The University of Melbourne-The University of Manchester
Research Partnership Development Fund 2021

Guidelines for Applicants

Deadline: 12:00pm AEST Monday 28 June 2021

The University of Melbourne and The University of Manchester Research Partnership Development Fund follows six successful annual rounds of a joint Pump-Prime/Research Fund. A list of the projects supported in previous rounds can be found on the Manchester-Melbourne Research Partnership Development Fund web page.

The overall aim of the fund is to seed partnership development between the two universities by providing initial support for high-quality research collaborations that include Early Career Researchers (ECRs). Funding is available for researchers at both universities to develop new partnerships that will lead to long-term collaborative research projects that can access external funding sources for the next phase of their research.

The fund is open for proposals across all research areas.

The two universities have recently established a joint/dual award PhD programme and proposals with the potential to provide opportunities for joint/dual award PhDs at a future stage are encouraged.

Activities and Scope of Support

Proposals may include targeted research support such as joint workshops, researcher exchanges, research seminars/presentations and the formation or development of a collaborative network. All proposals should be led by, or include in a significant role, Early Career Researchers, defined as an individual who is within six years of their first academic appointment. This duration excludes any period of career break.

Proposals should fall into one of the following categories: Peer-to-peer (ECR–ECR), Developmental (ECR–mid/senior career researcher), where the project provides an ECR with research opportunities not otherwise available at their institution, or Network (multiple researchers at all career stages, including ECRs on each side). Requested funds should be scaled according to the proposed program of work.

Mutual partner collaborators from other research institutions may participate in the joint research activities at their own expense, where the benefit of their involvement to the Manchester-Melbourne partnership is justified in the proposal.

Costs

Projects will be funded for a period of 12 months and should aim to start in October 2021.

The funding provided is intended to support expenses, including but not limited to costs of travel (PIs, post-doctoral fellows, research associates, graduate researchers) between the institutions, and necessary related consumables. Existing staff time including the Co-PIs time cannot be costed to the project.
In the event that COVID-19 travel restrictions persist for the duration of the proposed research project, exemptions to ineligible costs may be requested on a case-by-case basis.

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<th>Eligible Costs</th>
<th>Ineligible costs</th>
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<tr>
<td>• Travel costs including flights, hotels and subsistence</td>
<td>• Replacement research/teaching costs</td>
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<td>• Research costs including consumables (up to a maximum of 30% of total budget)</td>
<td>• Directly incurred staff e.g. Research Assistant</td>
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<td>• Costs associated with organising workshops and meetings</td>
<td>• Directly allocated costs including applicants’ time</td>
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<td>• Indirect costs/estates costs</td>
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<td>• Equipment</td>
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<td>• Scholarships</td>
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<td>• Conference attendance</td>
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<td>• Tuition fees</td>
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<td>• Honoraria</td>
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Eligibility
To be eligible, a proposal must include at least one researcher from each institution under one of the three categories specified above.

**Manchester:** Academic staff members from all disciplines and at all levels are welcome to apply.

Applications do not need to have a permanent post, but they must have an existing contract at the time of application, and that contract must cover the full period of the grant.

Emeritus and honorary staff are not eligible to apply as Co-PI but may be members of the project team.

**Melbourne:** Applicants must hold an appointment at the University of Melbourne at Academic Level A6 or higher and 0.5 FTE or higher at the time of application and for the duration of the award. Honorary employees whose primary academic affiliation is the University of Melbourne are eligible to lead the application if their primary employer has entered into an agreement with the University for the support of the Australian component of the collaborative activity; or may participate at their own expense if they are otherwise unaffiliated (for example, they hold an emeritus position). Previous recipients may not currently reapply to the scheme but may participate as a co-investigator. The relevant Heads of Department/Units must endorse applications.

Funding
The funding envelope for the research fund comprises £50,000 from Manchester and AUD $100,000 from Melbourne. We expect to award up to 10 grants in this round. **Applications may request up to $10,000 per project for the Melbourne collaborator and £5,000 for the Manchester collaborator for a funding period of one year.**

Each institution will pay funds directly to its researchers. Approval of expenditure will be governed by each university for the portion of funding provided.

How to Apply
This is a joint call and one joint application per project should be submitted online using SmartSurvey. The form can be previewed here. Applicants can use the ‘save and continue’ feature to save the proposal and continue later (a link is sent to the applicant’s email address).

Melbourne collaborators will need to complete a Themis Grants Submission for Head of Department approval and email the Themis Submission number to ric-internalgrants@unimelb.edu.au.
Timeline
The deadline for applications is 12:00pm AEST Monday 28 June 2021. Applicants will be notified of the results by mid-August.

<table>
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<tr>
<th>Event</th>
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<tr>
<td>Call opens</td>
<td>17 May 2021</td>
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<tr>
<td>Deadline for submission of proposal</td>
<td>28 June 2021</td>
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<tr>
<td>Communication of results to applicants</td>
<td>mid-August 2021</td>
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<td>Start date of Awards</td>
<td>October 2021</td>
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Evaluation Criteria
A joint review committee will assess proposals according to the academic merit and the following criteria (with equal weighting) within each of the three categories (Peer-to-Peer, Developmental, and Network):

- **Project design and rationale**: How clearly presented and justified is the design and basis for the collaboration?
- **Project impact**: How clearly linked are the academic gains to the planned activities and performance indicators?
- **Impact of Collaboration**: How strong is the link between the proposed collaboration and the research project (in other words – would it be possible to complete the project and achieve the results without this partnership?)
- **Capacity for future collaboration/funding**: What is the extent to which future collaborations are possible as a result of the proposed exchange activities? What is the ability of the proposed work to access future external funding? What is the potential for the collaboration to lead to the recruitment of joint/dual award PhD candidates?

Consideration will also be given to the involvement of Graduate Researchers – are opportunities provided for PhD researchers to engage in the collaboration? What are the anticipated benefits of the involvement of PhD researchers, for the project and for the individuals themselves? Another factor that will be considered is the potential benefit of the collaboration for other personnel at each institution.

Equality, Diversity and Inclusion
Adherence to respective equality, diversity and inclusion (EDI) policies are an important feature of this program to ensure that all participants can do their best work, thrive and succeed. Applicant teams should consider how they can take meaningful steps in their future collaborations to foster an environment that values, supports and respects a diverse range of views, knowledge and experiences. Applicants should consider EDI as it applies to gender, indigenous peoples, disabilities, career stages, and sectors.

Reporting
Successful applicants will be required to submit a report within one month of the formal completion date of the project. This report needs to outline the activities undertaken, opportunities that have been identified, and future planned actions for the research program.

Other Information
**Manchester**: There is no requirement to produce a fEC costing or Research Approval form.

You should choose the most economic and direct route for travel. As a guide for Manchester staff, the costs of hotels in Melbourne should be in the region of GBP128 per night. All flights and hotels should be booked through the University’s approved supplier **Key Travel**.
Melbourne: All applicants are required to enter the application into the Themis Submissions Workbench and have approved by their Head of Department by the deadline. As a guide for Melbourne staff, the costs of hotels in Manchester should be in the region of AUD180 per night.

Information about this call
Any queries about this joint call should be directed to:

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