

ECU EARLY-MID CAREER RESEARCHER GRANT SCHEME 2026 GUIDELINES

**FOR FUNDING COMMENCING
1 January 2026**

**ECURMS EOI DUE: 6th May 2025
CLOSING DATE: 4pm (AWST) Tuesday 3rd June 2025**

The above deadlines will not be extended, under any
circumstances.

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KEY DATES

Scheme opens	17 March 2025
Career interruption approval requests to be submitted by	29 April 2025
*EOI Submissions in ECU RMS by	6 May 2025
Research Administration Coordinator (RAC) review of final application	20 May 2025
Closing date	3 June 2025
Anticipated outcomes distributed	4 August 2025
ECU Ethics application closing dates and HREC/AEC Committee Meeting dates	22 August 2025 for 5 September 2025 HREC meeting 29 August 2025 for 12 September 2025 AEC meeting 19 September 2025 for 3 October 2025 HREC meeting 26 September 2025 for 10 October 2025 AEC meeting Additional HREC Meeting Dates Additional AEC Meeting Dates
Funds become available	1 January 2026¹

*Failure to submit an EOI in the ECU RMS by this date will prevent submission of a full application to the grant scheme.

ABOUT

The Early-Mid Career Researcher (EMCR) Grant Scheme aims to support promising Edith Cowan University (ECU) Early-Mid Career Researchers to progress their independent research careers. The scheme aims to provide EMCRs with experience in applying for research funding and in undertaking and managing a research project as a lead Chief Investigator (CI).

Researchers can apply for funding to conduct a research project for up to 18 months, designed to help develop their track record and enhance their research competitiveness. Existing ongoing projects will not be supported. The project is required to be clearly defined with full data collection and all stated outputs achievable within the 18-month period. The CI

¹ Assuming ethics approvals are in place. If ethics approval is not in place at this time, the starting date of the funds will commence when it has been obtained, but the end date will remain unchanged. **Note:** delayed ethics approval will not be an acceptable reason to extend the project period.

agrees that funds allocated to Year 1 of the project will be spent by 31 December 2026 and funds allocated to Year 2 of the project will be spent by 30 June 2027, in accordance with the submitted application form, **with no exceptions or extensions to this funding.**

The EMCR Grant Scheme has two funding streams:

Stream 1 Kickstart: supporting ECRs within 2 years post-PhD conferral (excluding career interruptions) and who have had **no** previous external research funding to kickstart their career with an independent research project.

Stream 2 Pilot Projects: supporting EMCRs between 2-10 years post-PhD conferral (excluding career interruptions) to undertake necessary pilot work (e.g., to generate preliminary data to support analysis plans or sample size determinations, to trial methodological approaches, to test or validate data collection tools, etc.) to underpin a strong and justified research plan/approach to be included in the submission of an externally competitive research grant application within 12 months of EMCR project completion.

Applicants who are within 2 years post-PhD conferral but are not eligible for Stream 1 as they have received previous non-Category 1 (or international equivalent) external research funding (including Fellowships) and have not previously held a grant under Stream 2, are eligible to apply. Existing ongoing research projects will not be supported. Only proposals that already have a developed research plan that requires refinement of approaches/methods/tools or proof of feasibility will be funded.

IMPORTANT - Applications may not be assessed by experts in the applicant's field of expertise and therefore you need to ensure that the proposal can be understood by a broad audience. Limit the use of disciplinary jargon and acronyms.

The application should contain all the information necessary for an assessment of the project without the need for further information or explanation. Additional documentation must not be submitted with the application, unless specified in the EMCR Grant Guidelines or Application Form.

Any application that does not fully comply with the eligibility criteria and the guidelines provided in this document will be deemed ineligible. This includes strict adherence to word limits and submission date. Ineligible applications will not be considered by the Assessment Panel. **Late applications will not be accepted.**

SCHEME OBJECTIVES

The objectives of the EMCR Grant Scheme are to:

- Support the research and research careers of EMCRs by funding high quality research projects and pilot studies.
- Provide an opportunity for EMCRs to gain experience in developing a research proposal and leading a research project.
- Assist EMCRs to develop their track record and enhance their competitiveness for external research grants.
- Assist EMCRs to generate preliminary data leading to submission of external grant applications in, or before, 2028-2029.

