



Australian Government

Australian Research Council

LINKAGE INTERNATIONAL

**Instructions to Applicants for
funding commencing in 2008**

**Social Sciences
Collaboration (SSC) ICI**

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Australian Research Council ‘*Linkage International* Instructions to applicants for funding commencing in 2008: Internationally Coordinated Initiative (ICI) - *Social Sciences Collaboration* (SSC)

This document is intended to be a practical guide to assist you to complete the *Linkage International ICI Social Sciences Collaboration* Proposal form and associated documentation as fully and accurately as possible.

The information in this document is underpinned by the ARC ‘*Linkage International* Funding Rules for funding commencing in 2008’ (henceforth referred to as the *Linkage International* Funding Rules), which contain further details on ARC *Linkage International* funding, as well as the ‘*Social Sciences Collaboration* Call for Proposals’ (henceforth referred to as the *SSC* Call). You must read the *Linkage International* Funding Rules and the *SSC* Call (available from <http://www.arc.gov.au>) before you start preparing your Proposal.

MATTERS TO NOTE BEFORE COMPLETING THE PROPOSAL

Proposals are the prime source of information available to assessors, and must be submitted as mature research plans ready for implementation. The Proposal must contain all the information necessary for assessment of the project without the need for further written or oral explanation, or reference to additional documentation, including the World Wide Web, unless requested by the ARC. All details in the Proposal must be current and accurate at the time of submission.

ACCURACY OF INFORMATION

Check carefully before you submit your Proposal that all information contained in the Application Form and associated documents is accurate.

INCOMPLETE OR MISLEADING INFORMATION

If your Proposal is incomplete, inaccurate or contains information that is considered false or misleading, the ARC may, in its absolute discretion decide to not recommend the Proposal for approval, and it may constitute an offence under Commonwealth criminal law.

CONFIDENTIALITY

Information contained in Proposals is regarded as confidential unless otherwise stated, and will be received and treated as confidential by the ARC, and by third parties who assess, evaluate or verify the accuracy of the Proposal. For further information regarding confidentiality see section 11.2 of the *Linkage International* Funding Rules.

PRIVACY

Information contained in the Proposal is collected in order to make recommendations to the Minister on the allocation of financial assistance under the *Australian Research Council Act 2001* and for post award reporting. The information collected may be passed to third parties for the purposes of obtaining a peer review assessment of the Proposal. It may also be passed to the National Health and Medical Research Council, the Department of Foreign Affairs and Trade, the Department of Industry, Tourism and Resources, the Department of the Environment and Heritage, the Department of Education, Science and Training, the Department of Agriculture, Fisheries and Forestry and the Department of Veterans’ Affairs for the purpose of checking

eligibility. In other instances, information in this Proposal can be disclosed without your consent where authorised or required by law.

The ARC is bound by the provisions of the *Privacy Act 1988*. Section 14 of the *Privacy Act 1988* contains the Information Privacy Principles (IPPs) which prescribe the rules for handling personal information. In brief, the ARC should ensure that:

- personal information is collected in accordance with IPPs 1-3;
- suitable storage arrangements, including appropriate filing procedures are in place;
- suitable security arrangements exist for all records containing personal information;
- access to a person's own personal information held by the organisation is made available to the person at no charge;
- records are accurate, up-to-date, complete and not misleading;
- where a record is found to be inaccurate, the correction is made;
- where the person contends that a record is inaccurate, and it is found to be accurate, the details of the request for amendment are noted on the record;
- the personal information is only to be used for the purposes for which it was collected, or for other purposes where expressly allowed by IPP 10;
- personal information is only disclosed in accordance with IPP 11.

AUTHORSHIP

Please note that while all participants nominated on a Proposal may view the online Application Form only the originating author may complete the Application Form.

CLOSING DATE

There will be one round of *Linkage International ICI Social Sciences Collaboration* Proposals submitted in 2007, for funding commencing in 2008.

The closing time is 5:00pm (AEST) Friday 1 June 2007.

Administering Organisations may have an internal closing time/date prior to the ARC due date, as the ARC requires Research Offices and administration units to provide certifications, electronic data and other information with the Proposal. Please check with the Administering Organisation's Research Office about their internal deadlines.

SUBMISSION OF PROPOSALS

Proposals under *Linkage International* consist of two parts:

- a. **Online Application Form** which must be completed and submitted in the ARC online Grants Application Management System (GAMS), accessible via the ARC web Site at <http://www.arc.gov.au>; and
- b. **Additional text (Parts A10, B9, C2, C3, D2 and Part E)**, must be submitted as part of the paper version of the Proposal, including relevant supporting documentation and investigator curricula vitae.

Proposals should be written in plain English and must comply strictly with the Proposal format and submission requirements.

PLEASE NOTE: Because of the volume of material that is processed, additions, deletions and modifications will not be accepted after the date of submission.

Proposals must be submitted through the Research Office, or applicable administration unit, of the Administering Organisation. The Administering Organisation may have an internal deadline earlier than the ARC's closing time.

Proposals must be both electronically submitted in GAMS and full paper copies received at the ARC premises by the relevant closing time. Proposals received after the closing time will not be accepted. The ARC may, at its absolute discretion, and only in exceptional circumstances, accept late Proposals.

THE PROCESS – ITEMS TO NOTE

- The *Linkage International* Funding Rules describe a number of situations where it is possible to submit an Eligibility Exemption Request or an Eligibility Ruling Request (see section 7.1 of the *Linkage International* Funding Rules). Where applicable, Exemption or Ruling Requests must be submitted to the ARC via the Research Office on the *Linkage International* Eligibility Exemption/Ruling Request Form available on the ARC's Web Site. Eligibility Exemption/Ruling Requests for *Linkage International* ICI Social Sciences Collaboration Proposals must be received by the ARC by **5:00pm (AEST) Friday 20 April 2007**. Please note: it is not mandatory to submit an Eligibility Exemption/Ruling Request, only where an exemption from a particular requirement, or a ruling, is requested.
- *Linkage International* Application Forms are produced using the ARC's online Grants Application Management System (GAMS), accessed through the ARC Web Site.
- When entering data into the Application Form, save and validate regularly. The Application Form may be saved, closed and updated as many times as required prior to submission. The originating author of the Application Form will be the only applicant with edit access.
- Once the Application Form has been completed on GAMS, the Research Office or administration unit must validate the Application Form and submit it to the ARC. In addition the Form must be printed (see printing instructions on page 31) and additional attachments incorporated before sending hard copies to the ARC.
- In addition to the electronic Application Form submitted via GAMS, one original and one identical paper copy of the complete Proposal must be received by the ARC by the **closing time 5:00pm (AEST) Friday 1 June 2007**.
- All Proposals must be certified by the appropriate organisational delegate at Section A10 of the Application Form.
- A check list at the end of these instructions will assist you in completing and submitting the Proposal.

PROPOSAL FORMAT

Write in plain English and comply strictly with the Proposal format and submission requirements described in Section 7 of the *Linkage International* Funding Rules and within these instructions.

All pages of additional text must in black type, use a single column and 12 point font size on white A4 paper, be printed on one side only and unbound, with at least 2 cm margins on each side. As Proposals are scanned electronically, a highly legible font type must be used, such as Arial, Courier, Palatino, Times New Roman and Helvetica. Variants such as mathematical typesetting languages may also be used. References may be reproduced in at least 10 point font size. Colour graphs or colour photographs may be included but they will be reproduced in black and white and the reproduction quality may be degraded.

PLEASE NOTE: Finely detailed graphics and grey scale may also not be precisely reproduced due to low resolution scanning of PDFs.

