Request for Discretionary Funding from the DVCR Guidelines

Note: You must speak to the Associate Dean Research in your Faculty before completing the application form

Purpose

These guidelines set out the requirements and process for requesting discretionary funding from the DVCR. Direct approaches to the DVCR are not appropriate.

Application guide

Requests that do not include some contribution from the Faculty and/or Department are much less likely to be successful. Co-investment is expected.

The maximum grant period is one year.

Requests for conference funding will not normally be considered.

Requests should be justified in terms of the contribution to research at Macquarie, covering future funding opportunities, research outputs, including publications and/or creative works, and collaborative links and partnerships.

Process

1. Discuss your proposal with the Associate Dean Research in your Faculty.
   NOTE: This is an essential step and must not be neglected.
2. Complete the prescribed application form, which can be obtained from your Faculty Research Manager.
3. The signed application form is to be emailed to the Manager, Pre-Award, Research Office (Julian Zipparo) at julian.zipparo@mq.edu.au by CoB each Thursday.
4. DVCR to consider and normally will make a decision by the week following receipt of requests.

Conditions of award

In acceding to a request for discretionary funding, the DVCR may stipulate other conditions of award. Conditions of the award will be contained in the letter of offer to the applicant.

Successful grant recipients are expected to manage their research projects to completion within the period of the grant. Therefore funds must be fully expended within the allocated funding period.

Carry forward of funding beyond the funding period is strongly discouraged, and will be approved only in exceptional circumstances that were beyond the control of the researcher. Grant recipients who need to apply for a carry forward must contact the Postaward Team via research.postaward@mq.edu.au.