



Australian Government
Australian Research Council

FREQUENTLY ASKED QUESTIONS *for Discovery Projects commencing in 2017*

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- All Participants should read Parts A and C of the *Funding Rules for schemes under the Discovery Programme (2015 edition)* (the [Funding Rules](#)). The [Instructions to Applicants](#) also contain important information for Research Office staff and individual Participants preparing Proposals.
- The Australian Research Council (ARC) does not respond to queries from individual Participants. Individual Participants should direct all queries regarding ARC funding schemes to their Administering Organisation's Research Office (or equivalent). If further information regarding the scheme is required, the Research Office should contact the [Discovery Projects](#) team.
- Information regarding the [Research Management System](#) (RMS) is available at the ARC website, or by contacting the [RMS helpdesk](#) for assistance.
- As soon as information regarding important scheme dates becomes available, the ARC website will be updated the [Important Dates](#) page. The ARC will also notify the Research Administrators' Network of any updates via an email message.
- This Frequently Asked Questions document will be updated as required. Details of any amendments will be appended to this document.

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1. DP INVESTIGATORS - ELIGIBILITY

1.1 Can I be a CI on a Discovery Projects Proposal while undertaking a higher degree by research? What does 'Higher Degree by Research Conferral Date' mean?

No, a Chief Investigator (CI) cannot be undertaking a higher degree by research (HDR) as at 1 January 2017. Researchers must have their HDR conferred by the Commencement Date of the Project (1 January 2017) as described in subsection C6.2.2 of the Funding Rules. The 'HDR Conferral Date' is the date that is noted on the HDR testamur. The 'HDR Conferral Date' is not the date of submission of the thesis, nor the date the thesis was accepted by the examination board.

1.2 I meet the eligibility criteria for a CI on a Discovery Projects Proposal, but I do not want to dedicate all my time to a project as a CI, so can I apply as a PI?

No. Your employment status is the main determinant of whether you are eligible as a Chief Investigator (CI) or a Partner Investigator (PI) role. The difference between these roles is not related to your intended level of involvement or full time equivalent (FTE) in the Project. If you meet the eligibility criteria for a CI at any Eligible Organisation, you are not eligible to be a PI.

1.3 Do I need to meet the eligibility criteria for a CI at the Administering Organisation for the Proposal?

A researcher who meets the eligibility criteria for a Chief Investigator (CI) at *any* Eligible Organisation as at 1 January 2017 is eligible to apply as a CI on a Discovery Projects Proposal administered by that Organisation or by any other Eligible Organisation.

Note, a researcher who meets the eligibility criteria for a CI at any Eligible Organisation as at 1 January 2017 is not eligible to apply as a PI on a Discovery Projects Proposal administered by that Organisation or by any other Eligible Organisation.

The eligibility criteria for a CI are described at subsection C6.2 of the Funding Rules.

1.4 I am not sure what 'Emeritus' means in subsection C6.2 of the Funding Rules?

The ARC will recognise as an 'Emeritus' any Honorary position that gives full academic status, as certified by the Deputy Vice-Chancellor (Research) in a Proposal. These positions are typically held by former academic staff members who continue to have an ongoing relationship with the institution. For ARC purposes this relationship should include access to research support comparable to employees, and would also normally include participation in postgraduate supervision. A person will not be considered to hold an Emeritus Appointment if they are in paid employment elsewhere.

1.5 If I hold a paid Visiting appointment for at least 0.2 FTE at an Eligible Organisation am I eligible to apply for a CI role on a Discovery Projects Proposal?

Yes. A researcher holding a paid Visiting appointment of at least 0.2 FTE at an Eligible Organisation is eligible to apply as a Chief Investigator (CI) role on a Discovery Projects Proposal providing that the researcher also fulfils the other CI eligibility requirements described in subsection C6.2 of the Funding Rules.

1.6 I am holding a fixed duration contract at an Eligible Organisation that will be valid as at 1 January 2017, am I eligible to apply for a CI role on a Discovery Projects Proposal?

