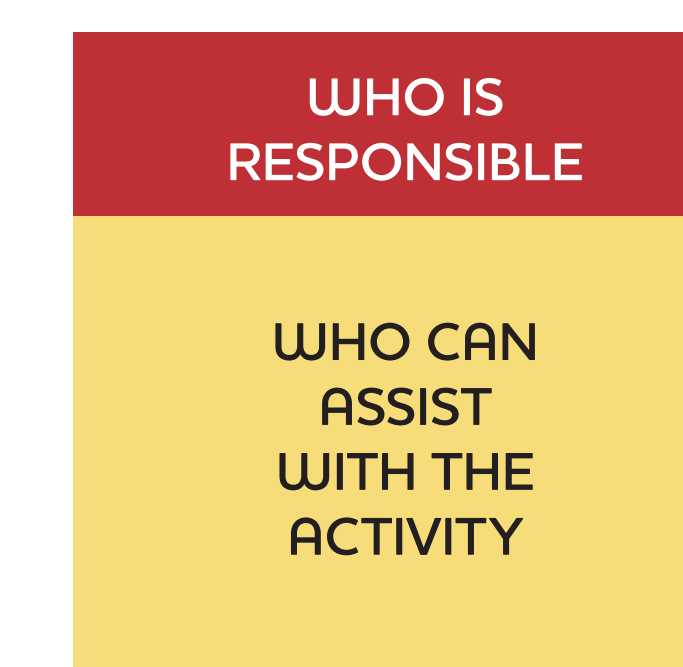


# UNDERSTANDING THE RESEARCH GRANT JOURNEY AT EDITH COWAN UNIVERSITY

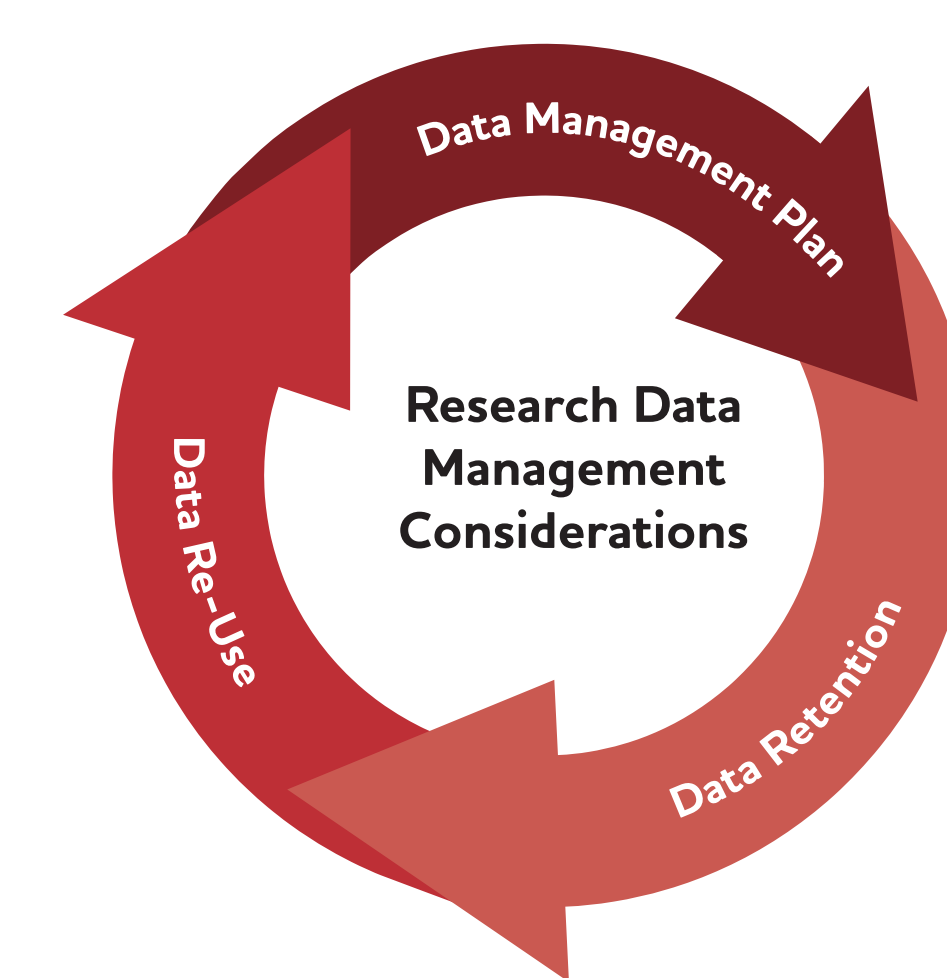


How to use this board:



## Colour legend

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## I have an idea for a research project. Should I contact Research Services?

Yes, Research Services can provide assistance with:

- identifying a source of funding;
- preparing an EOI within the ECU Research Management System (ECURMS) to seek approval from your Associate Dean Research to progress with your application;
- developing your research concepts;
- review of your final application to ensure it complies with the funding rule requirements;
- arranging for the budget to be checked by the finance team;
- submitting your application to the funding body.

## My grant was successful - what next?

The following steps must first be completed before a project account can be opened and the funds transferred:

- you must accept the award through the ECURMS, acknowledging that you have read and accept the conditions of the award;
- check with Research Services all research staff have signed the IP Deed for General Funded Research;
- arrange signing by student of IP Deed, if needed;
- complete ethics requirements and risk assessment;
- a research agreement is negotiated with the funder.

## When can I start my project?

A project can commence once the following has been completed:

- the research agreement between ECU and the funder has been fully executed;
- ethics and risk assessment requirements have been met;
- ALL IP deeds have been signed and returned;
- project account opened in Finance.

## Managing my project - what do I need to do?

Effective grant management contributes to successful project outcomes. It is University Policy that all contact with a Funder relating to a research agreement should be channelled through Research Services. Contact Research Services if any of the following occur:

- your project is running behind schedule and you can't meet the reporting requirements;
- your ethics approval is about to expire but you are still collecting data;
- there is change in the scope of your project;
- a Chief Investigator will no longer be involved in your project;
- a change is required to your budget;
- the level of risk has changed.

Once your progress or final report has been completed, it should be submitted to Research Services who is responsible for submitting it to the funder.