**MCRIP Stage Two Funding**

**Category 1 Application Template**

This document should be used to apply for a continuation of funding for established Platforms through Stage 2 of the Melbourne Collaborative Research Infrastructure Program (MCRIP). Please refer to the Instructions for Applicants and Funding Rules documents when completing this application. Platform applications for MCRIP should be developed in consultation with [RIC Research Infrastructure](mailto:ric-researchinfrastructure@unimelb.edu.au).

**Platform Title:**

# MCRIP Stage One Platform Activity

1. **Funding Arrangements summary**

**MCRIP Stage One allocation: $**

**MCRIP Stage One term:**

**DVCR/Faculty/Department/Institutional Cash Contribution to Platform in Stage One:**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Year One (201x)** | **Year Two (201x)** | **Year Three (201x)** |
| **DVCR** |  |  |  |
| **[Academic Division]** |  |  |  |
| **[Department]** |  |  |  |
| **[Institution]** |  |  |  |
| **TOTAL** |  |  |  |

**N.B**: Insert or remove rows, as required

1. **Stage One Platform personnel summary** (include all platform staff, including in-kind contributions)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Name of Personnel** | **FTE**  **(commitment to Platform)** | **Contract Length** | **Appointment level**  **(HEW or Academic)** | **MCRIP allocation to salary ($)**  **Include both DVCR and faculty co-investment** | **In-kind allocation to salary ($)** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| **TOTAL** | | | |  |  |

**N.B:** Insert or remove rows, as required

1. **Summary of Platform activity over Stage One term**

|  |  |
| --- | --- |
| **MCRIP Stage One research output as measured by conference presentations, publications and grants** | *eg. 2014: 37 publications and 3 conference presentations, incorporation into 1 LIEF grant. 2015: 71 publications and 12 conference presentations.* |
| **Breadth of User-base within the University (by Faculty) and external organisations** | *eg. Internal: Faculty of Science, Faculty of MDHS*  *External: CSIRO, Monash University* |
| **MCRIP Stage One Platform usage (as a measure of consolidated capacity of instruments)** | *eg. 71% of capacity (averaged across Nodes)* |

1. **Objectives and Key Performance Indicators**

List MCRIP Stage 1 objectives and key performance indicators (KPIs) and outline how these have been met.

|  |  |
| --- | --- |
| Objective/Key Performance indicator | Performance |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**N.B:** Insert additional lines, as required

**Platform website link:**

1. **Other notable successes of the platform during Stage One Funding**

*eg. external engagement, positive feedback from User Committee*

# MCRIP Stage Two Platform Operations Strategy

1. **Stage Two Funding Request**

**MCRIP Stage Two requested amount: $**       *(equal or similar to Stage 1 funding including co-contributions)*

**MCRIP Stage Two request term:**      *(equal to 3 years)*

**DVCR Cash Contribution to Platform in Stage Two per annum:**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Year One (20xx)** | **Year Two (20xx)** | **Year Three (20xx)** |
| **DVCR** | $ | $ | $ |

1. **Stage Two Personnel Budget Summary**

Please list all proposed MCRIP-supported personnel and salaries. Include on-costs and additional costs associated with CPI increases, increment progression and ratified promotions. A maximum additional investment of 0.2FTE may be requested, however a growth cap as a proportion of Stage 1 funding may be implemented at discretion of the DVCR or Committee.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Name of Personnel** | **FTE** | **Level**  **(include automatic progression)** | **Base Salary ($) (include CPI increases)** | **Base salary plus 30% on-costs** | **Total request over Stage Two term** |
| *Jane Doe* | *1.0* | *HEW6.3* | *$80,332* | *$104,433* | *$330,494* |
| *HEW6.4* | *$84,800* | *$110,240* |
| *HEW6.5* | *$89,093* | *$115,821* |
|  |  |  |  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |  |  |  |
|  |  |  |
|  |  |  |
| **Grand Total** | | | | | **$** |

**N.B:** Insert additional lines, as required.

1. **Budget justification associated with increased FTE (up to 0.2FTE)**

In 150 words or less, please provide justification for increase in FTE request. This may include evidence of platform growth, additional cost associated with personnel promotion etc.

1. **In-kind salary contributions to the platform**

In 100 words or less, please describe new or continuing in-kind salary contributions to the platform.

1. **Governance Arrangements**

Identify the members of the Platform Steering Committee, members of the Platform User Committee and Chair of the User Committee and stipulate the regularity of the meetings.

|  |  |
| --- | --- |
| **MCRIP Stage Two Capability Steering Committee membership** |  |
| **Frequency of Steering Committee meetings** |  |
| **MCRIP Stage Two Platform User Committee membership** |  |
| **Frequency of User Committee meetings** |  |

1. **Stage 2 Objectives and Key Performance Indicators**

In point form, list specific strategic objectives for the short-term (1-2 years) and the medium-term (3-5 years), and propose the steps to be taken to meet these objectives.

Completed applications should be submitted to [ric-researchinfrastructure@unimelb.edu.au](mailto:ric-researchinfrastructure@unimelb.edu.au). No hard copies are required.

Applications that exceed 4 pages will be returned to the applicant for editing.