- Result in definitive research outputs by the EMCR, through publication (or equivalent) and externally submitted grant applications.

SCOPE OF SCHEME

- Funding for successful applicants commences 1 January 2026 and will be awarded for a **maximum of 18 months, however funds must be expended by 31 December 2026 for Year 1 and 30 June 2027 for Year 2**. The maximum funding available for each award is **\$40,000**. The total funding across both Streams is \$500,000.
- Applications will be accepted from **individual Chief Investigators (CI) only**. Applications with teams of researchers/Chief Investigators (CI) will not be accepted.
- Priority will be given to EMCRs who can demonstrate that success with this funding scheme will provide them with the necessary opportunity to develop their research track record and to be more competitive in their field at securing external grant funding.

CHIEF INVESTIGATOR ROLE AND ELIGIBILITY

DEFINITION: An Early-Mid Career Researcher is an Edith Cowan University staff member who is currently within ten years post-PhD, allowing for career interruptions. Researchers currently enrolled in a PhD are **not** eligible.

This scheme is open to staff (including professional) appointed in an ongoing role, or on a contract or sessional basis. Applicants may be employed at ECU on a part-time or full-time basis. If part-time, this funding is only for research conducted at ECU and will still need to be completed within the scheme timeframe. The EMCR CI must be in a position to lead the project and have reasonable expectation of holding an appointment at ECU until 31 December 2027, or both their Executive Dean and Line Manager have **agreed to consider** contract renewal until this time. CI's without an appointment until 31 December 2027 must provide the '[EMCR Contract Renewal Consideration Form](#)' to their Executive Dean and Line Manager for signatures. Once fully signed, the form must be submitted to research-preaward@ecu.edu.au on/before the application internal review deadline (20 May 2025).

Specific requirements apply depending on the Stream being applied for, please see eligibility criteria below.

The CI must take intellectual, administrative and ethical responsibility for the research project, from conception to finalisation, and the communication of project outcomes. The application should clearly indicate how this project aligns with the CI's career progression plans.

The CI must provide their ECU-linked ORCID iD, Google Scholar and Scopus ID.

To qualify, at the closing date of submission the CI must:

Stream 1 Kickstart:

- Must be within 2 years post-PhD, with a conferral date on or after 3 June 2023, excluding career interruptions.

- Must not have received any external research funding as first named CI.
- See below for additional eligibility criteria.

Stream 2 Pilot Projects:

- Must be within 2-10 years post-PhD, with a conferral date between 3 June 2015 to 2 June 2023, excluding career interruptions.
- See below for additional eligibility criteria.

For both Streams, applicants must:

- commit a minimum of 0.2FTE to the project.
- not hold an appointment at ALEVD or ALEVE
- not have held a Category 1 Australian Competitive Grant (including Fellowships) as the lead Chief Investigator (i.e., CI-A), or international equivalent.
- have the time and basic infrastructure through their School to undertake the project, within the context of their full existing research, teaching and higher degree supervision responsibilities.
- undertake the role of project leader, with overall responsibility for all aspects of the project.
- be an ECU employee and hold an appointment until 31 December 2027, at least, or both the CI's Executive Dean and Line Manager have **agreed to consider** contract renewal until this time. [‘EMCR Contract Renewal Consideration Form’](#)
- have completed ECU's [Research Integrity Professional Learning \(RIPL\)](#) module prior to submission of the application.
- if required, obtain ethics and/or other approvals external to ECU (such as hospitals, schools, or community) in a reasonable time frame to ensure completion of the project within the 18-month time frame.²

A maximum of **one** application per CI can be **submitted** per EMCR grant scheme round.

