



Australian Government

Australian Research Council

Future Fellowships
Instructions to Applicants
for funding commencing in 2025

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1. Introduction

The Future Fellowships Instructions to Applicants for funding commencing in 2025 (hereafter referred to as the Instructions) provides information to participants on how to complete and apply online in the Research Management System (RMS). The Instructions provide explanatory information to assist with the preparation of the application.

2. Additional information - before completing the application form

In addition to the instructions, applicants should familiarise themselves with associated documentation such as the Grant Guidelines and Draft Grant Agreement which can be found on [GrantConnect](#). Other information such as the Grants Calendar, Important Dates and various RMS User guides, can be found on the [ARC website](#).

2.1 Research Office – Further Application Assistance/Guidance

The Research Office of the Administering Organisation should be contacted in the first instance to assist with queries on how to complete an application form.

2.2 Eligibility

The Administering Organisation is responsible for confirming that all eligibility requirements for the participant have been met.

For Administering Organisation internal checking purposes, information regarding how many current projects a participant holds is available in Question B12.

Important: The ability to submit a valid application form to the ARC does not mean that the participant has met all eligibility requirements.

2.3 Application Certification

The application form must be certified and submitted online through RMS by an authorised officer of the Administering Organisation. The authorised officer must have the role of 'Research Office Delegate' in RMS. Only the Administering Organisation can certify and submit applications online.

Certification for:

- the named participant is included within the application form at Question B20.
- the delegate via an additional Deputy Vice Chancellor, Research (DVCR)/Pro Vice-Chancellor (Research) or equivalent certification clause in RMS prior to submission (delegate certification).

2.4 PDF Application

All questions, except where identified, will render to the PDF generated from the RMS application form. The generated PDF is accessible to assessors who are assigned to the application. All information relevant to the application must be contained within the application. Ensure that your PDF text is readable both online and in print (it is recommended that 12pt font is used) this includes ensuring readability of text within figures and tables (where 10pt font is recommended).

The PDF should:

- Only use webpage addresses/URLs and hyperlinks in limited circumstances such as where research outputs are only available online. Webpage addresses/URLs and hyperlinks should not be used to circumvent page limits, nor should they provide information that is not contained in the application.

- Participants should include only information that is pertinent to the research and note that colour graphs, colour photographs, detailed graphics and grey scale objects may be reproduced in black and white and should both be necessary and appropriate.
- Additional text uploaded as a PDF may appear slightly reduced in size due to the RMS formatting of the attachments to include page numbers. Additional text uploaded in the PDF form should be directly generated rather than scanned to maximise the quality of reproduction.
- Participants should avoid using advanced PDF editing functionality such as the addition of textboxes, as this may not be supported in RMS. Applicants should carefully check that any changes made to a PDF document appear correctly in the application PDF in RMS.
- The ARC reserves the right to seek an original version of documents uploaded into the application to determine that the text meets these requirements.

2.5 Preprints

Preprints or comparable resources can be included in any part of an application.

If preprints or comparable resources are cited, these should be explicitly identified in the reference list by including [PREPRINT OR COMPARABLE] after the reference. The reference should include a DOI (digital object identifier), URL or equivalent, version number and/or date of access, as applicable. This indication is only required in the reference list and not in the project description itself.

Recognising that preprints or comparable resource citation can be a crucial part of research discourse, the suitability and relevance of citations and research outputs are best considered by the assessors and panels in determining the quality and novelty of the proposed research.

A preprint or comparable resource is a scholarly output that is uploaded by the authors to a recognised publicly accessible archive, repository, or preprint service (such as, but not limited to, arXiv, bioRxiv, medRxiv, ChemRxiv, Peer J Preprints, Zenodo, GitHub, PsyArXiv and publicly available university or government repositories etc.). This will include a range of materials that have been subjected to varying degrees of peer review from none to light and full review. Ideally, a preprint or comparable resource should have a unique identifier or a DOI.

Inclusion of preprints or comparable resources within the body of the application should comply with standard disciplinary practices for the relevant field.

2.6 Change to the information in the budget form


In the Budget Table at Question D1, individual items are to be entered only in the Personnel sections. All other sections (Travel, Field Research etc.) should provide a one-line budget figure giving the total funding request and contributions for that category. Details regarding the items making up this total amount should be provided in Question D2 (Justification of non-salary funding requested from the ARC) and Question D3 (Details of non-ARC contributions) as appropriate. Please see Part D Project Cost of this document for further information.

3. Creating a new application in RMS

To create a new application, login to RMS, select **Future Fellowships 2025 round 1** from the drop-down list and click on 'Create Draft Application'.

There are 6 Parts (A-F) in the FT25 application form. Questions that are mandatory will be indicated in the instructional text. All parts must be valid before the application can be submitted. A form part that is not valid will appear red, valid will appear green.

RMS does not autosave your application. It is important to periodically save all changes. The 'Save' button is located at the top of the page next to the Adobe PDF file icon:

In many cases, further help text is provided within the form to assist in completing questions. To access this information, click on the  icon.

Part A – Administrative Summary

All questions in this form part must be answered.

A1 Application Title

Provide a short title (up to 75 characters, or approximately 10 words).

The Application Title should be an accurate reflection of the research and will be visible to assessors.

- **Avoid** the use of acronyms and quotation marks.
- **Do not** use all upper-case characters.
- The **Application Title** may be modified and used for public release.

A2 Person Participant Summary

Select 'Future Fellowship' as the 'Participation Type' and enter the participant's email address, then click on 'Add'. Once the participant has been added to the form, a form part will be generated for the participant. If the participant did not create the application, the participant will receive an automated email and will be required to accept the invitation.

A3 Organisation Participant Summary

Add the Administering Organisation participating in this application.

- Select Administering Organisation from the drop-down list.
- Enter the name of the organisation in the search box and click 'Search'.
- Select the relevant organisation from the list of search results and click 'Add'.

Administering Organisation means an Eligible Organisation (refer to the Grant Guidelines for details of Eligible Organisations) 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. One Administering Organisation must be added to the application.

A4 Application Summary

Write a summary of the project in up to 750 characters, approximately 100 words. Specifically state what problem will be solved. This text is provided to the ARC Accountable Authority when considering the application for funding and may be modified by the ARC for public release.

The summary will also be used, along with the National Interest Test statement, to give the public an understanding of the research. Examples of Application Summaries for funded projects can be found on the [ARC website](#).

The Application Summary should follow this format and:

- Use plain English
- Do not use first person language. Use 'The project aims to...' rather than 'I aim to' 'We aim to' or 'They aim to' in the summary.
- Avoid the use of quotation marks and acronyms.
- Do not use all upper-case characters in the text or dot points.

	Example
Aims	This project aims to address/investigate/review ...; by utilising/advancing/conceptualising ...
Significance	This project expects to generate new knowledge in the area of ... using an innovative approach/ using interdisciplinary approaches/ utilising new techniques ...
Expected outcomes	Expected outcomes of this project include.../enhanced capacity to build institutional/disciplinary collaborations/theory development/refined methods/improved techniques...
Benefits	This should provide significant benefits, such as ... When describing benefits ensure that the description is consistent with the ARC Medical Research Policy , and specific to the research being proposed

A5 National Interest Test Statement

Write a description, of up to 1500 characters (approximately 200 words), of national interest addressing the three considerations as a single cohesive statement directed towards a member of the public. The description should be simple, clear and use plain English.