Yes. A researcher holding a fixed duration contract for at least 0.2 FTE at an Eligible Organisation valid as at 1 January 2017 is eligible to apply for a Chief Investigator (CI) role. If the Proposal is successful, CIs and PIs must meet the eligibility criteria for the duration of the Project. If a CI's or PI's contract expires during the Project and is not extended, the Administering Organisation must promptly notify the ARC of the change of circumstances.

1.7 I moved into the private sector after my first post-doctoral research position and am currently employed in industry. Am I able to apply for a Discovery Project as a CI?

No, if you are entirely employed outside of academia you must be a PI with collaborators from one or more Eligible Organisations. However, if you are also an employee for at least 0.2FTE at an Eligible Organisation then yes, you are eligible to apply as a CI through any Eligible Organisation.

2. CROSS-SCHEME ELIGIBILITY

Note: refer to the [Cross-scheme Eligibility Frequently Asked Questions](#) for details concerning cross-scheme limits.

2.1 Are Future Fellows, Australian Laureate Fellows, or Discovery Indigenous Award (DIA) or DECRA recipients eligible to apply for funding as a CI on a Discovery Projects Proposal?

Yes. In order to be eligible as a Chief Investigator (CI), Future Fellows, Australian Laureate Fellows or Discovery Indigenous Award or DECRA applicants must, at the time of submission of Discovery Project Proposals, meet the eligibility criteria for CIs at the Commencement Date as per the Scheme Dates in **Table 1** of the [Cross-scheme Eligibility Frequently Asked Questions \(FAQs\)](#). Applicants must also comply with the specific limits on the number of projects/proposals permitted. For further details concerning project/proposal limits refer to Question 1.3 of the [Cross-scheme Eligibility FAQs](#).

2.2 I am a Chief Investigator on a Proposal and am associated with a Commonwealth-funded Research Centre. Do I need to provide a letter from the Centre Director to confirm that the proposed research is not currently funded by the Commonwealth?

You do not need to provide a letter from your Research Centre Director. However, the Administering Organisation is required to certify that the proposed research does not duplicate Commonwealth-funded research including that undertaken in a Commonwealth-funded Research Centre.

3. BUDGET

3.1 I am considering applying for a four or five year Discovery Project grant. What are the main attributes of such proposals?

Applicants should explain why the research is of such nature, scale and scope as to require four or five years, as applicable. Typically longer grants would involve phased or staged research, as an integral part of the research plan. The duration should be fully explained in the Project Description and Budget Justification sections of the Proposal form. Providing a time line or road map can be helpful.

3.2 Publication and dissemination of Project outputs and outreach activity costs are listed as budget items supported (subsection A5.2.1.h of the Funding Rules). Does this mean I should/could enter a line in the budget requesting a sum for publication costs?

Yes. There is no specific cap on the amount you can request for publication and dissemination of Project outputs and outreach activity costs as long as the total project cost does not exceed the maximum of \$500,000 per year specified under subsection C4.1.1 of the Funding Rules. All funds requested from the ARC must be fully justified in the Budget Justification section of the Proposal form.

Note that applicants should include information in the Project Description section of the Proposal form regarding their strategies for publication and dissemination of Project outputs and outreach activity.

3.3 My Proposal has requested salary support for a Research Assistant. What kind of increments should I include under Project Cost?

For personnel being funded within the project, such as Research Associates and Research Assistants, do not include indexation, as all project payments are, where appropriate, indexed by the ARC at the time of payment for each year of the project. Nor should you include annual pay rises associated with enterprise bargaining agreements and other similar agreements. However, you may include salary/performance increments, such as those within a salary band, that are routinely applied within your organisation.

3.4 If a participant currently holds an ARC Fellowship/Award do they include their salary and time-commitment (FTE) in the Administering/Other Eligible Organisation column in the Project Costs table or the Budget Justification in the Proposal form?