During the relevant EMCR eligibility period a CI may only be awarded **one** grant per Stream. EMCRs who have been awarded an Early Career Researcher (ECR) grant in any of ECU's ECR grant rounds prior to 2020, may be eligible to submit for Stream 2 now, providing they were not awarded an ECR grant while in their 3rd-5th year post PhD, excluding career interruptions, at the time of previous submission.

The CI must disclose any related applications awarded, submitted or plans for submission to other internal or external schemes between 2024-2028.

Concurrent proposals to the EMCR scheme and external funders may be submitted provided that any funds received under the EMCR scheme are relinquished, as appropriate, on receipt of the external award.

Career Interruption

A career interruption is defined as a prolonged interruption to an applicant's capacity to work due to the following:

- pregnancy
- major illness/injury

² Please note that the research ethics approval processes for the Department of Education and Department of Health can be very lengthy, so it is recommended that projects within this EMCR scheme don't rely on obtaining ethics approvals from those departments, but rather consider using alternate data/populations.

- carer responsibilities
- maternity or parental leave
- disruption due to international relocation for post-doctoral studies or other research employment. A career interruption of not more than three months will be considered for each relocation.
- unemployment, or non-research employment

Career interruptions of less than 90 days will not be considered for the purposes of determining CI eligibility. Career interruptions should be calculated using the [‘EMCR Grant Career Interruption Calculator’](#) spreadsheet.

All career interruptions must be approved by Research Services. Where eligibility is in doubt or unclear, an eligibility ruling will be sought from the Director of Research Services. **Please request approval by submitting** the ‘EMCR Grant Career Interruption Calculator’ spreadsheet to research-preaward@ecu.edu.au, **by 4pm Tuesday, 29 April 2025.**

MENTORS

Applications **must** specify at least one ECU research mentor. It is expected that the mentor would be a senior colleague with research expertise relevant to the project who holds an ECU academic or professional appointment. It is expected that mentors will have a track record of attracting external grant funding.

Additional mentor(s) may be included, where appropriate, from industry or other research institutions.

The CI should justify their choice of mentor(s).

Mentors should provide guidance in the development of this application and if successful, provide ongoing guidance and support for the duration of the project. The Mentor should also assist the CI in the development or advancement of their research career. It is not expected that the Mentor would have a direct role in the project, or in the co-authorship of outputs arising from it.

Mentors are responsible for reviewing and proofreading the CIs application in its entirety prior to submission.

Note: To avoid conflict of interest, if your mentor is a member of the ECU EMCR Assessment Panel this round, for example, the Deputy Vice Chancellor (Research) or delegate, or Associate Dean (Research), they will be unable to advocate for your application during the assessment meeting.

The application must clearly demonstrate that the EMCR CI is the real driver of the research.

RESEARCH ENVIRONMENT

Describe how you are supported by the research environment within your team, School and/or Institute/Centre, and ECU. Highlight working in a successful research environment, prior track record in the area, mentoring support, support of other researchers to advise on

aspects of research methodology and approach, school funding support, support for collaborations, any infrastructure support particularly relevant to your application.

RESEARCH PROPOSAL

PROJECT QUALITY AND INNOVATION

Background

- Discuss the background for the project and how this is directly relevant to the project's objectives/research questions. Provide enough background information so the Assessor Panel understands what you are proposing.
 - Include information about recent international progress in the field and the relationship to the project.
 - Please refer only to refereed papers or creative arts research outputs that are widely available to national and international research communities.
 - The background should not be a discussion or uncritical compendium or list of current research (papers and funded projects) but a critical evaluation of the current body of knowledge as a framework for your argument and justification for your project. Present gaps/discrepancies in knowledge and how your research questions will address these.
- How will the proposed project contribute to a larger project? Please provide context for the challenges your overall project seeks to address.

Project Description

- Describe the objectives for your project. Your objectives must be clear, achievable, and directly verifiable and measurable leading to a deliverable/outcome. Research Objectives are specific measurable outcomes that contribute to achieving the research aim(s).
- Describe in summary how your project will achieve the project objectives.