What must the NIT address?

The considerations are:

1. What is the project about and what research gap is it addressing for Australia?
2. How could the research benefit Australians (economically, socially, environmentally, commercially, or culturally)?
3. How might you promote your research outcomes beyond academia to maximise understanding, translation, use, and adoption of the research in the future?

Note: The NIT statement is read in its entirety and the answers to the questions above can be across various sentences within the statement.

NIT statements will be certified by the DVCR of the Administering Organisation as addressing the above 3 considerations. The DVCR must also consider whether the statement is written in plain English and for the specified audience – the general public.

The DVCR's certification is final, and the ARC will not review or make requests for changes to a NIT. The NIT will be provided to assessors as an input to their assessment of the application. The ARC will include the NIT with other elements of an application recommended for funding for final consideration by the ARC Accountable Authority.

For more information see the [ARC website](#) (including examples of well written NITs).

Part B – Participant Details including ROPE

All questions in this form part must be answered.

Applicants should ensure that information provided in this Form Part addresses the assessment criteria 'Investigator/Capability' as detailed in the Grant Guidelines (clause B5.1), noting the relevant weighting of the criteria.

B1 Personal Details

Questions in Personal Details can only be answered by the participant and the data is automatically populated from the participant's RMS profile.

The Administering Organisation will not be able to edit the material personal interest information on behalf of the participant.

To update the 'Personal Details' section, click on the 'Manage Personal Details' link in Part B of the form. This will open a new browser tab where you can update the relevant information. Refresh the page once you return to the form to ensure information is updated.

Note: Only the Participation Type, Title, First, Middle, and Last name of the participant from Question B1 will appear in the PDF version of this form provided to assessors, all other information will not be provided to assessors but may be shared with other Commonwealth Entities. All information contained in Part B is visible to the Administering Organisation on this application.

The following data is automatically populated from the participant's RMS profile into the application form:

Title, First Name, Middle Name, Family Name, Date of Birth, Country of Birth, Citizenship, Australian Permanent Resident, Australian Temporary Resident, Indigenous Status and Material personal interest questions as follows:

- Are you currently receiving any financial support (cash or in-kind) for research related activities from a country other than Australia?
- Are you currently, or have you previously been, associated or affiliated with a talent recruitment program from a country other than Australia?
- Are you currently associated or affiliated with a government, intelligence organisation, government owned enterprise, military, or police organisation in a country other than Australia?
- Have you identified and disclosed any conflicts of interests in accordance with your Institution's conflict of interest policies and procedures?
- Has the participant acknowledged the collection of personal information by the ARC?
- The statement in the Personal Profile reads:
 - By ticking the box, I acknowledge that personal information collected in my profile, including country of birth, date of birth, foreign relationships and conflict of interest declarations will be visible to staff who have administrative roles at both my administering organisation, and the administering organisation of any applications that I am named on; and the ARC may disclose this information to other government agencies for the purposes of grant administration and legislative compliance.

Please note: If this box is not ticked and the statement acknowledged you will not be able to be a named participant on an ARC grant application.

B2 Current country of residence

This question and the corresponding answer will not appear in the PDF version of the form.

Enter the participant’s current country of residence. To choose the country first start typing the name into the text box and the list of countries will appear in the drop-down list. Click on the appropriate country name and then click ‘Add’.

Note: If the participant is not an Australian citizen, they must obtain a legal right to work and reside in Australia.

B3 Qualifications

This data is automatically populated from the participant’s RMS profile.

To update any qualifications, the participant must amend their profile in RMS by clicking the ‘Manage Qualifications’ link in the application form. This will open a new browser tab. When returning to the form ensure to ‘Refresh’ the page to capture the changes made to the participant’s profile.

B4 Research Load (non-ARC Grants and Research)

For research funding from non-ARC sources (in Australia and overseas), list all projects/applications/awards/fellowships awarded, or requests submitted for funding involving the participant for funding for the years 2024 to 2029 inclusive.

Use the table format below to create a list of relevant projects and/or applications in descending date order.

Note:

- Funding amounts are to be in thousands and in Australian dollars.
- The table meets the formatting requirements outlined in Section 2.4 of the Instructions.

Template with examples:

Funding from non-ARC sources

Description (All named investigators on any application or grant/fellowship in which the participant is involved, project title, source of support, scheme, and round)	Same Research Area [Yes (Y)/No (N)]	Support Status [Requested (R)/Current (C)/Past(P)]	Application/Project ID (for NHMRC applications only)	2024 \$'000	2025 \$'000	2026 \$'000	2027 \$'000	2028 \$'000	2029 \$'000
Prof Joe Example, Prof Jane Sample	Y	C	N/A	205	100				
Dr Mary Test, Prof Joe Example	Y	C	N/A	175					

B5 Research Opportunity and Performance Evidence (ROPE) – Current and previous appointment(s)/position(s) – during the past 10 years

This data is automatically populated from the participant’s RMS profile.

To update any details in this table, click on the ‘Manage Employment Details’ link in this question. This will open in a new browser tab. When returning to the form, ‘Refresh’ the page to capture changes made to the participant’s profile. Provide details of academic, research, professional and industry experience during the past 10 years. Specify start date and end date of each position (if known). Select an organisation for each position.

Note: ‘During the past 10 years’ is from 1 January 2014.

B6 Research Opportunity and Performance Evidence (ROPE) – Career Interruptions

Read the [ROPE Statement](#) on the ARC website before filling out this section. This question does not relate to the participant’s eligibility for the scheme.

Has the participant experienced a significant interruption that has impacted on research opportunity?

If ‘Yes’, you will be required to add the periods of interruption by clicking ‘Add Answer’ and completing the following fields (**the fields listed below and their corresponding answers will not appear in the PDF version of the form that is visible to assessors**):

- From when
- To when
- FTE of career interruption (enter a value up to 1)
- Interruption category

The interruption categories that can be selected from the drop-down menu are:

- Caring and parental responsibilities
- Disaster management and recovery
- Limited or no access to facilities and resources—such as through workplace interruptions
- Medical condition/disability/misadventure
- Non-research employment
- Unemployment
- Community obligations, including Aboriginal and/or Torres Strait Islander cultural practices and protocols
- Other

Add each period of interruption separately. Click ‘Add answer’ to include additional interruptions.

Please ensure that interruption periods are not overlapping.

RMS will automatically calculate the total career interruption in the field ‘Total Period of Career Interruptions’ and in the following format:

“Researcher [Participant Name] has reported a career interruption of [duration] since [Year of earliest interruption].”

Note that the ‘Total Period of Career Interruptions’ figures will be rounded.

The 'Total Period of Career Interruptions' will be visible to assessors.

Please see the [Appendix](#) of these Instructions for examples of different interruption scenarios.

Note: All applications submitted to the ARC must be certified by the Deputy Vice-Chancellor (Research) (DVCR), their delegate, or equivalent, in the Administering Organisation. The DVCR does not need to provide any additional certification for this question.

B7 Research Opportunity and Performance Evidence (ROPE) – Career Narrative

Using no more than 565 characters (approximately 75 words), provide clear information for assessors to understand the opportunities you have had to undertake research across your career, without repeating information already provided in this application. It is helpful to include details of any periods of research only employment; details of any periods of research leave; and a representative summary of the formal allocations of research, teaching and administrative responsibilities across your career.

B8 Research Opportunity and Performance Evidence (ROPE) – Evidence of the participant's research impact and contributions to the field, including those most relevant to this application.