The salary of a current holder of an ARC Fellowship/Award is not an expense of the Administering/Other Eligible/Other Organisation and should not be included as a time-commitment (Full Time Equivalent (FTE) or salary contribution in the Project Costs table in the Proposal Form. The time-commitment (FTE) of the Fellowship/Award holder to the Proposal should be included and justified in the Project Description.

3.5 What do I include under the cash or in-kind columns for contributions from the Administering Organisation/Other Eligible Organisation(s)/Other Organisation(s) in the DP17 Proposal form?

All cash or in-kind items, including Chief Investigators (CIs) / Partner Investigators (PIs) who are receiving a (non-ARC) salary, should be included in the relevant column of the budget table in either the 'cash' or 'in-kind' and under the relevant category (for example, Personnel). Salaries entered should reflect the proportion of time estimated to be spent on the project.

These non-ARC contributions from the Administering Organisation/Other Eligible Organisation(s)/Other Organisation(s) should be noted in the Budget Justification section of the Proposal form.

3.6 Can you clarify subsection A5.3.1.a 'bench fees or similar laboratory access fees' under 'Budget Items Not Supported' in the Funding Rules?

Bench fees are fees that an organisation charges for an individual to use infrastructure which would normally be provided by the organisation for their employees. This infrastructure may vary and could include, for example, an office or a laboratory space with appropriate equipment, or access to non-specialised equipment owned by the organisation. Access to specialised equipment (such as electron microscopes) does not fall into this category and therefore, if this type of access is required for the project, cost recovery may be requested from the ARC under the Funding Rules. All budget requests must be fully justified.

3.7 Can you advise whether indirect costs can be included? I cannot find anywhere on the Project Costs to enter them.

The ARC does not fund indirect costs or overheads. The budget is to be presented as direct costs only - this is the level of funding that is being requested. Refer to section A5.3 of the Funding Rules.

3.8 How should I explain and justify my proposed Field Research as per section A5.2.1.c of the Funding Rules?

"Field Research means the collection of information integral to the Project outside a laboratory, library or workplace setting and often in a location external to the researcher's normal place of employment"(as defined in section A3 of the Funding Rules). If the applicant can justify the necessity for the work in relation to the proposed Project, and the Administering Organisation can certify the work undertaken by the applicant, then it can be considered as 'Field Research'. It is at the Administering Organisation's discretion to consider what is determined as 'Field Research'. The main purpose of any travel designated as Field Research must be to carry out the research, not to attend a conference or other related meetings.

The applicant should fully justify the costs of field research in the Budget Justification section of the Proposal form.

3.9 My research requires me to conduct Field Research in remote areas of Australia and overseas. Will the Field Research costs come out of the \$50,000 limit on travel over the life of the project as per the Funding Rules?

Costs related to carrying out Field Research, including flights, are not included in the \$50,000 limit on travel. Field Research costs, including international and domestic travel costs to a Field Research site, accommodation, living costs and research, technical and logistical support staff required to assist with Field Research should be requested in the Project Costs section of the Proposal form under the 'Field Research' category.

3.10 Can I request ARC funding for a visa necessary to conduct Field Research abroad, as part of Field Research costs?

No. In accordance with subsection A5.3.1.c of the Funding Rules funding requests for visas are not supported by the ARC.

3.11 If I do not spend my teaching relief in the year for which it has been allocated, can I roll it over to another year?

Yes. As teaching relief is not a special condition, the researcher is able to carry over funds to another year via submission of the End of Year Report. Researchers should discuss this with the Administering Organisation for a Project before taking such action.

3.12 Can higher degree by research stipends be used for living allowances for students who already hold scholarships?

No. A higher degree by research stipend is a scholarship and should not be expended on living allowance.

3.13 Can I request ARC funding for a salary top-up for higher degree by research stipends as part of the project costs?

No. In accordance with subsection A5.2.1.g of the Funding Rules, the stipend rate for higher degree by research (HDR) stipends is \$25,861 (2015\$) per annum. This rate is fixed and amounts lower or higher than this can not be requested. Higher allocations may be sourced from non-ARC funds.

