



ARC FEDERATION FELLOWSHIPS 2007 Round for Funding in 2008

UNIVERSITY OF ADELAIDE PROVISIONAL INTERNAL INFORMATION SHEET AND INSTRUCTIONS *(Subject to ARC Funding Rules release in mid-July 2007)*

**** PLEASE NOTE ****

This document provides a brief overview of the ARC Federation Fellowships scheme, and the University of Adelaide's internal process based on information current as at May 2007. The ARC documentation for the 2007 Federation Fellowships round for funding in 2008 is not available as at May 2007, and the Federation Fellowships scheme is currently under review by the ARC.

Therefore the information in this document is provisional and may be subject to change depending upon the detail of the ARC documentation and the outcome of the ARC review. However, it is being circulated now to provide general guidance as early as possible.

Key Dates:

- Expression of Interest submission to Research Branch by:
Monday 23rd July 2007
- Draft Application submission to Research Branch by:
Friday 14th September 2007 (provisional)
- Final Application submission to Research Branch by:
Friday 26th October 2007 (provisional)

Prepared May 2007

INTRODUCTION

The Australian Research Council's Federation Fellowships are innovative and highly prestigious awards designed to attract to and retain in Australia outstanding researchers, and to build and strengthen world-class research capacity in Australia. By providing an internationally competitive salary, the Federation Fellowships support researchers of international renown to undertake and lead ground-breaking research of significant national economic, environmental and social benefit. Federation Fellowships aim to contribute to the Australian innovation system, developing strong links between researchers, industry and the international research community. Open to applications from outstanding international researchers, the *Federation Fellowships* scheme particularly encourages applications from Australian and non-Australian researchers currently working overseas. A clear preference will be given to early to mid-career researchers who will play a leadership role in building Australia's internationally-competitive research capacity.

It should be noted that, subject to the ARC receiving an adequate number of requests of the requisite type and of sufficient quality, the ARC will award up to five Federation Fellowships to support researchers who are not Australian citizens or permanent residents, but who can demonstrate that the Federation Fellowship would be of national benefit to Australia. Proposals for these Federation Fellowship candidates should demonstrate special expertise, extensive skills or exceptionally high performance levels, and the ability to build Australian research capacity by facilitating the transfer of critical knowledge to Australia and Australians.

Federation Fellowships do not support work in clinical medical and dental research.

The Selection Criteria are (provisionally):

- 50%: Investigator's track record and leadership ability to build world-class research capacity;
- 30%: Project/Program of research activity (significance and innovation; approach; appropriateness of support); and
- 20%: National Benefit.

A preference may also be given in favour of applications aligning with the designated National Research Priorities (see: http://www.dest.gov.au/sectors/research_sector/policies_issues_reviews/key_issues/national_research_priorities/default.htm).

In addition to the Fellow's salary, the ARC may provide successful applicants with a start-up project grant if, immediately prior to the closing date, they:

- Were not a Chief Investigator on a current ARC Discovery-Project or Linkage-Project grant; and
- Were not eligible to be a Chief Investigator in the most recent rounds of the ARC *Discovery-Projects* or *Linkage-Projects* schemes (i.e. for funding commencing in 2008).

The ARC *Funding Rules and Instructions to Applicants* as well as access to the GAMS Application Form will be available at the Research Branch web-address: <http://www.adelaide.edu.au/rb/arc/FedFell.html>. Currently (as at May 2007), this link contains last year's (2006) round ARC documentation, but will be updated when the 2007 round information becomes available.

UNIVERSITY OF ADELAIDE APPROACH

The University will only support applications which are clearly aligned with the University's - and the relevant Faculty's - research strategy [the University's Strategic Plan can be accessed at: <http://www.adelaide.edu.au/dvcr/policy/StrategicPlan20042008.pdf>].

Applicants must add to a critical mass of researchers or clearly articulate a plan for creation of such a critical mass based on existing collaborations. Proposed Federation Fellowships should seek to align with an existing / proposed research centre or grouping in the University- see <http://www.adelaide.edu.au/rb/centres>.

UNIVERSITY OF ADELAIDE FEDERATION FELLOWSHIP APPLICATION PROCEDURE

STEP 1 - UA INTERNAL EXPRESSION OF INTEREST – TWO STAGE PROCESS

In order to ensure that the University is willing to support applications submitted in its name - and their competitiveness - prospective applicants, in consultation with their host Head of School, are required to prepare an *Expression of Interest* (EoI) for an initial two stage assessment process, with ultimate consideration by the University Research Committee.