Upload a PDF of up to one A4 page and in the format described in Section 2.4 of these instructions. The PDF must provide the following information as relevant to the participant's career.

Provide a statement outlining evidence of the participant's research impact and significant contributions to the field. Describe how the participant's research has led to a significant change or advance of knowledge in their field and outline how this will contribute to this application.

Note: Question B11 provides an opportunity to describe the significance of the Australian participant's research outputs. Question B8 should be devoted to other evidence of research impact and contributions to the field.

B9 Research Opportunity and Performance Evidence (ROPE) – Mentoring and Leadership

Provide evidence of the participant's leadership and mentoring capability, including details of their experience and achievements in research training and supervision (up to 750 characters, or approximately 100 words).

Provide clear information that outlines evidence of your opportunities and achievements in leadership, mentoring and research training or supervision. The information provided should help assessors understand the quality of your achievements and capability against this criterion, but not repeat information already provided in this application. It is helpful to include information such as how you have supported others in leadership roles you have held; your mentoring experience or approach; and details of your graduate student load and completions, and/or your role in supporting graduate student achievements.

B10 Research Opportunity and Performance Evidence (ROPE) – Research Output Context

Provide clear information that explains the relative importance of different research output types and expectations in your discipline/s. The information should help assessors understand the context of your research achievements but not repeat information already provided in this application. It is helpful to include the importance/esteem of specific journals or publishers in

your field; specific indicators of recognition within your field such as authorship order and position/citations; or the significance and standing of non-traditional research outputs.

If preprints or comparable resources are cited, these should be explicitly identified in the reference list by including [PREPRINT OR COMPARABLE] after the reference. The reference should include a DOI, URL or equivalent, version number where available and/or date of access, as applicable (up to 1,500 characters, approximately 200 words).

B11 **Research Opportunity and Performance Evidence (ROPE) – 10 Career-Best Research Outputs**

Provide up to 10 career-best research outputs and provide clear information regarding their research impact and excellence. Mark the research outputs that are most relevant to this project categorised under the following headings: Authored books; Edited books; Book chapters; Refereed Journal articles; Fully refereed conference proceedings; Additional research outputs (including non-traditional research outputs and preprints or comparable resources). CVs and theses should not be included in this list. Each text box allows up to 150 characters, approximately 20 words annotation per output. Include **up to 10 research outputs** and fully reference each research output listed.

The data will be populated from the 'Research Outputs' section within the participant's RMS profile. The participant will have the flexibility to select which 10 outputs to include in the application.

Research Output – includes all products (including preprints or comparable resources) of a research project that meet the ARC definition of Research. For information on what the ARC defines as a Research Output, refer to the [ARC Open Access Policy](#).

For instructions on how to add research outputs to a user's profile in RMS, refer to the User Guide – [Research Outputs in RMS Instructions for adding Research Outputs to your RMS Profile](#). For instructions on how to add preprints or comparable resources see Section 2.5 of these Instructions.

Note: Mathematical and other symbols will not be displayed in the Research Outputs sections of RMS. You can however preview the citations by clicking the PDF link which will display the symbols correctly.

Preprints or comparable resources can be included in the Research Output list but must be entered manually in participant's RMS profile as the category "additional research output". Preprints or comparable resources should be explicitly identified as such by including **[PREPRINT OR COMPARABLE]** at the end of the reference.

Research output listing: To indicate the order of the 10 career-best research outputs from the highest rank being number 1, enter numbers 1 up to 10 in the 'Rank' column.

To add research outputs to the application:

- To import all research outputs, click on the 'Search' button. Use the drop-down list to select the specific category and/or source to import only.

Note: RMS will not prevent the entry of duplicate records and it is the responsibility of applicants to manage this.

- To add research outputs, tick the 'Select' checkbox or the 'Select all' button. Click on 'Add selected' button. To remove the research output from the listing click on the 'Remove' button.

Note: On saving, the ranked outputs will appear first and in order of rank.

- Research outputs relevant to the application can be indicated by ticking the 'Relevant' checkbox. This will add an asterisk against that research output in the PDF.

Note: The asterisk only appears in the Research Outputs PDF and application PDF.

- ARC funding details are added to the research output in the participant's profile or can be added by clicking on the 'Additional Details' button.
- To view the Research Outputs PDF, click on the 'View generated Research Outputs PDF'.

Note: The author display is automatically defaulted to show up to 5 authors against each Research Output. The number of authors displayed can be increased to a maximum of 40. To increase the number of authors to be displayed, enter in the desired number under 'Maximum number of authors displayed in each reference'.

B12 Currently held ARC Projects

This data is automatically populated from the participant's RMS profile and will include any active project which has not yet had a Final Report approved and the project file closed by the ARC.

For definitions of terms such as 'active project' and 'active project assessment date' please refer to the Definitions section of the Grant Guidelines.

B13 Relevant Qualification

(This question must be answered)

Select the qualification which is most relevant to the application.

This qualification data is automatically populated from the participant's RMS profile. Select the qualification that is most relevant to this application by clicking on the check box next to the relevant qualification. Only one qualification can be chosen.

If the participant's qualification relevant to this application was awarded prior to 1 March 2010, they will need to submit evidence to your Deputy Vice-Chancellor (Research) regarding their career interruption prior to the submission of their application. The allowable career interruptions are listed in the Grant Guidelines.

B14 Has the participant been granted an extension by the Administering Organisation, to the eligibility period due to a significant career interruption as outlined in the Grant Guidelines?

(This question must be answered).

If the participant's qualification relevant to this application (listed in Question B13) was awarded prior to 1 March 2010 and they have had a significant career interruption (as listed in the Grant Guidelines), the participant will need to seek an extension to the eligibility period through their Deputy Vice-Chancellor (Research) (DVCR).

If 'Yes' Questions B15 and B16 will be enabled and you will be required to specify the type(s) of career interruption claimed and the total period of the extension claimed.

B15 Select the category of career interruption claimed (more than one may be selected).

This question will only be required if 'Yes' is chosen in B14.

The drop-down menu lists all types of career interruption allowable under the [Eligibility and Career Interruptions Statement](#) on the ARC website. Choose all types of career interruptions which have been claimed in the application for extension to the participant's qualification as certified by the Deputy Vice-Chancellor (Research) or equivalent.

Select a type of career interruption and click 'Add'.

Select one or more of the following:

Reason for Career Interruption	Time that can be claimed
Disruption due to international relocation	A period of time commensurate with the interruption, not exceeding three months per international relocation
Caring responsibilities	A period of time commensurate with the interruption
Disability	
Disaster management and recovery	
Limited or no access to facilities and resources—such as through workplace interruptions	
Medical conditions	
Non-research positions, not concurrent with research employment	
Parental leave	
Unemployment	Up to two years, inclusive of parental leave, for each dependent child. If required, an additional period of time commensurate with the interruption.
Primary carer of a dependent child	

B16 What is the total period of extension that the participant has claimed?

This question will only be required if 'Yes' is chosen in B14.

Select the period of time which most closely equals the total period of extension claimed.

B17 Does the participant hold a professional equivalent to a PhD as certified by the Administering Organisation?

This is a 'Yes' or 'No' question.

Where the participant does not hold a PhD, evidence must be provided to the Administering Organisation, and the Administering Organisation must certify that the participant holds a professional equivalent to a PhD.

B18 What is the participant's current academic level?

