

# National Intelligence and Security Discovery Research Grants (NISDRG) 2023

For funding commencing in 2024

---

<b>Opening date:</b>	Available on <a href="#">GrantConnect</a>
<b>Closing date and time:</b>	Available on <a href="#">GrantConnect</a>
<b>Commonwealth policy entity:</b>	Office of National Intelligence

---

<b>Administering entity:</b>	Australian Research Council (ARC)
<b>Enquiries:</b>	Researchers are required to direct requests for information to the Research Office within the Administering Organisation.  ARC Contacts are on the <a href="#">ARC website</a> .

---

<b>Date guidelines released:</b>	19 July 2023
<b>Type of grant opportunity:</b>	Restricted competitive

---

**Table of Contents**

- 1. National Intelligence and Security Discovery Research Grants Program processes .....4**
- 2. Introduction .....6**
  - About the grant program .....6
  - Objectives.....6
  - Intended outcomes.....6
  - Scope and timeframes.....7
  - Program performance measurement .....7
  - Other relevant information .....7
- 3. Grant amount and grant period.....7**
- 4. Eligibility criteria .....8**
  - What are the eligibility requirements for applications? .....8
  - Who is eligible to apply for a grant? .....8
  - Who is eligible to be an Other Organisation? ..... 10
  - Who is eligible to be a named participant? ..... 10
  - Chief Investigators ..... 11
  - Partner Investigators ..... 12
- 5. What the grant money can be used for .....12**
  - Eligible grant activities ..... 12
  - Ineligible grant activities ..... 12
  - What grant funds can be used for..... 13
  - What grant funds cannot be used for ..... 14
  - What basic facilities must be provided..... 15
- 6. The assessment criteria .....15**
- 7. How to apply .....16**
  - Attachments to the application ..... 17
  - Timing of the grant opportunities ..... 17
  - Questions during the application period ..... 17
  - Withdrawing an application..... 17
- 8. The grant selection process.....17**
- 9. What is the grant assessment process?.....18**
  - The EOI process..... 18
  - Eligibility criteria assessment ..... 18

	The full application assessment process.....	18
	Request not to assess process.....	19
	Rejoinder process .....	20
	Who will assess applications?.....	20
	Who will approve grants?.....	20
<b>10.</b>	<b>Notification of application outcomes .....</b>	<b>20</b>
	Expression of Interest applications.....	20
	Full applications.....	21
<b>11.</b>	<b>Successful grant applications.....</b>	<b>21</b>
	The Grant Agreement.....	21
	Specific research policies and practices.....	21
	Responsible ethical and research practices.....	21
	Intellectual Property.....	21
	Publication and dissemination of research outputs and research data.....	22
	How the grant is paid.....	22
	Grant payments and GST.....	22
<b>12.</b>	<b>Announcement of grants .....</b>	<b>22</b>
<b>13.</b>	<b>How We monitor Your grant activity.....</b>	<b>23</b>
	Keeping Us informed .....	23
	Reporting .....	23
	Progress report.....	23
	End of year report.....	23
	Final report .....	23
	Grant agreement variations .....	24
	Compliance visits and record keeping.....	24
	Evaluation.....	24
<b>14.</b>	<b>Probity.....</b>	<b>24</b>
	Appeals process.....	24
	Conflict of interest.....	25
	Privacy and protection of personal information .....	26
	Confidential information.....	26
	Freedom of information .....	27
<b>15.</b>	<b>Consultation .....</b>	<b>27</b>
<b>16.</b>	<b>Glossary.....</b>	<b>27</b>

# 1. National Intelligence and Security Discovery Research Grants Program processes

**The National Intelligence and Security Discovery Research Grants Program is designed to achieve Australian Government objectives for research and innovation in national intelligence.**

The Office of National Intelligence (ONI) works with stakeholders to plan and design the grant program according to the [Commonwealth Grants Rules and Guidelines \(CGRGs\)](#).



**The grant opportunity opens.**

We (the ARC on behalf of ONI and the Australian National Intelligence Community) publish the Grant Guidelines on [GrantConnect](#).



**You (the Administering Organisation) complete and submit an Expression of Interest (EOI) application.**



**ONI and the Australian National Intelligence Community assess all EOI applications.**

ONI and the Australian National Intelligence Community assess applications against alignment to the Intelligence Challenges and shortlist EOI applications that align.



**You (the Administering Organisation) are advised of the EOI outcome and may be invited to complete and submit a full application.**

You may submit a 'Request not to Assess' form two weeks before the closing date for full applications.



**We manage the assessment of all applications.**

We manage the assessment of applications against eligibility criteria and assessment criteria including an overall consideration of value for relevant money. Your application will be assigned to Detailed Assessors to undertake in-depth assessments. You will have an opportunity to respond to Detailed Assessors' written comments through a rejoinder.

Selection Advisory Committee (SAC) members will then assess Your application, consider the Detailed Assessors' ratings and comments and Your rejoinder and assign a final score.



**The ARC provides outcomes of assessment to ONI.**

The SAC will provide a shortlist of meritorious grants to the ARC, and the proposed level of funding for each shortlisted grant. The ARC will provide advice to ONI on the eligible and shortlisted applications, and the proposed level of funding for each shortlisted application. The ARC may seek advice on security or other matters from Commonwealth agencies. The ARC may provide any advice on national security issues to the ONI.





ONI and members of the Australian National Intelligence Community will review the applications and provide a recommendation about approval, the level of funding and duration of funding for each project with advice about any national security risks. ONI and members of the Australian National Intelligence Community may seek advice on security or other matters from Commonwealth agencies.



**Grant decisions are made.**

The ONI Delegate will decide which applications that address the Intelligence Challenges are approved, and the level of funding and duration of funding for each grant and may take any advice on national security risks into account.



**We notify You of the outcome.**

We advise You if Your application was successful or not through Our Research Management System (RMS).



**ONI enter into a Grant Agreement with You.**

ONI or an Australian National Intelligence Community Entity will enter into a Grant Agreement with You if You are successful through RMS.



**Delivery of the grant.**

You undertake the grant activity and report to Us as set out in Your Grant Agreement. We manage the grant by monitoring Your progress.

The ONI or an Australian National Intelligence Community make payments on satisfactory progress of your project.



**Evaluation of the grant opportunity.**

We evaluate the specific grant activity and the grant opportunity as a whole. We will use information You provide to Us through Your reports to inform evaluations.

## 2. Introduction

- 2.1. These Grant Guidelines contain information on National Intelligence and Security Discovery Research Grants (NISDRG) program.
- 2.2. You and the named participants must read these guidelines before filling out an application.
- 2.3. This document sets out:
  - a. the purpose of the grant opportunity;
  - b. the eligibility and assessment criteria;
  - c. how applications are considered and selected;
  - d. how grantees are notified and receive grant payments;
  - e. how grantees will be monitored and evaluated; and
  - f. responsibilities and expectations in relation to the opportunity.
- 2.4. This grant opportunity and process will be administered by the Australian Research Council (ARC) on behalf of the Office of National Intelligence (ONI).

### About the grant program

- 2.5. NISDRG supports and identifies excellent innovative research that deepens understanding of emerging science and technology that addresses intelligence and national security interests. The grant program will facilitate and promote innovation and enhance national security and intelligence capacity. It will also enable Australia's National Intelligence Community to systematically engage with Australia's research and technology community.
- 2.6. The Office of National Intelligence, on behalf of the [National Intelligence Community](#), established the program in response to the [2017 Independent Intelligence Review's](#) Science, Technology and Innovation recommendations.
- 2.7. NISDRG provides support to research that aligns with the priority research areas identified by the Australian Government. These research areas are outlined in the Intelligence Challenges, developed under the broad National Security Science and Technology Priorities. More information on the Intelligence Challenges are available on the [RGS website](#).

