

# RESEARCH SEED GRANT SCHEME (For Early Career Researchers) GUIDELINES

**CLOSING DATE: 5PM, FRIDAY 22ND JULY 2011**

**Submit the Application Form and Proposal by email ([ja.white@uws.edu.au](mailto:ja.white@uws.edu.au)) before the closing date.**

For the Certification/Endorsement (Items 23-27): we accept email approval, scanned or faxed copies to 4736-0905 (ext: 2905), in addition to hardcopies via mail (Jason White, Research Services, Building K1, Penrith Campus). Applicants are advised that a heavy teaching workload is not normally grounds for an extension to be granted.

## **INTRODUCTION**

The UWS Research Seed Grant Scheme provides initial funding for the establishment of projects conducted by **Early Career Researchers (ECR)**, supporting individual investigators as well as small research teams. The primary objective of the Scheme is to support, on a competitive basis, quality research projects of modest financial cost that are carried out by Early Career Researchers (ECR) who show clear evidence of high research capacity. Applications are invited from individuals or research teams at the University of Western Sydney for grants in support of pure and applied research projects.

In 2011, the maximum grant is \$7,500.

Research Seed Grants allow an Early Career Researcher (ECR) the opportunity to discover, with reasonable speed and cost, whether a large-scale research project is feasible. Proposals of a speculative or novel kind are particularly welcome but should be accompanied by a research plan that demonstrates theoretical or practical potential.

Generally, funds will not be made available for projects viewed as a normal part of course/curriculum development. Grants will not be awarded to holders of grants from other granting bodies for essentially the same project.

## **RESEARCH ADVISOR**

Seed Grant applicants are required to have negotiated the involvement of a research advisor/mentor to assist them in successfully undertaking their research project - should it be funded. Such an advisor/mentor will normally be an experienced UWS researcher who agrees to take on their role in the spirit of collegiality and an expectation that Senior Staff undertake such support as part of their academic activities.

An advisor/mentor will not normally be engaged in the conduct of the research, nor in any publications arising from the research activity, though the success of the Seed Grant may lead to a further application for funding through which the advisor/mentor may be conceptually involved as a named investigator.

Research advisor details should be listed at Item 2.

All intending Seed Grant applicants should discuss the matter of an appropriate research advisor/mentor with their College Associate Dean (Research) or College Director of Research, who must sign off on the application and the nominated advisor/mentor.

## OFFICE OF RESEARCH SERVICES APPLICATION ADVICE

### For preliminary advice contact:

- Dr Jane Hobson ([j.hobson@uws.edu.au](mailto:j.hobson@uws.edu.au), (02) 4736 0880, Ext: 2880) or Jason White ([ja.white@uws.edu.au](mailto:ja.white@uws.edu.au), (02) 4736 0895, Ext: 2895).

### For detailed application advice, including budgets, and grant writing support contact your area's Research Development Officer:

- Kathleen MacDonald ([k.macdonald@uws.edu.au](mailto:k.macdonald@uws.edu.au), (02) 4736 0619, Ext: 2619)
- Jenny-Lee Heylen ([j.heylen@uws.edu.au](mailto:j.heylen@uws.edu.au), (02) 4736 0972, Ext: 2972)
- Sharon Holst ([s.holst@uws.edu.au](mailto:s.holst@uws.edu.au), (02) 4736 0281, Ext: 2281)
- Kezia Sullivan ([k.sullivan@uws.edu.au](mailto:k.sullivan@uws.edu.au), (02) 4736 0889, Ext: 2889)

### ELIGIBILITY

1. All applicants must be Early Career Researchers (ECR). The ARC definition of an ECR is researchers who are within five years of the start of their research careers when they submit their applications. This normally means that you have been awarded a PhD or equivalent research doctorate within five years, however, an extension to this limit may be approved owing to significant career interruptions.
2. Applicants must not have had previous internal or externally funded research grants.
3. Researchers who have received a Research Seed Grant in earlier years are not eligible. Researchers who have secured external funding should consider applying for the Research Grant Scheme later in 2011.
4. All non-casual Academic staff employed at 0.5 or above are eligible to apply. Postdoctoral fellows must have the support of their supervisors. Professional staff and Conjoint Appointments are ineligible.
5. Any applicant who is employed on a contract and is applying as a Chief Investigator must be able to demonstrate they can complete the research project (and submit a final report) prior to their contract ending.
6. Grants will NOT be made available to fund teaching relief, salary or any part of higher degree study.

