidate*
- ***Part G2:*** *Statements on progress of ARC-funded projects*

All FT17 application templates and strategic documents for Parts D1, C9 and C15 are also available to download from the FT17 Resource Page.

5. Eligibility Considerations for Future Fellow Candidates

- A researcher can only be funded concurrently for two grants under the Discovery Program *(Future Fellowships, Discovery Projects, Discovery Indigenous, DECRA and Laureate Fellowships)*, only one of which can be a fellowship or award. Funded grants means a project receiving funding or which has any carryover funds or extended end date approved by the ARC. Grants held or being applied for as at 1 July 2017, either through UNSW or other institutions, count toward your limits. Current DECRA awardees who will be funded at 1 July 2017 including periods of approved salary carry forward) cannot apply for a FT17.
- A Future Fellow cannot apply for a subsequent Future Fellowship.
- Candidates can submit only **one Future Fellowship proposal in this round** and may only submit a **maximum of two Future Fellowships** over the life of the scheme (2009 to present), including proposals that were withdrawn or ineligible.
- To be eligible to apply for FT17, you must have been awarded a PhD on or between **1 March 2002** and **1 March 2012** (exception can only be made where an Eligibility Exemption Request has been approved).
- Cross-scheme eligibility limits on schemes under the Industrial Transformation Research Program or Centres of Excellence only apply to funded projects. This means, if you are Director on a 2017 Industrial Transformation Research Project (Hub or Centre) application as well as CI on a funded DP or IN for example, you are still able to apply for a FT17 (depending on whether you currently hold any other projects under the Discovery Program). A

successful Future Fellow will be required to relinquish any existing projects at the time of award in order to comply with the Discovery Programme limits.

- Similarly, you will be able to apply for future rounds of ITRP or Centres, even if both your Discovery Program slots are taken. Should you be funded for more than two concurrent projects, you will be required to relinquish one at the time of award.

Applicants who are unsure of their eligibility status should discuss individual circumstances with the GMO as soon as possible. This should not be left to the compliance review process. The GMO can also send specific questions to the ARC for clarification where not clear in the rules. Contact ***mygrants.gmo@unsw.edu.au***

6. Changes to FT17 Funding Rules

- Adjustments to the Selection Criteria, including the weightings (C5)
  - Future Fellowship Candidate 40%
  - Project Quality 35%
  - Feasibility and Strategic Alignment 10%
  - Benefit and Collaboration/Outreach 15%

- Addition of provision for reasonable essential extraordinary costs to allow a researcher who is a carer, or who themselves require care or assistance, to undertake travel essential to the Project (A5.2.1(n)).

- Clarification of cross-scheme Project limits (A6.3) and Eligibility process (A6.4) including the allowance for relinquishment after the success of a Proposal has been announced.

- A Future Fellowship Proposal will not be ruled ineligible due to limits of Projects and Proposals under A6.3.9. A successful Future Fellow will be required to relinquish any existing Projects in order to comply with subsection A6.3.1 and A6.3.2 after the award of the Future Fellowship. Candidates will be required to nominate the Project(s) to be relinquished in the Proposal.

- Update to the Request Not to Assess process (A8.3).

- Update to Publication and Dissemination of Research Outputs section to include Research Data (A11.5).

All intending applicants should read the FT17 Rules in full prior to commencing an application.

7. Your FT17 Budget Toolkit

The resources below are available to assist you in navigating budgeting for a FT17 proposal. As new support documents become available they will be included on the *FT17 Resource Page*.

- ✓ **Salary Scales for Grant Budgeting**- Details of UNSW Salary Scales. Use the worksheets to budget academic, professional and casual salaries with appropriate on-costs.
- ✓ **Mark Wainwright Analytical Centre Grant Application Advice for 2017 Funding** - Information on facilities, access charges and budgeting. *Please note, this document was prepared for another scheme, however the principals remain the same.*

8. Adding your ORCID iD to your RMS account

RMS users are now able to link an ORCID iD to their RMS User Profile. The functionality will connect directly to ORCID, and will allow the user to link a current ORCID account or create a new account.

What is an ORCHID iD?

- An ORCID iD is a digital identifier that distinguishes you from every other researcher and, through integration in research workflows such as manuscript and grant submission, supports automated linkages between you and your professional activities to ensure that your work is recognised. More information is available at http://orcid.org/.

IMPORTANT: At this stage it is not mandatory for researchers to list an ORCID iD, nor will your ORCID iD appear anywhere in the FT17 proposal or be used for assessment purposes. It is therefore important that all questions in the proposal are answered in full- assessors will not have access to your ORCID details.

Instructions on how to add an ORCID iD to your RMS account

(For screen-shots of the process, please see pages 36-38 of the FT17 Instructions to Applicants)

1. Login to RMS at https://rms.arc.gov.au
2. Click on **Personal Details** under the **Person Profile** section of the Action Centre
3. Click on the **Create or Connect your ORCID iD** button
4. A pop up box will appear for you to connect your ORCID iD (if you already have one), or simply complete your details within the pop up box to create an ORCID iD.
5. Click **Authorise** to link your ORCID iD to your RMS account.

9. Additional Contacts and Support

Compliance & Eligibility Advice (Grants Management Office - GMO)

Your individual Compliance Advisor will be in contact shortly after the internal close. In the meantime, contact the GMO via mygrants.gmo@unsw.edu.au. Note that the ARC will not respond directly to enquiries from researchers – they request that enquiries are made through the Grants Management Office. For RMS technical issues, contact the GMO Systems Team- systems.gmo@unsw.edu.au.

GMO Successful Grant Library

Consult successful Discovery Project applications from previous rounds for ideas on structuring your proposal and for a better understanding of the level at which your proposal should be pitched.

Conditions for visiting the Grants Library

- Access is restricted to UNSW employees/affiliates and students. You must bring your current UNSW Staff ID card with you when you visit the library.
- The applications may only be viewed at the Grants Management Office. Grants will be viewed digitally, but no part of the application is permitted to be printed, digitally copied or photographed. You may take notes.

How to make an appointment:

1. Email your request to mygrants.gmo@unsw.edu.au, including the following information:
2. Name, position and School/Faculty (e.g. your UNSW email signature)
3. The scheme(s) you would like to view (e.g. "ARC Future Fellowships")
4. Scheduling requirements, if any (e.g. "I am available Tuesday or Friday mornings")

Note: To ensure availability, please contact us 3 working days prior to the time you would like to visit the Library.

FT17 Resource Page

The FT17 Resource Page contains information and tools for completing your application. This page is continually updated throughout the round as information is released and new resources become available.

FT17Alerts

If you have received this Alert by other means and wish to have it emailed to you directly, email grantsnews@unsw.edu.au with 'subscribe grant-news' in the body of the message.