### Objectives

- 2.8. The grant program objectives are to:
  - a. support excellent fundamental research (sometimes called discovery, basic or blue sky research) in areas identified in the Intelligence Challenges;
  - b. build Australia's research capacity and capability in these areas by supporting researchers, fostering research trainees, and contributing to a greater body of open source research;
  - c. enhance collaboration in the research, science and technology community that supports Australia's National Intelligence Community; and
  - d. support systematic and coordinated engagement between the research, science and technology community and Australia's National Intelligence Community.

### Intended outcomes

- 2.9. The intended outcomes of the grant program are:

- a. increased scale of Australian research into emerging science and technology impacting Australia’s national security, sovereignty and potential future intelligence capability;
- b. strengthened relationships and greater interaction between the research, science and technology community and Australia’s National Intelligence Community; and
- c. enhanced ability of Australia’s National Intelligence Community to access and use relevant knowledge and research to inform policy development in intelligence and national security related science and technology.

### Scope and timeframes

- 2.10. The grant commencement dates are available on the [RGS website](#).
- 2.11. Applications are accepted once a year.

### Program performance measurement

- 2.12. The performance of the program will measure the outcomes and objectives through qualitative and quantitative Key Performance Indicators (KPIs) as well as through engagement with Us and/or ONI through forums, networking, outreach and other activities.

### Other relevant information

- 2.13. We administer the program according to the *Commonwealth Grants Rules and Guidelines 2017* (CGRGs).
- 2.14. You must include information on your assessment of the project’s technological readiness level based on the Technological Readiness Levels and Descriptions available at [TRL Explanations 1.pdf \(defence.gov.au\)](#). This self-assessment is not an assessment or eligibility criteria, and will be used by ONI to understand the maturity of the proposed research.
- 2.15. Named participants on this application must provide certain personal information to the ARC and/or ONI. This information will be used for the sole and exclusive purpose of confirming eligibility as detailed at 4.15. The provision of this information provides express consent to use the information for this purpose.

## 3. Grant amount and grant period

- 3.1. ONI, on behalf of the NIC, will fund three grant opportunities under NISDRG, from 2023-24 to 2025-26, to support research that aligns with the National Intelligence Challenges.
- 3.2. For this grant opportunity, a total of up to \$8 million is available from ONI to enable 10 grants.
- 3.3. For each Grant Opportunity, EOI and full applications for the levels of funding listed in Table 1 will be considered.
- 3.4. **Table 1:** Funding level and grant duration.

Category	Details
Funding level	Between \$400,000 and \$800,000 per grant.
Funding duration	Up to three years.

## 4. Eligibility criteria

### What are the eligibility requirements for applications?

- 4.1. To be eligible your EOI and full application must address one or more of the Intelligence Challenges..
- 4.2. You can only submit one EOI and full application for the same project in any Grant Opportunity. This includes applications which fundamentally have the same research intent, approach and outcomes, regardless of any variations in the research, the named participants and/or organisations.
- 4.3. EOI applications under this grant opportunity must have:
  - a. one Chief Investigator;
  - b. one Eligible Organisations (that is the Administering Organisation).
- 4.4. Full applications under this grant opportunity must have:
  - a. one or more Chief Investigator;
  - b. none, one or more Partner Investigators;
  - c. one or more Eligible Organisations (including the Administering Organisation); and
  - d. none, one or more Other Organisations.
- 4.5. If an organisation is named on the application, a person representing that organisation must be named on the application.

### Who is eligible to apply for a grant?

- 4.6. We will only accept EOI and full applications from the Eligible Organisations in Table 2.
- 4.7. The Eligible Organisation that submits the application will be the 'Administering Organisation' and is referred to as 'You'. All Other Eligible Organisations named on the application will be an 'Other Eligible Organisation'.
- 4.8. **Table 2:** Eligible Organisations

Organisation Name	Organisation ABN
Australian Catholic University	15 050 192 660
Australian Institute of Aboriginal and Torres Strait Islander Studies	62 020 533 641
Batchelor Institute of Indigenous Tertiary Education	32 039 179 166
Bond University	88 010 694 121
Central Queensland University	39 181 103 288
Charles Darwin University	54 093 513 649
Charles Sturt University	83 878 708 551
Curtin University	99 143 842 569



Organisation Name	Organisation ABN
Deakin University	56 721 584 203
Edith Cowan University	54 361 485 361
Federation University Australia	51 818 692 256
Flinders University	65 542 596 200
Griffith University	78 106 094 461
James Cook University	46 253 211 955
La Trobe University	64 804 735 113
Macquarie University	90 952 801 237
Monash University	12 377 614 012
Murdoch University	61 616 369 313
Queensland University of Technology	83 791 724 622
Royal Melbourne Institute of Technology (RMIT University)	49 781 030 034
Southern Cross University	41 995 651 524
Swinburne University of Technology	13 628 586 699
The Australian National University	52 234 063 906
The University of Adelaide	61 249 878 937
The University of Melbourne	84 002 705 224
The University of New England	75 792 454 315
The University of New South Wales	57 195 873 179
The University of Newcastle	15 736 576 735
The University of Notre Dame Australia	69 330 643 210
The University of Queensland	63 942 912 684
The University of Sydney	15 211 513 464
The University of Western Australia	37 882 817 280
Torrens University Australia	99 154 937 005
University of Canberra	81 633 873 422

Organisation Name	Organisation ABN
University of Divinity	95 290 912 141
University of South Australia	37 191 313 308
University of Southern Queensland	40 234 732 081
University of Tasmania	30 764 374 782
University of Technology Sydney	77 257 686 961
University of the Sunshine Coast	28 441 859 157
University of Wollongong	61 060 567 686
Victoria University	83 776 954 731
Western Sydney University	53 014 069 881

### Who is eligible to be an Other Organisation?

- 4.9. An organisation included on the National Redress Scheme’s website on the list of ‘Institutions that have not joined or signified their intent to join the Scheme’ ([www.nationalredress.gov.au](http://www.nationalredress.gov.au)) cannot be an Other Organisation.
- 4.10. Organisations that are not Eligible Organisations but that are named as organisational participants on an application will be Other Organisations.
- 4.11. Other Organisations must not be an Australian National Intelligence Community member entity. A list of Australian National Intelligence Community member entities is available at [The National Intelligence Community | Office of National Intelligence \(oni.gov.au\)](http://The National Intelligence Community | Office of National Intelligence (oni.gov.au)). This may be managed post-award.
- 4.12. Other Organisations must be Australian organisations.
- 4.13. Other Organisations are not required to make a cash and/or in-kind contribution to the project, but must be relevant to and involved with the project.
- 4.14. An Other Organisation named on an application must have at least one Partner Investigator (PI) listed.

### Who is eligible to be a named participant?

- 4.15. Named participants are those individual researchers who are nominated for the particular roles identified for each grant opportunity.
- 4.16. Named participants under the NISDRG may be nominated under the following roles:
  - a. Chief Investigators (CIs);
  - b. Partner Investigators (PIs);
- 4.17. All named participants in an application must:
  - a. satisfy the eligibility criteria for the role they are to perform; and

- b. take responsibility for the authorship and intellectual content of the application, appropriately citing sources and acknowledging significant contributions, including from third parties
  - c. be Australian citizens, Australian Permanent Residents or New Zealand Special Category Visa holders
  - d. details of all professional affiliations and publications.
- 4.18. A project cannot commence until all named participants meet the eligibility criteria in these Grant Guidelines.
- 4.19. An EOI or full application will not be considered where We have made a decision to exclude grant applications for a research integrity matter under the [ARC Research Integrity Policy](#), involving a particular named participants for a period of time, whether or not they otherwise meet the eligibility requirements.