### DURATION OF GRANTS

Duration of grants is for a period of 12 months. A final report must be provided to the UWS Research Committee (via Research Services) no later than six months after funding ceases.

### ASSESSMENT

The UWS Research Committee assesses applications through its professorial panels (Research Grant Assessment Panels). All panel deliberations are fully minuted and form part of the official records of the University. Recommendations of the panels are approved for funding by the PVC (Research) and the DVC (A&R).

*Applications will be assessed on their merit. There are no priority research areas under this scheme.*

Applicants will benefit from presenting their proposal in a clear and concise manner, keeping in mind that the application is the only opportunity of communicating the intent and the value of the proposal to the Panel.

The following questions (a-d) will be considered by the Panel in determining the quality of the research proposal:

- a) What is the intrinsic merit of the project? Is it soundly based in concept and planning? Is it feasible? Is it innovative?
- b) Does the researcher/research team have the capacity to undertake the research? Does this project contribute to the applicant(s) research development? In particular how it will lead to significant peer reviewed outputs; and how it will meet the goals of building the researcher's capacity to apply for external research funds.
- c) Does the project contribute to the university community or to the community as a whole so as to constitute advancement in knowledge or an economic or social benefit? Applicants should present succinct ideas on the anticipated outcomes and how the results of the proposed research will be disseminated.
- d) In the case of a University Research Centre or University Research Group does the project relate to

the combined scholarship of the Centre/Group or Program?

The weight attached to each criterion will be at the discretion of the Committee.

*Funding provided for research likely to lead to a performance and/or exhibition will be for pre-production research only.*

### **NOTIFICATION**

Formal notification from the Pro Vice Chancellor (Research) will be sent to both successful and unsuccessful applicants. Successful applicants will be advised of the amount of funding and a statement explaining any deficit. (Due to the amount of interest this scheme receives, intending applicants should be aware that few applications are successful in gaining full funding.)

*Successful applicants should note that appropriate ethics approval(s) must be obtained before grant funds will be released to applicants.*

### **APPLICATIONS**

Each application should cover one discrete project and contain all the information necessary to assess it without the need for oral explanation, reference to further documentation or other clarification. It should, however, be as **concise** as possible with aims and significance clearly specified.

The aims and significance, research plan and timetable should be clearly set out. Sufficient comprehensive information should be supplied so that members of the Grant Panel can make a full evaluation of the proposal and the applicant's ability to carry it out without any further clarification.

**TO ENSURE EQUITY FOR ALL APPLICANTS, the Application Form and Proposal must follow guidelines below.**

**Layout:** The application must be printed in 'Portrait' Orientation (not Landscape) on A4 paper.  
**Font:** The font to be used must be either minimum of 10 point Arial or 11 point Times New Roman. Entries on the application form are to be printed in **black only**.  
**Size:** Applications will consist of the Application Form (PDF) plus the Proposal (WORD) which will consist of no more than 6 additional pages (excluding publications). Applications exceeding this will not be assessed.

### **Certification by Chief Investigators**

Chief Investigators must certify that the application does not seek funding for a project already supported by another funding body.

### **RESEARCH PROJECTS**

Research Seed Grants are recommended for specific research projects. The research question(s) to be explored should be stated in the clearest terms.

Research Seed Grants will not be given for the production of teaching materials, even though some research may be involved in their production. Support may be given for a genuine educational experiment in which the relative effectiveness of some original material, approach or method is to be compared with traditional materials, approaches or methods. In that case, costs of developing the new materials may be included.