The pages of the Proposal, including additional text and supporting documentation, should be numbered consecutively, starting from page one. Page numbering may be hand written.

PROPOSAL AUTHORISATION

All Proposals must be signed by the appropriate organisational delegate at Section A10 of the Application Form. The Administering Organisation is also required to obtain the agreement and relevant certifications/hand written signatures of all parties necessary to allow the proposed research to proceed. A pro forma certification form is available for this purpose on the ARC Web Site - this form is not submitted with the Proposal and should be retained by the Administering Organisation.

PRINTING THE PROPOSAL FORM

The originating author may print the Proposal from their participant 'home page' in GAMS. Printing instructions are provided on page 31 of this document.

PREPARING THE PROPOSAL

The online Application Form must be completed in the ARC's Grant Application Management System (GAMS) available from the ARC Web Site <http://www.arc.gov.au>. When completed, the participant may print a hard copy of the Proposal from GAMS and add any required additional text.

NUMBER OF COPIES

In addition to the online Application Form, a paper version of the complete Proposal must be submitted in duplicate (one original and one identical copy). The paper versions must be clipped, not stapled with any additional pages interleaved or added appropriately.

THE ELECTRONIC APPLICATION FORM – GRANT APPLICATION MANAGEMENT SYSTEM (GAMS)

The Applicant must complete an electronic version of the Application Form in the ARC's Grant Application Management System (GAMS) via on the ARC's Web Site <http://www.arc.gov.au>.

Please note the following when using GAMS :

- All participants listed in A3.1 will require a GAMS Client User Id and password
- Both the GAMS Client User Id and password are normally provided by the Research Office or administration unit of the participant's organisation. A list of Administering Organisation's GAMS contacts may be found on the ARC Web Site.
- Eligible Organisations for *Linkage International ICI Social Sciences Collaboration* Proposals are listed at Appendix 2, Items 1a and 1b of the *Linkage International Funding Rules*.
- Previously allocated GAMS Client User Ids remain valid. Participants DO NOT have to apply for a new GAMS Client User ID each year, neither do people with assessor logons.

Participants should, in the first instance, contact their organisation's Research Office for assistance with GAMS. Further information on using GAMS can also be found at:

http://www.arc.gov.au/applicants/gams/gams_default.htm

OBTAINING A GAMS ID

Participants who are not currently academic staff members of Australian universities should also seek their GAMS Client User Id from the nominated Administering Organisation. Alternatively, complete the 'Request for GAMS User Account' form available from the ARC Web Site and email it to GAMSIDS@arc.gov.au. The ARC will then respond to the request by emailing both a GAMS Client User Id and password (usually within two working days).

COMPLETING THE ONLINE APPLICATION FORM

The *Linkage International ICI Social Sciences Collaboration* Application Form is divided into five major parts:

- PART A: ADMINISTRATIVE SUMMARY
- PART B: PERSONNEL
- PART C: PROJECT COST
- PART D: RESEARCH SUPPORT
- PART E: PROPOSAL DESCRIPTION

Some parts of the Proposal are completed (manually) outside GAMS. The sections must be incorporated into the hard copy Proposal once the Application Form has been completed and printed:

- Section A10, Certification;
- Section B9 (for each participant), Research record relative to opportunities ;
- Sections C2 'Funding Justification' and C3, 'Letters of support';
- Section D2, 'Statements on Progress of ARC-Funded Projects'. If any participants received funding from the ARC during 2006 under any ARC schemes, you will need to provide progress statements on the relevant projects with your Proposal; and
- Part E, 'Proposal Description'.

Please read the following instructions carefully before completing your Proposal.

PLEASE NOTE:

- 1. When completing the online Application Form, please save, and validate, frequently. Saving additions to the form alone does not inform the participant of validation errors.**
- 2. After 30 minutes GAMS will lock an idle Application Form, the program will be aborted and any unsaved data will be lost.**
- 3. Application Forms should be completed sequentially, ie Part A, Part B, Part C, Part D and Part E**

COMPLETING THE APPLICATION FORM

Once an Administering Organisation has been selected from the drop-down menu at A1, the Proposal Title entered at A2 and first named participant entered at A3.1, save the Application Form and a Project ID will be automatically allocated to your Application Form within GAMS.

PART A – ADMINISTRATIVE SUMMARY

A1 ORGANISATION TO ADMINISTER FUNDING

The organisation that will administer the funding (Administering Organisation) must be an Eligible Organisation for SSC funding under *Linkage International*. This Administering Organisation will receive and be responsible for the administration of the funding if the project is approved for funding. Eligible Organisations are listed in Appendix 2, Items 1a and 1b of the '*Linkage International Funding Rules*' and Appendix 1 of the 'SSC Call'.

A2 PROPOSAL TITLE

Insert a short descriptive title of not more than 20 words (255 characters allowed). The title should be precise and as informative as possible. Please do not use quotation marks and upper case characters.

A3 PARTICIPANT SUMMARY

A3.1 Participant Details – Current Organisations

Enter the family name of each participant and then select one of the following roles from the drop-down list for each participant:

- Chief Investigator (CI);
- Overseas Investigator (OI); or
- Partner Investigator (PI).

PLEASE NOTE: The lead Chief Investigator for the proposal must be entered at Person number 1.

Example:

Person Number	Family Name	Initials	Current Organisation	Role
1	[Lead Chief Investigator]			CI
2	[Overseas Investigator]			OI
3	[Eg. Optional Partner Investigator]			PI

The order that you enter the participants at Part A3.1 dictates the order that participants appear in Part B of the form. You should also use the same participant order for Part B9 (additional text). The order in Part A3.1 can be changed by editing the corresponding numbers in the 'Person number' column. When these changes are saved, the participant order will also be updated in Part B of the form.

Remaining information in 'A3.1 Participant Details' (initials and organisation) will be autofilled once Section B2 of the Application Form is completed.

The first named participant must apply as a Chief Investigator (CI). There must be at least one CI and one OI from the UK listed on any ICI *Social Sciences Collaboration* Proposal. The eligibility criteria pertaining to the various investigator roles are available at Section 5 of the *Linkage International Funding Rules*.

The first named CI will be the ARC's reference for the Proposal, the 'Project Leader'. A CI must be an employee, or holder of an adjunct appointment or equivalent, at an Eligible Organisation. Eligible Organisations for the *Social Sciences Collaboration* are listed at Appendix 4 of the *Linkage International Funding Rules* (see notes at B8.2).

A3.2 Participant Summary – Organisations Applicable To This Proposal

The table at A3.2 is 'read only' and provides a summary of organisational affiliations for participants as relevant to the Proposal. This table will auto populate once B8.2 is completed for each participant

Person Number	Family Name	Initials	Current Organisation	Role
1	Smith	B	The University of.....	CI
2	Jones	RA	The University of.....	OI
n				

A4 REQUESTED SUPPORT

A4.1 This Proposal requests funding for the following scheme category:

Linkage International Internationally Coordinated Initiative – Social Sciences Collaboration

- This question indicates that you are applying for a *Linkage International Internationally Coordinated Initiative – Social Sciences Collaboration* as a default for this Application Form.

A4.2 Years for which support is being sought from the ARC

Select the years for which funding is sought:

- *Linkage International* Internationally Coordinated Initiative – *Social Sciences Collaboration* Proposals may request funding for a period of one, two, three, four or five years.

A5 SUMMARY DESCRIPTIONS

A5.1 Summary of Proposal

Write a summary of the Proposal in no more than 100 words (approx 750 characters). Write the summary in clear, plain English, avoid formatting text for using quotation marks, and use a minimum of terminology unique to the area of study.