3.14 Can a Proposal include travel costs for participants for a workshop who are not CIs or PIs?

Yes. Travel funding may be requested for research personnel who will directly contribute towards the project, provided that the event and the personnel are integral to the research and are required in order to realise the proposed outcomes of the Project. Any such requests must be fully justified in the Budget Justification and should not exceed \$50,000 over the life of the Project.

3.15 Can Australian-based Partner Investigators request travel money?

The Funding Rules do not preclude Australian-based Partner Investigators (PIs) from requesting travel money under subsection C5.1.b but they are not eligible to request a Discovery International Award (DIA). Refer to subsections C5.1.b and C5.2.b of the Funding Rules.

3.16 Can a PI based overseas request travel funds to travel elsewhere overseas other than to and from Australia?

The Funding Rules do not preclude Partner Investigators (PIs) based overseas from requesting travel funds for travel elsewhere overseas under subsection C5.1.b However, a Discovery International Award (DIA) requested by an overseas PI may only be used to pay travel to Australia to work on the Project. Refer to subsections C5.1.b and C5.2.b of the Funding Rules.

3.17 Can a PI based overseas claim research costs incurred overseas?

The Funding Rules do not preclude overseas PIs from claiming, for example, consumable/maintenance costs or research support personnel costs, provided that they are directly related to the Project. Such costs must be entered in the Project Cost section of the Proposal form and must be clearly justified in the Budget Justification section.

3.18 How many DIAs can be applied for within a DP17 Project?

Discovery International Awards (DIAs) may be requested for up to two researchers per Proposal, for either:

- a Chief Investigator (CI) to work overseas on the Project with an overseas based Partner Investigator (PI) subject to compliance with subsection C6.2.5 of Funding Rules; and/or
- an overseas-based PI to travel to Australia for collaborative research on the Project. Note, PIs located at an overseas campus of an Australian Eligible Organisation are not eligible for a DIA.

DIAs will only be awarded as a Special Condition, so requests must be separately and fully justified.

Note that Discovery International Awards were previously known as International Collaboration Awards (ICAs).

3.19 Are there time or funding limits associated with a DIA?

The Discovery International Award (DIA) does not have time or funding limits specified under the Funding Rules as long as the total project cost does not exceed the maximum of \$500,000 per year specified under subsection C4.1.1 of the Funding Rules. While preparing DIA funding requests Chief investigators (CI) should take into consideration that they must reside predominantly in Australia for the duration of the Project. All DIA requests must be justified in the Budget Justification section of the Proposal form.

3.20 Could you clarify whether the DIA costs are now included in the \$50,000 travel cost limit?

The Discovery International Award (DIA) may be requested in addition to the \$50,000 travel funds as long as the total project cost does not exceed the maximum of \$500,000 per year specified under subsection C4.1 of the Funding Rules.

3.21 Can requests for travel for overseas-based PIs travelling to Australia, or CIs travelling overseas to collaborate with PIs, only be submitted through a DIA?

No. Travel costs such as these may be sought as budget items under ‘Travel’, and not necessarily as Discovery International Awards (DIAs). See subsection C5.1.b of the Funding Rules.

3.22 Are Australian researchers employed by Eligible Organisations (as listed in section A12 of the Funding Rules) who are predominantly based overseas eligible to apply for DIAs as a project PI?

No. Discovery International Awards (DIAs) may only be sought by overseas-based PIs who are not employees of Eligible Organisations listed in section A12. Refer to subsection C5.2.b of the Funding Rules.

3.23 Can I request funding for international travel under C5.1.b of the Funding Rules and a DIA for a PI?

The Funding Rules do not preclude Partner Investigators (PIs) or Chief Investigators (CIs) from requesting travel costs under subsection C5.1.b and a Discovery International Award (DIA) under subsection C5.2.b of the Funding Rules.