Aims, Significance and Innovation

- Describe the key research question/questions or aims of the project. Research aim(s) describes the main purpose of your research project or the question your project will answer. Describe how the research is significant and how the overall project addresses an important problem.
- How will the collection of preliminary data, or validation of a method or tool, contribute to the overall project and its aims?
- What contributions will the overall project make to the research field(s) - e.g., new methodology, the data, the analysis, the knowledge, more complete results, improved theory, etc.?
- Outline how the work you propose is new and unique.
- Are you improving on or proposing a new application of an existing concept, method, or intervention?

APPROACH AND METHODOLOGY

Project Methodology

Describe your approach to achieving your stated objectives. What are your chosen methods and analyses and why are they the most appropriate techniques for achieving your objectives? This section should also:

- Give an overview of your approach and contextualise it within current research practice.
- Describe your work plan and detail your methodology.
- What is the rationale for the chosen methods (sample size, population, procedure, time, dose, measuring instrument, etc.).
- Describe any community engagement, if any, you have undertaken to develop your research plan e.g., with end users, community groups, industry partners.
- Ensure your methodology aligns with the stated project research questions and budget justification.
- Give a timeframe including the application for any required Animal/Human Ethics and/or Safety Clearances.
- If your proposed project is a quantitative study, describe your method of analysis - how will the data be analysed once they are collected; what statistical procedures will be used to answer your research questions or to test your hypothesis.
- For qualitative studies, what interpretive framework will be used?
- Provide details of the deliverables of the project e.g., data, new protocol, policy, guidelines etc.

Feasibility

- Are the aims achievable within the proposed time frame, given the skills, experience and time commitment of the Chief Investigator?
- How will access to participants, focus groups, consumer groups, critical equipment or infrastructure be facilitated to achieve the project objectives.

Description of Personnel

Summarise the role, responsibilities and contributions of the CI and other personnel involved in the project.

Communication of Results

Outline your plans for communicating the research results/findings, including to both academic and non-academic audiences. It is important to indicate specific goals of publishing in peer-reviewed academic literature, non-traditional research outputs and/or creative arts research outputs. It is useful to state the name of journals to be targeted and timeframes involved.

For Stream 2 applicants, this may also include applications to targeted funding bodies/schemes to further the research.

References

Include a properly formatted list of all cited references, up to a maximum of two pages. Smaller 10-point font size may be used for the references only.

MILESTONES

Please list all key milestones in line with the 18-month project timeline. Consider required approvals, creation/recruitment of positions, data collection, analysis and report writing. Please insert/delete rows as required.

If you require ethics or other approvals external to ECU (such as hospitals and schools) and this is unlikely to fit within the 18-month time frame, the project is not feasible within the scope of this scheme.

BUDGET

In the budget table, include only items that are essential for the completion of the project. **Please do not include any items being supplied from other sources** (including in-kind contributions). Full justification of each item is to be included in the budget justification, not the budget table. The amounts need to be shown in Australian dollars and the total amount to be rounded to the nearest dollar. This scheme is exempt from the University Service Charge (USC). Do not include USC in your budget.

For assistance completing your budget, CIs should reach out to their School Finance Coordinator early. An 'ECU Finance Costing Template' will need to be completed in addition to the grant budget table. The template will be provided by your Finance Coordinator, who will liaise with the Research Administration Coordinator to confirm approval of the budget.

BUDGET ITEMS SUPPORTED

ECU personnel

Salary requests for the employment of temporary personnel such as Research or Technical Assistants are permitted. Requests for personnel should include the following details:

- The official designation and level of the position (e.g., Research Assistant HEW 5.1).
- The Full-Time Equivalent (FTE) fraction (e.g., 2 days per week is 0.40 FTE).
- The total number of hours and the hourly rate for casual staff.
- Salary on-costs. On-costs are a direct cost of employing staff and include superannuation, payroll tax, worker's compensation, long service leave, annual leave and annual leave loading.

Salary requests for CIs are not permitted. Provision of teaching buyout will be considered in exceptional circumstances only and with appropriate justification.