## Chief Investigators

- 4.20. CIs are expected to:
- a. take significant intellectual responsibility for the conception and conduct of the project and for any strategic decisions required in its pursuit and the communication of results;
  - b. ensure effective supervision, support and mentoring at all times of research personnel, including HDR candidates and postdoctoral researchers for whom they are responsible; and
  - c. make a commitment to carrying out the project and not assume the role of a supplier of resources for work that will largely be undertaken by others.
- 4.21. The first named CI will be the Project Leader and must have the capacity to manage the project.
- 4.22. The Project Leader must be engaged by the Administering Organisation for the period of the project activity, including any post project reporting period.
- 4.23. At least one CI must:
- a. be an employee for at least 0.2 FTE at an Eligible Organisation; or
  - b. be a holder of an honorary academic appointment at an Eligible Organisation. An honorary academic appointment for eligibility purposes means a position that gives full academic status to the researcher, as certified by the Deputy Vice-Chancellor (Research) (or equivalent) in the application. The researcher must have access to research support comparable to employees e.g., an emeritus appointment. The researcher is not eligible to be a Chief Investigator using their honorary academic appointment if they are employed by an organisation other than an Eligible Organisation for more than 0.2 FTE.
- 4.24. CIs who are not the Project Leader must meet at least one of the following criteria as at the grant commencement date, and, if successful, for the project activity period:
- a. must be engaged at an Eligible Organisation for the project activity period, including any post project reporting period; or
  - b. an employee for at least 0.2 FTE at an Eligible Organisation; or
  - c. be a holder of an honorary academic appointment at an Eligible Organisation. An honorary academic appointment for eligibility purposes means a position that gives

full academic status to the researcher, as certified by the Deputy Vice-Chancellor (Research) (or equivalent) in the application. The researcher must have access to research support comparable to employees e.g., an emeritus appointment. The researcher is not eligible to be a Chief Investigator using their honorary academic appointment if they are employed by an organisation other than an Eligible Organisation for more than 0.2 FTE.

- 4.25. CIs must reside in Australia for more than 50 per cent of the project activity period. Any significant absences including fieldwork or study leave directly related to the project must have approval from You and must not total more than half the project activity period. In extraordinary circumstances, changes must be approved via a Variation.
- 4.26. CIs must not undertake an HDR during the project activity period.

### **Partner Investigators**

- 4.27. PIs are expected to:
- a. take significant intellectual responsibility for the planning and conduct of the project and for any strategic decisions required in its pursuit and the communication of results;
  - b. have the relevant skills and experience to contribute to the project;
  - c. make a commitment to carrying out the project and not assume the role of a supplier of resources for work that will largely be undertaken by others; and/or
  - d. provide effective supervision, support and mentoring of research personnel, as required.
- 4.28. PIs must not meet the eligibility criteria for CIs at the grant commencement date and, if successful, at any time during the project activity period.
- 4.29. Only researchers who do not meet all of the eligibility criteria for being a CI may be PIs. For example, a participant may be a PI, if they would otherwise be a CI but will not reside in Australia for more than 50 percent of the project activity period.
- 4.30. PI's must be Australian citizens, Australian Permanent Residents or New Zealand Special Category Visa holders.

## **5. What the grant money can be used for**

### **Eligible grant activities**

- 5.1. NISDRG supports research activities that meet the definition of 'research'.

### **Ineligible grant activities**

- 5.2. We will not consider EOI or full applications for a grant where one or more Organisation(s) is seeking expert external assistance, not available within their own organisation, in order to develop specific applications or outputs that involve little innovation or are low risk. We consider such applications to be contracted research or a consultancy arrangement and these are ineligible.
- 5.3. We cannot fund the same research activities, infrastructure or project previously funded or currently being funded through any other Commonwealth grant.

## What grant funds can be used for

5.4. You can only spend the grant on eligible expenditure items that directly support the project and in accordance with any additional special conditions in the Grant Agreement.

5.5. Eligible expenditure items are:

a. personnel, which may include:

- i. salary support for personnel, for example research associates and assistants, technicians and laboratory attendants at an appropriate salary level, including 30 per cent on-costs, at the employing organisation. Salary support may only be provided for Australian citizens, Australian Permanent Residents or New Zealand Special Category Visa holders;
- ii. stipends for 1.0 full time equivalent (FTE) HDR candidates, at an appropriate level for the Administering Organisation or the relevant industry sector. Stipends may only be provided for students who are Australian citizens, Australian Permanent Residents or New Zealand Special Category Visa holders;
- iii. Specifically, the following awards are suggested as detailed in Table 3:

**Table 3: NISDRG additional personnel awards**

Category	Details
NISDRG Fellowship	<p>\$80,000, in total, is available to support a named participant, with less than 10 years since the award of earliest PhD, including Allowable Career Interruptions.</p> <p>The fellowship must be identified in the budget and can be on top of funding requested through other sources.</p> <p>Fellowship holders must be Australian citizens, Australian Permanent Residents or New Zealand Special Category Visa holders.</p>
NISDRG Scholarship	<p>\$60,000, in total, is available to support a postgraduate researcher to participate in the project.</p> <p>The scholarship must be identified in the budget and can be on top of other funding requested for the project, or provided through other sources.</p> <p>Scholarship holders must be Australian citizens, Australian Permanent Residents or New Zealand Special Category Visa holders.</p>

- b. teaching relief for CIs up to a total of \$50,000 per CI per year;
- c. travel costs essential to the project, including economy travel costs for domestic and/or international travel and accommodation up to a total of \$50,000 over the project activity period. Travel and accommodation costs related to carrying out field research or any carers' costs are not included in this \$50,000 limit;
- d. expenditure on field research essential to the project, including technical and logistical support, travel expenses (including accommodation, meals and incidental costs);

- e. equipment (and its maintenance) and consumables essential for the project. Funding will not be provided for equipment or consumables that are considered to be for broad general use; and
- f. other, which may include:
  - i. expert services of a third party if the services are directly related to and essential for the project. Such services include, but are not limited to:
  - ii. language translation services, transcribing services;
  - iii. purchase of bibliographical or archival material (electronic or hard copy); and
  - iv. data collection and analysis services;
  - v. access to national and international research and infrastructure facilities including specialist archives, collections and databases;
  - vi. access to technical workshop services linked to and justified explicitly against the project (for example, machine tools and qualified technicians);
  - vii. publication and dissemination of project research outputs and outreach activity costs;
  - viii. specialised computer equipment and software essential to the project;
  - ix. web hosting and web development specific to the project;
  - x. workshops, focus groups and conferences that are essential for the conduct of the project (including reasonable hospitality costs such as morning tea, lunch and afternoon tea); and
  - xi. reasonable essential costs to allow a participant who is a carer, or who personally requires care or assistance, to undertake travel essential to the project.

### **What grant funds cannot be used for**

- 5.6. Unless the following activities meet the definition of 'research', the NISDRG does not support production of:
  - a. computer programs, research aids and tools;
  - b. data warehouses, catalogues or bibliographies; or
  - c. teaching materials.
- 5.7. You cannot request or use grant funds for the following activities:
  - a. basic facilities that should normally be funded by an Administering Organisation, Eligible Organisation and/or Other Organisation (including standard refurbishment costs of a laboratory);
  - b. capital works and general infrastructure costs;
  - c. costs not directly related to the project, including but not limited to professional membership fees, professional development courses, fees for patent application and maintenance, equipment for live music or drama performances, equipment for gallery and museum exhibitions, visas, relocation costs, entertainment costs, purchase of alcohol, insurance, mobile phones (purchase or call charges) and other indirect costs;
  - d. fees for international students or the Higher Education Contribution Scheme (HECS) and Higher Education Loan Program (HELP) liabilities for students; and

- e. salaries and/or on-costs, in whole or in part, for CIs or PIs.