In the case of projects that involve data compilation or the development of research aids and tools (including computer programs), it is most important that the applicant provide a statement as to the possible eventual uses of the data bases, computer programs, or other research aids compiled as part of the whole project.

### **The Project and the Investigator**

The applicant should provide evidence of research capacity. Reference to the work of others is appropriate where relevant but reference to past work of the applicant, as related to the proposed project, is essential.

### **Method of Investigation**

In some fields, it is possible to set down a quite specific strategy and a specific set of tactics for investigation – an experimental design. In many fields or sub-fields, the strategy and the tactics will be stated in different terms but this is no reason for not stating them all. All applicants must be able to give some indication of what material is expected to be available and what research strategies and tactics they propose, at least

initially, to adopt.

Proposals that are vague or steeped in unnecessary jargon are unlikely to be successful.

## **BUDGET**

Clear-headedness is called for both in estimating and justifying the budget. The following paragraphs should therefore, be read with particular care. Applicants should avoid devising "ambit claim" budgets in the expectation that the Committee will cut them down to a realistic level. The Committee will aim to fund projects at what it sees as an appropriate level to allow the project to move expeditiously to a conclusion.

Financial information **must** address three areas: *see Item 18*

1. Specification of various items requested under the headings of personnel, equipment, maintenance, travel and other;
2. Ranking of each of these items in terms of priority;
3. Costing of each of the items at prices that will apply in 2011/12.

Full justification of all items is required. The Committee expects an explanation of the need for research or technical assistance (as well as justification for the requested level) and/or for items of equipment. An indication should be provided of how estimates were calculated and on what basis they were established. For guidance on preparing a budget see -

[http://www.uws.edu.au/research/researchers/research\\_development\\_redevelopment](http://www.uws.edu.au/research/researchers/research_development_redevelopment).

Because of the competitive nature of these grants, only those projects judged to be the most outstanding and fully justified are likely to receive their full funding request.

**Research Assistance:** Funding requests relating to the provision of research assistance need to be judicious and carefully argued. Generally, funds will **not be provided** when the request is solely to support research assistance.

**Equipment:** Equipment should include hardware items individually **costing \$1000 or more**, including any installation costs. All requests must be fully justified.

**Conferences, Seminars and Workshops:** Funds will **not be provided** to support conference attendance, seminars or workshops.

**Travel:** Only travel **directly associated with the project investigation**, including travel costs incurred in using facilities at another centre, will be considered. When calculating travel costs, applicants should base their estimates on the standard rate for mileage, per diem expenses etc. Conference travel and travel between UWS campuses will not be funded.

**GST:** Internal research grants, such as the Seed Grant Scheme, are not subject to the GST. Any GST paid will be charged to the University GST Clearing account and recovered via input tax credit by the University.

## **REPORTS**

As a condition of funding, grantees will be required to submit a final report on the project to Office of Research Services upon completion of their 12 month grant. A final report form is available from the Office of Research Services Web Site at -

[http://www.uws.edu.au/research/researchers/funding\\_opportunities/internal\\_research\\_grants](http://www.uws.edu.au/research/researchers/funding_opportunities/internal_research_grants)

## **SPECIAL CONDITIONS**

The Guidelines for this Scheme also set out the expectation to submit at least one application for funding from an agency listed on the National Competitive Grants Index -

<http://www.innovation.gov.au/Research/ACGR/Pages/default.aspx> or other major external funding scheme, no later than six months after funding ceases.

**Ethics & Safety:** All research at UWS is carried out under the UWS Research Code of Practice - <http://policies.uws.edu.au/view.current.php?id=00166>.