A5.2 Summary of Collaboration

Write a summary of the proposed collaboration in no more than 100 words (approx 750 characters). Write the summary in clear, plain English, and use a minimum of terminology unique to the area of study. Avoid formatting text or using quotation marks, acronyms and do not use upper case characters in the text.

A5.3 Summary of National/Community Benefit (for Public Release)

Write the summary in no more than 100 words (750 characters) outlining the expected national benefits to arise from the research for the Australian community. Write the summary in clear, plain English, and use a minimum of terminology unique to the area of stuffy. Avoid formatting the text, using quotation marks or acronyms (even where previously defined at A5.1 or A5.2) and do not use upper case characters in the text.

The summary of National/Community Benefit may be used for publicity purposes.

A6 CLASSIFICATIONS AND OTHER STATISTICAL INFORMATION

A6.1 National Research Priorities

Participants are asked to indicate if their Proposal falls within one of the Australian Government's National Research Priority Areas.

There are four National Research Priorities and each priority has a number of associated priority goals. A detailed description of the National Research Priorities is available on the ARC Web Site (<http://www.arc.gov.au>) and in Appendix 1 of the *Linkage International* Funding Rules.

Click the 'National Research Priorities' button at A6.1 to see the list of National Research Priorities and their associated goals.

Please note: GAMS will allow only one of the National Research Priorities to be selected so please choose the most appropriate one from the list. You may select as many Goals in that category as necessary to reflect the scope of the Proposal.

Saving your selection: To save your selection, click the 'Save' button at the bottom of the National Research Priority page. This action automatically returns you to the Application Form. If an incorrect Priority selection is saved **DO NOT CLEAR THE FORM BY USING THE BACK BUTTON**. Open the list again, change the Priority selected, and 'Save'

A6.2 Keywords

Enter up to six unique keywords to describe the proposed collaborative research. Select the keywords carefully. The keywords should be of the kind normally required for an article prepared for a major refereed journal. Ensure that you use English spelling variants and include a range of details from general to very specific within the sub-discipline. Keywords and Research Fields, Courses and Disciplines (RFCD) codes will be used by the ARC as part of the selection process.

Please note that keywords may not be duplicated.

A6.3 Research classifications

The Research Fields, Courses and Disciplines (RFCD) codes define the research according to discipline. The Socio-Economic Objective (SEO) classification indicates the sectors that are most likely to benefit from the research.

At least one code must be selected for both the RFCD and SEO section. Indicate the relative importance of each code by using a percentage (**rounded to the nearest multiple of 10**).

Up to three codes can be chosen by clicking on the ‘List’ button. If you use multiple codes, please select the most relevant code first. Other codes should be entered in order of decreasing percentage of importance.

Example RFCD:

A6.3 Research classifications* (list from highest to lowest %, to the nearest multiple of 10%)

Research Fields, Courses and Disciplines (RFCD)	%
230108	60
240304	30
250399 <input type="button" value="List"/>	10

Example SEO:

Socio-Economic Objective (SEO)	%
620105	80
630202	20
<input type="button" value="List"/>	

A6.4 Country/ies of international collaboration

Please indicate the country/ies involved in the proposed international collaboration.

The UK will be automatically filled and from the drop down list, select the names of any other country or countries of researchers and/or other parties you will collaborate with on this project.

Up to nine countries can be entered in this section. Note that as all proposals are submitted through an Australian organisation you do not need to indicate that Australia is a country of international collaboration.

A6.4 Country/ies of international collaboration*

UK
Aruba
Bahamas
Brunei

A7 ADDITIONAL DETAILS

A7.1 Have you submitted or do you intend to submit a similar Proposal to any other organisation?

It is important that the ARC is aware of any concurrent applications for funding support (e.g. through other Commonwealth of Australia or State funding programs). You must also keep the ARC informed about the outcomes of these applications.

Select either the ‘Yes’ or ‘No’ box to indicate whether you have submitted a similar application to any other organisation. Do not include details of other Proposals submitted to the ARC, these will be included at section D1.

If you have answered ‘Yes’, you must select from the drop down list the funding body to which the other application(s) has been made. If the name of the organisation/s is not listed please select ‘Other’ and over-type the name of the organisation/s.

For applications that have been submitted where there are multiple organisations, please select ‘Other’ and type all the names of the organisations involved.

Example:

A7 ADDITIONAL DETAILS*

A7.1 Have you submitted or do you intend to submit a similar Proposal to any other organisation?

Yes No

If Yes, please select one of the following:

National Health and Medical Research Council

If Other is selected above, please enter the full name of the agency:

A7.2 Has a successful eligibility exemption/ruling been granted by the ARC relating to this Proposal?

If a successful eligibility ruling has been granted by the ARC relating to this Proposal please select ‘Yes’ and quote the ten digit eligibility exemption/ruling that the ARC has previously provided to you in reply to your Eligibility Exemption/Ruling Request.

Example:

A7.2 Has a successful eligibility exemption/ruling been granted by the ARC relating to this Proposal?

Yes No

a) If Yes, please indicate the type of eligibility exemption/ruling(s) granted and enter the 10-digit identifying number for the exemption/ruling provided by the ARC:

Eligibility Ruling type:	Successful exemption code(s) (Eg. LXEC08----):
Medical and Dental Research	<input type="text" value="LXEC080000"/>
Overseas Organisation	<input type="text"/>
Other	<input type="text"/>

If Other, please specify the type(s) of eligibility ruling granted:

PLEASE NOTE: A copy of the Eligibility Exemption/Ruling reply letter from the ARC does not need to be included with the Proposal.

A7.3 Does the Administering Organisation have arrangements to manage intellectual property and facilitate commercialisation of research?

Please select either 'Yes' or 'No' to indicate whether the Administering Organisation has arrangements to manage Intellectual Property and facilitate commercialisation of research. Information gathered in this question will not be used for selection purposes.

If Yes, is selected please summarise in 100 words or less, the general arrangements the Administering Organisation has in place to manage intellectual property and commercialisation of research.

Example:

A7.3 Does the Administering Organisation have arrangements to manage intellectual property and facilitate commercialisation of research?

Yes No

If Yes, in no more than 750 characters (approx 100 words) of plain language, summarise these arrangements.

Bedrock University has in place a policy on the commercialisation of intellectual property which sets out the processes involved in taking an idea (such as gossiping as a new tool for creating social cohesion) from its invention to its commercial application. Outlined

A8 RESEARCH STUDENTS

Enter the number of full-time equivalent (FTE) student places (PhD, Masters or Honours equivalent) that will be supported in Australia or Overseas as a result of this project.

Example:

A8 RESEARCH STUDENTS

The ARC is interested in reporting the number of Research Students that would be involved in this Proposal if it is funded. Please enter the number of student places (full-time equivalent) that will be filled as a result of this project. (Round FTE to 1 decimal place)

	Australia	Overseas
PhD	<input type="text" value="1.0"/>	<input type="text" value="0.0"/>
Masters	<input type="text" value="0.0"/>	<input type="text" value="2.0"/>
Honours	<input type="text" value="5.0"/>	<input type="text" value="5.0"/>

A9 COUNTERPART APPLICATION

The ARC and ESRC will undertake peer review according to their normal procedures. The two Councils will liaise with each other before reaching their separate funding decisions. Please ensure the information entered at A9.1 matches exactly those details submitted in the counterpart application to the ESRC.