## **What basic facilities must be provided**

- 5.8. The following basic facilities must be provided (where relevant) and funded by You, or the Other Eligible Organisation(s) or Other Organisation(s) and are not funded by the grant:
  - a. bench fees or similar laboratory access fees;
  - b. access to a basic library collection;
  - c. access to film or music editing facilities;
  - d. work accommodation (for example, laboratory and office space, suitably equipped and furnished);
  - e. basic computer facilities such as desktop computers, portable computer devices, printers, word processing, and other standard software; and
  - f. standard reference materials or funds for abstracting services.

## **6. The assessment criteria**

- 6.1. You must address all of the relevant assessment criteria in Your application. We will assess your application based on the weighting given to each criterion. Different weightings are assigned to individual criterion.
- 6.2. The application form asks questions that relate to the assessment criteria. The amount of detail and supporting evidence You provide in Your application should be relative to the project size, complexity and grant amount requested. The application form includes character, word and page limits.
- 6.3. The NISDRG assessment criteria are:
  - a. Project quality and benefit 60%  
Demonstrate this through identifying the:
    - i. contribution to an important gap in knowledge or significant problem;
    - ii. novelty/originality and innovation of the proposed research (including any new methods, technologies, theories or ideas that will be developed);
    - iii. clarity of the hypothesis, theories and research questions;
    - iv. cohesiveness of the project design and implementation plan (including the appropriateness of the aim, conceptual framework, method, data and/or analyses);
    - v. new or advanced knowledge resulting from outcomes of the research;
    - vi. extent to which the project would build research capacity; and
    - vii. potential to enhance Australian intelligence and national security capabilities.
  - b. Investigator(s)/Capability 25%  
Demonstrate this through identifying:
    - i. Research Opportunity and Performance Evidence (ROPE);
    - ii. time and capacity to undertake the research;
    - iii. evidence of experience in research training, mentoring and supervision (where appropriate); and

- iv. the capability of the investigator or team to build collaborations both within Australia and internationally.
- c. Feasibility and commitment 15%
  - Demonstrate this through identifying the:
    - i. cost-effectiveness of the research and its value for relevant money;
    - ii. suitability of the environment for the research team and their project, and for HDR students where appropriate, including availability and resourcing of Postgraduate Researchers (HDR students) and Postdoctoral Research Associates;
    - iii. availability of the necessary facilities to complete the project; and
    - iv. extent to which the project's design, participants and requested budget create confidence in the successful completion of the proposed research on time.

## 7. How to apply

- 7.1. Before You submit an EOI or full application, You and the named participants must read these Grant Guidelines, the Instructions to Applicants, and the draft Grant Agreement. These documents may be found on [GrantConnect](#). Any alterations and addenda will be published on [GrantConnect](#) and by registering on this website you will be automatically notified of any changes.
- 7.2. To apply, You must:
  - a. complete the EOI form and, if invited, the full application form in the format We require as detailed in the Instructions to Applicants;
  - b. address all of the eligibility and assessment criteria;
  - c. make sure that Your EOI and full application is submitted in accordance with these Grant Guidelines, Grant Agreement, Instructions to Applicants and Application Form. You must only submit an application if it and the named participants, will be eligible for the Grant Opportunity as per these Grant Guidelines;
  - d. certify that the EOI and full application is compliant with these Grant Guidelines and all relevant laws and regulations including having regard to the *Guidelines to Counter Foreign Interference in the Australian University Sector* published on the [Department of Education website](#);
  - e. submit Your EOI and full application through Your Research Office; and
  - f. ensure that the person assigned the Research Office Delegate role in the Research Management System (RMS) is authorised to certify and submit applications.
- 7.3. There are no minimum cash or in-kind requirements for any organisations named on the full application. If included in the full application, in-kind contributions must be essential and central to the full application. It is Your responsibility to establish the merit of the case for recognition of in-kind contributions.
- 7.4. In-kind contributions in the budget section of the application should not include basic salary for any Commonwealth Fellowships, unless it is salary over and above the Commonwealth component supported.
- 7.5. Your full application cannot include cash or in-kind contributions in years beyond the project activity period.



- 7.6. You are responsible for ensuring that Your EOI and full application is complete and all details in the application are accurate and current at the time of submission.
- 7.7. You cannot change Your EOI or full application (additions, deletions or modifications) after the application submission date and time, unless invited by the ARC.
- 7.8. We reserve the right at any point in the process to seek evidence from You to support the certification of EOI and full applications.
- 7.9. The EOI and full application forms include help information and further information is in the Instructions to Applicants document on [GrantConnect](#). If You have any technical difficulties, please contact [RMSSupport@arc.gov.au](mailto:RMSSupport@arc.gov.au).

### **Attachments to the application**

- 7.10. You must attach supporting documentation to the application form in line with the instructions provided in the form or in the Instructions to Applicants. You should only attach requested documents. We will not consider information in attachments that We do not request.

### **Timing of the grant opportunities**

- 7.11. We publish open and closing times for submission on [GrantConnect](#).
- 7.12. You must submit Your EOI and full application to Us between the grant opportunity opening and closing dates and times specified on [GrantConnect](#). We will not accept late EOIs or full applications, other than in exceptional circumstances (such as due to natural disasters) in which case We will discuss this with You, and if We agree, invite You to make a late application.
- 7.13. If You are successful, a grant will commence on the grant commencement date, after announcement, or in line with other arrangements that are approved by Us.

### **Questions during the application period**

- 7.14. Questions during the application period should be directed to Your Research Office. Answers to frequently asked questions may also be posted on [GrantConnect](#).

### **Withdrawing an application**

- 7.15. We may approve the withdrawal of an application upon receipt of a written request with justification from You. We will only approve such a request in exceptional circumstances.

## **8. The grant selection process**

- 8.1. All EOIs and full applications will be considered through a competitive peer review process.
- 8.2. We manage the assessment of EOIs and full applications.
- 8.3. We and/or ONI may seek advice on national security or other matters from Commonwealth agencies in relation to the EOI and full application.
- 8.4. We and/or ONI may seek information from You regarding due diligence activities in relation to the EOI and full application.

## 9. What is the grant assessment process?

### The EOI process

- 9.1. Applicants are required to submit an EOI outlining the proposed project and its alignment with the Intelligence Challenges as relevant.
- 9.2. ONI and the Australian National Intelligence Community, will review all submitted EOI Intelligence Challenges Grant Opportunity applications to determine whether the proposed project aligns with the Intelligence Challenges.
- 9.3. Applications submitted under the Intelligence Challenge Grant Opportunity will be shortlisted by ONI for full application if the ONI and the Australian National Intelligence Community determine that the project aligns with the Intelligence Challenges.
- 9.4. If Your EOI application is shortlisted We will invite you to submit a full application for grant funding under the relevant Grant Opportunity.
- 9.5. If Your EOI application is not shortlisted We will notify you that Your application has not been successful.
- 9.6. If We consider that an EOI application is incomplete We may in Our discretion decide to recommend that the application not be shortlisted.
- 9.7. If We consider that an EOI application is inaccurate or contains false or misleading information, or is otherwise a breach of the *Australian Code for the Responsible Conduct of Research*, We will in Our discretion decide to recommend that the EOI application not be shortlisted.

