

CHL Small Research Grants Scheme

TITLE Funding guidelines
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Introduction

The objective of CHL Small Research Grants Scheme is

- To enhance the School's research productivity, both for Higher Education Research Data Collection (HERDC) and Excellence in Research for Australia (ERA) performance and to strengthen track records of our staff for grant applications
- To support research networking, which is an important element in establishing research reputations,
- To enhance the general research culture in CHL.

Key Dates

- Deadline for proposals on the attached form must be submitted generally on the third Monday of April each year. Applications are submitted electronically to research.chl@anu.edu.au.
- The selection committee meets in late April each year and results are announced soon after.
- Applications may be submitted retrospectively (i.e. for funds already spent in previous months, up to a maximum of nine months), but will be judged on the same criteria as prospective applications.

Further details regarding eligibility, criteria and general conditions are as follows:

Activities/items that are supported under this program include:

- Conference attendance, including registration fees, accommodation and travel costs (provided a paper is being presented)
- Local organization costs for workshops and conferences at ANU
- Teaching and marking assistance to release academic staff for research activity
- Research assistance
- Costs related to well-defined research projects likely to deliver prompt outcomes (may include funding to help bring overdue projects to a timely conclusion)
- Editorial assistance, including copy-editing, indexing and preparation of camera-ready copy
- Purchase of specialist equipment (provided plans have been cleared with the CHL IT staff)

Funding under this program is not available to:

- Support major research projects (for which ARC and similar funding should be sought)
- Supplement under-funded ARC and other grants
- Support visitors to the university or outside attendees at ANU-organized conferences (such support, where appropriate, is the responsibility of the units and of the Collegiality Committee)
- Fund professional development (PD is separately funded by the School through the performance review process)
- Support professional or community networking or activities (e.g. attendance at ARMS, AAAPS or ASAA Council meetings)
- Support the preparation of textbooks or teaching materials that do not generate HERDC points
- Provide subsidies or subventions (direct payments) to publishers
- Contribute to the cost of editing volumes (e.g. copy-editing or translating work by non-staff)

Eligibility

- Academic and professional staff of the School (some professional staff who undertake research may do so outside the terms of their employment, but they are eligible for support if their proposals conform to the guidelines above).
- Postgraduates within one year after submission of PhD (unless already employed at another university); must be affiliated with the School as a visitor
- Emeriti of ANU with visitor status
- In all cases, the selection committee has the authority to rule on eligibility bearing in mind the spirit of the provisions above.
- Excludes other casual staff, postgraduates and visitors

Criteria

- Probability of delivering published outcomes (based both on the nature of the proposal and the track record of the applicant)
- Intellectual value (significance, innovation, long-term impact, contribution to the field)
- Likely contribution to the career development of the applicant
- Frugality (the committee's preference is to provide full funding to modestly budgeted proposals, but it will also consider joint funding and reserves the right to grant less than the amount requested; applications should not normally request more than \$5000)
- Equity (although an applicant may be awarded two grants, the committee's preference is to spread grants widely within the School)

- Completion of report from previous funding
- Funds to be spent by 1 December each year, an extension of 3 months can be granted in special circumstances and with permission

General conditions

- Staff seeking funding from the CHL Research Committee may also seek funds for the same purpose from their units and/or from the RSAP Research Grants Scheme. As a general rule, an applicant who is successful in obtaining both a College grant and a School grant for (substantially) the same purpose must surrender the School grant. In turn, an applicant who obtains a School grant would be expected to surrender any unit-level grant for the same project. This requirement does not apply to projects that clearly state that joint funding is being sought from more than one level and outline the support requested at each level.
- A person may not hold more than two CHL grants but, in view of the surrender rule above, may apply for up to three.