Select the participant's current academic level from the menu below.

If the participant is applying from an academic position outside Australia, please ensure that the appropriate equivalent Australian academic level is selected and corresponds to the participant's level of the application.

As per the Grant Guidelines, in the Project Cost budget question, the correct Future Fellowship Salary Level must be selected according to the participant's current academic level. This means that in Part D:

- Levels A and B should choose 'Future Fellowship Level 1 Salary Level'
- Level C should choose 'Future Fellowship Level 2 Salary Level'
- Levels D and E should choose 'Future Fellowship Level 3 Salary Level'

Note: If the Future Fellowship Salary Level selected in D1 does not align with the academic level selected at this question a warning message will appear in the budget.

Note: As described in the Discovery Program Grant Guidelines – Fellowships (2024 edition), clause B 2.6 (b), in exceptional circumstances a participant may choose a Future Fellowship salary level that does not align with their current academic level. In such a case although the warning message will remain in Question D1 it will not prevent submission of the application.

B19 Project Relinquishment or Application Withdrawal

This question and the corresponding answer will not appear in the PDF version of the form.

ARC Grant Guidelines specify the limits on the number of applications and projects per named participant.

This question will be activated only where a participant will exceed ARC project limits if this application is successful. While the application can be submitted, project limits must be met under the Grant Guidelines before the project can start. Project limits can be met by relinquishing existing active project(s), or relinquishing role(s) on existing active projects or withdrawing application(s) that would exceed the project limits. This does not need to occur until all applications are announced.

Please refer to the Grant Guidelines for more information regarding the limits on the number of applications and projects per named participant.

Provide applications/Project ID(s) for the applications/projects the participant has nominated in order to meet the project limits and what is intended (application withdrawal, project relinquishment, role relinquishment on project, project end date amendment). Provide applications/Project ID(s) and the intention for each separated by a comma.

To be eligible to apply, the participant must have met all obligations, including submitting satisfactory progress and final reports, for previously funded projects.

All active projects at the scheme-specific active project assessment date are taken into consideration for the purpose of determining a participant's eligibility to apply for new funding. While a participant's application will not be ruled ineligible if the participant contravenes the Discovery Program limits, the participant will be required to nominate (in Question B20) the applications they wish to withdraw or existing project(s) (or role(s)) to be relinquished should this application be successful.

If this question is not applicable to the participant, the question will be greyed out and is not required to be completed.

Failing to provide this information will jeopardise the eligibility of an application.

B20 Certification by the participant.

Only the participant named in this form part will be able to provide a response to this question.

This question and the corresponding answer will not appear in the PDF version of this form.

The application form will not validate if 'No' is selected.

The participant must review and confirm the accuracy of all information contained in this application, including information entered within your RMS profile to be eligible to participate on this application.

By selecting 'Yes' the participant agrees to the following statements regarding their application:

I certify that:

- i) All the details in this application are accurate and complete, including information contained in my ARC Research Management System personal profile.
- ii) Proper enquiries have been made and I am satisfied that I meet the eligibility criteria as specified in the Grant Guidelines.
- iii) As a participant listed on the application, I have responsibility for the authorship and intellectual content of this application, and have appropriately cited sources and acknowledged significant contributions, including third parties, where relevant.
- iv) I have complied with the Grant Guidelines, and the scheme specific Instructions to Applicants, and if the application is successful I agree to abide by the relevant Commonwealth Grant Agreement.
- v) I understand and agree that all statutory requirements must be met before the proposed research can commence.
- vi) I have notified the Administering Organisation of all material personal and financial interests and actual, potential or perceived Conflicts of Interest I may have in relation to the application. I will notify the Administering Organisation of any personal material interests or Conflicts of Interest which arise subsequent to the submission of the application. I will update my personal details in my ARC Research Management System profile ensuring that all conflicts of interests and/or foreign funding, talent programs, affiliations/associations reported to the ARC are current.
- vii) I will notify the Administering Organisation if there are any changes in my circumstances which may impact on my eligibility to participate in, or ability to perform, the project subsequent to the submission of this application and,
- viii) I understand that information on this form and its attachments is collected in order to make recommendations to the ARC Accountable Authority on the allocation of financial assistance under the *Australian Research Council Act 2001* (Cth) and for post award reporting. The information collected may be passed to third parties, including being sent to overseas parties for assessment purposes. It may also be passed to any other Australian Government Department or Agency, and noting information contained in this application can be disclosed without my consent where authorised or required by law and for post award reporting.

Important: If the ARC considers that an application is incomplete, inaccurate or contains false or

misleading information, the ARC may in its absolute discretion decide to recommend that the application not be approved for funding.

Part C – Project Description

All questions in this form part must be answered.

C1 Project Description

Upload a Project Description of no more than 7 A4 pages and in the required format, as detailed below.

All text in the PDF, including text within figures and tables, must be in the format described in Section 2.4 of these instructions.

Participants should ensure that information provided under these headings addresses the assessment criteria as detailed in the Grant Guidelines (clause B5.1), noting the relevant weighting of the criteria.

The participant should answer the following questions using the headings below and in this order:

- PROJECT TITLE
- PROJECT QUALITY AND INNOVATION
- BENEFIT
- MENTORING AND CAPACITY BUILDING
- COMMUNICATION OF RESULTS
- REFERENCES
- ACKNOWLEDGEMENTS (IF REQUIRED)

PROJECT TITLE

This title may differ from that shown in Question A1 of the application form and may exceed 10 words.

PROJECT QUALITY AND INNOVATION:

1. How does the aim of the research program contribute to an important gap in knowledge, or address a significant problem?
2. How is the research program innovative in the context of recent international advances in research in this area?
3. What are the major research questions?
4. Describe the project design, including conceptual framework and methods.
5. Does the project involve Aboriginal and Torres Strait Islander research? If yes, describe the project's level of collaboration, engagement, relationship building and benefit sharing with Aboriginal and Torres Strait Islander People, and First Nations Organisations and Communities.
6. To what extent will the research program enhance scale and focus through collaboration with the international research community and/or other research end-users?

BENEFIT

1. What new or advanced knowledge will result from the research?
2. What are the potential economic, commercial, environmental, social, and or/cultural benefits for Australia and/or international communities of the research?

MENTORING AND CAPACITY BUILDING

1. How does the participant's expertise align with the aims of the project, and how will the project advance national and/or international leadership in this field, including mentoring and research training?

COMMUNICATION OF RESULTS

1. How will the results of the research program be communicated?

REFERENCES

1. Include a list of all references, including relevant references to the previous work of the participant.
2. For more information on how pre-prints or comparable resources should be identified, please refer to Section 2.5 of these Instructions.
3. References may be in 10-point font.

ACKNOWLEDGEMENTS (if required)

1. Acknowledge any significant contributions to this application in terms of ideas and authorship, by persons not already named in this application.
2. Note that this heading does not need to be included in the Project Description if it is not required.

C2 Administering Organisation Letter of Support

Provide a Letter of Support from the Administering Organisation confirming its commitment to the appointment of the Future Fellow, and the application (upload a PDF of up to 2 A4 pages).

