

International Grants Accelerator Program (iGAP) 2024 Guidelines



Overview

Driven by *Advancing Melbourne 2030*, the University aims to benefit society through the transformative impact of education and research. The International Grants Accelerator Program (iGAP) aims to enable access to international research funding opportunities to support world class research.

The iGAP program is designed to support both academic and professional staff who are actively seeking to grow capability and impact of research through international collaborations and funding.

Applications are accepted from researchers at all career stages. Early career researcher applicants are encouraged, especially noting that some international funders have a focus on early career development.

Participants will have access to:

- Support in identifying and applying to international research funding opportunities
- Up to \$5,000 AUD travel funding to support grant proposal development (conditions apply)
- Exclusive workshops to support international grant proposal development

Program structure

Participation in the program generally spans 12-18 months. The customary progression is: 6-12 months to work with the International Grants teams to identify an appropriate scheme and develop a plan for application submission. The actual submission activity tends to occur in the following year.

In recognition of the value gained by meeting in person with funding organisations and collaborators, a limited number of travel awards are available to support for international travel. Requests for travel support will be assessed following the EOI closing date.

2024 Dates

Call opens: 19 April 2024

Application deadline: 12 June 2024

Travel grant requests assessed: Late July 2024

Outcomes for travel support: Mid August 2024

Participants should register their expression of interest online via Smarty Grants. A link to the application form can be found online: <https://sites.research.unimelb.edu.au/research-funding/researcher-development-schemes/IGAP-funding>

Researchers or professional staff that submit an expression of interest:

- **[for academic staff]** will be expected to engage with the RIC International Grants team towards submitting a proposal to an international funder;
- **[for professional staff]** will be expected to identify an opportunity to enhance international funding opportunities within their areas of influence.
- Must have approval from their Head of Department if they wish to be considered for travel support

Eligibility

Academic staff: Academic applicants must be University employees (0.5 FTE or above, and at level A6 or higher) for the duration of the award, or honorary employees whose primary academic affiliation is the University of Melbourne. They must not have not previously led a successful application to the targeted funding organisation or received travel funding through previous rounds of the Grants Accelerator Program.

Professional staff: Professional staff applicants must be employed in a continuing or fixed term position (0.5 FTE or above) for the duration of the award. They must not have received travel funding through previous rounds of the Grants Accelerator Program.

How to apply

- Participants should register their expression of interest online via [SmartyGrants](#).
- As part of the application process, academic applicants must clearly identify at least one funding opportunity, either as lead or non-lead. Professional staff must clearly outline an initiative that will enhance international funding opportunities within their areas of influence.
- Applicants who wish to be considered for travel funding must attach endorsement from their Head of Department in the SmartyGrants application.
- Application enquires can be submitted to ric-international@unimelb.edu.au

Travel Funding Approval and Conditions

Travel funding for iGAP is provided internally, with Chancellery (Research and Enterprise) matching contributions from the involved Faculty/Department on a 1:1 basis for up to \$2,500 for a total of \$5,000 AUD of travel funds per participant. There is no limit on how much a Faculty may contribute above that figure, though it is expected that most participants will apply for \$5,000.

In 2024, iGAP will support up to 10 travel awards for academic staff and up to 2 travel awards for professional staff. Applications for travel funding are strongly encouraged from research staff and professional staff across all disciplines.

Travel funding for **academic staff** must be used to directly support the pursuit of an international research grant valued at \$100,000 AUD or greater returning to the University as lead or non-lead organisation.

Cases where less than \$100,000 in grant funding is expected as a result of the supported travel activity will be considered on a case-by-case basis. The relevant grant proposal must be submitted within a year of receipt of the internal award.

Travel funding for **professional staff** must be used to strengthen the University's ability to apply for and/or administer international funding through capacity building or enhancement of Faculty programming.

Eligible Expenses

- Travel costs: Travel to meet with international collaborators or funding agencies. Includes flights, per diem, accommodation and other costs in line with the University's travel policy. Travel costs to support an international collaborator visit to Melbourne are also allowable.
- Attending a planning day or future directions workshop overseas, or other consortium costs.
- Costs related to conference attendance (link between conference attendance and grant proposal development must be clear)
- Activities outside of those mentioned above will be considered based on their merits bearing in mind the objectives of the program.

Selection Criteria

Requests for travel support should include a defined plan of proposed activities and the expected impact in alignment with the following criteria.

Selection Criteria include:

- Potential for the travel grant to strengthen the competitiveness of the external grant application
- Potential to develop or strengthen relationships with funding agencies and/or collaborating organisations leading to a funded proposal
- Alignment with Faculty and University research priorities

Requests for travel support will be assessed by a panel of delegates from Research, Innovation and Commercialisation and endorsed by Chancellery (Research and Enterprise).

Travel Award Conditions

Travel is to be performed in accordance with University policy, with further information and guidance available through the University's [Travel Advice](#) webpage as well as the Federal Government's [Smartraveller](#) program.

Travel awardees will be responsible for all aspects of their travel, including planning, obtaining necessary clearances, booking and conducting their travel in line with University policy.

Funds are to be spent as agreed. Significant changes to this will require a [variation request](#) to be approved by the International Grants team.

Travel grant recipients will be required to provide a progress report at least every six months and a final report within 60 days of submission of the international grant application (for academic staff) or the travel activity (professional staff).

In their final report, **Academic staff** will be required to provide:

- a final financial report for the use of funds. Any unspent funds at the end of the approved period will be returned to the Faculty and Chancellery (Research and Enterprise), in proportion to their respective contributions.

- a Themis Grant submission number for an external application to an overseas funder in excess of AUD \$100,000. If evidence of an external application is not provided, then the funds must be returned regardless of whether travel has occurred.

In their final report, **professional staff** will be required to provide:

- a final financial report for the use of funds. Any unspent funds at the end of the approved period will be returned to the Academic Division and Chancellery, in proportion to their respective contributions.
- A report summarising the outcomes of the funded activity that will be of benefit to the University of Melbourne and how the knowledge and experience gained can be disseminated to colleagues. The report should be in the form of advice to the University on opportunities enhancing administrative/management practices, including actionable recommendations as appropriate.

Queries, comments, and feedback can be directed to RIC International: ric-international@unimelb.edu.au