### Eligibility criteria assessment

- 9.8. We will review Your EOI application and, where relevant Your full application, against the eligibility criteria.
- 9.9. We may determine whether an EOI application or full application meets the eligibility requirements in these Grant Guidelines at any stage during assessment of the application.
- 9.10. If an EOI application or full application is considered ineligible, You will be notified of that decision. You may submit an appeal against the administrative process in relation to this decision (eligibility appeal) within 30 days of the date of the eligibility decision notification, as specified in section 14 of these Grant Guidelines.
- 9.11. If an EOI application or full application is ineligible, the application may not be progressed through the assessment process and We will not recommend the full application for funding.

### The full application assessment process

- 9.12. All full applications which meet the eligibility criteria will be assessed and merit ranked using all the assessment criteria.
- 9.13. If We consider that a full application is incomplete We may in Our discretion decide to recommend that the application not be approved for a grant.
- 9.14. If We consider that a full application is inaccurate or contains false or misleading information, or is otherwise a breach of the *Australian Code for the Responsible Conduct of Research*, We will in Our discretion decide to recommend that the full application not be approved for a grant.

- 9.15. Your full application will be considered on its merits, based on:
  - a. how well it meets the assessment criteria;
  - b. how well it addresses the Intelligence Challenges;
  - c. how it is ranked against other applications; and
  - d. whether it provides value for relevant money (as defined in the Glossary).
- 9.16. We or ONI may request additional information during the full application assessment process, which does not change the nature of Your application.
- 9.17. We ask external experts, General Assessors and Detailed Assessors, to assess applications as part of the assessment process. Any expert, who is not a Commonwealth Official, will be required/expected to perform their duties in accordance with the CGRGs.
- 9.18. The assessment process includes the following steps.
  - a. We assign full applications to General Assessors.
  - b. Full applications are assigned to Detailed Assessors. In assigning assessors, We may take requests not to assess into account (see below for further information on this process).
  - c. Detailed Assessors provide assessments to Us. Assessments include scores and written comments against assessment criteria.
  - d. Applicants are provided with Detailed Assessors' comments and are invited to submit a rejoinder (see below for further information on this process).
  - e. Full applications, scores and comments provided in the detailed assessments and the applicant's rejoinder are provided to the General Assessors for consideration. General Assessors assign their own scores against the assessment criteria.
  - f. The SAC meets to discuss the ranking of each full application relative to other applications and determines funding recommendations including advice to the ARC on the extent to which the application addresses one or more Challenge or Priority.
  - g. We provide a ranked shortlist of eligible and meritorious applications to ONI, with advice on the extent to which the application addresses the Intelligence Challenges, the level of funding, and duration of each shortlisted full application.
  - h. ONI, in consultation with the Australian National Intelligence Community, reviews the ranked list of applications to determine which applications to fund based on the fit with the Intelligence Challenges, the Australian National Intelligence Community's priority research needs, Australia's national interest, including national security, applications already funded and available funding.

### **Request not to assess process**

- 9.19. You may name up to three persons whom You do not wish to assess an application by submitting a Request Not to Assess (RNTA) form in RMS as detailed on [GrantConnect](#) and the [RGS website](#). This form must be received by Us two weeks prior to the grant opportunity closing date.
- 9.20. Only one request containing the names of up to three individual assessors may be submitted per application.
- 9.21. We will in Our discretion decide whether We accept or refuse a 'Request Not to Assess'. We will not notify you of the outcome.

## Rejoinder process

- 9.22. You will be given the opportunity to respond to assessors' written comments to full applications through a rejoinder. Names of assessors will not be provided. Further information on the rejoinder process is available on the [RGS website](#).

## Who will assess applications?

- 9.23. The extent to which the EOI and full application addresses one or more Intelligence Challenges will be assessed by the ONI.
- 9.24. Full applications will be assessed by Detailed Assessors and a SAC comprising independent Assessors.
- 9.25. All assessors must adhere to and uphold the Australian Code for the Responsible Conduct of Research (2018).
- 9.26. Any SAC members who are not a Commonwealth Official, will be required to perform their duties in accordance with the CGRGs.
- 9.27. We have procedures in place for managing organisational and personal Conflicts of Interest for Assessors, SAC members and ARC staff. Details of these procedures are in the relevant section of these Grant Guidelines and in the ARC's Conflict of Interest and Confidentiality Policy available on the [ARC website](#).

## Who will approve grants?

- 9.28. The ONI Delegate will approve grants to be funded by the ONI.
- 9.29. The ONI may seek advice on national security or other matters from Commonwealth agencies before making recommendations to the relevant Delegate. The ONI will make recommendations for funding to the relevant Delegate based on any number of assessments and may take into account any advice received on national security or other matters from Commonwealth agencies.
- 9.30. The relevant Delegate's decision is final in all matters, including:
- a. the approval of the grant;
  - b. the grant funding amount to be awarded;
  - c. the duration of the grant; and
  - d. the terms and conditions of the grant.
- 9.31. There is no ARC appeal mechanism for decisions to approve or not approve a grant. We will consider appeals against the administrative process as specified at section 14 of these Grant Guidelines.

# 10. Notification of application outcomes

## Expression of Interest applications

- 10.1. You will be notified of the outcome of Your EOI application through RMS, following a decision by the ONI and the National Intelligence Community.
- 10.2. We will advise You whether Your EOI application has been shortlisted. If it has been shortlisted, the notification will include information about submitting a full application.
- 10.3. Feedback may be provided on Your EOI application.

## Full applications

- 10.4. We will advise You of the outcome of Your full application, following a decision by the ONI Delegate.
- 10.5. If You are unsuccessful, You may submit a new application for the same, or similar, research in future grant opportunities. This will depend on the specific provisions of the grant opportunity You are applying for. You should include new or more information to address any weaknesses that may have prevented Your previous application from being successful.
- 10.6. If You are unsuccessful, the ARC may consider the application for funding under an ARC scheme.
- 10.7. You will be notified if Your application is found to be ineligible.
- 10.8. Feedback will be provided on eligible full applications.

## 11. Successful grant applications

### The Grant Agreement

- 11.1. If You are successful, You must enter into a legally binding Grant Agreement with the Commonwealth represented by ONI.
- 11.2. ONI use a NISDRG Grant Agreement which contains standard terms and conditions that cannot be changed. A sample Grant Agreement is available on [GrantConnect](#). Any special conditions attached to the grant will be identified in the Grant Offer.
- 11.3. You will have 30 calendar days from the date of the Grant Offer to execute this Grant Agreement with the Commonwealth.
- 11.4. ONI must execute a Grant Agreement with You before any payments can be made. The ONI and ARC are not responsible for any of Your project expenditure until a Grant Agreement is executed.

### Specific research policies and practices

- 11.5. You and each participant are required to be compliant with all relevant laws and regulations and have regard to any relevant guidelines.

### Responsible ethical and research practices

- 11.6. All applications and funded research projects must comply with the requirements for responsible and ethical research practice specified in the *Australian Code for the Responsible Conduct of Research* and the codes, guidelines, practices and policies on the [ARC website](#).
- 11.7. An ethics plan must be in place prior to the commencement of the project in line with the Grant Agreement.

### Intellectual Property

- 11.8. Neither the ARC nor ONI claim ownership of any intellectual property in an application or in any research arising from a project. All NISDRG research projects must comply with practices and policies on the [ARC website](#).

## Publication and dissemination of research outputs and research data

- 11.9. All NISDRG grants must comply with the *ARC Open Access Policy* on the dissemination of research findings, which is on the [ARC website](#).
- 11.10. A data management plan must be developed prior to the commencement of the project in line with the Grant Agreement.
- 11.11. We strongly encourage depositing data arising from a project in an appropriate publicly accessible discipline and/or institutional repository.
- 11.12. All participants applying for grants are encouraged to have a persistent digital identifier such as an Open Researcher and Contributor Identifier (ORCID ID) in their RMS Profile.