- The Letter of Support from the Administering Organisation, where possible on the organisation's letterhead, must include the following information:
 - a. Outline the area of core or emerging research strength and describe the level of resources to be provided to support the participant (for example, include project costs, PhD students, or salary top-up).
 - b. Outline plans to retain the successful Future Fellow in a continuing position, subject to appropriate performance during the Fellowship.
 - c. Describe how the salary that was previously provided by You to the participant will be used where the participant is Your existing employee.
 - d. Detail how the 0.2 FTE allocated to the administering institution over the life of the Future Fellowship will be used to develop the participant's career skills.
- The Administering Organisation may include any in-kind contributions in the Letter of Support and, if applicable, justification for choosing a Future Fellowship salary level that does not align with the participant's current academic level.

Part D – Project Cost

All questions in this form part must be answered.

D1 What is the proposed budget for your project?

Outline the budget proposed for the project.

Ensure that your budget complies with the requirements of the Grant Guidelines. It is important that the Administering Organisation participating in this application has been added at Question A3 prior to entering information in the budget table.

- In the Budget Table at Question D1, individual items are to be entered only in the Personnel sections. All other categories (Travel, Field Research etc.) should have a one-line budget figure giving the total funding request and contributions for that section. Details regarding the items

making up this total amount should be provided in Question D2 (Justification of non-salary funding requested from the ARC) and Question D3 (Details of non-ARC contributions) as appropriate.

- Do not commence entering information in the budget table until the participant and the Administering Organisation have been requested and have subsequently confirmed their participation on the proposed project.
- Do not include GST in your costs. The ARC will make GST adjustments to successful projects depending on whether the funding has been provided to a government-related or non-government-related entity.
- Government related entities generally do not pay GST on the funding transaction with the ARC, however, non-government-related entities which are liable to pay GST on the transaction with the ARC will receive base-funding plus GST.
- If your organisation is registered for GST and therefore able to claim input tax credits for the GST component in the cost of goods and services purchased in the course of carrying out the project, then the GST component of these costs should not be included in the project costs.
- An Administering Organisation may be awarded project funding of up to \$60,000 per annum (for 4 consecutive years).
- You must apply using the salary and stipend rates specified in the Grant Guidelines and RMS. Updated salary and stipend rates will be available on the [ARC website](#).
- Ensure that funding is requested at the correct level as the ARC will not provide additional funds to cover a budget that has not been planned adequately.
- Budget items requested from the ARC must not be ineligible costs under Section 5.4-5.5 of the Grant Guidelines.
- Section 5.2-5.3 of the Grant Guidelines has a list of eligible expenditure items. Please note that this list is not exclusive of other costs, if they are items that directly support the project and are not excluded under Section 5.4-5.5.

Note:

- The ARC reserves the right to determine the level of funding allocated to a project.
- Cash contributions from the Administering Organisation may also be entered in Part D.
- Do not build indexation into the amounts. Payments to the Administering Organisation will be automatically indexed at the time of payment for each year of the project.
- Full details and justification and costings for each budget item must be included in Questions D2 and D3 as appropriate.

HOW TO ENTER INFORMATION IN THE BUDGET TABLE

Information required in the FT25 budget form has been simplified.

Only the Personnel section should have itemised lines in the budget form. The Travel, Field Research, Equipment, Maintenance and Other categories should all have only **one** line each, showing the total amount requested from the ARC and being contributed by participating organisations. Enter in a **one-line budget figure** request including organisational contributions by aggregating all items under each of the category types for each year.

1) **The participant must be first added in Question A2:**

The participant’s name should automatically appear in the budget table once they have been added as a participant in Question A2 and accepted the invitation generated by RMS.

Note: The participant must appear in the budget table before filling out the budget. The budget table will by default auto-populate to Future Fellowship Salary Level 1 once they have been added as a participant in Question A2. To change the level, use the drop-down menu in the budget.

Please ensure that the correct level corresponds with the academic salary level (or equivalent) selected at question B18. If the correct level does not correspond a warning message will appear advising applicants to check their answer to question B18.

Note: As described in the Discovery Program Grant Guidelines – Fellowships (2024 edition), clause B2.6 (b), a participant may choose a Future Fellowship salary level that does not align with their current academic level. In such a case although the warning message will remain in Question D1 it will not prevent submission of the application.

The \$2024 salary and stipend rates are available on the [ARC website](#) and shown below:

Future Fellowship Salary levels are entered in the Personnel budget category by choosing from the drop-down list under ‘Remunerated Participants’ above the budget table.

The Level refers to the salary levels in the Grant Guidelines:

- Level A and B – Level 1 from year 1 annually for 4 years
- Level C – Level 2 from year 1 annually for 4 years
- Level D and E – Level 3 from year 1 annually for 4 years

Note: The budget question defaults to a Future Fellowship Level 1 salary.

2) **How to Add Higher Degree by Research Stipends**

Future Fellowship Higher Degree by Research Stipend budget requests are entered in the Personnel budget category by choosing from the drop-down list under ‘Add Participant type’

Current Academic Salary Level (or equivalent)	Future Fellowship salary level to be requested	Total
Level A and B	Level 1 (1.0 FTE)	\$184,174 (including 30 per cent on-costs)
Level C	Level 2 (1.0 FTE)	\$222,950 (including 30 per cent on-costs)
Level D and E	Level 3 (1.0 FTE)	\$261,721 (including 30 per cent on-costs)

above the budget table.

When selecting the Higher Degree by Research Stipend choose the appropriate level and commencement year from the drop-down menu.

The Level refers to the duration of the stipend being requested which will be paid at a rate of \$32,212 (2024\$) each year:

- Level 1 from year 1 annually for 4 years – 4 year stipend at \$32,212 per year starting in year 1.

- Level 2 from year 1 annually for 3 years – 3 year stipend at \$32,212 per year starting in year 1.
- Level 2 from year 2 annually for 3 years – 3 year stipend at \$32,212 per year starting in year 2.
- Level 3 from year 1 annually for 2 years – 2 year stipend at \$32,212 per year starting in year 1.
- Level 3 from year 2 annually for 2 years – 2 year stipend at \$32,212 per year starting in year 2.
- Level 3 from year 3 annually for 2 years – 2 year stipend at \$32,212 per year starting in year 3.

Click 'Add' and the Higher Degree by Research Stipend will be added to the budget table.

Project funding can be requested to support the HDR's salary in line with the ARC standard salary and stipend rates. The correct amount will populate in the budget once the HDR is selected in RMS. Any top-up HDR salary support provided to comply with the institutional appropriate salary level, must be provided by institutional contributions, not from ARC funds.

Any budget validation error messages will appear at the bottom of the page.

Note: To remove a Higher Degree by Research Stipend from the budget table click on the 'x' under the Remunerated Participants.

3) How to Add Additional Personnel

- Enter any additional personnel under 'Personnel' in the budget table by clicking the '+' and entering the description in the dialogue box.
- Then click 'OK'. You will then be able to enter the amount of funding requested.

Note: HDR stipends should be entered as above, not typed in manually.

4) How to enter in information in the Australian Research Council column

- Enter the amounts in the ARC column against the relevant items for each year you will be seeking funding from the ARC.
- Use the budget table as a summary, using the broad categories listed. Details and justification of specific budget items must be provided in Question D2.
- Applicants should not enter indexation amounts. All amounts for each year should be entered as 2024\$. The ARC will calculate indexation on an annual basis and apply this to the funding amounts. Indexation does not represent additional funding; it is to cover the general annual increase in cost for funded items.

5) How to enter in information against the Budget Categories

- Budget items requested must be eligible costs under sections 3, 5, B2 and B4 of the Grant Guidelines.
- Each category, except for Personnel, should have **one line only** giving the total amount for that category per year. Details regarding the requested budget items and contributions making up this total amount should be provided in Questions D2 and D3 as appropriate.

