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# Macquarie University Re-Start

# Application Form 2018

## Closing Date: Wednesday 23 August 2017, 5pm

## Late Applications will not be accepted

***Key Dates:***

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| Faculty Closing Date | **Wednesday 9 August 2017, 5pm AEST** |
| Research Office Closing Date | **Wednesday 23 August 2017, 5pm AEST** |
| Notification of Results | **Mid-October 2017** |

## Submission Instructions:

## Applications must be emailed as a single PDF attachment (converted not scanned) to [research.preaward@mq.edu](mailto:research.preaward@mq.edu).au (cc: your Faculty Research Office)

* **Files should be named according to the following convention: “Surname\_MQRS” e.g. “Smith\_MQRS**
* **Hard copies and applications submitted via the online APLI form will not be accepted.**
* **Certification: You must also complete and submit an** [**MQ APLI Form**](http://www.research.mq.edu.au/research_funding/mq_application_coversheet) **by 5pm Wednesday 23 August 2017.**
* **All text must be 12 point Times New Roman font except for References, which may be in 10 point Times New Roman.**

1. **Applicant Details**

*Details here should match the details provided in your MQ APLI form.*

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| **Surname** |  |
| **First name** |  |
| **Title** |  |
| **Position (include details of joint appointments)** |  |
| **Academic Level** |  |
| **Contract Type (Include contract expiry date if applicable)**  ***NB: applicants must be Level A or B only*** |  |
| **Start date of parental leave** |  |
| **End date of parental leave** |  |
| **Faculty** |  |
| **Department** |  |
| **Email** |  |
| **Phone** |  |
| **Time commitment on this project (FTE)** |  |
| **Describe your role, responsibilities and contribution to the project (max 750 characters)** |  |

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| **Were you classified as research active at the time you commenced parental leave?** | Yes/No |

Provide evidence of your research potential, and explain why you should be considered for funding (maximum half page)

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1. **Project Title**

Provide a short descriptive title in plain English (maximum 200 characters)

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**3. Project Summary**

Summarise the main aims, significance and expected outcomes in clear, plain English (maximum 750 characters).

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**4. Science & Research Priority Areas**

Does this project align with a [Science and Research Priority](http://www.science.gov.au/scienceGov/ScienceAndResearchPriorities/Documents/15-49912%20Fact%20sheet%20for%20with%20National%20Science%20and%20Research%20Priorities_4.pdf) area? If yes, please indicate which one.

**Yes**  **No**

Food

Soil and Water

Transport

Cybersecurity

Energy

Resources

Advanced Manufacturing

Environmental Change

Health

**5. Project Description**

Outline the proposed project, including references in a **maximum of** **4.5 pages**, using Arial 12 point font, (references may be in 10 point font). Do not adjust margins or spacing.

The following information should be detailed:

**Project Title**

**Background**

* Briefly describe the background to the project. Include relevant information about recent international progress in the field of the research, and the relationship of this proposal to work in the field generally. Refer only to refereed papers that are widely available to national and international research communities.

**Project Aims, Significance and Innovation, and Expected Outcomes**

* Describe the aims of the project
* Describe how the research is significant and whether the research addresses an important problem within the discipline.
* Describe how the anticipated outcomes will advance the knowledge base of the discipline and why the project aims and concepts are novel and innovative.

**Approach and Methodology**

* Outline the conceptual framework, design and methods, and demonstrate that these are adequately developed, well integrated and appropriate to the aims of the project. Detail any new methodologies or technologies that will be developed.
* Include a time-line of activities.
* Provide details of the technical and support staff available to assist with the project, including name, department and position.

**National Benefits**

* Briefly discuss your project in respect to its potential national benefit (e.g. social, environmental, economic or cultural). Discuss how the project will benefit Macquarie University (including contributions to the Research Framework) as well as Australia, including any contributions to the Commonwealth Government’s [Science & Research Priorities](http://www.science.gov.au/scienceGov/ScienceAndResearchPriorities/Documents/15-49912%20Fact%20sheet%20for%20with%20National%20Science%20and%20Research%20Priorities_4.pdf) and international links.

**References (included in the page limit)**

* List relevant references

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**6. Total Amount Requested**

* Applicants can apply for up to $20,000 over a 12-month period. The funding allocation period is 1 January 2018 to 31 December 2018.

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| **Total Amount requested** |
| $ |

**7. Budget**

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|  | **2018 ($)** |
| **Personnel** (all requests must state time commitment and include on-costs) | |
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| **Teaching Relief** | |
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| **Equipment** (hardware & software items costing $1,000 or more) | |
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| **Maintenance** (consumables and equipment costing less than $1,000) | |
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| **Travel** (airfares, accommodation and living expenses must be listed separately) | |
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| **Other** | |
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| **Total amount requested** | **$** |

**8. Budget Justification**

Using the same headings as the budget table, justify every item. Do not merely restate proposed expenditure. Explain how the items relate to the aims and methodology of the project and why they are essential in meeting the objectives **(max 1 page or 3750 characters)**

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**9.1 Research Relative to Opportunity**

**9. Track Record**

* Brief statement of academic qualifications, including date(s) awarded.
* Outline the path of your research career, including your research opportunities in the context of your employment history **(maximum 1 page or 3750 characters)**

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**9.2 Research Activity**

* Summary of your research activity during the past 24 months on all projects **(maximum 2 pages or 7500 characters)**

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**9.3 Publications**

* List all peer reviewed publications since January 2012
* Indicate with an asterisk (\*) those particularly relevant to this proposal.
* Itemise entries under the following headings: scholarly books, scholarly book chapters, refereed journal articles, refereed conference publications, other publications (e.g. patents).
* Where items have been accepted for publication, but have not yet appeared - provide the date on which they were accepted for publication (items submitted but not accepted should not be included)
* Include creative works, patents, major reports or other major outputs
* Publications must be numbered continuously.
* **No page limit** applies to publications.

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**10. Research Support**

Provide details of external and internal research funding since January 2015. List all projects / proposals / awards / fellowships awarded or requests submitted that you are named on. Add or delete rows as required.

A. Asterisk support related to this project.

B. CI names, project title, funding agency and scheme

C. Support type: R (requested), C (current), P (past).

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| A\* | CI Names, Project Title, FundingAgency and Scheme | RC P | 2015 ($) | 2016 ($) | 2017 ($) | 2018 ($) | 2019 ($) |
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**11. Strategy and Schedule for Attracting Substantial External Funding**

Outline your long-term research plans. Include reference to future research funding opportunities that will be targeted on completion of this project. Explain how this project will assist in the development of future grant applications and how it will increase your chances of securing future funding (**maximum 1 page).**

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