

RAP 2018-2021

**RAP ABORIGINAL AND TORRES STRAIT ISLANDER
RESEARCHER GRANT SCHEME FUNDING RULES**

**FOR PROJECTS COMMENCING 2021
CLOSING DATE 23rd OCTOBER 2020**

Contents

1. Key Dates	1
2. Background and Purpose	1
3. Scheme Objectives.....	1
4. Scope of the Scheme.....	1
5. Chief Investigator Role and Eligibility	2
6. Application Eligibility.....	2
7. Budget	3
8. Budget justification	4
9. Project Description.....	4
10. Description of Personnel and Track Record.....	6
11. Submission Process	6
12. Application Assessment	7
13. Criteria for Assessment.....	7
14. Project Funds	8
15. Reporting.....	8
16. APPENDIX 1: ECU RESEARCH THEMES	9

RAP ABORIGINAL AND TORRES STRAIT ISLANDER RESEARCHER GRANT SCHEME

1. Key Dates

Event	Due date
Applications Open	Monday 10 August 2020
EOI submission in ECURMS	Monday 31 August 2020
Application to RAO for review	No later than Wednesday 14 October 2020
Applications Close	Friday 23 October 2020 (No late applications accepted)
Assessment and Selection	Week of 26 October 2020
Notification of Award	By Friday 13 November 2020
Project Start Date	1 January 2021

2. Background and Purpose

ECU's Reconciliation Action Plan (RAP) 2018-2021 acknowledges the uniqueness of Aboriginal and Torres Strait Islander peoples' knowledge and our continuing association with the Nyoongar People, the Traditional Custodians of the lands upon which our campuses stand. RAP 2018-2021 includes 37 actions across seven themes aligned to the Reconciliation Australia focus areas of Relationships, Respect and Opportunities.

In RAP 2018-2021 *Theme 7. Research (Respect and Opportunities) – embedding cultural competence and providing significant research*, for the first time, ECU has embedded Aboriginal researchers and research objectives in university activity through a number of actions with deliverable targets, including this funding scheme: **RAP Aboriginal and Torres Strait Islander Researcher Grant Scheme**.

3. Scheme Objectives

The RAP Aboriginal and Torres Strait Islander Researcher Grant Scheme is aimed at enhancing Aboriginal and Torres Strait Islander researchers' capability with respect to the research field in which they are studying. This may or may not include projects within the ECU research priority 'Aboriginal Culture, Education and Health'.

4. Scope of the Scheme

- Submitted Projects must meet the HERDC definition of research, refer to:
<https://docs.education.gov.au/documents/2018-higher-education-research-data-collection-specifications>

- The scheme supports Aboriginal and Torres Strait Islander post-doctoral researchers/academics to conduct research aligned with one or more of ECU's Research Themes (refer Appendix 1).
- Where a project involves Aboriginal and Torres Strait Islanders, application development and research methods proposed must reflect sensitivity to Aboriginal and Torres Strait Islander cultural norms.
- Funding for successful applicants is available to assist with project set up costs in January 2021, however no data collection is to be undertaken until all formal arrangements are finalised including ethics approval.
- Projects can commence on or after 1 January 2021 pending completion of all formal arrangements (including ethics approval).
- Projects must be completed within 12 months of being awarded.
- The maximum funding available is \$25,000, which must be expended by the end of 2021. Unspent funds will not be able to be carried forward into 2021. Any unspent funds at the end of 2021 will be recovered by the University.
- Applicants will be seeking to enhance their standing in their field through management of a one-year project that will lead to traditional outputs.
- Where appropriate, the application must demonstrate a clear pathway to translation of research outcomes to the benefit of Aboriginal and Torres Strait Islander communities.
- Applications are accepted from individuals or teams; however, the Chief Investigator must meet the eligibility requirements.
- Multi-partner projects are encouraged to build a network of researchers.
- Applicants are encouraged to use the grant as leverage or matching funding for grants from external funding bodies.

5. Chief Investigator Role and Eligibility

- The first named Chief Investigator (CI) must be of Aboriginal and Torres Strait Islander descent and hold a full time or fractional (at least 0.4FTE) appointment at ECU at the time of the award and for the entire award period unless otherwise confirmed by the Executive Dean of School.
- The CI is responsible for the award and must take intellectual, administrative and ethical responsibility for the research project, from its conception to its finalisation and the communication of its outcomes, including submission of the final report.
- Undergraduate and postgraduate students are not eligible to be CIs.
- Each CI must have an ORCID iD. Ideally CIs will also have Google Scholar and Scopus ID.