Personnel

- Multiple line items can be entered in the Personnel section of the budget.
- Funding for Higher Degree by Research stipends must only be requested for students who will be enrolled at Eligible Organisations.
- Funding requests for Senior Research Associates, Research Associates and all other personnel must be requested at an appropriate salary level for the employing organisation at the time of submission. These can be grouped by institution or role (e.g. '2 x Senior Research Associates at University X'). Do not list each individual salary request on a separate line.

- Salaries must include 30 per cent on-costs (excluding items such as extended leave and severance pay) to contribute to salary-related on-costs, including payroll tax, workers' compensation, leave loading, long-service leave, non-contributory and contributory superannuation.

Travel

- Travel costs that are essential to the project can be requested up to \$100,000 over the project activity period. Travel and accommodation costs related to carrying out field research or carers' costs are not included in this \$100,000 limit. Refer to subsections 5.3 and B4.1 of the Grant Guidelines for further information.
- Enter in a **one-line budget figure** for travel costs essential to the project. Details and justification of 'Travel' and costings must be included in Questions D2 and D3 as appropriate, such as individual economy-class flights, accommodation, travel allowance, conference costs etc.

Field Research

- Enter in a **one-line budget figure** for costs associated with 'Field Research' that are essential to the project.
- Details and justification of 'Field Research' and costings must be included in Questions D2 and D3 as appropriate such as technical and logistical support, individual economy-class flights, accommodation, travel allowance, conference costs etc.

Equipment

- The Future Fellowships scheme will not fund budget items that do not directly support a research project as per Section 5 of the Grant Guidelines.
- Funding will also not be provided for equipment or consumables that are for broad general use.
- Enter in a **one-line budget figure** for costs associated with equipment and installation.
- Details and justification of 'Equipment' and costings must be included in Questions D2 and D3 as appropriate.

Note: It may be more appropriate to seek funding from the Australian Government for large or costly items of equipment through the ARC *Linkage Infrastructure, Equipment and Facilities* (LIEF) scheme. Refer also to the [LIEF Register](#).

Maintenance

- Enter in a **one-line budget figure** request for maintenance costs.
- Details and justification of 'Maintenance' and costings must be included in Questions D2 and D3 as appropriate.

Note: Include in this category consumables and items related to equipment maintenance. Do not include requests for purchasing computing equipment or hiring personnel for data preparation or programming. Include these under 'Equipment' or 'Personnel' as appropriate.

Other

- Enter in a **one-line budget figure** request for Other.
- Details and justification of 'Other' and costings must be included in Questions D2 and D3 as appropriate.

Note: Items which can be included in the 'Other' budget category are those that cannot be appropriately placed in another category. Some 'Other' items include, but are not limited to, expert services of a third party, publication and dissemination costs and web hosting and development specific to the project. Other costs may include reasonable essential extraordinary costs to allow a participant who is a carer, or who themselves require care or assistance, to undertake travel essential to the project.

6) How to enter in the Administering Organisation's Contributions

- Contributions from the Administering Organisation should be included in the same line as the one-line budget figure request from the ARC.
- The Administering Organisation budget should only include items that the Administering Organisation wishes to report that are above and beyond the requirements of the scheme.
- Do not enter in-kind contributions from the Administering Organisation in the budget table. Only cash contributions from the Administering Organisation may be entered into the budget table. If applicable, any in-kind contributions from the Administering Organisation may be referred to in the Statement by the Administering Organisation in C2 of the application.
- Details and justification of contributions must be included in D3 of the application.

Important: RMS only performs limited validation checks of budget compliance with the Grant Guidelines. It is the Administering Organisation's responsibility to ensure that the budget requirements are met before submission to the ARC.

D2 Justification of funding requested from the ARC

The ARC budget justification information must not exceed **3 A4 pages**. **The uploaded PDF must:**

- Use the same headings as in the Description column in the budget at D1 of the application.
- Fully justify each budget item requested in terms of need and cost. In justifying the budget, it is not sufficient to claim certain equipment or personnel costs are \$X. Rather, the budget justification should state, for example, that a full-time research assistant or technician with a specific level of expertise is required for 'x' months. The same level of explanation is required for all items being requested.
- Justify any funding being requested for major items of equipment. Requests for any major items of equipment are considered on merit. The participant should plan to use existing equipment wherever possible. If the participant is seeking funding for new equipment, describe how the equipment will be used and provide details of the manufacturer, supplier, cost, and installation based on quotations obtained. Do not supply the quotations. For expensive pieces of equipment, the participant must justify the importance of the equipment to the research proposed and demonstrate that access to such equipment housed elsewhere is not practical. The Administering Organisation would be expected to contribute part of the funding required for expensive items of equipment.
- Requests for funding to cover the costs of domestic and international travel, including for reasons of fostering and strengthening collaborations in Australia and overseas, must be justified in full.

D3 Details of non-ARC contributions

Provide an explanation of how non-ARC contributions will support the proposed project (upload a PDF of up to 2 A4 pages and within the required format).

The uploaded PDF must:

- Use the same headings as in the Description column in the budget at Question D1 of the application.
- Provide details including what the participant will contribute to the project in relation to their time and any other contribution of their organisation.
- If there is no direct funding being provided by a participating organisation in cases where this could reasonably be expected, explain fully why no commitment has been made.

Part E – Classification and other Statistical Information.

All questions in this form part must be answered.

E1 Australian Government priority areas

Does this application align with an announced Australian Government policy?

This is a 'Yes' or 'No' question.

- If 'Yes', you may identify one or more announced Australian (Commonwealth) Government policies that your application aligns with. List each separately by clicking 'Add answer' to add the next Australian Government policy. Please provide the full name of the current Australian Government policy and, if known, the year of announcement of this policy.

E2 To what extent does your application align with each of the following types of research activity?

Indicate which type(s) of research activity the project best aligns with by selecting a percentage weighting for each research type. You may proportion the research across one or more categories, but the percentages must total 100.

Applied research is original investigation undertaken in order to acquire new knowledge. It is, however, directed primarily towards a specific, practical aim or objective.

Pure basic research is basic research carried out for the advancement of knowledge, without seeking long-term economic or social benefits or making any effort to apply the results to practical problems or to transfer the results to sectors responsible for their application.

Strategic basic research is experimental and theoretical work undertaken to acquire new knowledge directed into specified broad areas in the expectation of practical discoveries. It provides the broad base of knowledge necessary for the solution of recognised practical problems.

See <https://www.abs.gov.au/statistics/classifications/australian-and-new-zealand-standard-research-classification-anzsrc/latest-release> for further information.

E3 Field of Research (FoR-2020)

Select up to 3 Field of Research classification codes (FoR codes) at the 6-digit level that relate to the application. Note that the percentages must total 100.

The (FoR) classification defines research according to [disciplines](#). The FoR codes selected should reflect the nature of the research in this application, particularly if it is interdisciplinary. The choice of FoR codes and their proportions will assist in assigning appropriate assessors to the application and should be as accurate as possible.

Note: The ARC recommends that 'XXXX99' (not elsewhere classified) codes be used only as a last resort and when there is no other appropriate code within the classification.

- Enter the percentage for each FoR code.
- Prioritise the FoR codes from highest to lowest percentage – note RMS does not automatically sort by highest to lowest percentage.
- Ensure that the percentages total 100.
- Enter a whole number, do not use the percentage sign (%).

