



The University of Sydney

FACULTY OF HEALTH SCIENCES

Cumberland Research Grants

Category A
Category B
Category L&T

POLICY STATEMENT

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The Cumberland Research Grant Scheme is designed to support three types of activities.

- Category A: completion of higher degree study and associated publications by Faculty staff
- Category B: development of research track records by Faculty staff with the aim of expediting preparation of competitive external research grant applications
- Category L&T: research, publication, and submission of external grant applications in the field of learning and teaching.

Application forms are available from the Faculty research web site. Applications are submitted to the Senior Research Services Officer, Research & Innovation Office (1 hard copy and 1 pdf copy) by the 1 October 2008. There is one round per year.

1. CATEGORY A

1.1 General Description

This category is intended to support staff who are enrolled in a higher degree by research (Pre-Completion) or who have recently completed a higher degree by research (Post-Completion).

Pre-Completion. The purposes of a Category A Pre-Completion grant are to enable staff to complete a research degree more quickly and to publish the results of their work in DEST acceptable and preferably ISI listed journals. A Category A grant will fund release from undergraduate and postgraduate teaching and administration, enabling the completion of a major phase of the research such as data collection, data analysis, writing up, and attainment of DEST acceptable publications. A Pre-Completion grant application may include up to \$500 for thesis costs such as printing and binding. Funding may be employed for other purposes if the Grants Sub-Committee is persuaded by the application that these purposes will effectively assist completion of the degree. All expenditure must be consistent with the approved application budget. A financial report is required within 3 months of the end date of the project.

Post-Completion. The sole purpose of a Category A Post-Completion grant is to enable staff to write up their work for DEST acceptable and preferably ISI listed journal publications, so that they may move on to new research activities. A Category A Post-Completion grant will fund release from undergraduate and postgraduate teaching and administration.

The maximum award under Category A will be \$7,000 (Pre-Completion) and \$7,000 (Post-Completion), with a pro rata amount for fractional staff. Funds will be made available directly to applicants. All expenditure must be consistent with the approved application budget. A financial report is required within 3 months of the end date of the project. The Head of the academic unit will provide in-kind support by formally approving the reallocation of the staff member's duties.

Staff may be awarded both a Pre-Completion and a Post-Completion grant. It will be the responsibility of the Head of the academic unit to examine the management issues related to a second application from a member of staff. A Post-Completion application may not be submitted until evidence of graduand status has been attained.

Awards are normally expected to span one semester, but may be available for two semesters in exceptional cases.

1.2 Eligibility

- Grants are normally restricted to members of the academic staff funded by the Faculty of Health Sciences who hold full-time appointments, or fractional appointments of 0.5fte or above, for the period of funding. Grants are not restricted to staff enrolled in higher degrees at The University of Sydney or who completed their higher degree at The University of Sydney. Such staff will not be given preference. Staff can only be awarded 1 Category A Pre-Completion and 1 Category A Post-Completion grant.
- No staff member may apply for or hold a Category A and a Category B grant concurrently.

- Applicants on contract must have at least one year of their contract remaining at the time of award of the grant.
- *Pre-Completion.* Applicants must be enrolled in a higher degree by research in which they must have completed a probationary year.
- *Post-Completion.* Applicants must have been awarded a higher degree by research within the past three years.
- Applicants for Category A grants must submit a detailed plan describing how their teaching and administrative duties will be covered if they are awarded the grant. For both Pre-Completion and Post-Completion grants, the plan must be accompanied by a statement of approval from the Head of the academic unit. Additionally, Pre-Completion applicants must include a statement of approval from their supervisor.

1.3 Criteria for Awarding Grants

The following criteria will be used to award grants:

- The detail and feasibility of the proposed plan for release from teaching and administration, and the likelihood that Category A support will expedite degree completion or associated publication. Preference will be given to applicants whose plan allows them to be freed from all teaching and administration duties for a block of time. Preference will be given to Pre-Completion applicants whose application addresses all or the majority of the purposes of the grant outlined under “1.1 General Description” above.
- For Pre-Completion grants, preference will be given to staff who are close to completion of their degree. Applicants seeking funding early in their candidature need to present a strong case in support of their request.
- For Post-Completion grants, preference will be given to staff who have recently been awarded a higher degree and who can provide a realistic plan for DEST-acceptable and preferably, ISI listed publications if awarded a grant.
- Publication record relative to opportunity.
- For HScD applicants, preference will be given to those in the research phase of their degree.

1.4 Allocation of Funds

Funds will not be made available directly to applicants. The applicant's Faculty Research Group will take administrative responsibility for the funds. Funds will be transferred to an account created within the Faculty Research Group's responsibility centre.

1.5 Reporting

Recipients of an award must submit a brief report, together with a copy of their original proposal for the use of funds. The report must include a financial acquittal statement. The report must be submitted electronically to the Senior Research Services Officer, Research & Innovation Office as secure pdf files within three months of the expiry of the grant. Staff awarded a Cumberland Research Grant who fail to submit a report deemed satisfactory by the Grants Sub-Committee will be ineligible to apply for further Faculty research grants.