- Travel requests are permitted for CIs, PIs and research support personnel under C5.1.b including economy travel costs for domestic and/or international travel and not exceeding \$50,000 over the life of the Project.
- A DIA may be requested for up to two researchers (either CIs or PIs) allowing for a CI to work overseas on the Project with an overseas based PI, and/or a PI based overseas to work in Australia on the Project. DIA funds can be expended on travel on international return economy class airfare, reasonable local travel, a living allowance and consumables. The living allowance should be based on standard institutional rates for academic visitors. Note that DIAs do not fund travel to Australia by PIs located at an overseas campus of an Australian Eligible Organisation.

Note that a request for a DIA is not included under the \$50,000 travel costs limit specified under subsection C5.1.b and is a separate budget item of the DP17 application. Refer to subsections C5.1.b and C5.2.b of the Funding Rules.

3.24 Can DIAs, once awarded, be converted to other uses?

Only in truly exceptional circumstances would a conversion be allowed. A Discovery International Award (DIA) is awarded as a special condition. DIA funds cannot normally be expended on other items such as salary of a research assistant, maintenance, other forms of international travel, workshops, and so forth. If a researcher intends to convert DIA funding for any other purpose, the Administering Organisation must seek the ARC approval via submission of a Variation to Funding Agreement (VFA). Note that DIA funding may not be expended on other items until written approval is received from the ARC.

4. SUBMISSION REQUIREMENTS

4.1 Can a current ARC Fellow/Awardee submit a DP17 Proposal in the same research area as described in their Fellowship/Award Proposal?

A Fellow/Awardee is able to submit a DP17 Proposal for a project in the same research area as the awarded Fellowship/Award, provided that the DP Proposal does not seek funding for research that has already been awarded by the ARC for the Fellowship/Award. The ARC will not duplicate funding for research already funded by the Commonwealth. Refer to sections A5.1.4 and A6.3 of the Funding Rules.

4.2 Can you advise what the ARC considers satisfactory evidence to meet the certification requirements? Who must sign, what conditions must they sign to, and do they need to contain original signatures or can the agreement be attested to by email?

The Administering Organisation is not required to provide handwritten signatures on an ARC Certification proforma as evidence of the agreement of all parties necessary to allow the proposed project to proceed. Instead, the Administering Organisation must certify, through the Research Management System (RMS), that they have obtained the written agreement of all parties necessary to allow the proposed project to proceed. The ARC reserves the right to seek evidence from the Administering Organisation to support the certification of Proposals. The ARC would consider that the DVCR or delegate of the AO has certified the proposal.

4.3 Who are the relevant parties who need to provide written agreement?

Relevant parties are all individuals or organisational participants named in the Administrative Summary of the Proposal. This excludes the employing organisations of overseas Partner Investigators (PIs) and any Organisations where Chief Investigators (CIs) or PIs are employed/appointed, which are not associated with the Proposal.

Evidence of agreement from organisations must be from the Head of Department or equivalent level or above. All evidence must include a clear indication of what the actual participation in the conduct of the research will be.

4.4 What does the ARC mean by written agreement?

The evidence held by the Administering Organisation must contain firsthand confirmation in written form (for example, handwritten or electronic letters or emails) of agreement to participate in the project from all relevant parties. The evidence may include (but is not limited to) emails from individual researchers agreeing to participate, letters from the employers of participants agreeing to their participation, or letters from other relevant organisations agreeing to contribute the resources outlined in the Proposal. The Administering Organisation can determine the most appropriate format within their organisation.

The ARC has provided a pro forma for obtaining written evidence on the Discovery Projects Certification page on the ARC website. **Note:** The use of the ARC pro forma is **not** mandatory and each Administering Organisation may determine its own required format for written evidence.

4.5 What does the Administering Organisation have to certify?

The full certification text is available in the Sample form. Also refer to section A7.4 of the Funding Rules.

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

No. While proposals may be withdrawn under certain circumstances, additions, deletions and modifications will not be accepted after submission to the ARC unless invited by the ARC. Refer to subsections A7.1.1 and A7.3.2 of the Funding Rules.

