



Linkage Projects for funding commencing in 2011 Frequently Asked Questions

Updated 28 October 2010

- All Participants should read the *Linkage Projects Funding Rules for funding commencing in 2011* (LP11 Funding Rules) http://www.arc.gov.au/ncgp/lp/lp_fundingrules.htm and the *Linkage Projects Instructions to Applicants for funding commencing in 2011* (LP11 Instructions to Applicants) http://www.arc.gov.au/ncgp/lp/lp_instructions.htm.
- Information and FAQs regarding Medical and Dental Research are available at http://www.arc.gov.au/applicants/md_research.htm.
- Information regarding the Research Management System (RMS) is available at http://www.arc.gov.au/applicants/system_default.htm, or contact rms@arc.gov.au for assistance.
- The *Linkage Projects Funding Agreement for funding commencing in 2011* (Rounds 1 and 2), which provides information on the post-award management of LP11 funded projects is available at http://www.arc.gov.au/ncgp/lp/lp_fundingagreement.htm.
- **Participants should direct all queries regarding ARC funding schemes to their Administering Organisation’s Research Office or equivalent in the first instance.** If further *Linkage Projects* information is required, the Research Office or equivalent should contact ARC-LinkageProjects@arc.gov.au.
- This Frequently Asked Questions document will be updated as required.

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1. Roles and Eligibility for Researchers

1.1 How do I calculate the total number of Linkage Project (LP) Proposals/projects on which I am a Chief Investigator (CI)?

Include all LP projects that you currently hold which will continue in 2011 (excluding projects for which only carry over funds are being received) plus those which will commence in 2011 (i.e. the one/s for which you are submitting a Proposal). Please refer to subsection 6.6.2 of the LP11 Funding Rules for specific limits concerning the maximum number of projects a CI or APDI may be involved in.

1.2 If my Proposal was unsuccessful in the previous Linkage Projects round (LP11 Round 1), am I eligible to resubmit this Proposal in the next round (LP11 Round 2)?

All eligible unsuccessful Proposals may not be resubmitted in the next round, i.e. any eligible unsuccessful LP11 Round 1 Proposal may not be resubmitted in the LP11 Round 2.

1.3 I am a Chief Investigator (CI) on a ‘current’ LP project and intend to change my organisation and become a Partner Investigator (PI) at the commencement of the ‘new’ Proposal, if the Proposal is successfully funded, i.e. 1 July 2011 for Round 2. How do I effect this role change?

- a) Current LP - This is a post-award issue. Assuming your move is dependent upon the ‘new’ proposal being successful you will need to advise your Administering Organisation of your change in investigator role eligibility on your ‘current’ LP as soon as the move occurs. Your Administering Organisation will submit a “Variation of Funding Agreement” together with supporting documentation from all participants on the project to the ARC, requesting an amendment to your existing role from that of CI to PI. Note: where the CI was the Project Leader, another investigator who was an original investigator on the Proposal may become the Project Leader provided that the replacement investigator meets the CI eligibility criteria (refer subsection 8.3.6.b of the LP11 Funding Rules);
- b) New Proposal – You will have indicated your role as PI within the new Proposal and therefore your role will be correct.

1.4 I hold an Emeritus position at an Eligible Organisation (refer Appendix C, LP11 Funding Rules). Am I eligible to apply as a CI?

An Emeritus position falls within the definition of an Adjunct Appointment (see Section 3 of the LP11 Funding Rules for a definition of Adjunct Appointment) for the purposes of the LP11 Funding Rules. You may, therefore be eligible to apply as a CI, provided that you do not contravene 8.2.1.b of the LP11 Funding Rules, that is, “... does not have a substantive position or paid appointment elsewhere”.

1.5 What Participant type (role) am I?

If you are unsure of your eligibility to be nominated as a CI or PI, please refer to Section 8 of the LP11 Funding Rules for further information and consult with your Administering Organisation Research Office.

1.6 I am employed full-time by an Eligible Organisation (listed in Appendix C, LP11 Funding Rules) and hold an Adjunct appointment elsewhere. Am I eligible to apply as a CI?

You are eligible to be a CI if you are an employee of an Eligible Organisation listed in Appendix C for at least 50 per cent (0.5 Full Time Equivalent) of your time. This is not changed by your Adjunct appointment.

1.7 I am employed by another organisation (NOT listed in Appendix C, LP11 Funding Rules) and hold an Adjunct appointment. Can I be a CI?

You do not meet the eligibility criteria for a CI (Section 8.2.1 b of the LP11 Funding Rules), but you may be eligible as a PI. Please consult with your Administering Organisation Research Office.