For more information contact:

- Human Ethics - [humanethics@uws.edu.au](mailto:humanethics@uws.edu.au)
- Animal Ethics - [animaletics@uws.edu.au](mailto:animaletics@uws.edu.au)
- Biosafety and Radiation Safety - [BioSafetyRadiation@uws.edu.au](mailto:BioSafetyRadiation@uws.edu.au)

**Deposition of Biological Material:** Under the terms of Australian Quarantine and Inspection Service registration, the College of Health and Science at UWS has approval for treatment and disposal of all biological materials. At the end of a project, any biological material accumulated during the course of the project shall be disposed of through this College only after consultation with the appropriate Scientific Officer.

**Importation of Experimental Organisms:** Any applicant proposing to import experimental organisms should obtain agreement in principle from the appropriate Authority in their State and comply with institutional policy and procedures as determined by the UWS Institutional Biosafety and Radiation Safety Committee (IBRSC).

## **APPLICATION ADVICE**

### **APPLICATION FORM (PDF) – Main Items Only**

To use the editable PDF application form, it is recommended that you first save the form to your computer and use Adobe Acrobat Reader to enter the requested information. The PDF form allows you to save your entered information, add or delete rows in the included tables and automates budget calculations. The font to be used is at least either 10 point Arial or 11 point Times New Roman printed in black.

#### **ITEM 1 - Applicant Information**

Chief Investigators (CI) are jointly responsible for the research project: for its conception, for the strategic decisions called for in its pursuit, and for the eventual communication of the results.

All applicants must be Early Career Researchers (ECR). The ARC definition of an ECR is researchers who are within five years of the start of their research careers when they submit their applications. This normally means that you have been awarded a PhD or equivalent research doctorate within five years, however, an extension to this limit may be approved owing to significant career interruptions.

The first-named Chief Investigator will be the UWS contact person for all administrative matters. If two or more eligible investigators are to spend a substantial amount of time on the research project and the decision-making responsibility is shared; these should be regarded as Joint Chief Investigators and information provided for each.

#### **ITEM 2 - Research Advisor Information**

Seed Grant applicants are required to have negotiated the involvement of a research advisor/mentor to assist them in successfully undertaking their research project - should it be funded. Such an advisor/mentor will normally be an experienced UWS researcher who agrees to take on the role in the spirit of collegiality and an expectation that Senior Staff undertake such support as part of their academic activities.

All intending Seed Grant applicants should discuss the matter of an appropriate research advisor/mentor with their College Associate Dean (Research) or College Director of Research who must sign off on the application and the nominated advisor/mentor.

An advisor/mentor will not normally be engaged in the conduct of the research, nor in any publications arising from the research activity, though the success of the Seed Grant may lead to further application for funding through which the advisor/mentor may be conceptually involved as a named investigator.

#### **ITEM 4 - Financial Summary of Funds Requested**

Summary totals by budget category are to be listed in the space provided and classified under the headings provided including a costing of each item at prices that will apply in 2011/2012. Priority (A, B, C) should be given to all funding requests. These funding requests relate to the monies being sought from UWS. All budget requests must be fully justified.

#### **ITEM 5 - Type of Activity**

There are four types of activity applicable to research and development which are recognised by the Australian Standard Research Classifications:

- **Pure Basic Research**  
Experimental and theoretical work undertaken to acquire new knowledge without looking for long term benefits other than the advancement of knowledge.
- **Strategic Basic Research**  
Experimental and theoretical work undertaken to acquire new knowledge directed into specified broad areas in the expectation of useful discoveries. It provides the broad base of knowledge necessary for the solution of recognised practical problems.
- **Applied Research**  
Original work undertaken primarily to acquire new knowledge with a specific application in view. It is

undertaken either to determine possible uses for the findings of basic research or to determine new ways of achieving some specific and predetermined objectives.

- **Experimental Development**

Is systematic work, using existing knowledge gained from research or practical experience that is directed to producing new materials, products or devices, to installing new processes, systems and services, or to improving substantially those already produced or installed.

#### **ITEM 6 - Fields of Research (FOR) and Socio-economic Objective (SEO) Category Codes**

Select both FOR and SEO codes using the drop-down list box. FOR and SEO code numbers must be at the 6 digit detailed level "010101". Up to 3 FOR and SEO code numbers can be selected, and separately they should add up to 100%.