2. CATEGORY B

2.1 General Description

The purpose of Category B grants is to expedite the building of a track record by Faculty staff that would make them competitive applicants for external research funding. The Chief Investigator (CI) on a Category B grant must be from the Faculty of Health Sciences. There may be any number of Associate Investigators (AIs) on Category B applications, and any number of them may be located outside the Faculty. A Category B grant may not be used to support research for a higher degree. The maximum award under Category B will be \$20,000 for one year.

2.2 Eligibility

To be eligible for Category B grants, applicants must meet the following criteria.

- Grants are normally restricted to members of the academic staff funded by the Faculty of Health Sciences who hold full time appointments, or fractional appointments of 0.5fte or above, for the period of funding. No staff member may apply for or hold a Category A and a Category B grant concurrently.
- The CI will not have been a Chief Investigator on a successful grant valued at over \$50,000 excluding scholarships unless the applicant makes a convincing case that exceptional circumstances apply. Any number of AIs may have been a Chief Investigator on a successful grant valued at over \$50,000.
- Category B funding is not available for projects which are supported by other funding sources during the year of application or during the proposed year of funding.
- Applicants must provide a plan for research career development with a view to gaining external research funding. This career development plan is to be prepared in consultation with the Associate Dean Research. Those consultations must begin at least a month before the deadline for grant submission. The career development plan must be endorsed by the Associate Dean Research.

2.3 Criteria for Awarding Grants

The following criteria will be used to award grants:

- The scientific merit of the proposed project
- Publication record relative to opportunity
- Recency of postgraduate award. Preference will be given to new investigators
- The merit, scope and feasibility of the submitted plan for proposed research career development
- The level of grants previously held by an applicant
- A well-justified budget.

2.4 Allocation of Funds

Funds will be made available to successful applicants through the normal accounts procedure. Funds not expended by 31 March in the year after access to the grant money is made available will lapse.

2.5 Reporting

Recipients of an award must submit a brief report, together with a copy of their original proposal for the use of funds. The report must include a financial acquittal statement. The report must be submitted

electronically to the Senior Research Services Officer, Research & Innovation Office as secure pdf files within three months of the expiry of the grant. Staff awarded a Cumberland Research Grant who fail to submit a report deemed satisfactory by the Grants Sub-Committee will be ineligible to apply for further Faculty research grants.

3. CATEGORY L&T

3.1 General Description

The purpose of Category L&T grants is to enable Faculty researchers to undertake scholarly research in the field of learning and teaching. These grants will not be awarded for the purpose of teaching development.

The Chief Investigator on a Category L&T grant must be from the Faculty of Health Sciences. There may be any number of Associate Investigators (AIs) on Category L&T applications, and any number of them may be located outside the Faculty.

A Category L&T grant may not be used to support research for a higher degree.

The maximum award under Category L&T will be \$10,000 for one year only.

3.2 Eligibility

To be eligible for Category L&T grants, applicants must meet the following criteria.

- Grants are normally restricted to members of the academic staff funded by the Faculty of Health Sciences who hold full time appointments, or fractional appointments of .5 or above, for the period of funding.
- The CI will not have been a Chief Investigator on a successful grant valued at over \$50,000 in the field of Learning and Teaching unless they can make a case that exceptional circumstances apply. Any number of AIs may have been a Chief Investigator on a successful grant valued at over \$50,000.
- Category L&T funding is not available for projects which are supported by other funding sources during the year of application or during the proposed year of funding.

3.3 Criteria for Awarding Grants

The following criteria will be used to award grants:

- Merit of the proposed research in contributing original knowledge on teaching and learning
- Strategic value of the expected research findings for informing teaching within the Faculty
- Likelihood of the proposed research leading to a successful application for external funding
- Publication record relative to opportunity
- A well-justified budget.

3.4 Allocation of Funds

Funds will be made available to successful applicants through the normal accounts procedure. Funds not expended by 31 March in the year after access to the grant money is made available will lapse.

3.5 Reporting

Recipients of an award must submit a brief report, together with a copy of their original proposal for the use of funds. The report must include a financial acquittal statement. The report must be submitted electronically to the Senior Research Services Officer, Research & Innovation Office as secure pdf files within three months of the expiry of the grant. Staff awarded a Cumberland Research Grant who fail to submit a report deemed satisfactory by the L&T Committee will be ineligible to apply for further Faculty research grants.

4. CONDITIONS OF AWARD

Any equipment purchased with Cumberland Research Grant Scheme funds remains the property of the Faculty of Health Sciences.

All personnel appointments funded from Cumberland grants will be regarded as terminating at the expiry of the current period of the grant and will be subject to all usual University conditions of employment. Staff employed under grants are responsible to the Head of the relevant academic unit. Personnel may include research students, provided the salary does not contravene the conditions of other subsidies or scholarships received by the student. Employment of Faculty research students should contribute to the students' academic programs.

It is expected that basic facilities, such as access to accommodation or a suitably equipped laboratory, to workshop services, to a literature service, adequate computer time, stationery and basic typing services will be provided by the applicant's own academic unit.

All projects which involve either human or animal experimentation must have approval from the appropriate University ethics review committee.