Example:

A9.1 Enter details of the counterpart application submitted to the ESRC:

A9 COUNTERPART APPLICATION*

A9.1 Enter details of the counterpart application submitted to the ESRC:

Project Identifying Code (if applicable)	Proposed Project Title	First-named Researcher	Project Duration (years)	Total Funding Requested from the ESRC (in Australian dollars)
ESRC001	UK/Australia Collaboration	Smith	3	150000

A9.2 STAND-ALONE PROJECT OPTIONS

The ARC and the ESRC have agreed to accept Proposals for collaborative research in the social sciences and related disciplines involving researchers in both countries. The two Councils will liaise with each other before reaching their separate funding decisions, with the aim of funding high quality collaborative Proposals. Each Council will retain the right of final decision on their respective recommendations for funding. If the counterpart application submitted to the ESRC is not successful in obtaining ESRC funding, the applicant must indicate how they wish this Proposal (submitted to the ARC) to proceed by selecting:

Example:

A9.2 If the counterpart application at A9.1 is not successful in obtaining ESRC Funding, do you wish to:

a) continue to seek ARC funding for this Proposal as a discrete project

OR

b) request no further support for this Proposal (no funding will be provided by the ARC)

A10 CERTIFICATION

The Administering Organisation must obtain the required agreement and the hand-written signature(s) of all parties necessary to allow the proposed research to proceed.

Certification by the Deputy/Pro Vice-Chancellor (Research) or their delegate or equivalent in the Administering Organisation

I certify that—

- I have obtained the written agreement of all parties identified in the Proposal to submit this Proposal.
- Proper enquiries have been made and I am satisfied that the participants listed in Part A3 meet the requirements specified in the '*Linkage International Funding Rules for funding commencing in 2008*'.
- The Head of Department has approved this Proposal.
- This organisation supports this Proposal and if successful will provide basic facilities and the items listed in the budget for the project.

- I have obtained the written agreement of the other organisation(s), if any, involved in this Proposal to contribute the resources outlined in this Proposal.
- I have obtained the written agreement from the relevant employer(s) for the participation, to the extent indicated in this Proposal, of the participants listed in Part A3.
- I am prepared to have the project carried out in my organisation under the circumstances set out in this Proposal and in accordance with the '*Linkage International Funding Rules for funding commencing in 2008*'.
- The amount of time that the researcher/s will be devoting to the project is appropriate to existing workloads.
- The project can be accommodated within the general facilities in this organisation, and if applicable, within the facilities of other relevant organisations specified in this Proposal, and sufficient working and office space is available for any proposed additional staff.
- All funds for this project will only be spent for the purpose for which they were provided.
- The project will not be permitted to proceed until appropriate ethical clearance(s) has been obtained.
- I will notify the ARC if there are changes to named participant(s) listed in Part A3 after the submission of this Proposal.
- To the best of my knowledge, all conflicts of interest relating to parties involved in or associated with this proposal which arise after the submission of this Proposal.
- I consent, on behalf of all the parties, to the ARC copying, modifying and otherwise dealing with information contained in this Proposal for any of the purposes specified in subsection 11.4.2 of the '*Linkage International Funding Rules for funding commencing in 2008*'.
- I consent, on behalf of the parties, to this Proposal being referred to third parties, who will remain anonymous, for assessment purposes.
- To the best of my knowledge, the Privacy Notice appearing at the top of this application form has been drawn to the attention of all the participant(s) whose personal details have been provided at Part B.
- To the best of my knowledge all details in this application form and in any supporting documentation are true and complete and no information specifically relating to personnel track or publication records is false or misleading.
- I understand that it is an offence under the *Criminal Code Act 1995* to provide false or misleading information.
- I understand and agree that all statutory requirements must be met before the proposed research can commence.

Signature of DVC/PVC(R) or delegate or equivalent (in black ink)	Name and Position (please print)	Date

PART B—PERSONNEL

Part B (including B9) must be completed for each participant (listed in Part A3.1)

The ARC gathers participant details to determine eligibility and conduct data and statistical analysis in relation to equity and other issues. Participants' personal details in GAMS should be kept up to date, even after submission of the Proposal.

B1 PERSON NUMBER

GAMS will electronically allocate the person number at Section B from the details provided at Part A3 (the person number corresponds with the number in the left-hand column of Part A3.1).

If you need to change the participant order, simply change the participant number at A3 and Save the Form. The new order will then be presented at Section B.

B2 CURRENT DETAILS

A GAMS Client User Id is required for all participants on the Proposal form. See page 7 for information on obtaining GAMS IDs. Enter the unique GAMS ID in the box provided then click the "Fetch Client Details" button. The family name and role of each participant will be automatically filled from question A3.1.

Please select 'Correct' to confirm that the participant details are correct. Once the 'Correct' button is selected the information is auto-populated into Sections B2 and B3.

Please select 'Incorrect' if the participant details are not correct. If this is selected details will not be saved. To amend a participant's details, the participant will need to log into GAMS and update their details by selecting the 'My Details' button from the left hand side menu, update the details, then 'Save and Exit'. Once the record has been updated, the GAMS ID should be re-entered in the proposal form and 'Fetch Client Details' button selected.

Example:

You will be required to confirm that the abbreviated details displayed in Sections B2 and B3 are correct.

GAMS ID: MH0651			
Family Name : Hebda		First Name : Michael	
Second name :		Title : Mr	
Department/school/other :		Organisation : ARC	
Postal address line 1 :		Postal address line 2 :	
Locality : Symondston	State : ACT	Postcode : 2601	Country : Australia
Gender : M	Date Of Birth : 01/01/1975	Phone : 12345678	Email : michael.hebda@arc.gov.au

i GAMS Information
Are these details correct?
By clicking on CORRECT you will be including the details of this person as a participant on the current proposal.

CORRECT	INCORRECT
---------	-----------

PLEASE NOTE: the entry of participants' details into the Application Form is a 'snap shot' of the client record at that point in time. Any future changes made to the participants' details in GAMS need to be updated in the Application Form by clicking the 'Fetch Client Details' button prior to submission to the ARC. The form will not validate if client record details have been changed without being re-fetched into the form.

Once participant details have been fetched in Section B2 the Initials and Organisation fields for those participants will also be auto-populated into Sections A3.1 and A3.2.

B3 POSTAL ADDRESS

Section B3 is auto-populated when the GAMS User Id is entered and details are fetched at B2.

B4 MEMBERSHIPS/ASSOCIATIONS

B4.1 Are you a current member of the ARC or its advisory committees?

If the participant is a current member of the ARC or its advisory committees, click on the box marked 'Yes', otherwise click on the box marked 'No'. This question relates only to associations with ARC committees and does not include staff of ARC funded projects or centres.

B4.2 Are any of your relatives or close social/professional associates members of the ARC or its advisory committees?

If any of the participants' relatives or close social/professional associates are current members of the ARC or its advisory committees, click on the box marked 'Yes', otherwise click on the box marked 'No'. If you click the 'Yes' button, you must enter the name of the ARC member(s).

Example:

B4.2 Are any of your relatives or close social/professional associates members of the ARC or its advisory committees?

Yes No

If Yes, please name the ARC member(s)

PLEASE NOTE: The information collected at B4.1 and B4.2 will assist the ARC in managing potential conflicts of interest in the assessment of the proposal. The ARC has procedures for declaring conflicts of interest and for assessors to withdraw from consideration of particular Proposals if a potential conflict of interest arises.

This question relates only to associations with ARC committees and does not include staff of ARC funded projects or centres.

B4.3 Will you be associated with a Commonwealth Government-funded Research Centre as at 1 January 2008?

Indicate if the participant is associated with a Commonwealth of Australia Government-funded Research Centre by choosing 'Yes' or 'No'. If you indicate such an association by entering "Yes" enter the full name/s of the Centre(s), the date funding commenced, or will commence at, the date funding will cease and the percentage of earnings received, or that will be received.