First Stage – Head of School and Faculty Endorsed Eols due in Research Branch by 23rd July 2007

The Expression of Interest developed by the applicant in conjunction with the Head of School should be assessed by the School and Faculty to determine if they can support the proposed applicants financially and that the application aligns with the strategic plan of the Faculty and the University.

The completed EoI, endorsed by the signatures of the hosting Head of School, Associate Dean (Research) and Executive Dean, is then required to be submitted to the Research Branch by **Monday 23rd July 2007**.

Second Stage – Eols to be considered at 6th August 2007 URC Meeting

Eols will be collated for consideration by the University Research Committee for University-level support to proceed to a full application. Candidates will be notified of the outcome by **Friday 10 August 2007**.

Expressions of Interest must comprise the following three (3) components:

1. **A Curriculum Vitae and Capability Statement** with the following information:
 - o Name and Title of Fellow applicant
 - o Qualifications (and year of award for each award)
 - o Current appointment (Organisation and year of appointment; Level and year of appointment to level)
 - o Relevant employment history;
 - o Professional 'Research Impact Biography' including most significant contributions to/highlights in the research field, keynote addresses, awards and prizes etc;
 - o Evidence of the Fellow's leadership ability and capacity to build, enhance and sustain the impact of Australia's research base/capability, including the development of active national and international collaborative links;
 - o Total higher degree research students (Australian and overseas) supervised, and higher-degree student completion number since 2002;
 - o The names and contact details of two distinguished referees, able to comment on the Fellow applicant's track record and capability;
 - o List of ten most-significant publications (including citation data, journal impact factor and web/PDF link if available);
 - o List of Australian Category 1 grants and International competitive grants and income; and
 - o List of all refereed publications since 2002, in descending date order and divided into the following categories: Books, Book Chapters, Journal Papers, Refereed Conference Papers, Other.

2. In no more than two pages, a **Project Proposal** comprising:
 - o Summary (150 words);
 - o Significance and Innovation (200 words);
 - o Approach (200 words);
 - o National benefit and contribution to National Research Priorities (150 words);
 - o Relationship to the Faculty's and University's strategic plan and objectives (150 words);
 - o Links, or proposed future links, with existing or potential Centres of Excellence, Special Research Centres, other Federation Fellows, University Centres, Clusters etc; and
 - o Links to any previous Federation Fellowship application(s).

3. Together with:
 - o An in-principle indication of the level and sources of all pledged cash and in-kind support; and
 - o The signed endorsement of the:
 - Head of the proposed host School;
 - Associate Dean (Research) of the host Faculty; and
 - Executive Dean of the host Faculty.

STEP 2: DRAFT APPLICATION STAGE

Those invited to continue the process of developing a Full Federation Fellowship application must submit a draft of the application's Parts B8-B9.5 (Fellow's Track Record), Part C3.1 (Draft UA Letter of Support – *see below*) and Part E (Project Proposal) and Part F (draft Referee Reports - *see below*) to Research Branch **by no later than Friday 14 September 2007 (provisional date)** for review by the University's Federation Fellow Application Screening Committee. Feedback will be provided within two weeks of this date.

Applicants progressing to this stage will be provided with a copy of a past successful application for their information.

STEP 3: FINAL APPLICATIONS

Preparing Final Applications

Parts of the application will be composed through the ARC's web-based Grant Application Management System (GAMS). Information about, and access to, GAMS is available at: <http://www.adelaide.edu.au/rb/arc/GAMS.html>

Applicants who do not already have a GAMS User ID and Password will need to obtain these by contacting Linda Knobben (extn 34722) [61 8 8303 4722 for overseas applicants] or by email at linda.knobben@adelaide.edu.au.

Final Hard Copy Submission

An original hard copy of the complete application (including the draft UA Letter of Support and Referee Reports – see below) is to be submitted to the Research Branch **by no later than 5pm Friday 26 October 2007 (provisional date)**. The application form must be submitted with the *additional text*, including supporting documentation (draft Letter of Support etc), **interleaved appropriately** (see checklist in the ARC Instructions for Applicants) **and all the pages** (including those completed in GAMS) **numbered consecutively**. The Research Branch will arrange for the required additional copies to be made. The application must be clipped with fold-back clips, not stapled.

All pages of additional text must be in black type, use a single column and 12 point font size in a highly legible font type (e.g. Arial Narrow) on white A4 paper, printed on one side only and unbound, with at least 2 cm clear margins *all sides*.

Each application must be accompanied by the completed, signed Internal Certification Form (to be available from the Research Branch website), including details of any specific facilities or in-kind support to be made available for the project, details of the amount of any cash support to be provided by the University, Faculty or School, other organisations, industry partners etc and the purposes for which it will be used (e.g. to appoint postdoctoral fellows or support staff, postgraduate scholarships, travel, equipment purchase etc). Since the ARC provides only 28% for salary on-costs, whereas the University of Adelaide's are 29.5%, approximately AUD\$3,850 of the cash support should be earmarked to cover this shortfall each year.