Equipment

Equipment can include hardware and software items individually **costing \$1,000 or more**. Researchers should plan to use existing available equipment wherever possible. Indicate the cost of equipment, including any installation charges, and the names of the manufacturer and supplier. The cost of equipment and installation should be based on the latest prices that can be obtained from the supplier. The cost of leasing equipment, where this is a more cost-effective option than buying equipment, should be included. If approved for funding, all

equipment purchased will remain the property of ECU. A quote should be provided for items in this category exceeding \$5,000.

Maintenance/Consumables

- Provide major headings only for consumables. A further breakdown of items and cost per item can be provided in the justification section.
- Equipment items **costing less than \$1,000**.
- Printed material where essential to the project (e.g., consent forms).

Travel

- Only economy class travel will be considered.
- All travel must be consistent with the [Edith Cowan Authorised University Travel Policy](#).
- Applicants should provide and fully justify all costs for travel, including fares and per diem allowance for accommodation and meals. Travel (e.g., flights) should be separately itemised from per diem rates. Travel destinations should be clearly marked (e.g., Melbourne to Sydney). Estimates should be based on the [Australian Tax Office reasonable travel allowances](#).

Other

Any other budget items which do not appropriately fit under the above budget headings should be included here (e.g., workshop services, purchasing data, mailing surveys, etc.). Also include in this section, expert services of a third party if the services are deemed to be directly related to and necessary for the proposed project (e.g., transcription services, web designer, specialist technicians, expert data analysis, etc.).

BUDGET ITEMS NOT SUPPORTED

- Salaries of CIs and Mentors. Teaching buyout may be allowed for CIs in exceptional circumstances only and with appropriate justification.
- Postgraduate research projects.
- Conference attendance.
- Dissemination/publication costs.
- Basic facilities, resources, and infrastructure (e.g., laboratory and office accommodation, IT, photocopying and printing, etc.) except where there is a clearly demonstrated, project-specific requirement (e.g., specialised IT requirements, printing and mailing of questionnaires, etc.).
- Capital works.
- Student stipends and fees.
- Duplication of research costs for ongoing projects.
- Research support for non-ECU investigators.
- Shortfalls on other awards.
- Contingency fees.

Please note: A School Finance Coordinator will assist with costing items for your budget. The budget must be checked and approved by the relevant School Finance Coordinator before your application is submitted.

NOTE:

All awarded funds must be expended by 31 December 2026 for Year 1 and 30 June 2027 for Year 2, in accordance with the original application.

Project accounts will not be open until all ethics approvals are in place. Delayed ethics approval will not be an acceptable reason to extend the project period.

TRACK RECORD

CIs should provide a career summary outlining their achievements (relevant to this project and/or in their research career) to date, relative to opportunity. This should include contributions to the field more broadly especially leading to a translational benefit, relevant to career stage; collaborations with researchers at other universities; community engagement; professional involvement (committees, conference organisation, awards, invitations); supervision of HDR students and research staff; involvement in peer review (manuscripts and grants).

CAREER HIGHLIGHTS

This section is to provide details of up to 5 of your top career highlights with a short context statement to be included for each, where relevant. Content may include prizes, awards, industry engagement, keynote and speaker addresses, research income, discipline specific accolades, intellectual property, supervision, creative arts research outputs, or any other career or research opportunity highlight.

FUTURE PLANS AND DEVELOPMENT

Explain how the project fits into your longer-term research plans and will help build your research track record. How will the project develop your capacity and opportunity for an independent record of innovative, high-quality research?

Describe how completion of this project will lead to the submission of an application to an external funding agency. What are the plans to attract future funding and how will this project improve your competitiveness to obtain external funding? Please specify funding bodies, schemes, and rounds for future applications.

Please note: There is no requirement that a future application must be submitted to the ARC or NHMRC. Applying to ARC and NHMRC should only be considered for those with exceptional research track records, relative to career stage. EMCRs are strongly encouraged to consider Category 2 and 3 sources of competitive research funding, given their higher success rates. To find out more about these opportunities refer to [Research Professional](#).

