

2025 Early Career Researcher Grant

Form Preview

Early Career Researcher Grant Application

* indicates a required field

Information Before Completing the Grant Application

The Early Career Researcher Grant aims to support early career researchers demonstrating clear evidence of high research potential to progress their research careers and enhance competitiveness in applying for external research funding.

IMPORTANT REMINDERS BEFORE YOU BEGIN:

- Please ensure you have read and understood the [Early Career Researcher Grant Scheme Guidelines and FAQ/Instructions to Applicants](#).
- You must have the prior support of the School(s) or Department(s) you are applying to.
- Use the HoD Certification Form_template available on the scheme website to secure certification.
- You will be required to upload the signed certification into this application before submitting.
- Eligibility exemption requests must be made as part of this Application. Exemption requests made outside the Application form will not be considered.
- A Themis Grant submission is required for non-MRI based applicants. MRI-based applicants should contact res-devschemes@unimelb.edu.au for assistance.
- Incomplete applications or declined eligibility exemptions will not be progressed for further assessment.

Save as you go: Manually save your work as you progress through the application.

Part A . Administrative Summary

Applicant Details *

Title	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Applicant Primary Phone Number *

Applicant Primary Email *

Applicant Gender

Woman Man Prefer not to say Non-binary/
gender diverse
Other

There is an optional field to add self entered response.

Do you identify as Indigenous? *

With regards to Australia, Indigenous refers to Aboriginal or Torres Strait Islander (First Nations) peoples. Otherwise, refer to the following United Nations Permanent Forum on

2025 Early Career Researcher Grant

Form Preview

Indigenous Issues paper on criteria of self-identification drawn from a number of international human rights documents: https://www.un.org/esa/socdev/unpfii/documents/5session_factsheet1.pdf

A2. Host Faculty

At The University of Melbourne, 'Faculty' refers to Faculties and Graduate Schools.

Schools, Departments and Centres sit within these Faculties. You will need to select both the Faculty and School, Department, or Centre that you are applying to work in.

You may select more than one department only if this project is to be shared between departments. If so, you will need the permission of both department heads.

Host Faculty *

A3. Appointment Details

Current supervisor/ lab head	Start of current appointment	End of current appointment (if not continuing)	Current appointment type	Appointment duties	Appointment level	Current FTE
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	For multiple appointments, please use the start date of the first	Must be a date.			Level A, B, C, etc.	Full time=100%; 4 days=80%; etc.
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HoD Certification

Please attach a fully signed declaration form using the HoD Certification form template on the scheme web-page ([form available for download here](#)).

Applicants should submit a PDF copy of their application with the HoD Certification Form to your Head of School/Department Head of School/Department for authorization.

Before forwarding the form, ensure you've completed the Applicant Details section. If you are on a Research-Only appointment (as at A3), have your supervisor sign the form where indicated in addition to the department head's signature on the remaining sections.

HoD Certification (PDF only) *

Attach a file:

Part B: Education and Appointment Details

* indicates a required field

2025 Early Career Researcher Grant Form Preview

Applicant Academic Career

Date of PhD Award

- I was awarded my PhD between 26 April 2019 and Application due date (26 April 2024).
- I was awarded my PhD prior to 26 April 2019 and there have been demonstrable interruptions or exceptional circumstances that have limited the scholarly research opportunity post-PhD to be effectively less than three years

Scholarly research opportunity post-PhD' is taken as holding a salaried appointment after the completion of a PhD degree that enabled the applicant to spend a minimum of 40% of their workload allocation on research. Applicants whose employment enabled them to spend 40% or more of their workload allocation on research at 1 FTE for three years or more, will not be considered for an Eligibility Exemption Request, unless other exceptional circumstances are present

Date PhD awarded? *

The award of the PhD is defined as the date of the official notification letter (see the scheme guidelines for further explanation).

Appointment details *

If awarded, this grant would be hosted in: *

I confirm that I have not previously been awarded an ECR Grant and drawn the funding.

- Yes
- No

I confirm that since my PhD I have not been a Chief Investigator or major beneficiary of an ARC or NHMRC grant (or a discipline-specific equivalent).

- Yes
- No

I confirm that I have not held a University of Melbourne Postdoctoral Fellowship, including a Melbourne, McKenzie, Mary Lugton, or Puzey Fellowship.

- Yes
- No

I confirm that my proposed ECR Grant project as outlined in this application is distinct from any current or requested funded research projects. *

- I confirm

Please provide explanation *

Part B-1: Eligibility Exemption Request

* indicates a required field

2025 Early Career Researcher Grant

Form Preview

Exemption Request

This section is only applicable to applicants who are not eligible under 4.1-4.4 of the Scheme Guidelines, such as:

- The applicant’s PhD was awarded prior to 26 April 2019 and there have been demonstrable career interruption/s or disrupted capacity to undertake research or exceptional personal circumstances that have limited the applicant’s scholarly research opportunity post-PhD to be effectively five years or less; or
- The applicant does not meet one of the other eligibility criteria above and can demonstrate exceptional circumstances that justify their eligibility.

The award of the PhD is defined as the date of the official notification letter.