1.8 I am partially employed by an Eligible Organisation (listed in Appendix C, LP11 Funding Rules) and another organisation (NOT listed in Appendix C) and hold an Adjunct appointment at an Eligible Organisation.

In this instance, you must initially determine the following:

- a) if you are an employee of an Eligible Organisation listed in Appendix C for at least 50 per cent (0.5 Full Time Equivalent) of your time' – you are eligible to be a CI; or
- b) if you are a holder of an Emeritus, Adjunct or equivalent appointment at an Eligible Organisation listed at Appendix C and DO NOT have a substantive position or paid appointment elsewhere – you are eligible to be a CI; or
- c) if you are a holder of an Emeritus, Adjunct or equivalent appointment at an Eligible Organisation listed at Appendix C and you hold a substantive position or paid appointment elsewhere (not at an Eligible Organisation listed at Appendix C) – you are not eligible as a CI, but you may be eligible as a PI (see Section 8.3 of the LP11 Funding Rules). Please consult with your Administering Organisation Research Office.

1.9 What is my 'Organisational affiliation for eligibility purposes for this Proposal'?

This is the organisation that you will be affiliated with should the Proposal be successful, at the time of commencement of the project (i.e. 1 January 2011 for Round 1, and 1 July 2011 for Round 2) and will be in line with your selected role. This may differ from your current organisation at the time the Proposal is submitted.

1.10 I hold a position at an Eligible Organisation, but will not be resident in Australia for much of the duration of the project. Am I still eligible to be a CI?

No. Subsection 8.2.2 of the LP11 Funding Rules states that a CI "must reside predominantly in Australia for the full term of her/his participation in the project".

1.11 Do I need to include a letter from the Centre Director?

A letter from the Centre Director is no longer required as part of the application form, however, the Administering Organisation will need to certify that the research in the Proposal does not duplicate the work of an ARC Centre of Excellence or that of any Commonwealth-funded research Centre with which you are associated.

2. Partner Organisations

2.1 Partner Organisations - How do I know if a Partner Organisation is eligible?

Appendix E of the LP11 Funding Rules provides information concerning Partner Organisation eligibility. Please contact the Research Office of your Administering Organisation if you require assistance.

2.2 Who do I need to contact if I need clarification on the eligibility of a Partner Organisation?

Please contact the Research Office of the Administering Organisation that is intending to submit the Linkage Projects Proposals to the ARC and discuss with them the eligibility of the potential Partner Organisation.

The ARC no longer provides advice on Partner Organisation eligibility. It is the responsibility of the Administering Organisation to certify that all Partner Organisations meet the criteria, including minimum contribution. Please refer to Appendix E of the Linkage Projects Funding Rules for funding commencing in 2011 in consultation with the Research Office.

2.5 Are overseas higher education institutions eligible as Partners Organisations?

Yes. Please note Appendix E2.2, which provides that if an overseas higher education institution, or an entity closely associated with an overseas higher education organisation, is proposed as a Partner Organisation on a Proposal there must be at least one other Partner Organisation involved in the Proposal which is an Australian Partner Organisation which meets the eligibility requirements specified in Appendix E.

2.6 Partner Organisation contribution/s - how do I calculate this amount?

Please refer to Appendix E3 of the LP11 Funding Rules for details concerning Partner Organisation(s) minimum cash and in-kind contribution requirements. *The Instructions to Applicants* document also contains a chart detailing the requirements for Partner Organisation contributions for funding commencing in 2011.

3. APDI Fellowships and APAI

3.1 Even though I was awarded my PhD before 17 November 2007 I wish to apply for an APDI in LP11 Round 2. Is it sufficient to note this information within the Proposal?

No. You should submit a Pre-Submission Eligibility Request to the ARC to seek an approved Eligibility Exemption from this requirement. Note: the closing date for Round 2 Pre-Submission Eligibility Requests is Wednesday 29 September 2010 and all submissions must be made through the Administering Organisation Research Office.

3.2 How do I enter an APAI student into the Project Cost section of the application form? Do I need to indicate that I am planning to supervise this student?

If you would like to request APAI PhD and/or Masters stipends, these can be entered into the Project Costs page of the application form as a line item under personnel, in the same way you would enter any item into the budget. Information regarding whether or not you will

supervise an APAI candidate is not specifically required but can be included in the project description.

3.3 The LP11 project being proposed includes an APAI component. What level of funding and how many years of funding can be requested from the ARC?

The LP11 Funding Rules require that an APAI student must receive a minimum stipend of \$27,222 per annum (indexed annually). However, there is no longer any limitation imposed on the duration of APAI stipend which can be requested at the time of application and the researchers should identify, request and justify a suitable APAI time period based on the particular project, up to and including the term of the overall project.