For your information, the Excellence in Research for Australia (ERA) 2010 ratings for UWS can be viewed at - [http://www.arc.gov.au/era/outcomes\\_2010/Institution/UWS](http://www.arc.gov.au/era/outcomes_2010/Institution/UWS). This applies to research undertaken between 1 January 2003 and 31 December 2008. The rating scale can be viewed at - <http://www.arc.gov.au/era/faq.htm#rating>.

**a) Fields of Research (FOR)** - This classification allows R&D activity to be categorised according to the field of research. In this respect, it is the methodology used in the R&D that is being considered. The categories in the classification include major fields of research investigated by national research institutions and organisations, and emerging areas of study.

**b) Socio-economic Objective (SEO)** - This classification allows R&D to be categorised according to the purpose or outcome of the R&D as perceived by the data provider (researcher). It consists of discrete economic, social, technological or scientific domains for identifying the principal purposes of the R&D. The attributes applied to the design of the SEO classification comprise a combination of processes, products, health, education and other social and environmental aspects of particular interest.

#### **ITEM 7 – Key words**

Enter between 1 and 6 keywords to describe the proposed research. Keywords should be of the kind normally required for submitting an article to a major refereed journal.

#### **ITEM 8 - Summary of Research Project**

Applicants must include in the application a plain language 100 word summary of the aims of the research, the expected outcomes and the likelihood of its contributing to economic or social benefits for Australia. This summary should be presented in a clear and understandable way for persons who are not necessarily experts in the field. The summary may be used for media purposes.

#### **ITEM 17 - Outline the relationship of the proposed research to current UWS teaching programs.**

Outline the relationship of the proposed research to teaching programs. The University seeks to build connections between existing and emerging areas of research strength with areas of excellence in teaching and professional development and with existing and emerging areas of research strength within the University.

#### **ITEM 18 - Detailed Budget**

##### **Personnel**

Please use the Casual Employment Calculator which is included in the last page of the PDF application form. If substantial data entry or transcription services are required, the appropriate rate for these services should also be sought and included.

##### **Equipment**

Equipment should include hardware items individually **costing \$1000 or more** including any installation costs. All requests must be fully justified. Costings should be based on the latest prices obtained from suppliers and not on estimates. Heads of Schools, Research Institute/Centre Directors must endorse equipment requests but please note that UWS research grants do not normally fund computer equipment requests and UWS IT Procurement Policy is that laptops are leased.

All equipment purchased with funds from a UWS internal research grant will be located in the

School/Institute/Centre of the Chief Investigator at the completion of the project and will be available for research purposes by all School/Institute/Centre staff – unique or difficult to access equipment would be expected to be available to researchers across the university.

### **Maintenance**

Estimate the prices that will apply at the time of purchase. "Maintenance" includes items of equipment costing **less than \$1000**; consumables (major headings only); sets of printed material and microfilm; computing excluding computer hardware and software, and the hire of personnel for coding or programming (which must be included under "Personnel"). Any requests for funds for programming, preparation and storage of data or the hire of external computer time, must be fully justified; if payment for computing time is requested, the applicant must clearly indicate why such computing time is not available "in house".

In general, expenditure relating to the printing of questionnaires and postage, the funding of telephone surveys, printing and stationary costs will only be funded if the Committee believes that such expenditure is essential for the research project's success.

### **Travel/Subsistence**

Applicants who request money for travel/subsistence should state the importance of this item to the success of the research project. They should also consider whether this travel could be funded from other internal travel allocations. Enter under "Travel" the cost of fares, vehicle and accommodation costs, field expenses and field allowances. State the origin and destination for all fares requested. Only travel directly associated with the research project, including travel incurred in using facilities at another centre, may be supported.

### **Other**

This category includes items not covered by the above groupings, e.g. vessel charges, and search fees. It is not intended that this heading be a catch-all for funding requests.