Example:

B4.3 Will you be associated with a Commonwealth Government-funded Research Centre as at 1 January 2008? Yes No

If Yes, please provide the full name of the Centre(s), the Start Date that funding commenced, or will commence for the Centre, the Cessation Date when Commonwealth funding ceases for the Centre, and the Percentage of your Earnings received from the Centre (to the nearest whole percent):

Full Legal Name of Centre	Start Date (mm/yyyy)	Cessation Date (mm/yyyy)	Percentage of Earnings

Note: A letter from each Centre Director is required (refer to the Instructions to Applicants for details regarding requirements for this letter).

B5 PREVIOUS FELLOWSHIPS

B5 Have you ever been awarded a fellowship from the ARC?

Indicate whether the participant has been awarded a current or previous ARC Research Fellowship by selecting 'Yes' or 'No' at B5.

If you choose 'Yes' at B5, enter the Project ID, year funding commenced and year funding was

expected to conclude as originally approved (do not include calculations of carry-forwards of funding). Choose the Fellowship type from the drop-down menu.

ARC Research Fellowships are defined in the *Linkage International* Funding Rules and include Australian Postdoctoral Fellowship (APD), Australian Research Fellowship (ARF), Queen Elizabeth II Fellowship (QEII) and Australian Professorial Fellowship (APF). They also include Australian Postdoctoral Fellowship (Industry) (APDI) (under the *ARC Linkage Projects* scheme), Australian Postdoctoral Fellowship (CSIRO) (APDC) (under the former *APD CSIRO* scheme).

Participants should also indicate here if they have ever received an Australian Research Council International Fellowship (ARCIF), ARC Indigenous Researcher Fellowship (IRF), ARC Research Cadetship-Aboriginal and Torres Strait Islander award (RC-ATSI) or Senior Research Fellowship (SRF).

Federation Fellowships should **not** be included at B5, rather, enter as a ‘position held’ at B8.1

Example:

B5 HAVE YOU EVER BEEN AWARDED A FELLOWSHIP FROM THE ARC? Yes No

Please indicate if you have received any of the following Fellowships from the ARC: APD, APDC, APDI, ARF, QEII, SRF, APF, RC-ATSI, IRF or ARCIF.

Project ID	Year funding commenced	Year funding concluded (or expected to conclude)	Fellowship type(s)
DP061234	2006	2010	APD <input type="button" value="v"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="v"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="v"/>

PLEASE NOTE: If the participant has been awarded any current or previous ARC Research Fellowship, attach a statement of progress at D2 of the Proposal.

B6 AFFILIATIONS

Participants nominated as ‘Chief Investigators’ must indicate if they will be receiving salary in 2008 from an organisation which is outside the higher education sector and which is funded predominately from State/Territory or Commonwealth of Australia Government sources and such funding is provided mainly for research activities, by selecting ‘Yes’ or ‘No’ at B6.

If ‘Yes’ is selected please provide a brief statement explaining the nature of the employment or association (for example, a consultancy) and/or financial interest, stating the percentage of salary derived from the organisation.

PLEASE NOTE: B6 has a 255 character limit, including spaces.

Example:

B6 AFFILIATIONS*

If you are nominated as a Chief Investigator, will you be receiving salary in 2008 from an organisation which is outside the higher education sector and which is funded predominantly from Commonwealth of Australia or State/Territory Government sources and such funding is provided mainly for research activities?

Yes No

If yes, describe the nature of your employment, association, and/or financial interest (including specifying the % of salary):

0.5% of salary from Feb-March 2008 will be derived from the John Smith Research Centre for a non-ongoing consultancy

B7 QUALIFICATIONS

PLEASE NOTE: At least one of B7.1 or B7.2 must be complete.

B7.1 PhD qualification awarded

If applicable, provide details of the PhD including the month and year awarded, or the date when the thesis was, or is to be, submitted. Select the applicable organisation and Country from the relevant list.

Example:

B7 QUALIFICATIONS

B7.1 PhD qualification awarded

Discipline/Field	Rock Industry		
Organisation	Bedrock University <input type="button" value="List"/>		
Country	Australia <input type="button" value="List"/>		
Month and Year awarded (mm/yyyy):	<input type="text"/>	or Date Thesis Submitted / Proposed Submission Date (dd/mm/yyyy):	<input type="text" value="03/03/2005"/>

B7.2 Other qualifications

Provide details of other qualifications including highest qualification if not PhD.

Example:

B7.2 Other qualifications (including highest Qualification if not PhD)

Degree/Award	Year	Discipline/Field	Organisation	Country
Masters	2001	Engineering	Dino University <input type="button" value="List"/>	Australia <input type="button" value="List"/>
BSc Hons	1999	Science	Beefcake University <input type="button" value="List"/>	USA <input type="button" value="List"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/> <input type="button" value="List"/>	<input type="text"/> <input type="button" value="List"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/> <input type="button" value="List"/>	<input type="text"/> <input type="button" value="List"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/> <input type="button" value="List"/>	<input type="text"/> <input type="button" value="List"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/> <input type="button" value="List"/>	<input type="text"/> <input type="button" value="List"/>

B8 ACADEMIC, RESEARCH, PROFESSIONAL AND INDUSTRIAL EXPERIENCE

B8.1 Current and previous appointment(s)/positions(s) – during the past 10 years

Provide details of academic, research, professional and industrial experience for up to the past 10

years in descending date order, beginning with the current/most recent position.

- Organisation - select the organisation from the drop-down list. If the **organisation** is not in the list, select “**OTHER**” and overtype the name of the organisation into the text box.
- Status - you must choose from Postgraduate, Continuing, Fixed-term, Currently not employed, or Other.

Example:

B8.1 Current and previous appointment(s)/position(s) - covering a maximum of the past 10 years

Position held	Organisation	Department	Year appointed	Status
PhD Student	Powerhouse Museum <input type="button" value="List"/>	Rock Industry	2002	Postgraduate
Research Assistan	Rockafella Industries <input type="button" value="List"/>		2001	Continuing
	<input type="text"/> <input type="button" value="List"/>			
	<input type="text"/> <input type="button" value="List"/>			
	<input type="text"/> <input type="button" value="List"/>			

B8.2 Organisational affiliations for eligibility purposes of this Proposal.

Name of the organisation you will be associated with for the purposes of satisfying eligibility requirements for your nominated role in undertaking the proposed research collaboration (see Sections 5 and 14 of the ‘Linkage International Funding Rules for funding commencing in 2008’)

Example:

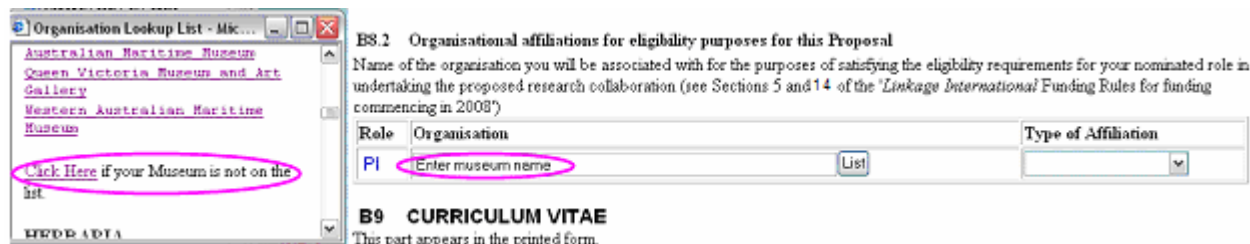
Role	Organisation	Type of Affiliation
CI	<input type="text"/> <input type="button" value="List"/>	<input type="text"/>

The role of each participant (as indicated at A3.1) will be auto populated into the table at B8.2. Select the relevant ‘Organisation’ from the drop down list and the ‘Type of Affiliation’. Note: for CIs the Organisation selected must be an Eligible Organisation as listed at Appendix 2, Items 1a and 1b of the *Linkage International Funding Rules*.

