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# MQ New Staff Grant (MQNS)

# Application Form for funding commencing in 2020

## Closing Date: Wednesday 21 August 2019, 5pm

## Late Applications will not be accepted

**\*\* IMPORTANT SUBMISSION INSTRUCTIONS\*\***

* *WHEN COMPLETED, APPLICATIONS NEED TO BE SAVED AS* ***A SINGLE PDF****, NAMED ‘NEWSTAFF2019\_SURNAME\_FINAL’, AND UPLOADED AS AN ATTACHMENT TO A* [PURE APPLICATION RECORD](https://www.mq.edu.au/research/research-funding-and-grant-opportunities/grant-applications/macquarie-research-management-system)*.*
* *YOUR PURE RECORD WITH FINAL APPLICATION ATTACHED MUST PROGRESS THROUGH DEPARTMENT AND FACULTY APPROVALS BEFORE THE RESEARCH SERVICES DEADLINE. PLEASE ENSURE TO COMPLETE YOUR APPLICATION AND ASSOCIATED PURE RECORD WITH ENOUGH TIME TO ALLOW THIS TO OCCUR.*

1. **Applicant Details**

*Details here should match the details provided in your* [MQ PURE Record](https://www.mq.edu.au/research/research-funding-and-grant-opportunities/grant-applications/macquarie-research-management-system)*.*

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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*** |  |
| **What is the start date of your first non-casual "teaching and research" academic appointment at Macquarie University?** |  |
| **Faculty** |  |
| **Department** |  |
| **Email** |  |
| **Phone** |  |
| **Time commitment on this project**  **(% of FTE)** | e.g. 50% equates to.50 |
| **Is this application a resubmission of a New Staff proposal from a previous round?** | Note: The application form will require formal endorsement by the mentor as to his/her input to the re-worked proposal for the second application. |
| **Describe your role, responsibilities and contribution to the project (max 750 characters)** |  |

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/pages/default.aspx) 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** **5 pages.**

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 [Strategic Research Framework](https://www.mq.edu.au/research/research-expertise/research-strategy-and-framework)) as well as Australia, including any contributions to the Commonwealth Government’s [Science & Research Priorities](http://www.science.gov.au/sciencegov/scienceandresearchpriorities/pages/default.aspx) 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 12-24 month period. The funding allocation period is 1 January 2020 to 31 December 2021.

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| **Year 1** | **Year 2** | **Total** |
| $ | $ | $ |

**7. Budget**

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|  | **2020 ($)** | **2021 ($)**  **where applicable** |
| **Personnel** (all requests must state time commitment, salary level 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 $1,000) | | |
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| **Travel** (airfares, accommodation and living expenses must be listed separately) | | |
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| **Other** (including carer related costs) | | |
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| **Total amount requested** | **$** | **$** |

**8. Budget Justification**

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

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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)**

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**9.2 Research Activity**

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

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**9.3 Publications**

* List all peer reviewed publications since January 2014[[1]](#footnote-1).
* 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 2018. 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, scheme and round (if applicable)

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

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| --- | --- | --- | --- | --- | --- | --- | --- |
| A\* | CI Name/s, Project Title, FundingAgency, Scheme and round | R C P | 2018 ($) | 2019 ($) | 2020 ($) | 2021 ($) | 2022 ($) |
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**11. Strategy and Schedule for Attracting 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 research funding (**maximum 1 page).**

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Please provide details for the person who has agreed to act as your mentor. As the applicant, you must ensure your mentor is aware of the requirements of being a mentor, which are described in the *Conditions of Award* in the Funding Rules. This includes their involvement in development of the project and in all formal reporting on the project.

**Nominated Mentor**

The mentor must sign the mentor certification below to confirm their understanding of, and agreement to meet, these requirements. You may either choose to append an email from your mentor confirming their willingness to your final submission, or you may have your mentor sign the below, physically or electronically.

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| **Surname** |  |
| **First name** |  |
| **Title (e.g. Dr)** |  |
| **Faculty** |  |
| **Department** |  |
| **Email** |  |
| **Phone** |  |
| **Signed** |  |
| **Date** |  |

1. If your Pure profile is up to date, you have the option of downloading a list of publications directly from Pure, which can be pasted into this section. See the [Quick Reference Guide for ‘Download Research Outputs’](https://wiki.mq.edu.au/display/rms/Profile%2C+CV+and+Publications) for help on how to do this. [↑](#footnote-ref-1)