## How the grant is paid

- 11.13. Payments will be made as set out in the Grant Agreement. Grant funding will typically be paid biannually through the ONI's payment system.
- 11.14. The Grant Offer will specify the approved grant amount to be paid.
- 11.15. You will not be paid more than the approved grant amount under any circumstances. If You incur extra costs, You must meet them.
- 11.16. Once the Grant Agreement is executed by the Commonwealth, payment will be made on the next available date for grant payments after the grant commencement date.
- 11.17. Any grant awarded will be subject to sufficient funds being available for the project and the continued satisfactory progress of the project.

## Grant payments and GST

- 11.18. All amounts referred to in these Grant Guidelines are exclusive of the Goods and Services Tax (GST), unless expressly stated otherwise.
- 11.19. You are responsible for any and all financial and taxation implications associated with receiving funds.

## 12. Announcement of grants

- 12.1. If successful, Your grant will be listed on [GrantConnect](#) 21 calendar days after the date of effect as required by section 5.3 of the CGRGs.
- 12.2. We will publicise and report offers and grants awarded, including the following information about the project:
  - a. Your name and any other parties involved in or associated with the project;
  - b. named participants and their organisations;
  - c. the project description (the title and summary descriptions);
  - d. classifications and international collaboration country names; and
  - e. the grant funding amount.
- 12.3. You should ensure that information contained in the project title and summary descriptions will not compromise Your requirements for confidentiality (such as protection of intellectual property).

- 12.4. In making information public about a project that has been approved for a grant, We and/or ONI may use a project description, including title and summary, which differs from that provided in the application.

## **13. How We monitor Your grant activity**

### **Keeping Us informed**

- 13.1. You must let Us know if anything is likely to affect Your project.
- 13.2. You must also inform Us of any changes to Your:
- a. name;
  - b. address(es);
  - c. nominated contact details; and
  - d. bank account details.
- 13.3. If You become aware of a breach of terms and conditions under the Grant Agreement, You must contact Us immediately.

### **Reporting**

- 13.4. You must submit reports in line with the Grant Agreement. Reports must be submitted to Us through RMS, unless otherwise advised by Us.
- 13.5. The amount of detail You provide in Your reports should be relative to the project's size, complexity and grant amount.
- 13.6. We will monitor progress by assessing reports You submit and may conduct site visits or request records to confirm details of Your reports if necessary. We may occasionally need to re-examine claims, seek further information or request an independent audit of claims and payments.
- 13.7. The form for these reports will be available in RMS, with instructions on the [RGS website](#).

### **Progress report**

- 13.8. You must submit a report on planned activities and progress biannually during the project activity period in the format and by the timeframes detailed in the Grant Agreement.

### **End of year report**

- 13.9. You must submit an end of year financial report annually during the project activity period in the format and by the due dates detailed in the Grant Agreement.

### **Final report**

- 13.10. You must submit a final report for the project within 6 months of the final approved project end date.
- 13.11. The final report must address compliance with the conditions on which funding was granted, as set out in the Grant Agreement.

## Grant agreement variations

- 13.12. We recognise that unexpected events may affect the progress of a project. In these circumstances, You can request a variation to Your Grant Agreement by submitting a Variation to Grant Agreement (Variation) to Us in RMS.
- 13.13. You cannot request an increase to the approved grant amount.
- 13.14. You should not assume that a variation request will be successful. We will consider your request based on provisions in the Grant Agreement and the likely impact on achieving outcomes and any national security risks.

## Compliance visits and record keeping

- 13.15. We and/or ONI may visit You during or at the completion of Your project to review Your compliance with the Grant Agreement. We and/or ONI may also inspect the records You are required to keep under the Grant Guidelines and Grant Agreement. We and/or ONI will provide You with reasonable notice of any compliance visit.
- 13.16. You must retain the evidence and paperwork relied upon to certify Your application in RMS and make this available to Us if requested.

## Evaluation

- 13.17. We will evaluate the grant opportunity to measure how well the outcomes and objectives have been achieved. We will use information from your application and reports for this purpose. We may also interview you, or ask you for more information to help us understand how the grant impacted you and to evaluate how effective the program was in achieving its outcomes.
- 13.18. We may contact you up to five years after You finish Your grant for more information to assist with this evaluation.

## 14. Probity

- 14.1. The Australian Government will make sure that the grant opportunity process is fair, according to the published guidelines, incorporates appropriate safeguards against fraud, unlawful activities and other inappropriate conduct, and is consistent with the CGRGs.

## Appeals process

- 14.2. The appeals process is designed to ensure that the application has been treated fairly and consistently in the context of selection processes.
- 14.3. We will only consider appeals against the administrative process and not against committee decisions, assessor ratings and comments or the assessment outcome. Appellants must identify the specific guideline clause, policy or procedure which they believe has been incorrectly applied.
- 14.4. You must submit an appeal using the NISDRG Appeals Form on the [RGS website](#) and have it authorised by a Deputy Vice-Chancellor (Research) or equivalent.
  - a. For an eligibility appeal, a form must be received **within 30 days** of the date of the eligibility decision notification at section 9.12 of these Grant Guidelines.
  - b. For other appeals against administrative process, a form must be received **within 30 days** of the date You receive notification of the outcome of Your application.



- 14.5. Appeals must be submitted to Us electronically to [NISDRG@arc.gov.au](mailto:NISDRG@arc.gov.au).
- 14.6. If You do not agree with the way We have handled Your appeal, You may complain to the Commonwealth Ombudsman. The Ombudsman will not look into a complaint unless the matter has first been raised directly with Us.
- 14.7. To make a complaint You can use the online form on the ombudsman website at:  
[Contact us - Commonwealth Ombudsman](#), or  
if unable to complete the online form, via phone (Toll free): 1300 362 072.
- 14.8. Applicants may at any time seek to appeal Our decisions using available external appeal options. Regarding available options for external appeal, the Administrative Appeals Tribunal does not have general power to review Our decisions.

### Conflict of interest

- 14.9. The *ARC Conflict of Interest and Confidentiality Policy* is designed to ensure that all material personal interests are disclosed. Conflicts of interest are identified and managed in a rigorous and transparent way to ensure the integrity, legitimacy, impartiality and fairness of Our processes and to maintain public confidence in Our business processes.
- 14.10. Any conflicts of interest could affect conduct of the selection processes and/or the performance of the grant. There may be a conflict of interest, or perceived conflict of interest, if the relevant ARC staff, an assessor, member of a committee or advisor and/or You or any of Your personnel:
  - a. has a professional, commercial or personal relationship with a party who is able to influence the application selection process, such as an Australian Government officer or SAC member;
  - b. has a relationship with, or interest in, an organisation, which is likely to interfere with or restrict the applicants from carrying out the proposed activities fairly and independently;  
or
  - c. has a relationship with, or interest in, an organisation from which they will receive personal gain because the organisation receives a grant under the NISDRG program.
- 14.11. You will be asked to certify, as part of Your application, any perceived or existing conflicts of interests or that, to the best of Your knowledge, there is no conflict of interest. Each individual or organisation named in an application must declare any conflict of interest that exists or is likely to arise in relation to any aspect of the application or project to You at the date of submission.
- 14.12. If a Conflict of Interest exists or arises, You must have documented processes in place for managing the Conflict of Interest for the duration of the project. Such processes must comply with the *Australian Code for the Responsible Conduct of Research (2018)*, the *ARC Conflict of Interest and Confidentiality Policy* and any relevant successor documents.
- 14.13. If You later identify that there is an actual, apparent, or potential Conflict of Interest or that one might arise in relation to an application, You must inform Us in writing immediately.
- 14.14. We will handle any Conflicts of Interest as set out in Australian Government policies and procedures. Conflicts of interest for Australian Government staff will be managed as set out in the Australian Public Service Code of Conduct (Section 13(7)) of the *Public Service Act 1999*. Committee members and other officials must also declare any conflicts of interest.