PUBLICATIONS

Provide a list of all peer reviewed publications, including the current Field-Weighted Citation Impact (FWCI) of each. FWCI can be obtained from SciVal, where available. NOTE: Publication FWCI are required NOT the FWCI of the journal. If you require assistance with this please contact the Scholarly Communication and Collections team in the Library at researchonline@ecu.edu.au. Where more relevant to your field, provide evidence of the impact of your creative arts research outputs such as broadcasts, solo exhibitions, significant concert performances, commercial publishing, curatorial projects and policy documents.

APPLICATION PROCESS

CI's must have completed an Expression of Interest (EOI) via the ECU Research Management System (ECU RMS) prior to developing their application. Once the EOI has been approved by the Associate Dean (Research), applicants can continue to develop their application.

Instructions on how to log onto the ECU RMS and create an Expression of Interest can be found at: [ECURMS Cheat Sheet Submitting an EOI](#).

For this round, EOIs must be completed by Tuesday 6 May 2025 in order for a full application to be considered.

Please note that a Research Administration Coordinator (RAC) from Research Services and your School Finance Coordinator will need to review the final copy of your application prior to submission. Once you have submitted your final application by the internal deadline, your RAC will coordinate the required pre-submission approval by the Associate Dean (Research) and submission, with Research Services sending you an email confirming, final, formal submission.

Assistance with your EOI and/or the administrative aspects of your application, as well as any queries regarding the funding rules, guidelines or application form is available from your RAC research-preaward@ecu.edu.au.

School of Medical and Health Sciences, School of Science, School of Arts and Humanities
Kylie Rudrum - Phone: 6304 3430 (M-W) / Danielle O'Brien - Phone: 6304 3396 (T-F)

School of Engineering, School of Medical and Health Sciences, Western Australian Academy of Performing Arts, Kurongkurl Katitjin
Mariko Huartson - Phone: 6304 3669

School of Business and Law, School of Education, School of Nursing and Midwifery
Nicky Kemp - Phone: 6304 2623

Research Administration Team Leader: Lorraine Dunbar – Phone: 6304 5402

APPLICATION ASSESSMENT

Applications will be assessed on a competitive basis by an Assessor Panel comprising the Deputy Vice-Chancellor (Research) or their delegate, and Associate Deans (Research) from each School. One or two Early-Mid Career Researcher representatives will be observers on the assessment panel. Additional membership may be sourced as appropriate. On occasion, the Panel may decide that applications would benefit from assessment by an independent specialist in the field. In such cases, the application may be sent for external assessment. Applicants will be informed of this.

Across both Streams 1 and 2, funding will be awarded to the top ranked³ highest quality applications. Consideration will be given by the Assessor Panel to allocate grants across HASS and STEM disciplines.

Consideration will be given as to whether an applicant is already in receipt of significant University funds for other, or similar, projects, particularly from the Strategic Research Fund. This may impact the amount of funds awarded if the applicant is successful.

The Panel reserves the right to adjust the level of financial support provided to successful applicants. Occasionally, the Panel will identify applications that could be funded on the provision that amendments are made. This requirement is in keeping with the developmental nature of the scheme. In such cases, the application will be returned to the CI with feedback. The CI will then have two weeks to submit a revised application. The revised application must be accompanied by a covering letter explaining the changes that have been made, in response to the feedback provided. The final assessment will then be carried out on the resubmitted application by the Panel. The invitation to resubmit is not a guarantee that a revised application will be funded.

ASSESSMENT CRITERIA

Applications will be assessed against the following criteria:

Project Quality and Innovation (35%)

- Does the project address an important issue?
- Are the aims and conceptual/theoretical framework original and innovative?
- Will the aims, concepts, methods and results advance knowledge within the field(s)?

Approach and Methodology (35%)

- Are the conceptual framework, design, methods, and analyses adequately developed, well integrated and appropriate to the aims of the project?
- Are the aims achievable within the proposed time frame, given the skills, experience and time commitment of the Chief Investigator?
- Is the budget appropriate and fully justified?

Researcher Track Record, Future Plans and Development (30%)

- Any recognised research performance background in terms of academic record, awards or refereed publications will be considered.