### **Priorities**

It is essential that every item in the requested budget be given a priority ranking (i.e. A, B1, B2, C1, etc) in the column provided. The rankings are:

A = considered essential for the research project to be undertaken.

B = necessary to maintain a reasonable rate of progress in bringing the research project to completion.

C = other items which would be useful in supporting the research project.

Within categories B and C, use the numerical ranking to show the relative importance of each item. If the same priority ranking is assigned to two or more items, the Committee will interpret this as implying that they are inseparable, so that one item is of no use without the others.

Total funds requested for the life of the project. Show whole dollars only.

### **ITEM 20 - Detailed justification of Budget (Max. 1/2 page)**

Fully justify each item listed in the budget (Item 18). Outline clearly which are the most important budget items and why. Which items are crucial to the success of the project? How will the items enable you to achieve the objectives of the research proposal?

#### Direct Costs:

- Research assistance: outline their role and say why this is crucial to the conduct of the research. Say what skills are required of the position.
- Travel: outline why you are going, how long will you be away or explain how you arrived at the total number of kilometres.
- Maintenance: if you want to include phone, postage etc; this must be specific to the project e.g. survey mail outs.

#### Indirect Costs:

- Infrastructure e.g. office space, meeting venues, computer access.
- Professional development (workshops for specific skills).
- The research environment e.g. opportunities to work with other similar/related researchers and postgraduates.
- Access to specialist resources such as libraries and or unique database.

## **ITEM 22 - Ethics**

If the proposed research plan involves the use of human participants or the use of animal subjects or the preparation and/or use of recombinant nucleic acids constructed in vitro from sources that do not ordinarily recombine genetic information, the submission of a clearance from a relevant Ethics, Safety or Biosafety Committee will be required before the funds will be made available.

Where a research project requires the use of ionising radiation, the Committee will require personnel to have appropriate training and hold a current licence issued by the appropriate State authority before payment can be made under a grant.

It is essential that applicants with research projects requiring clearance by ethics or safety committees contact the Ethics Officers for details of this process. Applicants should ascertain the time frame to obtain such clearances and allow plenty of time for this process, noting that UWS provides expedited review of negligible risk human ethics research.

- The UWS Human Ethics Committee reviews all research projects involving human subjects undertaken by staff of the University of Western Sydney.
- The UWS Animal Care and Ethics Committee reviews all animal research at UWS.
- The UWS Institutional Biosafety and Radiation Safety Committee (IBRSC) reviews all small scale work with recombinant DNA and other safety matters.

## **CERTIFICATION / ENDORSEMENT (ITEM 23-27)**

Certification should be sought once the proposal has been completed.

Note: Proposals cannot go forward to the Committee without all the required signatures.

Head of Schools and Directors of University Research Institute/Centres must certify that the proposed research activity will benefit UWS and that the application does not seek funding for research activities already supported by other funding sources. When endorsing applications, Heads and Directors should consider the relative strategic value of the application(s) to the academic unit given the competitive nature of these grants.

## **COMPLETING PROPOSAL (WORD)**

The Proposal in MS Word should be no longer than 6 pages (excluding publications) 10 point Arial or 11 point Times New Roman font printed in black. Applications exceeding the page limit will not be assessed.

Applications must include comprehensive statements that clearly outline the research objectives and the methods by which those objectives are to be realised. The following broad headings should be used:

### **(a) Aims, Significance and Background of the Research Project (including bibliography)**

Include an indication of the relation to work elsewhere. Cite key references where appropriate. The aims of the project should be stated in the clearest terms. The significance of these aims will not be transparent to the Committee. The aims should be argued – why should this work be funded? In essence, what is the intrinsic merit of the project? Is it soundly based in concept?