14.15. The *ARC Conflict of Interest and Confidentiality Policy* is published on the [ARC website](#). The process for implementing the policy is available on the [ARC website](#).

## Privacy and protection of personal information

14.16. We treat your personal information according to the Australian Privacy Principles and the *Privacy Act 1988*. This includes letting You know:

- a. what personal information We collect;
- b. why We collect Your personal information; and
- c. who We give Your personal information to.

14.17. You are required, as part of Your application, to certify Your compliance with the *Privacy Act 1988*, including the Australian Privacy Principles and impose the same privacy obligations on any subcontractors You engage to assist with the activity. You must ask for the Australian Government's consent in writing before disclosing confidential information.

14.18. Your personal information can only be disclosed to someone else:

- a. if You are given reasonable notice of the disclosure;
- b. where disclosure is authorised or required by law or is reasonably necessary for the enforcement of the criminal law;
- c. if it will prevent or lessen a serious and imminent threat to a person's life or health; or
- d. if You have consented to the disclosure.

## Confidential information

14.19. The Australian Government may use and disclose confidential information about grant applicants and grant recipients under the NISDRG program to any other Australian Government business or function. This includes giving information to the Australian Taxation Office for compliance purposes.

14.20. We may reveal confidential information to:

- a. assessors, the SAC and other Commonwealth employees and contractors to help Us manage the program effectively and in accordance with any other provision of these Grant Guidelines or subsequent Grant Agreement;
- b. the Minister and their staff;
- c. employees and contractors of Our entity so We can research, assess, monitor and analyse grant programs and activities;
- d. employees and contractors of other Commonwealth agencies for any purposes, including government administration, research or service delivery;
- e. other funding bodies for the purpose of obtaining funding from that body;
- f. other Commonwealth, State, Territory or local government agencies in program reports and consultations;
- g. the Auditor-General, Ombudsman or Privacy Commissioner; and
- h. a House or a Committee of the Australian Parliament.

14.21. We will treat the information You give Us as confidential if it meets one of the four conditions below:

- a. You clearly identify the information as confidential and explain why We should treat it as confidential;
  - b. the information is commercial in confidence;
  - c. revealing the information would cause unreasonable harm to You or someone else; or
  - d. You provide the information with an understanding that it will stay confidential.
- 14.22. The Grant Agreement will include any specific requirements about special categories of information collected, created or held under the Grant Agreement.

## Freedom of information

- 14.23. All documents in the possession of the Australian Government, including those about National Intelligence and Security Discovery Research Grants, are subject to the *Freedom of Information Act 1982 (FOI Act)*.
- 14.24. The purpose of the FOI Act is to give members of the public rights of access to information held by the Australian Government and its entities. Under the FOI Act, members of the public can seek access to documents held by the Australian Government. This right of access is limited only by the exceptions and exemptions necessary to protect essential public interests and private and business affairs of persons in respect of whom the information relates.
- 14.25. All Freedom of Information requests must be referred to the Freedom of Information Coordinator in writing.
- 14.26. By mail: Freedom of Information Coordinator  
Australian Research Council  
GPO Box 2702  
CANBERRA ACT 2601

By email: [foi@arc.gov.au](mailto:foi@arc.gov.au)

## 15. Consultation

- 15.1. We may conduct a survey of Eligible Organisations after the outcomes of each grant opportunity are announced. The Australian National Intelligence Community have been consulted in the development of these Grant Guidelines.

## 16. Glossary

- 16.1. For the purposes of the NISDRG Grant Guidelines, acronyms have the meanings defined below.

ARC	Australian Research Council
CGRGs	<i>Commonwealth Grants Rules and Guidelines 2017</i>
CI	Chief Investigator
EOI	Expression of Interest
FOI	Freedom of Information
FTE	Full Time Equivalent
GST	Goods and Services Tax
HDR	Higher Degree by Research
HECS	Higher Education Contribution Scheme
HELP	Higher Education Loan Program
KPI	Key Performance Indicator
ONI	Office of National Intelligence

ORCID ID	Open Researcher and Contributor Identifier
NISDRG	National Intelligence and Security Discovery Research Grants
PI	Partner Investigator
RMS	Research Management System
ROPE	Research Opportunity and Performance Evidence
SAC	Selection Advisory Committee

16.2. For the purposes of the NISDRG Grant Guidelines, terms have the meanings defined below.

Term	Definition
active project	a project that is receiving funding according to the terms of an existing Funding Agreement or Grant Agreement, or has any carryover funds approved by Us, or an approved variation to the project end date.
Administering Organisation	an Eligible Organisation which submits an application for a grant and which will be responsible for the administration of the grant if the application is approved for funding.
Allowable Career Interruptions	<p>Allowable Career Interruptions are as follows:</p> <p>International relocation commensurate with the interruption, not exceeding three months per international relocation</p> <p>Primary carer of a dependent child, for up to two years, inclusive of parental leave, per dependent child. If required, an additional period of time commensurate with the interruption.</p> <p>Any of the following:</p> <ul style="list-style-type: none"> <li>• Caring responsibilities</li> <li>• Disability</li> <li>• Disaster management and recovery</li> <li>• Limited or no access to facilities and resources—such as through workplace interruptions</li> <li>• Medical conditions</li> <li>• Non-research positions, not concurrent with research employment</li> <li>• Parental leave</li> <li>• Unemployment</li> </ul> <p>commensurate with the interruption.</p>
applicant	the Administering Organisation.
application	a request for funding submitted through RMS by an Administering Organisation seeking grant funding under this grant program. It includes the specifics of a proposed grant activity as well as the administrative information required to determine the eligibility of the application. In this grant opportunity it refers generically to either an EOI or full application.

Term	Definition
ARC website	the website accessed using <a href="http://www.arc.gov.au">www.arc.gov.au</a> .
assessment criteria	the specified principles or standards, against which applications will be considered. These criteria are also used to assess the merits of applications and, in the case of a competitive grant opportunity, to determine application rankings.
Australian National Intelligence Community	comprises the six agencies that formerly made up the Australian Intelligence Community (AIC) — ONA, the Australian Signals Directorate (ASD), the Australian Geospatial-Intelligence Organisation (AGO), the Australian Secret Intelligence Service (ASIS), the Australian Security Intelligence Organisation (ASIO) and the Defence Intelligence Organisation (DIO) — as well as the Australian Criminal Intelligence Commission (ACIC) and the intelligence functions of the Australian Federal Police (AFP), Australian Transaction Reports and Analysis Centre (AUSTRAC) and The Department of Home Affairs.
Australian National Security Community	comprises the Department of Defence, the Department of Home Affairs, Office of National Intelligence, Department of Home Affairs, Department of Foreign Affairs and Trade, Prime Minister and Cabinet, and Department of Industry, Science, Energy and Resources.
Australian Organisation	an Organisation that has its headquarters in Australia, has a board with a majority of Australian citizens or Australian Permanent Residents or New Zealand Special Category Visa holders, and has an Australian Business Number (ABN).
bench fees	fees that an organisation charges for an individual to use infrastructure which would normally be provided by the organisation for their employees. This infrastructure may vary and could include, for example, an office or laboratory space with appropriate equipment, or access to non-specialised equipment owned by the organisation.
Chief Investigator	a participant who satisfies the eligibility criteria for a CI under these Grant Guidelines.
Commonwealth	the Commonwealth of Australia.
Commonwealth Fellowship	a position held by a participant where the salary is funded wholly or partly by the Commonwealth.
Consultancy	the provision of specialist advice, analysis, assistance, services or products to another organisation(s), generally where the consultancy services are for the sole or preferred use of that other organisation(s).
date of effect	the date on which a grant agreement is signed or a specified starting date.
Detailed Assessors	assessors drawn from the ARC assessor community who are assigned applications to review for their specific expertise in a field of research.
eligibility criteria	the mandatory criteria which must be met to qualify for a grant. Assessment criteria may apply in addition to eligibility criteria.