Part C3.1 University of Adelaide Draft Letter of Support and Cash and In-kind Contributions

The draft application should include a draft letter/statement of support written by the Head of School / Faculty Dean in consultation with the applicant. An electronic copy should also be e-mailed to james.deed@adelaide.edu.au. Note that in the final application, the Letter of Support will come from the Deputy Vice-Chancellor and Vice-President (Research) (DVC&VP(R)) on behalf of the University.

The draft Letter of Support should include:

- Details of facilities and equipment being made available to enable a high level of support for the conduct of the proposed research to be provided;
- Details of the cash and in-kind support that will be contributed by all parties, including the amounts and the purpose of the contributions (in-kind support will include general infrastructure support calculated using the standard AVCC multipliers of 1.25 on the direct payroll costs (salary plus on-costs) for laboratory-based research and 0.92 on the direct payroll costs for non laboratory-based research applied to level A staff and above; and could include specialised facilities and equipment, and research or support staff not funded by the cash contribution);
- Any commitment of funds for postgraduate students and postdoctoral researchers to work with the Federation Fellowship holder (this is required to form a significant part of the support package);
- The letter should be enthusiastic about the Fellow and her/his qualities, capability and 'fit', and the role the Fellow would be expected to play in research capacity-building activities in the University and host

Faculty/School. Research capacity-building activities could include research leadership in teams and centres and supervision of postgraduate students, but should not include a major role in administration;

- The letter of support should discuss the National Benefits (economic, social and environmental) arising from the Fellowship; and
- It should be structured to accord with and reflect the objectives of the Federation Fellowship scheme, where the Australian Research Council is looking to support excellence in research by attracting world-class researchers to key positions, and creating new rewards and incentives for the application of their talents in Australia.

Federation Fellowships aim to:

- Attract and retain outstanding researchers of international renown;
- Build and strengthen world-class research capability in Australia;
- Expand Australia's knowledge base by supporting ground-breaking, internationally competitive research;
- Forge strong links between researchers, industry and the international research community;
- Support research that will result in economic, environmental, social and cultural benefits for Australia.

The final Letter of Support will be prepared in the office of the DVC&VP(R) from the draft provided by the applicant's School and Faculty. The Research Branch will arrange for the final version of the Letter of Support to be prepared, signed by the DVC&VP(R) and inserted in the application in place of the draft.

University Cash and In-kind Contributions

For a Federation Fellowship application the University's contributions must at a minimum meet the following requirements:

- The total support provided, including both cash and in-kind contributions, must at least match the total level of funding provided by the Commonwealth for the Federation Fellowship less the value of any Start-up Funding;
- The level of the University's cash contribution must at least match the total level of salary funding provided by the Commonwealth (excluding on-costs) AUD\$256,052 p.a. in 2007 dollars;
- The Administering Organisation must provide suitable facilities and access to support requirements for the Federation Fellow(s) such as qualified technicians, all library services and any equipment necessary for the conduct of the research;
- The support and facilities must be adequate and appropriate to support the research plan put forward in the Proposal;
- A commitment of funds for postgraduate students and post-doctoral researchers to work with the Federation Fellowship holder should form a significant part of the package of matching support; and
- The contributions must not be sourced from Commonwealth competitive research funding.

Central cash support (to be determined) may be provided from the central Strategic Initiative Fund. This will be in addition to any provided by the applicant's host School and Faculty. The Faculty may also decide, at the Executive Dean's discretion, to guarantee an ongoing position at a professorial salary at the end of the Fellowship to any successful applicant. It is imperative that potential applicants, in conjunction with their host Head of School, discuss their application with the relevant Executive Dean at an early stage if they are seeking this guarantee or any cash support from the Faculty.

Part F - Referee Reports

Applications are required to include up to two (2) two-page reports, on letterhead, from distinguished referees for the Fellow applicant. The quality and standing of the referees as well as their comments will be taken into account in the assessment of applications. It is the responsibility of the applicant to provide his or her nominated referees with a copy of the application to be submitted to the ARC and seek their response in time for the hard-copy to be submitted to the Research Branch (i.e. **by 14 September 2007 for the draft application**). The ARC reserves the right to seek reports from referees other than those nominated by the applicant.

<p>Enquiries should be directed to Jim Deed, Manager, Major Programs Extension 33534 [61 8 8303 3534 from overseas] or by email to james.deed@adelaide.edu.au</p>
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