6. Application Eligibility

- Applicants may submit a maximum of one application as a lead Chief Investigator in any one round of the scheme.
- Applicants must disclose any related applications awarded, submitted or plans for submission to other internal or external schemes.
- Applications must show a pathway for communication of research outcomes.
- Where a project involves an Aboriginal and Torres Strait Islander Community, the application must also address:
 - Proposed development of research skills in Aboriginal and Torres Strait Islander people and/or communities;

- Project team's experience in conducting research with Aboriginal and/or Torres Strait Islander people and/or organisations in an ethical way; and
- Knowledge exchange activities, including engagement of research end users, during the project and after completion.

7. Budget

A School Finance Coordinator can assist with costing items for your budget. The budget should be checked by the relevant School Finance Coordinator before your application is submitted. If you are unsure who your School Finance Coordinator is please contact your Research Administration Officer (RAO) research-preaward@ecu.edu.au.

IMPORTANT: All awarded funds must be expended before 31 December 2021.

In the budget table, include items that are essential for the completion of the project, including inputs from other parties. Full justification of each item is to be included in the budget justification section, not the budget table. The amounts need to be shown in Australian dollars and the total amount to be rounded to the nearest dollar. As this scheme is exempt from the University Service Charge (USC), do not include USC in your budget.

Budget items not supported:

- Salaries of Chief Investigators;
- Postgraduate research projects;
- Conference attendance;
- 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; and
- Research support for non-ECU investigators;

Budget items supported:

- Teaching support
 - The amount requested should be determined in consultation with the relevant Discipline Dean or delegate based upon the specific tasks for which relief is required (e.g. paying for another person to assume your teaching responsibilities; to lead tutorials; or marking) and the time involved.
- 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.

- Consumables
 - Budget table to include major headings only (a further breakdown of items and cost per item can be provided in the justification section); these costs can include: Equipment items costing less than \$1,000 (e.g. computer software and hardware); catering costs; participant costs and printed material. All cost must be essential to achieving the project objectives.
- Travel
 - Only economy class travel will be considered.
 - All travel must be consistent with the [Edith Cowan University Travel Policy](#).
 - Applicants should provide 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 should be included here, including costs for items that do not appropriately fit under the other headings (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. web designer, specialist technicians, expert data analysis).

8. Budget justification

In no more than one page, and using the budget table headings, explain the need for each item in the budget, with reference to the research plan. You should also include the breakdown of calculations used to arrive at the amount in each line of the budget. The University will consider value for money of all budget items when considering its decision, so the justification needs to be clear and well targeted.

9. Project Description

Project Description and Background

Describe the background for the project: why is the project necessary, what challenge/gaps does your project address? What is the key ambition/outcome for your project? 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 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.
- Describe the key research question/questions or proposition of the project. Where Aboriginal and Torres Strait Islander Communities are involved describe the approach used to seek the communities' involvement.

- Describe the objectives for your project. Your objectives must be clear, achievable within the timeframe and budget, directly verifiable and measurable leading to a deliverable/outcome.

Significance and Innovation

- What significant aspects of the research problem will the project address? Describe how the research is significant and how the research addresses an important problem.
- How will the findings add to the body of knowledge in this area?
- What does it mean for the population you are working with more generally??

Approach and Methods

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 include:

- An outline of the proposed methodology and a short justification for the approach, contextualised within current research practice;
- A schedule of the main activities of the project and associated key milestones (or indicators) and deliverables that can be used for monitoring and reporting research progress;
- A description of the roles and responsibilities of the project team members and/or organisation(s) partnering in the project, including where applicable:
 - Proposed development of research skills in Aboriginal and Torres Strait Islander people and/or communities;
- Identification of any potential risks to the project and an explanation of how they would be managed;
- For quantitative studies, describe your method of analysis - how will the data be analysed once they are collected; what statistical procedures will be used in order to answer your research questions or to test your hypothesis and
- For qualitative studies, what interpretive framework will be used?

ECU Strategic Goals and Research Themes

Describe how the project aligns with and supports ECU's Strategic Goals and Research Themes. Refer to Appendix 1 or <https://www.ecu.edu.au/research/overview>

Engagement, Impact and National Benefit

Describe the expected outcomes of the proposed research and how these could maximise economic, environmental, social/cultural and/or other benefits to Australia and/or Aboriginal and Torres Strait Islander communities.