Term	Definition
Eligible Organisation	an organisation listed in section 4 of these Grant Guidelines.
Engaged	Engaged means that a formal arrangement is in place that attaches the CI to the relevant eligible organisation. If not an employee, the researcher must have access to research support comparable to employees e.g., an emeritus appointment.
Expression of Interest	a preliminary request to the ARC for a research Program which is submitted in accordance with the Grant Guidelines approved by the delegate.
full application	The complete application for invited applicants shortlisted from the EOI stage of the process.
field research	the collection of information integral to the project outside a laboratory, library or workplace setting and often in a location external to the individual's normal place of employment.
General Assessors	the members that make up a grant opportunity's Selection Advisory Committee. Assessors utilise knowledge of their disciplinary areas and a broad understanding of intellectual and methodological issues and good research planning. Each application has a lead General Assessor (known as Carriage 1) who is typically close to the academic field of the application, and one or more General Assessors (known as Other Carriages) with supplementary expertise.
grant activity	the project/tasks/services that the grantee is required to undertake. A project consists of a number of grant activities.
Grant Agreement	the agreement entered into by the Office of National Intelligence and an Administering Organisation when an application from that organisation is approved for grant funding.
grant commencement date	the date on which grant funding may commence.
grant offer	the details listed in the RMS under 'Grant Offers' showing the project details and grant amount.
GrantConnect	the Australian Government's whole-of-government grants information system, which centralises the publication and reporting of Commonwealth grants in accordance with the CGRGs.
Grantee	the Administering Organisation which has been selected to receive a grant.
grant opportunity	the specific grant round or process where a Commonwealth grant is made available to potential grantees. Grant opportunities may be open or targeted, and will reflect the relevant grant selection process.
grant opportunity closing date	the last day on which applications for a grant opportunity will be accepted for consideration for a specific grant opportunity.
grant opportunity opening date	the first day on which applications for a grant opportunity will be accepted for consideration for a specific grant opportunity.

Term	Definition
GST	the meaning as given in section 195-1 of the <i>A New Tax System (Goods and Services Tax) Act 1999</i> .
Higher Degree by Research (HDR)	a 'Research Doctorate or Research Masters program, for which at least two-thirds of the student load for the program is required as research work' as defined by the <i>Commonwealth Scholarships Guidelines (Research) 2017</i> .
in-kind contribution	a contribution of goods, services, materials and/or time to the project from an individual, business or organisation. Values should be calculated based on the most likely actual cost, for example, current market, preferred provider or internal provider rates/valuations/rentals/charges (that is in the financial year of the date of the application) of the costs of labour, work spaces, equipment and databases. The calculations covering time and costs should be documented by the Administering Organisation. We may require these calculations to be audited.
Instructions to Applicants	a set of instructions prepared by Us to assist applicants in completing the application form.
Intelligence Challenges	those challenge areas aligned with the National Security Science and Technology Priorities identified by the Australian Government to be funded by the ONI, and available on the <a href="#">RGS website</a> .
Key Performance Indicators (KPIs)	a set of quantitative and/or qualitative measures that We use to monitor and report on progress of research outcomes.
Minister	the Minister responsible for the administration of the ONI.
named participants	individual researchers nominated for particular roles in an application.
officials	officials of a Commonwealth entity. An official of a Commonwealth entity is an individual who is in, or forms part of the entity (see section 8 of the PGPA Act).
ONI Delegate	The Director-General of National Intelligence, or the Director-General's Delegate.
ORCID Identifier	a persistent digital identifier for an individual researcher available on the ORCID website, <a href="http://www.orcid.org">www.orcid.org</a> .
Other Eligible Organisation	an organisation listed in section 4 of these Grant Guidelines which is not the Administering Organisation on an application.
Other Organisation	an organisation that is not an Eligible Organisation that contributes to the research project.
participants	<p>all named participants on an application (i.e. CIs and PIs); and all unnamed researchers and personnel such as postdoctoral research associates and postgraduate researchers working on a project.</p> <p>All individuals who would be named in publications or would otherwise link their association with the Government funded project must comply with the eligibility criteria (Australian citizens, Australian permanent residents or New Zealand Special Category Visa).</p>

Term	Definition
Partner Investigator	a named participant who satisfies the eligibility criteria for a PI under these Grant Guidelines.
project	an application approved by the ONI Delegate to receive funding.
project activity period	the period during which a project is receiving funding according to the original Grant Offer, or has any carryover funds approved by the ARC, or an approved variation to the project's end date. During this period, the project is known as an active project.
project end date	the expected date that the project activity is completed and by which all grant funding will be spent.
Project Leader	means the named participant from the Administering Organisation who is the first-named CI on an application.
recipient	an individual or organisation who has received grant funding from the ONI.
research	<p>for the purposes of these Grant Guidelines, the creation of new knowledge and/or the use of existing knowledge in a new and creative way so as to generate new concepts, methodologies, inventions and understandings. This could include synthesis and analysis of previous research to the extent that it is new and creative.</p> <p>This definition of research is consistent with a broad notion of research and experimental development comprising “creative and systematic work undertaken in order to increase the stock of knowledge – including knowledge of humankind, culture and society – and to devise new applications of available knowledge”</p> <p>OECD (2015), <i>Frascati Manual 2015: Guidelines for Collecting and Reporting Data on Research and Experimental Development</i> (p.378).</p>
research infrastructure	the assets, facilities, services, and coordinated access to major national and/or international research facilities or consortia which directly support research in higher education organisations and more broadly, and which maintain the capacity of researchers to undertake excellent research and deliver innovative outcomes.
Research Office	a business unit within an Eligible Organisation that is responsible for contact with Us regarding applications and projects.
Research Opportunity and Performance Evidence (ROPE)	A Policy framework used to consider and assess the quality and research excellence of a named participant within the context of the participant's career and life experiences. One key element is that the assessment process takes into account the quality rather than simply the volume or size of the research contribution.
research output	all products of a research project.
Selection Advisory Committee (SAC)	a group of experts from academia and industry appointed to assist Us to assess applications and to provide a recommendation for funding. A SAC may be drawn from the ARC College of Experts.



Term	Definition
selection criteria	the eligibility criteria and assessment criteria.
selection process	the method used to select potential grantees. This process may involve comparative assessment of applications or the assessment of applications against the eligibility criteria and/or the assessment criteria.
Special Condition	a condition specified in a Grant Offer which governs the use of the funding provided by ONI.
technical workshop services	the specialised construction and maintenance activities carried out by a technician, often within a dedicated facility for working with materials such as wood, glass, metal, plastics or electronics.
travel costs	the domestic and international economy travel costs associated with the project, including to foster and strengthen collaboration between researchers in Australia and overseas.
value for money	'value for relevant money' is a judgement based on the application representing an efficient, effective, economical and ethical use of public resources determined from a variety of considerations: merit of the application, risk, cost and expected contribution to outcome achievement.
Variation of Grant Agreement (Variation)	a request submitted to Us in RMS to agree a change in the Grant Agreement.
We	the Australian Research Council (ARC) on behalf of the Office of National Intelligence (ONI). 'Us' and 'Our' are also used in this context.
You	the Eligible Organisation that submitted the application. 'Your' is also used in this context.