4.7 I note that the Proposal form requires me to outline the intended impact of the project. I've looked at the Instructions to Applicants and the research impact pathway table on the ARC web site but I'm still uncertain as to how to construct a Research Impact Statement.

While an impact statement may be quite different for research areas in STEM or HASS disciplines the principles are the same and the message should be simple, clear and concise. Even if there is no intent to make money or commercialise outcomes within the scope of the proposal, there will always be an intended benefit to the research. Address who is the target beneficiary of the research and what is to be improved or changed. Refer to the [Research Impact Pathway table](#) for examples of what the ultimate

outcome and impact will look like. You might include what a new technology, solution or service might be if appropriate and what is your target in terms of end dates and value. Finally you might also include why this makes a cohesive and compelling case for research investment.

4.8 I am having trouble sticking to the page limits stipulated in several of the form Parts. Is it okay to use 10 point font size?

No. The Instructions to Applicants clearly state that, with the exception of references, an appropriate 12 point font must be used. Failure to comply with the required format may result in the Proposal being ruled ineligible for funding. Only references may be reproduced in 10 point font size.

4.9 Can I include an ‘in-press’ publication in my reference list in my Proposal?

Publications can be listed in the reference list if they are ‘in press’ with an acceptance date (this must be provided).

If proposed publications are not yet ‘in press’ but are potentially significant, these could be referred to in other parts of the Personnel section of the Proposal such as ‘Details on your career and opportunities for research’ or ‘Further evidence in relation to research impact and contributions to the field’.

4.10 How important is Research Opportunity and Performance Evidence (ROPE)?

ROPE will be a key consideration and should be seen as an opportunity to promote a variety of career skills in addition to career interruptions but is not the only investigator measure in the selection criteria.

4.11 Can I include impact factors and citation counts in my Proposal under Research Opportunity and Performance Evidence (ROPE)?

In addressing questions under Research Opportunity and Performance Evidence (ROPE), applicants must observe the requirements outlined in the current Funding Rules and the Instructions to Applicants. In justifying the impact or significance of each publication, each applicant should decide what information is to be included in these sections to support the selection criteria, while observing eligibility requirements such as formatting, word and page limits. The ARC is not prescriptive about what can be included, but applicants should be aware of the widely held view that journal impact factors are a poor measure of an individual’s research performance.

4.12 I have had maternity leave twice in the past five years? Will this disadvantage my application, or should I mention this under Research Opportunity and Performance Evidence (ROPE)?

In order for Assessors to gauge your opportunities for research, it is important to mention any periods of extended leave for child-bearing, or other matters including illness or carer duties that may have affected your capacity for research and publishing. The ARC does not prescribe how this should be explained.

4.13 I have a current project that was approved for funding commencing in 2015, but commencement was delayed. As a result, there has been little progress to report. Do I still need to provide a statement of progress for this project in the Proposal form?

Yes. Statements of Progress for ARC-funded projects and fellowships are important elements in ensuring accountability and good management of public funding for research. Reports also assist in drawing our attention, and the attention of the Research Office staff, to concerns and problems that participants face. Thus, if participants on the Proposals under schemes listed in 4.14, do not provide statements of progress, the DP17 Proposal may be deemed ineligible.

4.14 What types of ARC grants require progress statements?

Statements of progress must be provided by all participants (CIs and PIs) on DP17 Proposal detailing progress for each ARC Project/Award/Fellowship involving that participant and for which a Final Report has not yet been submitted to the ARC as at the time of submission of the DP17 Proposal.

Schemes for which progress statements is required include:

- *Discovery Projects*
- *Discovery Indigenous*
- *Discovery Indigenous Researchers Development*
- *Discovery Early Career Researcher Award*
- *Australian Laureate Fellowships*
- *Future Fellowships*

- *Federation Fellowships*
- *Super Science Fellowships or any ARC Fellowship which is a scheme in its own right*
- *Linkage Projects*
- *Industrial Transformation Research Hubs*
- *Industrial Transformation Research Centres*

A statement of progress must not exceed one A4 page for each funded Project/Award/Fellowship.