OIs and PIs may select a organisation from the organisation look-up list or choose ‘other’ and overtype with the relevant organisation name.

If a PI is associated with a Herbarium or Museum which does not appear on the Organisation list, click the relevant link (as shown below) and then overtype the relevant name of the Herbarium or Museum.

Example:



B8.2 requests that you name the organisation the participant will be associated with for the purposes of satisfying the eligibility requirements for the nominated role undertaking the proposed research. Information supplied in B8.2 will be auto-populated into A3.2 once all details have been selected for each nominated researcher.

Examples:

Example 1. The participant’s current organisation displayed at A3.1 satisfies the eligibility requirements for the participant’s nominated role. This organisation should be chosen from the drop down list at B8.2 (and overtyped where applicable). The same organisation will appear at both A3.1 and B8.2 – A3.2 will display the same organisation in the ‘Current Organisation’ and ‘Relevant Organisation for this Proposal’ columns.

Eg. In the example below:

- Person 1 (CI) is employed by an Eligible Organisation and will remain with that organisation in 2008. A3.2 displays the same organisation in the ‘Current Organisation’ and ‘Relevant Organisation for this Proposal’
- Person 2 (OI) is employed by an overseas organisation and will remain with that organisation in 2008. A3.2 displays the same organisation in the ‘Current Organisation’ and ‘Relevant Organisation for this Proposal’ columns.

A3.2 Participant Summary - Organisations applicable to this Proposal

(This table is 'read only' and provides a Summary of Organisational Affiliations for participants. This table will populate once B8.2 is completed for each participant.)

Person number	Family Name	Initials	Current Organisation	Relevant Organisation for this Proposal	Role
1	Smith	A	Eligible Org A	Eligible Org A	CI
2	Jones	B	Overseas Uni A	Overseas Uni A	OI

Example 2. The CI’s current organisation is not an Eligible Organisation for *Linkage International SSC Proposals*. The CI has an adjunct appointment at an Eligible Organisation which satisfies eligibility requirements for their nominated role (CI). The organisation that they are associated with for the purposes of meeting eligibility criteria should be selected at B8.2. The participant’s current organisation will appear at A3.1 and an eligible organisation (from Appendix 2, Items 1a and 1b) will appear at B8.2.

Eg. In the example below:

- Person 1 (CI) is employed at a non-eligible organisation and has an adjunct appointment with an Eligible Organisation that satisfies the requirements for a CI. A3.2 displays different organisations in the ‘Current Organisation’ and ‘Relevant Organisation for this Proposal’ columns.

- Person 2 (OI) is remaining with their current overseas organisation in 2008. A3.2 displays the same organisation in the 'Current Organisation' and 'Relevant Organisation for this Proposal' columns.

A3.2 Participant Summary - Organisations applicable to this Proposal

(This table is 'read only' and provides a Summary of Organisational Affiliations for participants. This table will populate once B8.2 is completed for each participant.)

Person number	Family Name	Initials	Current Organisation	Relevant Organisation for this Proposal	Role
1	Smith	A	Research Organisation A	Eligible Org 1	CI
2	Jones	B	Overseas University 1	Overseas University 1	OI

Example 3. If an applicant will be formally moving organisations in 2008, then the participant's current organisation will appear at A3.1 and the organisation at which they will be employed for the purposes of the proposal should be chosen at B8.2 (see persons number 1 and 2 in the example below).

Eg. In the example below:

- Person 1 (CI) is currently with an Eligible Organisation and is moving to another Eligible Organisation from 1 January 2008. A3.2 displays different organisations in the 'Current Organisation' and 'relevant Organisation for this Proposal' columns.

- Person 2 (OI) is remaining with their current overseas organisation in 2008. A3.2 displays the same organisations in the 'Current Organisation' and 'Relevant Organisation for this Proposal' columns.

- Person 3 (CI) is employed at a non-eligible organisation and has an adjunct appointment with an Eligible Organisation that satisfies the requirements for the CI role. A3.2 displays different organisations in the 'Current Organisation' and 'Relevant Organisation for this Proposal' columns.

A3.2 Participant Summary - Organisations applicable to this Proposal

(This table is 'read only' and provides a Summary of Organisational Affiliations for participants. This table will populate once B8.2 is completed for each participant.)

Person number	Family Name	Initials	Current Organisation	Relevant Organisation for this Proposal	Role
1	Smith	A	Eligible Org A	Eligible Org B	CI
2	Jones	B	Overseas Uni A	Overseas Uni A	OI
3	Davidson	C	Company X	Eligible Org B	CI

The eligibility requirements for CIs, OIs and PIs are specified in Sections 5.2, 5.3 and 5.4 of the *Linkage International Funding Rules*, respectively. The participants listed in A3.1 must meet the relevant eligibility criteria for the periods specified in the *Linkage International Funding Rules* for their nominated role.

In certifying that the participants listed in Part A3 meet the requirements specified in the 'Linkage International Funding Rules for funding commencing in 2008', the DVC/PVC(R) is providing a warranty to the ARC that the relevant persons will satisfy the criteria as at the relevant date specified in the eligibility criteria. So, if a person is nominated as a CI, for example, and is therefore required to be employed or hold an adjunct position at an Eligible Organisation as at 1 January 2008 and that person does not hold such a position as on the date the proposal is submitted, the DVC/PVC(R) must be certain, and is in effect guaranteeing, that the person will be so employed as at 1 January 2008 (and for the full duration of the project).

B9 RESEARCH RECORD RELATIVE TO OPPORTUNITIES (HARD COPY ONLY)

Section B9 will not appear on the electronic GAMS application form and must be attached to the printed proposal in hard copy (one Section B9 for each participant). Using the headings below, describe each participants contributions to research and research training. Please keep all parts of Section B9 for each participant grouped together.

B9.1 A statement on your most significant contributions to this research field

Write a maximum of **half an A4 page** on your most significant contribution to this research field.

B9.2 All refereed publications in the past 5 years (2002 onwards)

Provide a list of all refereed publications in the past five years (2002 onwards) highlighting with asterisks publications relevant to this application.

B9.3 Ten career-best publications

Provide a list of ten career-best publications

B9.4 Other evidence of impact and contributions to the field

Write a maximum of **half an A4 page** describing other evidence of your impact and contributions to the field. For example, patents, honours and awards, other professional activities.

B9.5 Any aspects of your career or opportunities for research that are relevant to assessment and that have not been detailed elsewhere in this Proposal

Completing this section is optional.

Write a maximum of **half an A4 page** on any aspects of your career or opportunities for research that are relevant to assessment and that have not been detailed elsewhere in this Proposal. For example, interruptions to career, any other circumstances that may have slowed down your research publications.

PART C—PROJECT COST

The ARC reserves the right to recommend the levels of funding allocated to a project. The ARC may recommend funding for a project for a period different from that requested in the Proposal.

C1 BUDGET DETAILS

PLEASE NOTE: All budgeted costs should be **GST exclusive**. The Administering Organisation should be registered for the GST and therefore able to claim input tax credits for the GST component in the cost of goods and services purchased in the course of carrying out the project.