Note: The highest percentage can only be entered for one FoR code (for example, 50 cannot be entered for 2 FoR codes).

E4 Socio-Economic Objective (SEO-2020)

Select up to 3 Socio-Economic Objective classification codes (SEO codes) at the 6-digit level that relate to the application. Note that the percentages must total 100.

The SEO classification indicates the sectors that are most likely to benefit from the project if funded.

If the SEO code is known, start entering the SEO-2020 code number. A filtered list will appear, once the SEO code is chosen, click on the 'Add' button.

- Enter a percentage for each SEO code.
- Prioritise the SEO codes from highest to lowest percentage – note RMS does not automatically sort from highest to lowest percentage.
- Ensure that the percentages total 100.
- Enter a whole number, do not use the percentage sign (%).

Note: The highest percentage can only be entered for one SEO code (for example, 50 cannot be entered for 2 SEO codes).

E5 Interdisciplinary Research

Does this application involve interdisciplinary research?

This is a 'Yes' or 'No' question.

If you select 'Yes' 2 additional question parts will be enabled:

- Specify the ways in which the research is interdisciplinary by selecting one or more of the options below and click 'Add'.
- Indicate the nature of the interdisciplinary research involved (up to 375 characters, or approximately 50 words).

Information regarding interdisciplinary research can be found on the ARC website in the [ARC Statement for Support of Interdisciplinary Research](#).

E6 Does the proposed research involve international collaboration?

If 'Yes', an additional question (Question E7) will be enabled, if 'No' these will be greyed out.

E7 If the proposed research involves international collaboration, specify the country/ies involved.

Commence typing in the search box and select from the drop-down list the name of the country/ies of collaborators who will be involved in the proposed project.

Note: Australia is not to be listed and is not available to be selected from the drop-down list.

E8 How many PhD, Masters and Honours positions will be filled as a result of this project?

For reporting purposes, the ARC is capturing the number of Research Students that would be involved if the application is funded.

Enter the number of all student places (full-time equivalent - FTE) that will be filled as a result of this project, not just those requested in the budget for funding in the application form.

Indicate the number of:

- Research Student Places (FTE) – PhD
- Research Student Places (FTE) – Masters
- Research Student Places (FTE) – Honours.

Part F – Project Eligibility

F1 Medical Research

(This question must be answered)

Does this application contain content which requires a statement to demonstrate that it complies with the eligible research requirements set out in the [ARC Medical Research Policy](#) located on the ARC website?

The [ARC Medical Research Policy](#) provides descriptions of both eligible and ineligible research areas. Additional information can also be found on the ARC website including [ARC Medical Research Policy Frequently Asked Questions](#) and [ARC Medical Research Policy Eligibility Examples](#).

F2 Medical Research Statement

(This question must be answered if ‘Yes’ is selected at Question F1)

In up to 750 characters (approximately 100 words), justify why this application complies with the eligible research requirements set out in the [ARC Medical Research Policy](#) located on the ARC website. Eligibility will be based solely on the information contained in this application. This is your only chance to provide justification, the ARC will not seek further clarification.

- Be clear as to the main aim of the application, which may include well identified, big picture and long-term intent beyond the scope of the application.
- Address why areas of research which may appear to be medical are required, for example, to provide proof-of-concept, demonstrate a platform technology and are many years from medical application.
- Avoid simply quoting the policy in your response and provide sufficient detail for the ARC to properly understand the intent and limits of the research aims.

F3 Experimental Development

This is a ‘Yes’ or ‘No’ question. Will ARC funds awarded under this Scheme be used for activities classified as ‘experimental development’ according to the definition in the Grant Guidelines?

(This question must be answered.)

Does this application only contain content that is compliant with the requirements set out in the [ARC Experimental Development Policy](#), located on the ARC website?

As defined in the Grant Guidelines, experimental development is systematic work, drawing on knowledge gained from research and practical experience and producing additional knowledge, which is directed to producing new products or to improving existing products or processes.

Please see [Appendix B](#) of these Instructions for examples of experimental development research activities.

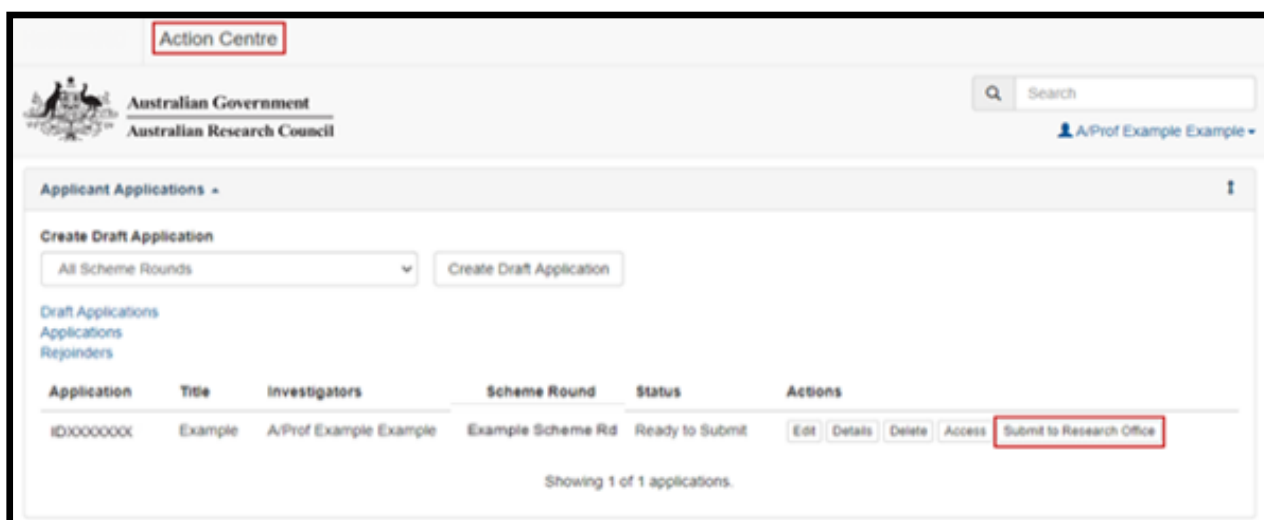
Research activities that could be considered 'experimental development' cannot be funded by the ARC.

4. Submitting the Application to the Research Office

Once all form components of the application are completed and saved, the application header should be validated and have changed from red (invalid) to green (valid).

Before submitting the application to the Research Office, the participant must review all components to ensure the information to be submitted is complete and valid.

When you are ready to submit the application to the Research Office return to the Action Centre home page and click on 'Submit to Research Office'.



Note: Many users will be attempting to submit concurrently as the deadline approaches for each round. Allow sufficient time to complete and submit applications before the closing time. As the time on a computer server may differ slightly from the ARC servers, submission should **not** be delayed until the last possible moment. Note that Research Offices may impose their own internal deadlines on researchers to submit applications.

The participant and Research Office staff who wish to generate a PDF so that they can keep a hard copy of the submitted application may generate a PDF by selecting the PDF icon next to the 'Save' button (top right).

5. Appendix A – Career Interruption Examples

Example 1:

Dr Jones has worked one day a week (0.2 FTE) from 1 January 2010 to 30 June 2010 due to caring and parental responsibilities. Within this time, Dr Jones additionally had 4 weeks leave from 1 March 2010 to 29 March 2010 where they were unable to work at all due to a medical condition.