4.15 What information am I required to provide in relation to Management of Data in the Project Description?

In line with responsibilities outlined in the NHMRC/ARC/UA *Australian Code for Responsible Conduct of Research (2007)* and international best practice, the ARC has updated wording in relation to the management of data.

The ARC does not mandate open data. However, researchers are encouraged to consider the ways in which they can best manage, store, disseminate and re-use data generated through ARC-funded research. The Project Description requires researchers to articulate briefly their plans for the management of data generated through the proposed Project. In answering this question researchers need not include extensive detail of the physical or technological infrastructure.

Answers should focus on plans to make data as openly accessible as possible for the purposes of verification and for the conduct of future research by others. Where it may not be appropriate for data to be disseminated or re-used, justification may be provided.

Further information and resources on managing data are available on the Australian National Data Service (ANDS) website at <http://www.ands.org.au/>.

4.16 Is it sufficient to answer the Management of Data section in the Project Description by noting that I will comply with my institution's requirements?

No. Whilst the ARC recognises that some institutions may have infrastructure and/or processes in place for storing, managing and sharing data and that these are valuable resources, to take into account the differences that may exist between institutions, disciplines and research projects, researchers are encouraged to highlight specific plans for the management of their research data in this section.

The Management of Data section in the Project Description aims to encourage consideration of ARC-funded research data at both an individual and institutional level, in accordance with the responsibilities outlined in the NHMRC/ARC/UA *Australian Code for Responsible Conduct of Research (2007)*. Researchers, in consultation with their institutions, are best placed to consider the management and future potential of their research data. This approach allows individuals to take into account the differences that may exist between disciplines and research projects as well utilise institutional resources and support available.

Details of compliance with institutional requirements should be included in this section, provided that they are supported by a description specific to the data arising from the individual research Project.

4.17 For eligibility purposes, do you count all the Projects that are listed in question F16 'Currently held ARC Projects'?

Not necessarily. For eligibility purposes, the ARC considers Projects/Fellowships/Awards to be funded for the years set out in Schedule A of the original Funding Agreement. The date on which funding ends per the original Funding Agreement is considered to be the formal date of completion date of the Project/Fellowship/Award.

4.18 What does the ARC consider to be an 'Active' Project?

The ARC considers all Projects to be active as soon as the Funding Agreement has been executed by the ARC and until they have been completely finalised, including both the acquittal of ARC funds and the approval of the Final Report.

4.19 When will my recently announced projects appear in question F16 ‘Currently Held ARC Projects’ of DP17 form?

A project will only appear on a proposal form once it is ‘Active’. The Projects status will change to 'Active' once the Funding Agreement has been accepted by the Administering Organisation and executed by the ARC in RMS.

For any recently announced Projects which are not yet ‘Active’, and therefore are not yet appearing in question F16, include details of these projects in question G1 ‘Research Support for all Participants’.

4.20 Why does the ARC no longer require applicants to identify keywords within the Proposal? I thought the keywords were used to match the Proposal with appropriate assessors.

The Research Management System (RMS) has recently been upgraded. Part of the improved functionality allows keywords to be identified by the system by taking into account a number of fields within Proposals to match with the expertise of assessors, including the Proposal summary, Proposal title, impact statement, Field of Research (FoR) codes and Socio-Economic Objective (SEO) codes. This information is used to identify potential assessors for a Proposal. ARC Executive Directors and College of Experts members will continue to review the assessors suggested by the algorithm for best matches.

4.21 What is ORCID (Open Researcher and Contributor ID)?

ORCID is a registry of unique researcher identifiers that allow linking records of research activities and outputs with Funding Organisations, Agencies and Publishers who are ORCID members. ORCID allows for authentication of research outputs, including manuscript submissions, grant applications, and patent applications, thus streamlines research administration and reporting.