C1.1	Year	1	COSTING			
			2	3	4	5
Column 1			ARC	Administering Organisation	Other	Total
DIRECT COSTS						
Personnel (Salaries + On-costs)						
Total Personnel (a)						
Equipment						
Total Equipment (b)						
Maintenance						
Total Maintenance (c)						
Travel						
Total Travel (d)						
Other						
Total Other (e)						
TOTAL DIRECT COSTS (f)						
INDIRECT COSTS						
CIs, OIs, PIs and any researcher Level A or above x multiplier						
TOTAL INDIRECT COSTS (g)						
TOTAL COSTS (h)						

A budget page is generated for each year specified at Section A4.2 for which funding is sought. For example, if funding is sought for three years, the Proposal will include three separate pages of the budget details sheet, one for each year.

Provide the following information in each column:

- Column 1 a list of the items for which funding is sought from all sources (from the ARC, Administering Organisation and other sources)
- Column 2 amounts of funding sought from the ARC according to the categories on the form (see below for more information on what to include in each category)
- Column 3 amounts that the Administering Organisation will provide to the project. It is not mandatory to include contributions from the Administering Organisation. However, a proposal will be strengthened by containing Administering Organisation contributions.
- Column 4 details of any funding that is being provided by other organisations including Overseas Organisations, Industry input or partners. It is not mandatory to include contributions by other organisations. However, a proposal will be strengthened by containing contributions from other organisations.
- Column 5 Totals will be automatically calculated upon Saving the form.

The ARC is seeking full costing information for proposals under *Linkage International* in order to enhance transparency and accountability and to help determine the actual contributions to be paid by the ARC and other parties.

It is not necessary to prioritise budget items. You should make requests to the ARC only for items essential to the project. The ARC reserves the right to determine the level of funding allocated to the project and may recommend partial funding of proposals.

You must not seek funding for any of the areas or items which are excluded from funding as set out in Sections 3.4 and 3.5 of the *Linkage International* Funding Rules.

Direct Costs

Provide details of direct costs for your Proposal according to the categories as explained below. Direct costs are those that are specifically related to the individual Proposal and do not include indirect general overheads or other costs which do not directly support a research project.

Personnel (Salaries + On-costs)

Salaries must include a 28 % loading to contribute to salary-related on-costs, including payroll tax, workers' compensation, leave loading, long-service leave, non-contributory and contributory superannuation, however, excludes items such as extended leave and severance pay.

Salary items to consider:

- Base funding requests for Senior Research Associates, Research Associates and all other personnel on standard salary levels applying within the organisation using the appropriate rate at the time of application.
- Salaries will not be provided for Chief Investigators and Partner Investigators.
- Show salaries for Chief Investigators and Partner Investigators under Columns 3 and 4 respectively, for the estimated proportion of time that they will spend on the project. Please ensure that amounts for overseas organisations are entered into column 4.

Equipment

Include both hardware and software items costing more than \$1,000 in this category. Indicate the cost of equipment and installation based on the latest prices (excluding GST) obtained from the supplier at the time of application and do **not** estimate cost.

It is recommended that where you are seeking funding from the Commonwealth for large or costly items of equipment, you may apply for this item through the *Linkage Infrastructure, Equipment and Facilities* scheme. The closing date for *Linkage Infrastructure, Equipment and Facilities* Proposals is in May 2007.

Maintenance

Include consumables, as well as equipment items costing less than \$1,000.

Do **not** include requests for hiring personnel for data preparation or programming. Include these under 'Personnel' as appropriate. Estimate the prices that will apply at the time of purchase.

Travel

Designate the costs clearly, itemising origins and destinations for travel, daily allowances, field expenses, etc.

Note: If you are proposing international travel, you should indicate at Section A6.4 the Country/ies of collaboration, if other than the UK

Other

Include any items that cannot be appropriately placed in other categories.

Indirect costs

Indirect costs (essentially infrastructure costs) are borne by the Administering Organisation and should appear at the bottom of columns 3 or 4.

Indirect costs should be estimated by using a multiplier on the salary and salary on-costs (total direct payroll costs) for the professional staff involved. For these purposes professional staff include Chief Investigators, Partner Investigators and any researcher who is, or is equivalent to, Level A or above.

To calculate the indirect costs borne by any universities involved in the proposal, multiply the combined salary contribution for each professional staff member who has an amount listed in columns 2 and/or 3 by an appropriate multiplier.

To calculate the indirect costs borne by any organisations that are not universities, multiply the salary contribution for each professional staff member who has an amount listed in column 4 by an appropriate multiplier.

Use either the multiplier that the employing organisation has developed, or the AVCC multipliers of 1.25 on the direct payroll costs (salary plus on-costs) of laboratory-based research and 0.92 on the direct payroll costs for non-laboratory based research if the employing organisation does not have a multiplier.

Note that any item listed in the budget table as being contributed by an organisation other than the Administering Organisation (including cash and in-kind support) must be confirmed via a letter of support from that organisation detailing contribution and amounts consistent with those indicated in the budget table.

Detailed explanation for all budget items requested must be provided at Section C2 (Justification of funding requested from the ARC). Please ensure all items are fully justified. The ARC reserves the right not to provide funding support for any items that are not fully justified.

Sections C2 and C3 do not appear on the electronic GAMS application form and must be attached to the printed proposal as hard copies.

C2 FUNDING JUSTIFICATION

Please provide information for C2 in no more than **three A4 pages**.

C2.1 JUSTIFICATION OF FUNDING REQUESTED FROM THE ARC (HARD COPY ONLY)

In no more than **one A4 page** fully justify in terms of need and cost, each budget item requested from the ARC (Column 2 in Section C1), including value for money. Use the same headings as Column 1 of Section C1.

C2.2 DETAILS OF NON-ARC CONTRIBUTIONS (HARD COPY ONLY)

In no more than **one A4 page** provide an explanation of how non-ARC contributions (Columns 3 and 4 in Section C1) will support the Proposal (use the same headings as in Column 1 of Section C1). Contributions from Partner Investigators and/or Overseas Investigators must be highlighted.

C2.3 COUNTERPART APPLICATION (HARD COPY ONLY)

Describe the funding requested in the counterpart application submitted to the ESRC and how that funding compliments that requested from the ARC.

C3 LETTERS OF SUPPORT (HARD COPY ONLY)

A letter of support must be attached from any Organisation other than the Administering Organisation indicating financial commitment (cash and/or in-kind) to the proposed collaborative research project.

PART D—RESEARCH SUPPORT

D1 RESEARCH SUPPORT FOR ALL PARTICIPANTS

Provide details for all Participants listed in Section A3:

Provide details of any source of competitive research funding being received or requested for the years 2006, 2007, 2008, 2009 or 2010 for all participants listed in Section A3.

The current proposal will be automatically listed first as ‘R’ under ‘Support type’ and will be auto-populated into the table. List other proposals in descending date order, with the most recent first.

Asterisk (*) any items that are in the same area of research as this Proposal, using the tick box provided.

ARC-funded projects for which reports (including Progress and Final Reports) required in the *Conditions of Grant/Funding Contract/Funding Agreement* have been submitted should be indicated by a double asterisk (**) after the Description.

Support types (Sup. type):

- ‘R’ for requested support
- ‘C’ for current support
- ‘P’ for past support.

The ARC Project ID applies only to submitted Proposals, current and past projects funded by the ARC.

PLEASE NOTE: Details should be provided for **all** sources of funding, not just ARC funding. Show all amounts in Australian dollars. Please include allocations approved by year, not funds carried forward.

