1. US GAP Overview

Introduction
Excellence in research is core to the University of Melbourne’s mission. The University is a ‘globally-engaged, comprehensive research-intensive university’, which has the capacity to make significant contributions to major social, economic and environmental challenge. The United States has been identified as an area for opportunity to support this growth strategy.

The United States Grants Accelerator Program (US GAP) supports researchers at the University of Melbourne to access US collaborators and funding agencies. It is widely accepted in the US funding landscape that making initial contact and building relationships with funding agency staff is a strong predictor of success in obtaining funding. The US GAP offers differing levels of support, intended to respond to the varying needs of researchers and their disciplines, including professional staff development.

US GAP: Travel Funds
• Assists researchers to visit US collaborators and funding agencies. The funds may also be used to support the visit of US collaborators to Melbourne.
• Researchers are invited to apply for up to AUD $5,000 (1:1 faculty match required).
• Proposals must be in relation to applications to United States sponsors of at least AUD$100,000; with lower value proposals only considered where there is at least a 4:1 return for the University.
• 15 awards are available

US GAP: Workshop/Joint Meeting Support
• Supports an intensive engagement with at least one US collaborator; multiple collaborators are encouraged.
• Funding will support one or more workshops designed to support development of large, multi-institutional proposals worth AUD $1,250,000 or more.
• Researchers are invited to apply for up to AUD $20,000 (1:1 faculty match). Additionally, partner institutions must also contribute at a 1:1 match to support the collaborator’s involvement.
• 4 awards are available
Contact your associate dean for research or his/her designee to discuss and secure the 1:1 faculty match. A letter confirming the match should be included in the online application as described below. The applicant may also secure a match from an alternative source of funding (centre/institute/individual consulting funds), this alternative arrangement should be described and authorized through a letter of commitment in lieu of the faculty designee.

**US GAP: Professional**

- Provides professional staff supporting international research with hands on training in partnership with the International Grants team and the Research Partnership Manager (USA).
- Activities include a visit the US to learn about funding opportunities, proposal development and award execution, with the intent to directly support researchers exploring, navigating, or applying to international funding opportunities.
- The visit may include a formal training program delivered by a US funding agency or research administration professional association, visits to US university sponsored programs offices, and US funding agencies.
- Programming will be customised based on the needs of the professional staff member in relation to the goals of their faculty or work unit.
- 3 awards are available

A successful application will require a well-defined plan and timeline leading to an external proposal submission. You are strongly encouraged to contact Andrea Moshier, Research Partnership Manager (USA) to discuss your proposal prior to submission.

Regardless of funding outcomes, Andrea Moshier, will continue to support your endeavors to pursue USA based funding opportunities.

**Objectives**

The University’s strategic plan aims to elevate the excellence and impact of our already world-class research efforts. Further, the plan commits to investing funds to be expended on the implementation of the strategy, thereby ensuring that researchers have support at all stages of the lifecycle.

The US GAP program supports partnerships that will provide benefits to our own researchers and their researcher partners. There is strong evidence that collaborations with international researchers brings global esteem and viability and as these research collaborations accrue, they self—perpetuate into a virtuous cycle.

This program is intended to support the strengthen of partnership with US funding agencies and collaborators. It strives to be responsive to the needs of a particular researcher and the level of engagement that is needed to successfully pursue bids for external funding.

Recipients of the AUD$5,000 awards are expected to submit a proposal of no less than AUD $100,000 while the workshop/joint meeting awards are expected to apply for funding in excess of AUD $1,250,000.

The research vision also commits to improving the way that we support our researchers. The support for professional staff will provide an opportunity to engaged directly with our partners and US funding agencies to better understand processes and expectations. Upon return to Australia,
they will be better equipped and connected to the US funding infrastructure, thereby increasing and improving the level of support they are able to provide to University of Melbourne researchers

**Funding**
Chancellery will match the academic division’s contribution on a 1:1 basis up to $2,500 for travel funds and up to $10,000 for workshop funding. There is no limit on how much an academic division may contribute above that figure, though it is expected that most participants will apply for a maximum of $5,000 or $20,000 respectively. We strongly encourage applications from the HASS disciplines.

**Activities Supported**
The funding will support committed researchers in the US GAP program with the following activities leading to a proposal submission:

- Travel costs: return travel to meet with US collaborators or US funding agencies. Includes flights, per diem, accommodations. Travel costs to support a US collaborator visit to Melbourne are also allowable
- Attending a planning day or future directions workshop in the US
- Activities outside of these mentioned above will be considered based on their merits bearing in mind the objectives of the program
- Consortium costs
- Staff professional development costs

**Eligibility Criteria**
Applications must be endorsed by their Associated Dean of Research or delegate.

Applicants must demonstrate a defined plan of activities proposed and include a description of the expected impact of the US-GAP funds on their future plans. Activities leading to funded consortium activities is highly regarded.

Applicants must clearly identify at least one funding opportunity, either as lead or non-lead, which will be submitted to a US sponsor. While US GAP participant and professional staff training activities and workshops will continue to be offered throughout the year, they are not a mandatory requirement for US GAP support in 2020.

**2. Application Requirements**

**Applications**
Applicants must prepare and submit an [online application](#).

Applications will be accepted on a rolling deadline and will be reviewed monthly until 30 Nov 2021. Applications will review by a team comprised of delegates from the MICG International team and Chancellery Research Enterprise.

Applications should respond to the criteria for the appropriate stream and include:

- Propose a targeted United States-based funding opportunity or sponsor
- A proposed budget and description of activities
- A letter of endorsement from the Associate Dean for Research or delegate
Submissions

Deadline: Applications may be submitted on a rolling basis until all awards have been distributed. Current award numbers will be updated on the scheme webpage, early applications are encouraged.

For enquiries please contact Andrea Moshier, Research Partnership Manager (USA) andrea.moshier@unimelb.edu.au. All applications received will be acknowledged via email reply. All submissions are confidential. All applicants are contacted individually and notified of the outcome.

3. Awardee Requirements

Funding Approvals
The committee will make allocations of between $5000 and $20000. Recommendations will be made by a team of reviewers, final approval of funding rests with DVCR – Research, Professor Jim McCluskey.

Funding Conditions
The US GAP funding must be used to directly support the pursuit of a US grant submitted within a year of receipt of the internal award

Applicants will need to have a clear budget with travel dates and contingencies. Funds must be spent by the nominated date on the application form. Any changes to this will require a variation request to be submitted to Andrea Moshier. Any unspent funds will be returned to the academic division and chancellery.

Upon completion of the US external application, the applicant will be required to provide a final financial report for the use of funds and the Themis submission number for their external application to Andrea Moshier. If evidence of an application is not provided, funds must be returned.

Professional staff award recipients are required to submit a report within eight weeks of completion of their travels. The report should summarize or synthesize the main findings of the project that will be of benefit to the University of Melbourne. The report should be in the form of advice to the University on opportunities enhancing administrative/management practices, including recommendations as appropriate.