Outside of academia, who would benefit from the research (who are the likely end-users e.g. individuals, government, industry, community organisations)? Why are the outcomes relevant to them? Describe how the benefits of the research could influence policy and/or practice.

What evidence will you collect to quantify and/or validate the type and extent of any possible future impact? Where appropriate, describe any commercialisation/translation potential.

Communication of Results

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

Describe Knowledge Exchange activities, including engagement of research end users and/or Aboriginal and Torres Strait Islander Communities where relevant, during the project and after completion.

Where Aboriginal and Torres Strait Islander Communities are involved with their research, describe the Project team's experience in conducting research with Aboriginal and/or Torres Strait Islander people and/or organisations in an ethical way.

References

Include a properly formatted list of all cited references. Smaller 10-point font size may be used for the references only. ***Please note that this reference list is not included in the five-page limit.***

10. Description of Personnel and Track Record

Description of Personnel

Summarise the role, responsibilities and contributions of each Chief Investigator, and other personnel involved in the project.

Track Record

Chief Investigator must include a 3 page CV career summary outlining their achievements (relevant to this project and/or in your research career) to date. This will include: contributions to the field especially leading to a translational benefit; collaborations; community engagement; professional involvement (committees, conference organisation, awards, invitations); supervision and mentoring; involvement in peer review (manuscripts and grants) and media recognition.

11. Submission Process

All Lead Chief Investigators 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](#)

[The application form can be found here](#)

Please note that the Research Administration Officer (RAO) from Research Services (see contacts on the application form) and your School Finance Coordinator will need to review the final copy of your application prior to the closing date. Your RAO will contact you regarding internal deadlines. Once you have submitted your final application by the internal (Research Services) deadline, your RAO will upload it to RMS and coordinate the required pre-submission approval by the Associate Dean (Research). Once approved, your RAO will coordinate submission and Research Administration will send you an email confirming submission.

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

CLOSING DATE: Friday 23rd October 2020

LATE APPLICATIONS WILL NOT BE ACCEPTED.

12. Application Assessment

A Panel chaired by the Deputy Vice-Chancellor (Research), with membership including the Pro-Vice Chancellor Equity and Indigenous, Associate Deans of Research and the Director of Research Services, will assess applications on a competitive basis. 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.

13. Criteria for Assessment

Applications will be assessed against the following criteria:

Project Quality and Innovation (30%)

- 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 (30%)

- 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/s (and team)?
- Where a project involves Aboriginal and Torres Strait Islander communities, is there strong evidence of their involvement in application development and research methods for applications? Do these applications reflect sensitivity to Aboriginal and Torres Strait Islander cultural norms?
- Is the budget appropriate and fully justified?

Researcher(s) Track Record and Future Prospects (20%)

- Will the project enhance capacity and provide the opportunity to develop the researcher(s') track record in innovative, high quality research?

Research Benefit (20%)

- How does the research align to ECU's Research Themes?
- Are there adequate strategies to communicate research outcomes, including research translation (if appropriate)?
- Where a project involves Aboriginal and Torres Strait Islander communities, clear pathway to outcomes that will provide tangible benefits to the communities.

14. Project Funds

The funds will be available and the project may commence by 1 January 2021. However, a project may not begin, nor may the funds be expended, until the Lead Chief Investigator has accepted the award via the ECU Research Management System and all required formal arrangements, including ethical and other clearances, have been obtained.

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

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. All funding must be fully expended by 31 December 2021.

Any over-expenditure on the project will be the responsibility of the Lead Chief Investigator and their School.

Any unspent funds will be recovered by the University. There will be no ability to carry over any unspent funds from 2021 to 2022.

15. Reporting

The Lead Chief Investigator is required to provide a brief written report on the outcomes to Research Services, no later than three months after the completion of the project, using the report template available from the Research Services website.

Please note failure to submit a report may make the Chief Investigator ineligible to apply for other ECU internal funding schemes.

16. APPENDIX 1: ECU RESEARCH THEMES

ECU research work focuses on [four themes](#) that recognise both our collective expertise and our progressive view of the world.

- **Health**
- **Natural and Built Environments**
- **Securing Digital Futures**
- **Society and Culture**