Example:

Description (All named investigators on any Proposal or grant on which a participant is involved, project title, source of support, scheme)	(*)	Sup type	ARC Project ID (if applicable)	2006 (\$'000)	2007 (\$'000)	2008 (\$'000)	2009 (\$'000)	2010 (\$'000)
The Rock Test	*	R	LX0809770			158		
ARC Discovery Project; AJ Smith, P Morris and C Klein; 'The nature of the rock industry'	*	C	DP0660000	120	100	120		
DFG; German Excellence Fellowship; P Schille 'Flags of the world'		P		18				

Ensure that details of requested, current, and past support are shown for:

- **all** participants listed in Section A3 of the application form; and
- **all** funding agencies, not only the ARC.

PLEASE NOTE: Incomplete or misleading information may be grounds for ineligibility.

D2 STATEMENTS ON PROGRESS OF ARC-FUNDED PROJECTS (HARD COPY ONLY)

Include with the Proposal a statement detailing progress for each project which has been awarded funding for 2006 under **any** ARC scheme.

Include up to a one page summary statement describing progress of any ARC project including any named participant that was awarded funding in 2006 under any ARC scheme – including *Discovery Projects, Linkage Projects, Linkage International, Special Research Initiatives, Federation Fellowships, ARC Research Networks, LIEF, Discovery Indigenous Researcher Development, Centres of Excellence* and any other ARC schemes.

D2.1 List of the projects that you are providing statements for (HARD COPY ONLY)

Example:

Scheme	Project ID	First named Investigator	Project Title
Linkage Projects	LP06XXXX	Jones	Rocks of the World
Linkage Projects	LP04XXXX	Smith	Tall tree industries
Discovery Projects	DP06XXXX	Jones	The nature of the rock industry

D2.2 PROVIDE THE STATEMENTS (HARD COPY ONLY)

Attach the statements to the hard copy Proposal once the Application Form has been printed. **PLEASE NOTE:** Write no more than **ONE A4 page** for each funded project.

PART E—PROPOSAL DESCRIPTION (HARD COPY ONLY)

Submit Part E of the Proposal as additional text attached to the hard copy Proposal.

ADDITIONAL TEXT

Additional text must be provided addressing the selection criteria at Section 10.2 of the *SSC Call*, within the format specified in the *Linkage International Funding Rules*. Please provide the following information **in no more than 10 A4 pages**.

E1 PROPOSAL TITLE

Use the same title as in Section A2.

E2 AIMS AND BACKGROUND

Describe the aims and background, goals and focus of the Proposal. Include information about recent international progress in the field of 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.

E3 SIGNIFICANCE AND INNOVATION

Describe how the research is significant and whether the research addresses an important problem. Describe how the anticipated outcomes will advance the knowledge base of the discipline and why the Proposal aims and concepts are novel and innovative. Detail what new methods or technologies will be developed.

E4 APPROACH

Outline the conceptual framework, design and methods of the collaborative research and demonstrate that these are adequately developed, well integrated and appropriate to the aims of the Proposal. Describe how this Proposal will stimulate enhanced collaborations and create networks linking social sciences research in Australia and the UK. .

Clearly describe the linkage and collaborative synergy between this Proposal and the counterpart application submitted to the ESRC. Where the duration of the two applications does not match, please justify the differences.

E5 NATIONAL BENEFIT

Describe the expected outcomes and the likely impact of the proposed research. Describe how the research Proposal might result in economic, environmental and/or social benefits for Australia and refer to whether the collaborative research addresses one of the National Research Priorities.

E6 COMMUNICATION OF RESULTS

Outline plans for communicating the results of the Proposal to other researchers and the broader community.

E7 ROLE OF PERSONNEL

Summarise the role, responsibilities and contributions of each Chief Investigator, Overseas Investigator and Partner Investigator. Summarise the roles and levels of involvement of other participants, such as technical staff.

E8 REFERENCES

Include a list of all references within the page limit of **10 A4 pages**. This list may be in 10 point font.

PRINTING THE PROPOSAL FORM

Participants must enter GAMS to create and complete an Application Form. Once summary information has been entered, GAMS will permit printing of a hard copy of the *ICI Social Sciences Collaboration*, for funding commencing in 2008, Application Form.

The **originating author** may print the Application Form from their home page in GAMS.

Once the on-line form is complete, to print the Application Form follow the steps below:

- select print located to the right of the GAMS application record
67. [LX0809770](#) Lien's UAT2 for LX-SSC Application Form
Investigators: Mr **Bob Appletonson**, Prof Sir William Kez Tell, Mr Ed N. Burg Castle [Edit](#)
Organisation: Charles Sturt University *Panel Code:* MIC [Assignments](#)
Keywords: testing, water, research *RFCID:* 230112, 230113, 230114 [Print](#)
Assessments: [LXM03837](#), [LXM03838](#), [LXM03839](#), [LXM03853](#)
Rejoinder: [Edit](#) [View](#)
- a dialogue box will open and invite the participant to save the file to the computer, select save to download the Application Form
 - select open after download is completed, this will convert the file to Rich Text Format (RTF)
 - the Application Form can now be printed.

FINAL STEPS

Once the Application Form has been completed, printed and all hard copy 'additional text' pages incorporated, the Proposal is complete. Number each individual page and enter the **total** number of sheets contained in the Proposal including all the pages of the Application Form, additional text and any required supporting documentation (including attached letters). The ARC uses this as a verification tool for scanning and image storage purposes.

Example:

Total number of sheets contained in this Proposal	56
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NOTE: Do not alter the rtf. All changes must be made in GAMS before printing. Changes in the rtf create differences between the rtf and the online GAMS form. If this occurs the ARC may, in its absolute discretion, decide not to recommend the Proposal for approval.

NOTE: While completing the Application Form, please save and validate frequently. Validating the form alerts the participant of validation errors which need to be corrected.

IMPORTANT: After 30 minutes of inactivity GAMS will lock an idle Application Form, the program will be aborted and any unsaved data will be lost.

COMPLETE PROPOSAL CHECKLIST

A complete Proposal consists of the following components:

Part A	Administrative summary	
	<ul style="list-style-type: none"> Application form 	A1-A9
	<ul style="list-style-type: none"> Additional text 	A10 Signature of DVC/PVC(R), or equivalent in other administering organisations, required
Part B	Personnel	
	<ul style="list-style-type: none"> Application form 	Complete Part B for each participant listed at A3.
	<ul style="list-style-type: none"> Additional text 	Attach B9 – keep each participant’s B9 together and interleave in the Proposal following the relevant participant’s Part B8.
Part C	Project cost	
	<ul style="list-style-type: none"> Application form 	Complete C1 for the funding support sought.
	<ul style="list-style-type: none"> Additional text 	Attach C2 (including C2.1, C2.2 and C2.3) – no more than three A4 pages
	<ul style="list-style-type: none"> Additional text 	Attach C3 – letter(s) of support from <u>any</u> Organisation <u>other than the Administering Organisation</u> indicating financial commitment to the project.
Part D	Research support	
	<ul style="list-style-type: none"> Application Form Supporting documentation 	Complete D1 D2.1 - List of projects that statements are being provided for. D2.2 - Statement on progress of ARC-funded projects – no more than one A4 page for each funded project
Part E	Proposal description	
	<ul style="list-style-type: none"> Additional text 	No more than 10 A4 pages
<p>If applicable, a letter or letters of certification from the Director of a Commonwealth Government-funded Research Centre must be attached to the end of the Proposal as per Section 8.2 of the <i>Linkage International</i> Funding Rules for funding commencing in 2008 and B4.3 of the Application Form.</p>		

PLEASE NOTE: The Proposal must be submitted both electronically (To 'ARC Valid' status) and the two identical hardcopies received by the ARC by the closing time 5:00pm (AEST) Friday 1 June 2007.

Where possible, researchers should direct their queries, in the first instance, to the Research Office of the proposed Administrating Organisation.