3.4 If my successful LP11 project has an APAI, can I apply for an extension to the APAI candidature?

Under LP11 Funding Rules there is no provision for additional funding from the ARC to extend an APAI candidature. The time period for an APAI should be carefully considered at the time of application.

3.5 If an APAI component is funded within an LP11 project how do we identify a suitable candidate, what stipend will the student receive, and what ARC reporting is required?

- a) The LP11 Funding Rules no longer include selection criteria or other guidelines for appointment of APAI stipend recipients, beyond the minimum APAI stipend of \$27,222 per annum. Duration of candidature and the need for any extensions are part of the management of APAI stipend recipients which are at the discretion of the Administering Organisation or Host Organisation as appropriate. This includes but is not limited to selection, appointment, periods of leave and/or suspension of candidature (Section 7.11 c. of the LP11 Funding Agreement);
- b) Other costs of APAI stipend recipients are also the responsibility of the Administering Organisation or Host Organisation as appropriate. Costs of APAI may include, but are not limited to, costs of relocation, periods of leave and thesis production (Section 7.11 d. of the LP11 Funding Agreement);
- c) Reporting on the APAI component of the project should be included within the Progress Reports and Final Report of the project. The ARC does not need to be contacted separately for example when the student is identified and appointed, nor when the student wishes to take periods of leave or suspension as would have been required under previous Funding Rules.

4. Submission Requirements

4.1 I am worried that the graphs and diagrams will not be clear after my proposal has been scanned. How much attention should I pay to PDF resolution?

Each Proposal will be reproduced as a single PDF. Colour diagrams, graphs and photographs may be reproduced in black and white. It is, therefore, highly recommended that caution be exercised in the decision to include figures, illustrations or finely detailed graphics and whether or not to include colour. If possible the uploaded PDFs should be directly generated rather than scanned to maximise the quality of reproduction.

4.2 I am having trouble sticking to the page limit/s as stipulated in the “Instructions to Applicants” for various sections of the Proposal. Is it okay to use 10 point font size?

No. The LP11 Funding Rules clearly state that, text must be in Black type, use a single column and with all margins being at least 0.5cm. A highly legible font type must be used, such as 12 point Times New Roman, Arial, Courier, Palatino, and Helvetica subject to their being equivalent to Times New Roman 12 point font. Subsection 11.3.2 of the LP11 Funding Rules outlines font types that may be used. Failure to comply with the required format may result in the Proposal being regarded as ineligible.

4.3 I hold a number of ARC funded projects, but am unsure for which ones I need to provide a ‘statement on progress’ within the Proposal.

You must provide a ‘statement on progress’ for any projects that have a DP, LP, FL or FT prefix and which received ARC funding in 2009.

Please note the following:

- a) You do not need to provide statements for projects funded as part of other schemes, such as Linkage International (LX) or Linkage Infrastructure, Equipment and Facilities (LIEF) or ARC Centres.
- b) You may have previously submitted an annual Progress Report (or a Final Report) to your Research Office and/or ARC, for a specified funded project which is listed in your Proposal (the project received ARC funding in 2009 – not “carried forward” funding). However, the request for a ‘statement on progress’ within the Proposal submission is a separate requirement. You must include a ‘statement on progress’ within the Proposal if you received funding for a DP, LP, FL or FT project in 2009.
- c) ARC projects that are nearing completion: for ARC projects which have received an approved “carry forward” of funding only in 2009, i.e. unspent 2008 funding is “carried forward” into 2009 and there is no other ARC funding paid to the project in 2009, you do not need to include a ‘statement on progress’ within your Proposal submission.

4.4 I have a current ARC project that was approved for funding, but commencement was delayed. As a result, there has been little progress to report. Do I still need to provide a ‘statement on progress’ within the Proposal submission?

Yes. If your project received ARC funding in 2009 (excluding “carried forward” funding) you must include a ‘statement on progress’, regardless of whether the project received an approved ‘deferral to commencement’ or whether the project was delayed.

4.5 Can I make changes/alterations to my Proposal once it has been submitted?

No. Proposals may be withdrawn but additions, deletions and modifications will not be accepted after submission, unless invited by the ARC.

5. Changes/updates to this document

- 5.1 Question 1.8 c) – updated this existing question regarding the eligibility as a PI (28 October 2010)
- 5.2 Question 2.6 – updated this existing question to clarify contribution requirements (28 October 2010)
- 5.3 Questions 3.3 – 3.5 inserted (28 October 2010)