Applicants must provide a clear timeline of their working periods and interruptions periods, with supporting documentation wherever possible.

Applying for an eligibility exemption does not automatically grant an exemption and eligibility is at the determination of the ECR Grant scheme’s eligibility subcommittee’s assessment of the circumstances.

Please tick all the relevant boxes

- I was awarded my PhD prior to the cutoff date but my scholarly research opportunity post-PhD was effectively five years or less due to career interruptions.
- I do not meet one of the other eligibility criteria, but can demonstrate exceptional circumstances that justify my eligibility.

You must provide full details of each type of exemption being requested, i.e. the details of exactly what you are requesting an exemption for. If discussing periods of employment or interruption, all dates must be supplied as well as the FTE (full-time equivalent).

*** Use the EER calculator Excel spreadsheet on our website ([ECR EER Calculator](#)) to help calculate the total interruption days.**

Type of interruption	Date commenced	Date concluded	Total days	FTE of interruption (e.g. 0.5, 0.75, 1.0)	Total FTE days	Details of interruption if applicable
Career interruption/s as outlined in section 4 of the Scheme Guidelines If you have had a salaried research position where less than 40% of your time was allocated to research, then select the “Research employment	Must be a date.	Must be a date.	Must be a number.	Must be a number.	Must be a number.	

2025 Early Career Researcher Grant Form Preview

with less than 40% of time allocated to research" in the career interruption type drop down list. Provide details of the interruption and the date of that employment. Then, subtract the fraction of time allocated to research (as a fraction) from 0.4. For example, if you worked 10% (0.1) on research in a Lecturer position, then subtract 0.1 from 0.4 = 0.3. Enter this number into the 'FTE of interruption' column.						

Referring to the calculated interruptions above, please demonstrate how the total duration of the interruptions you experienced brings your 'effective years of scholarly research opportunity post-PhD' to within five years. Alternatively, please demonstrate exceptional circumstances that justify your eligibility to bring the 'effective years of scholarly research opportunity post-PhD' to within five years.

*

Optional supporting documents (single PDF, maximum 5 pages)

Attach a file:

2025 Early Career Researcher Grant Form Preview

A maximum of 1 file may be attached.

Part C: Proposed Budget

* indicates a required field

C1. Budget

Please do not alter the 'Budget Category' column. Consult the Guidelines and Instructions to Applicants for details on how to complete the budget and justification.

- Leave line blank if you are not requesting items in a particular category.
- List individual budget items for each category in the central column, with their individual costs.
- Enter the overall cost for that category in the third column.
- Only list items and their relevant details and costs. You can leave justifications to your project description.
- All costs should be listed excluding GST.

Budget Category	Items requested (include individual costs)	Amount Requested for Category
Personnel		\$
Relief from teaching/other duties		\$
Equipment		\$
Maintenance		\$
Travel		\$
Other		\$
e.g. Travel	e.g. Airfare Melbourne-Berlin for Conference = \$1500; Accommodation and per diem 6x \$120 = \$720	e.g. \$2220

This number is calculated from the totals for each budget category above.

- Applicants from the faculties Architecture Building and Planning, Arts, Business and Economics, Education, Fine Arts and Music, and Law, may apply for between \$5000 and \$25,000 in research funding.
- Applicants from the faculties Engineering and Information Technology, Science, and Medicine Dentistry and Health Sciences, may apply for between \$5000 and \$40,000 in research funding.

Total Amount Requested

\$

This number/amount is calculated.

C2. Budget Justification

2025 Early Career Researcher Grant

Form Preview

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Word count:

Must be no more than 300 words.

Part D: Project Description

* indicates a required field

D1. Proposed Project Details

Please use plain language, as your assessors may not be specialists in your specific research area.

Project Title (10 words) *

Must be no more than 10 words.

D2. Project Description

Please refer to the instructions in the Project Description template, downloadable from the scheme webpage ([Form available for download here](#)).

Where relevant, the inclusion of figures, graphs, diagrams etc is permitted in the Project Description as relevant to discipline.

Attach your Project Description here

Attach a file:

Please use the Project Description template on the website. A maximum of 1 file of up to 2 A4 pages, uploaded as pdf

D3. Ethics and Privacy

Does your proposed research engage with Indigenous knowledge or pertain to Aboriginal and/or Torres Strait Islander (or other Indigenous) communities? *

Yes

No

Are there specific biosecurity or ethics requirements for your project? *

Yes No

Briefly state the nature of any specific biosecurity or ethics requirements.

2025 Early Career Researcher Grant Form Preview

Must be no more than 300 characters.

In the following box, please briefly indicate:

- Your approach to enabling collaboration with Aboriginal and/or Torres Strait Islander communities (for example, dialogue/collaboration with an Indigenous cultural mentor);
- Any existing or developing, supportive and high-quality relationships you have with Aboriginal and/or Torres Strait Islander communities;
- Any personal affiliations with local Aboriginal and/or Torres Strait Islander communities that can facilitate the proposed research.