³ Based on assessor scores against the assessment criteria

- Will the project contribute to the researcher(s') career development goals; are there clear and reasonable plans?
- Will the project outcomes enhance competitiveness in securing future external funding to support their research program?
- Will the project enhance capacity and provide the opportunity to develop the researcher(s') track record in innovative, high-quality research?
- Are the mentoring arrangements appropriate?
- Is the CI supported by a strong research environment?

APPEALS

Appeals will only be considered against the implementation or exercise of the selection procedures. Appeals will not be considered against the merits of a decision not to fund an application, nor against any academic feedback provided to the applicant.

Applicants wishing to lodge an appeal must do so in writing to the Deputy Vice-Chancellor (Research) within two (2) weeks of advice of the outcome of the application.

FEEDBACK

To the extent possible, individual feedback will be provided at time of outcome.

PROJECT FUNDS

A project may not begin, nor may the funds be expended, until the CI has:

- a) **accepted** the award via the ECU Research Management System; and
- b) **obtained** all required **ethics approvals** and other clearances.

Please note successful applicants will be required to complete an [ECU Data Management Plan \(DMP\)](#) as per ECU's [Research Data Management Guide](#).

The funds will be available on 1 January 2026, and the project must be completed by 30 June 2027. **All funding must be fully expended within the year stated on the application, no extensions or requests to carry forward unspent funds will be granted for this round.**

Any funds not expended by 31 December 2026 for Year 1 and 30 June 2027 for Year 2 will be recovered by the University.

Expenditure on the project must be in accordance with the budget section of this document and with the aims and research plan of the project.

Any over-expenditure on the project will be the responsibility of the CI and their School or ECUSRIC.

Any significant changes to the project must be approved by the Manager, Research Administration, Research Services (research-grants@ecu.edu.au).

REPORTING

The CI is required to provide a brief written report on the outcomes to Research Services no later than six (6) months after the completion of the project, using the report template available from the Research Services [website](#).

The CI is required to submit an external competitive research grant application(s) within 12 months of the completion of the EMCR project. **Please notify Research Services at time of submission if a subsequent grant application is linked to this requirement.**

Please note failure to submit the required deliverables may make the CI ineligible to apply for other ECU internal funding schemes.

APPLICANT CHECKLIST

		Deadline Date	Checked
EMCR Info Session	Attendance recommended	15 th April	<input type="checkbox"/>
Career Interruptions	Approval requests to be submitted to research-preaward@ecu.edu.au	29 th April 2025	<input type="checkbox"/>
EOI Submission	Submitted through ECU RMS	6 th May 2025	<input type="checkbox"/>
Appointment	Confirmed appointment through 31 st December 2027 or Signed 'Contract Renewal Consideration Form' approved by Executive Dean and Line Manager	On or before internal review deadline of 20 th May 2025	<input type="checkbox"/>
Chief Investigator	Only 1 CI per application allowed		<input type="checkbox"/>
Collaborators	Not allowed		<input type="checkbox"/>
Budget	Completed, rounded to nearest dollar, reflects realistic costs		<input type="checkbox"/>
	Justification complete		<input type="checkbox"/>
	Finance Coordinator has reviewed and approved budget/Finance Costing Template		<input type="checkbox"/>
RIPL	ECUs Research Integrity Professional Learning (RIPL) module has been completed prior to submission		<input type="checkbox"/>
Mentor	Reviewed entire application and provided signature within application form		<input type="checkbox"/>

CI Review	Application finalised, includes Mentor signature, formatted per guidelines. Contract Consideration Form signed, if applicable		<input type="checkbox"/>
RAC Review	Word document emailed to research-preaward@ecu.edu.au for internal review ahead of submission	20 th May 2025	<input type="checkbox"/>
Final Submission	Completed by RAC after any required amendments and ADR approval received	3 rd June 2025	<input type="checkbox"/>
Ethics Approvals	Human and/or Animal Ethics approval if grant successful	HREC Meeting Dates AEC Meeting Dates	<input type="checkbox"/>