The Panel will seek evidence that the applicant understands the ramifications of the research questions proposed and has considered any subsequent research that may arise from the project. As a large number of applications are considered by the Panel, it is in the interest of the applicant to present the material clearly with all technicalities that may be not well known briefly defined and/or explained. The Panel will evaluate how the project contributes to advancement of knowledge and/or economic and social benefit.

#### **Check:**

- Does the application clearly introduce your idea and the aims of the project? Does it explain its significance and potential innovation? Provide background information? Attract the interest of the audience?
- Does the argument and purpose remain clear throughout?
- Is it appreciative of the various levels of knowledge/familiarity with the topic among the Panel?
- Have you given the reader a sense of the current views on the topic, so that there is a context in which to consider the argument? Do you explain the potential outcomes of the project?

### **(b) Research Plan, Method & Techniques**

The Research Plan should make clear the scope and limitations of the project. The panel will seek evidence that you have thought about design and the feasibility of your project.

It is essential that the method be able to achieve the stated aims and goals of the research within the timeframe. The description of the method and techniques should be field specific and include, where appropriate, the experimental design. Any method should be supported by current approaches in the field – as demonstrated by references – and where a method itself is the subject of the study, the necessity for this should be soundly argued.

The description of the Method should address the process of research and state what the research involves: what the researcher wants to do; how it will be done; who will do it; when will it be done; and why. This should be applied to the data collection, data analysis and data interpretation. ('Data' is defined by the UWS Research Code of Practice as the originally constituted body of evidence, or other materials, on which the findings, or interpretation of the research, are based.)

You should address any Methodological issues which are inherent in the process that are controversial or are not well understood outside the specific field of the research. For humanities and social sciences proposals, if the method involves field work, how will complex conditions of interaction be recorded? Which interactions will be recorded? What difficulties might be encountered? What are the analytical strategies? What are the interpretive strategies? Why are these analytical and interpretive strategies appropriate?

While at least one member of the panel will have expertise in the broad terrain of the proposal, it is wise to assume that most of the panel will evaluate the method on the basis of general principles of scholarly research.

#### **Check:**

- Does the application provide a clear plan for the research?
- Does the application present the research question(s) clearly?
- Does the strategy employed follow logically from the problem and aims?

- Has the issue of data analysis been fully dealt with?
- Have any ethical issues been discussed and built into the overall research plan?

**(c) Timetable**

An indication of the proposed research timetable is required. The application should clearly delineate the anticipated role of each of the investigators as well as that of any requested personnel.

**(d) Summary of Applicant/s Background:**

The Panel will consider the capacity of the applicant/s to carry out their nominated research project to successful completion. It is in the applicant's best interest to provide evidence of such capacity including any relevant information that argues the ability of the new investigator/s to successfully complete a research project. Describe briefly how this project will contribute to the applicant's professional development.

Please do not include a lengthy Curriculum Vitae, but provide a judicious description of your most pertinent career achievements. See Track Record Statement on the web for guidance - [http://www.uws.edu.au/research/researchers/research\\_development\\_redevelopment/track\\_record\\_statement](http://www.uws.edu.au/research/researchers/research_development_redevelopment/track_record_statement)

**PUBLICATIONS**

***Note: this item is separate to page limits***

List all refereed publications by the Chief Investigators published in the period (2006-2010), followed by publications submitted or accepted for publication. Do not include "in preparation" publications. Indicate by asterisks any publications of specific significance to this application. Conference papers do not have high status in the Excellence in Research for Australia (ERA) except for a minority of disciplines.

Please clearly delineate categories of publications/disseminations from past research as follows: Books, Chapters in edited collections, Refereed Journal Article, etc (See item D for the listing).

Applicants may also wish to list other public research outputs relating to exhibition, production (i.e. audio/video recording), performance, architectural design, computer software, patents, technical drawings etc. Please highlight whether these outputs have been critically reviewed or have been subsequently cited.

<p><b>FUNDS WILL NOT BE MADE AVAILABLE UNTIL ALL THE APPROPRIATE ETHICS CLEARANCES HAVE BEEN OBTAINED</b></p>
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