Please ensure your responses briefly address how the proposed research project aligns with the advice provided by the [AIATSIS Code of Ethics for Aboriginal and Torres Strait Islander Research](#) and the University of Melbourne's [Charter for Research with Indigenous Knowledge Holders](#).

Word count:

Must be no more than 200 words.

Part E: Researcher Track Record

* indicates a required field

E1. Research Opportunity and Performance Evidence (ROPE)

This section can be filled out regardless of whether the applicant has applied for an Eligibility Exemption.

Describe your top research achievements and contributions to academic field (e.g., awards, publications, invitations, collaborations, etc.). In your response, please outline how your research achievements and contributions may have been impacted by your opportunities and experiences, including career interruptions (where relevant).

Word count:

Must be no more than 300 words.

E2. Applicant Curriculum Vitae

This section should not include information provided elsewhere in the application.

2025 Early Career Researcher Grant

Form Preview

Please upload your curriculum vitae (CV) (3-pages maximum).

As a guide, your CV may focus on the most recent five years, and include:

- Full details of education, postgraduate training, present and past appointments.
- Seminar/conference presentations (details of conference, indicate if invited talk, selected for oral or poster presentation).*
- Details of awards or prizes (include \$ amount where applicable).*
- Details of any postgraduate and undergraduate teaching and supervision (including demonstrating, tutor roles or co-supervision of students).
- Administrative responsibilities, including laboratory, departmental, faculty/school or institutional.
- Leadership and service activities related to your research discipline or the University of Melbourne (e.g. membership of societies and committees, peer review experience, administrative responsibilities).
- Community engagement activities.
- Summary of total publication metrics, including total number of publications, total citation counts, h-index, proportion in tier 1 journals, etc.

Attach your CV here *

Attach a file:

A maximum of 1 file may be attached. in .docx, .doc, or .pdf format. No additional supporting documents (references, etc) will be considered as part of the assessment process. If any further information is needed you will be contacted.

E3. Researcher development

Please describe how the award of this grant will benefit your career. *

Word count:

Must be no more than 200 words.

Describe your stated plans to secure future funding, and how this ECR grant will support those plans. *

Word count:

Must be no more than 200 words.

Describe how the ECR grant research project is distinct from your current research and will help you establish an independent research program. *

Word count:

Must be no more than 200 words.

E4. External collaborators

2025 Early Career Researcher Grant

Form Preview

As outlined in the section above, this is a sole-CI grant and having external collaborators is not a requirement of the ECR project proposal.

If this application is funded, please note that you may require a research collaboration agreement with any external parties before your funds can be used.

If you would like to collaborate with any researchers or experts external to the University of Melbourne, please list them below. You can 'add more' sections using the buttons below.

Name of collaborator	Organisation	Role of Collaborator	Is this collaboration likely to include:
			<input type="checkbox"/> Transfer or access to samples/materials <input type="checkbox"/> Sharing and/or generating IP or commercialisation prospects <input type="checkbox"/> Joint production of academic publications <input type="checkbox"/> Payments/transfer of grant funding between the collaborators (in either direction) <input type="checkbox"/> Joint supervision of students <input type="checkbox"/> Other:
			<input type="checkbox"/> Transfer or access to samples/materials <input type="checkbox"/> Sharing and/or generating IP or commercialisation prospects <input type="checkbox"/> Joint production of academic publications <input type="checkbox"/> Payments/transfer of grant funding between the collaborators (in either direction) <input type="checkbox"/> Joint supervision of students <input type="checkbox"/> Other:
			Tick all that may apply.

E5. Publications record

Please list up to 5 publications with a brief summary of each publication's significance and impact, as well as your role in the publication.

2025 Early Career Researcher Grant

Form Preview

Publication

For each publication, describe the publication's impact, significance, and your role in the publication.

Max 5 publications	Must be no more than 50 words.

Please provide a brief summary describing the common publishing practices in your field, particularly concerning how your field assesses research and publication quality. *

Word count:

Must be no more than 100 words.

Declaration

* indicates a required field

Applicant Declaration

By submitting this application, I declare that the information I have given in this application is true to the best of my knowledge, and I understand that any offer of funding may be withdrawn if false information is given. *

I agree

Submission Instructions

Once this form is submitted on SmartyGrants, please take the PDF and attach it to a Themis Grants Workbench submission. If you are unfamiliar with this process, you can contact your faculty research office in the first instance for further advice. Technical issues can be resolved by contacting the central research office via res-devschemes@unimelb.edu.au

The status of the workbench submission should be 'Forwarded to HoD' by end of submission day.

Themis Submission Number *

Must be a number.

This should be a 7 digit number, starting with a '2'.

Privacy Collection Notice

Research, Innovation and Commercialisation is collecting the information in this form to record administrative details of the applicant, and for assessment of the grant proposal by

2025 Early Career Researcher Grant

Form Preview

the relevant selection committees and personnel involved in the delivery of this funding program.

For further information about how the University manages personal information, and for details of how to make an enquiry, lodge a complaint, or to contact the University's Privacy and Data Protection Officer, please refer to our [Privacy webpage](#), view the [University's Privacy Policy](#) or contact privacy-officer@unimelb.edu.au.

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