



Start-Up Grant Guidelines

UNSW Canberra

Recruitment Research Proposal

PURPOSE OF THE GRANT

The Recruitment Research Proposal (RRP) Grant provides funding to enable academic staff to develop their research to be competitive nationally in terms of quality and/or ability to attract external funding.

The RRP Grant may be awarded to academic staff at levels B, C and D who have been hired through an external competitive recruitment process. Successful Level B applicants may be awarded \$30,000 and Level C and D \$50,000. The budget period is two (2) years.

The Grant program is specifically designed to meet the following objectives:

1. support to develop a competitive application to an external research funding agency;
2. support area/s of research strength or emerging research strength;
3. support to establish research by new staff; and
4. support cross-disciplinary research.

Following financial support under the RRP Grant, recipients must apply to an external funding agency for future support of their research project.

ELIGIBILITY

The RRP Grant is only awarded to applicants who apply for and are successful in securing an eligible academic appointment at Level B, C or D, as a part of an external competitive recruitment process. The following conditions apply to be awarded the Grant;

1. Fixed-term appointment of three (3) years, or greater, in duration and not have less than a 50% fractional appointment.
2. Continuing or tenure track appointment and not have less than a 50% fractional appointment
3. The Grant can only be awarded once, future applications will not attract a second awarding of grant funding.
4. The Grant will only be awarded to successful applicants new to UNSW Canberra, or to staff that have been employed at UNSW Canberra for no greater than two (2) years*, under any employment type, ie long term sessional or successive fixed term contracts.
5. The Grant is not applicable to academics hired against externally funded research projects or those on ARC or similar type external funded grants.

**Two years prior to Guideline effective date - 28 February 2022 – refer to HR for application*

APPLICATION AND ASSESSMENT

RRP Grant Applications are submitted as a part of candidate's application for the advertised position. The Application is completed via an online form when applying for the position. The recruitment selection committee will review an applicant's entire application including research proposal when selecting a candidate for Interview.

In selecting a candidate, the selection committee should explore the strategic plan of the research identified and discuss the value of the research as it relates to the School. The Research Proposal will focus on; the candidates academic track record, project quality and strategic value of the intended research to the School.

Should a research proposal require updating or amending, as identified by the selection committee, the committee may recommend to the Head of School (HoS) that an applicant be appointed and be granted time to incorporate any recommendations. The applicant has no greater than six (6) months to resubmit the research proposal for consideration, after this time the grant will not be awarded. The selection committee may also consider deferring a final decision on appointability, to allow the applicant to resubmit the proposal. Should the applicant not resubmit the proposal in an agreed timeframe, the selection committee may recommend that an offer of employment is not granted. The agreed timeframe will be negotiated between the HoS and applicant.

Once a preferred candidate is chosen following interviews the selection committee chair must present the Grant application to the HoS for final approval.

The selection committee will confirm the awarding of the research grant in the selection committee report (Including HoS Support).

Note: *The RRP Grant is an Opt-in process. The Hiring manager and HR recruitment lead will discuss if the Grant application will form a part of the application process. If the decision is to not include the Grant application no funding will be awarded. This Grant is not open to post recruitment activity.*

DURATION OF THE GRANT

The RRP Grant is awarded for a period of two (2) years from the applicant's employment start date, based on a successful outcome in the Recruitment Round.

FUNDING AND BUDGET

Support will only be granted for Research Proposals assessed as successful by the recruitment selection committee outlined in the 'Application and Assessment' section of these guidelines. Funding will only be provided for fully justified and allowable budget items.

Allowed items:

- Salaries for support staff or Research Assistants (excluding top-ups for postdoctoral fellows)
- General project maintenance and/or the purchase of research materials or consumables not normally provided for from School funds.
- Purchase of minor equipment (<\$30,000) or small specialist items is permissible as long as it can be clearly demonstrated that such items are related to a specific research program.
- Travel for primary research purposes directly related to the application, provided that the application demonstrates the potential benefit of the activity to the research performance of the individual or the school.

Non-allowable items:

- Salaries for Chief or Associate Investigators.
- Budget items which should be supplied by academic units.
- Top up funding for postgraduate scholarships.
- Teaching relief.
- Publication costs.

ETHICS

If the proposed research plan involves the use of human participants, animal subjects, or the preparation and/or use of recombinant nucleic acids constructed in vitro from sources that do not ordinarily recombine genetic information, the submission of a clearance approval from a relevant Ethics, Safety or Biosafety Committee is required before funds will be made available.

REVIEW REQUIREMENTS

Reviews of the progress and success of research associated with this grant funding is to be conducted and discussed during the annual myCareer conversations.

GRANT ADMINISTRATION

Upon acceptance of an offer of employment by a successful eligible individual, UNSW Canberra Human Resources will notify the School and UNSW Canberra Finance Team of the appointment acceptance. Upon this notification the school in consultation with the UNSW Canberra Finance Team will manage the Grant's administration and funding.

Note: *the RRP grant is not an entitlement, and it does not form a part of the individuals employment contract with the University.*