In this scenario, the interruptions should be entered into Question B6 as follows:

Interruption 1:

From when: 01/01/2010
To when: 28/02/2010
FTE of career interruption: 0.8
Interruption category: Caring and parental responsibilities

Interruption 2:

From when: 01/03/2010
To when: 29/03/2010
FTE of career interruption: 1
Interruption category: Medical condition/disability/misadventure

Interruption 3:

From when: 30/03/2010
To when: 30/06/2010
FTE of career interruption: 0.8
Interruption category: Caring and parental responsibilities

This will automatically calculate in RMS and show the 'Total Period of Career Interruptions' "Researcher Dr Jones had reported a career interruption of 5 months since 2010."

Example 2:

Prof Chen had an interruption of one day per week (0.2 FTE) from 1 January 2015 to 30 November 2015 due to caring and parental responsibilities. Additionally, Prof Chen had an interruption of one day per week (0.2 FTE) from 1 June 2015 to 31 July 2015.

As RMS will not allow two period of interruption to be entered for the same date range, in this scenario, the interruptions should be summed and entered as 'Other' into Question B6 as follows:

Interruption 1:

From when: 01/01/2015
To when: 31/05/2015
FTE of career interruption: 0.2
Interruption category: Caring and parental responsibilities

Interruption 2:

From when: 01/06/2015
To when: 31/07/2015
FTE of career interruption: 0.4
Interruption category: Other

Interruption 3:

From when: 01/08/2015
To when: 30/11/2015
FTE of career interruption: 0.2
Interruption category: Caring and parental responsibilities

This will automatically calculate in RMS and show the 'Total Period of Career Interruptions'
"Researcher Prof Chen had reported a career interruption of two months since 2015."

Example 3:

Dr Ali was employed in non-research employment for the years of 2008 to 2012 and commenced research employment in 2013. Dr Ali's PhD was conferred on 5 September 2011.

As only career interruptions that occurred after the participant's PhD conferral date should be included, in this scenario, the interruptions should be entered into Question B6 as follows:

From when:	05/09/2011
To when:	31/12/2012
FTE of career interruption:	1
Interruption category:	Non-research employment

This will automatically calculate in RMS and show the final sentence "Researcher Dr Ali had reported a career interruption of 1 year and 4 months since 2011."

6. Appendix B – Experimental Development Examples

The ARC funds the following types of research activities, defined according to the ABS Australian and New Zealand Standard Research Classification 2020, Type of Activity (ABS ANZRC 2020):

Pure basic research is basic research carried out for the advancement of knowledge, without seeking long-term economic or social benefits or making any effort to apply the results to practical problems or to transfer the results to sectors responsible for their application.

Strategic basic research is experimental and theoretical work undertaken to acquire new knowledge directed into specified broad areas in the expectation of practical discoveries. It provides the broad base of knowledge necessary for the solution of recognised practical problems.

Applied research is original investigation undertaken in order to acquire new knowledge. It is, however, directed primarily towards a specific, practical aim or objective.

The ARC Act 2001 (amended 2024) excludes the use of ARC funding for activities classified as ‘experimental development’, which the ABS ANZRC 2020 defines as:

Experimental development is systematic work drawing on knowledge gained from research and practical experience that produces additional knowledge which is directed to producing new products or processes or to improving existing products or processes.

The ARC Experimental Development policy is located in the [ARC website](#).

To comply with the exclusion on funding experimental development there is:

1. a new Eligibility question at F3: “Will ARC funds awarded under this Scheme be used for activities classified as ‘experimental development’ according to the definition in the Grant Guidelines?”

This is a Yes/No question.

2. The certification provided by the Deputy/Pro Vice-Chancellor (Research) or their delegate or equivalent in the Administering Organisation now also includes an additional clause stating that: ‘This application complies with the eligible research requirements set out in the ARC Experimental Development Policy, located on the ARC website’.

The ARC will not adjudicate on queries sent from administering organisations regarding the presence of activities that may constitute experimental development. Instead, we will rely on the DVCR certification of applications regarding this question.

We provide several examples below for further guidance to applicants on how to understand the distinction between types of research activities eligible for ARC funding (whether these are classified as pure basic research, strategic basic research (collectively, ‘basic research’) or applied research) and those activities that constitute experimental development.

Example 1

A study of how the mechanical properties of carbon fibres depend on the structure and composition of precursor fibre materials is basic research. Development of a method to fabricate carbon fibre materials with nanoscale precision is applied research. Characterising the strength of new carbon fibre materials in different application settings (e.g. aerospace, industrial and sporting goods) is experimental development.

Example 2

Research into how macroscopic materials can be fabricated with atomic-scale precision in such a way that quantum effects are evident is basic research. Developing semiconductor materials to create light-emitting diodes with improved efficiency is applied research. Identifying new consumer applications for light-emitting diodes is experimental development.

Example 3

Developing new algorithms suitable for implementation on a quantum computer is basic research. Application of information processing in novel ways (e.g. developing a new programming language) or in new fields (e.g. developing geographic information systems which integrate sensor data from drones) is applied research. Development of application software using off-the-shelf hardware and existing algorithms is experimental development.

Example 4

The discovery, or study of novel polymerisation reactions or conditions, including to understand their influence on the physical or mechanical properties of the polymeric product, is basic research. Studies aimed at optimising the reaction conditions to generate polymers with certain physical or mechanical properties, and with particular utility in mind, is applied research. Piloting or scaling up the improved reaction processes, and testing and validation of methods to produce new or improved polymeric materials for application in specific products or environments, is experimental development.

Example 5

Studies aimed at developing a fundamental understanding or control of quantum effects in certain materials is basic research. The development of specific quantum materials or components to optimise the efficiency of inorganic or organic light-emitting diodes is applied research. Studies directed toward prototype development and application of advanced diodes incorporated into new or improved consumer devices is experimental development.

Example 6

Theoretical or laboratory-based experimental studies to understand the absorption properties of electromagnetic radiation in certain materials under varying conditions (e.g., temperature, impurities, concentration, etc.), is basic research. Studies aimed at optimising the absorption of electromagnetic radiation by a material using specific conditions, to obtain desired properties for radiation detection (sensitivity, rapidity, etc.) is applied research. Developing or testing new devices that incorporate these materials to obtain a better radiation detector than those currently available is experimental development.

Example 7

Investigation of the biology/biochemistry of a species of plant to understand the way in which it naturally controls for disease resistance is basic research. Use of genetic/genomic and biochemical approaches to identify the genes and gene products responsible for disease resistance and demonstrating their role in improving disease resistance in specific crops is

applied research. Use of gene editing to generate disease resistant plants which enables a commercial partner to achieve a specific goal of developing a new variety with disease resistant traits is experimental development.

Example 8

Investigation of the mechanism of action of a cell-signalling modulator using structural and biochemical approaches is basic research. Investigations undertaken to identify the effect of a cell-signalling modulator in relation to various diseases is applied research. Developing a therapeutic for a particular disease on the basis of knowledge of its structure and mode of action and testing its efficacy in clinical trials is experimental development.

Example 9

Investigation of the behaviour and diversity of birds in a habitat and the way in which they influence healthy ecosystems is basic research. Investigation and analysis of changes in bird populations to develop an environmental indicator of altered ecosystem conditions is applied research. Application of an environmental indicator to manage an ecosystem and promote its conservation is experimental development.