4.22 Do I need to have an ORCID (Open Researcher and Contributor ID) identifier to apply for the ARC grants?

No. However, the ARC encourages all researchers applying for funding to have an ORCID identifier and researchers who currently have an ORCID account are now able to link it to RMS. Note that at this stage however, details from your ORCID account will not appear in the DP17 Proposal form and therefore it is important that all questions in the proposal form are answered, particularly in relation to research activities and outputs.

4.23 Do I have to include information about my track record in the DP17 Proposal form if I have ORCID (Open Researcher and Contributor ID) identifier?

Yes. At this stage information contained in your ORCID ID will not appear in the DP17 Proposal form and will not be used for assessment purposes, thus it is important that all questions in the proposal form are answered.

4.24 Why has the time restriction been removed for some of the Research Opportunity and Performance Evidence (ROPE) questions?

Researchers are no longer required to limit the details of their career and opportunities for research (question F12 – ROPE – Details of your career and opportunities for research), or their significant research outputs (question F13 – ROPE – Significant research outputs and ARC grants), to the previous ten years. The ARC recognises that some researchers have had significant career interruptions and the removal of the time restriction allows researchers to put forward details from any relevant period of their career.

Please refer to the [Instructions to Applicants](#) for information about specific Proposal form questions. Also note that for question F13 (ROPE – Significant research outputs and ARC grants), while significant research outputs can be listed from any period within a researcher’s career, the list of ARC grants should be limited to those awarded over the past ten years.

4.25 I’m not sure if my research is interdisciplinary, how do I answer the question in the application form?

The ARC recognises that interdisciplinary research is important to the national research effort. Examples of such research may include researchers from different disciplines working together in a team, researchers collaborating to bring different perspectives to solve a problem, researcher(s) utilising methods normally associated with one discipline to solve the problems of another and researchers developing innovative cross disciplinary methodologies to address a research problem. The ARC is seeking information from applicants to understand better the interdisciplinary

research profile of ARC-funded researchers, to inform future ARC policy on interdisciplinary research and to assist with the appropriate assessment of proposals.

4.26 I have submitted the Final Report for my Project, why is it still appearing in F16?

Question F16 is auto-populated and will include any 'Active' Project which has not yet had a Final Report approved and the Project file closed by the ARC. The ARC considers all Projects to be active as soon as the Funding Agreement has been executed by the ARC and until they have been completely finalised, including both the acquittal of ARC funds and the approval of the Final Report. **Note**, if a Final Report for a project listed in F16 has been submitted to the ARC, a short explanation should be provided in question G2 (Statements on Progress for ARC-funded Projects). For example: 'Final Report has been submitted to the ARC on dd/mm/yyyy'.

5. MEDICAL RESEARCH

5.1 My project is in the area of medical research. Can I apply for funding to the ARC?

The ARC may fund health and medical research, either in concert with the National Health and Medical Research Council (NHMRC) or directly, to address specific Australian Government health and medical research priorities. However, the ARC does not normally fund health and medical research through its competitive funding schemes. The ARC places restrictions on the areas of medical research it funds and may in its absolute discretion decide whether a proposed project, or element of a project, falls within the area of Medical Research. Refer to the [ARC website](#) for the [ARC Medical Research Policy, Examples and FAQs](#).

Proposals which could be considered to be in an area related to medical research must provide justification in support of the eligibility of the Proposal in the Medical Research Statement within Part C2 of the Proposal form.

CHANGES TO DOCUMENT

Version 2 - Updated 22 December 2015

- New FAQ 4.24 added regarding Proposal form questions F12 and F13 and the removal of the time restriction that was in place in previous years.

Version 3 - Updated 3 February 2016

- Numbering of FAQs (FAQ 4.15 onwards) amended.
- New FAQ 4.25 added regarding interdisciplinary research.
- New FAQ 4.26 added clarification regarding questions F16 (Currently held ARC Projects) and G2 (Statements on Progress for ARC-funded Projects) of the Proposal Form.

Version 4 - Updated 12 February 2016

- FAQ 4.25 amended to clarify CI eligibility for participants employed in industry.
- FAQ 4.13 amended to add correct reference to FAQ 4.14.