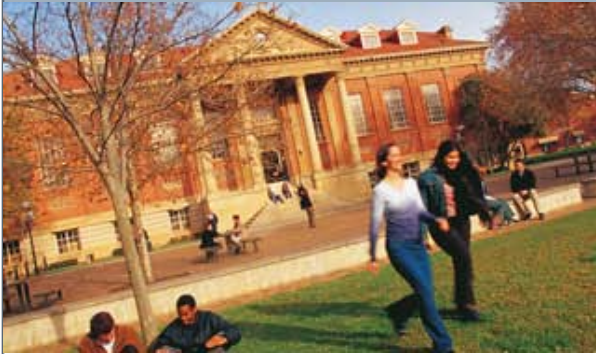


December 2011



THE UNIVERSITY
of ADELAIDE

ARC CI Workshop



Tim Anson
Australian Research Council RGO,
Research Branch



Welcome – thanks for attending

- **ARC post award** – Dr Tim Anson (RGO – Research Branch)
 - **The Legal perspective** – Ms Oana Manole (Legal Council – ARI)
 - **The Finance perspective** – Ms Jane Millington (Manager, Research Accounting)
-
- Legal approvals/agreements
 - Ethics approvals
 - You must obtain these prior to beginning your project
 - Funds will only be released once all approvals are in place





You have a new grant – Congratulations!..... *What's next?*

- Acceptance of award
 - Award Acceptance Form, including Head of School signature
 - Multi-Institutional Agreements (*Legal Services*)
 - Research Agreement
- General Ledger Project Code creation (*Research Accounting*)
- Category 1 Research Fellow paperwork (coordinated by Research Branch for salaries funded by external grants)
 - * this applies to DORA – DECRA – Future Fellowships - APDI





The ARC Funding Agreement



- Spending of grant funds
- University's Obligations
- Research Agreements & Multi Institution Agreements (aka contracts)
- Reporting
- Acknowledgement obligations
- Compliance with the Australian Code for Responsible Conduct of Research





The ARC Funding Agreement

- Formalises agreement between the University and the ARC
- Applies to all new funding (previous grants continue to be administered by the Funding Agreements current at the time of award) e.g. DP12 Project governed by DP12 Funding Agreement and Rules
- All Universities/Administering Institutions have signed the same Agreement
- Must be read together with the Funding Rules for each scheme (*available from the ARC website*).

University's obligations:

- Provision of suitable facilities and resources
- Ensure the approved Research Activity is carried out in an ethical, responsible, diligent and competent manner.
- Notify ARC in writing immediately of any instances of non-compliance





ARC Discovery Projects & Fellowships

Your Obligations

- Read & understand the Funding Rules
- Read & understand the Funding Agreement
- Spending of grant funds – what you can and can't spend your money on
- Multi-Institutional Agreements – are there other eligible organisations and O/S organisations involved?
- Reporting – Progress and Final reports
- Carry Forward Requests
- Acknowledgement obligations





ARC Linkage Projects

Research Agreement

- Fine details set-out in the Funding Agreement (clause 10)
- Formal contract between UA, your Partner Organisations & and Collaborating Organisations
- Required by the ARC: **clause 10**. Partner Organisation Agreements
- **clause 13.** Commencement of Project: Final Date for Commencement and Partner Organisation Written Agreements
 - 2.1 The Project, including any APDI Fellowship element, must commence:
 - (a) for Projects funded in Round 1 - by no later than 30 November 2012; and
 - (b) for Projects funded in Round 2 - by no later than 30 June 2013.

(still under consideration)

* Your project cannot start & funds will not be released until we have fully signed agreement.





Linkage Project Research Agreements

- up to a year to get sign-off
- can often take longer

Common issues

- BIP – misunderstandings related to Background Intellectual Property
- PIP – who gets what share of the Intellectual Property generated by the Project?
- Commercialisation of PIP – who gets what share?

Responsibilities

- RB provides template with standard project details included
- Researcher to drive negotiations if no commercialization involved
- If commercialization involved – ARI can step in

Tips

- Can speed things up if the researcher takes an active role in this process
- Stay engaged with Partners and address any issues early
- Any trouble – contact the Research Branch





Changes to the planned research:

- Add/remove/replace Team Member
- Add/remove/replace Partner Organisation
- Change in Research Plan/budget
- Defer Grant Start Date
- Defer in-progress Grant
- Extended Leave Request (longer than 3 months duration e.g. maternity leave)
- Grant transfer
- Relinquish Grant
- Remove Non-CI Team Member
- Transfer Administrative Institution
- Update CI Team Membership and Structure

Variation requests are to be submitted through the RB and include supporting documents

Lead CI must submit Variation to Funding Agreement Request





Acknowledgement Obligations

When the research team “...publishes, produces or is involved in promotional material, such as books, articles, television or radio programs, electronic media, newsletters or other literary or artistic works, must ensure (wherever possible) that the ARC’s contribution and support of the Project is acknowledged in a prominent place and an appropriate form...”

- must ensure (wherever possible) that the ARC’s contribution and support of the Project is acknowledged in a prominent place and an appropriate form acceptable to the ARC.





Changes to reporting requirements

Clause 32 of the Funding Agreement (LP12)

Clause 31 of the Funding Agreement (DP12 & FT12)

Clause 30 of the Funding Agreement (DE12)

- Progress Report not to be submitted after the first year of the project unless there are significant issues affecting the progress of the project.

But you need to check the relevant Funding Agreement as what is needed varies from scheme to scheme.

Note: based on information collected in your Award Acceptance form you will receive an automated email letting you know when a report is due for submission

You will get a reminder email in your first year, but you need to decide if you a report is required.





Material Produced Under this Agreement...

The University & and the researchers must:

“

- take reasonable care of, and safely store, any data, specimens or samples collected during, or resulting from, the conduct of their Project
- make arrangements acceptable to the ARC for lodgement with an appropriate museum or archive in Australia of data, specimens or samples collected during, or resulting from their Project; and
- include details of the lodgement or reasons for non-lodgement in the Progress Reports and the Final Report for the Project.

“





Possible Consequences of non-compliance

Termination of the Grant

Cut off funding

Require funding to be returned CI won't be able to apply for future grants





The Australian Code for Responsible Conduct of Research (2007)



Available on Research Branch website

<http://www.adelaide.edu.au/rb/code/>

Under the ARC's Funding Rules and Agreements:

All Proposals and ARC-funded research projects must conform to the principles outlined in the following and their successor documents:

- a. NHMRC/ARC/UA Australian Code for the Responsible Conduct of Research (2007);
- b. as applicable, the NHMRC/ARC/AVCC National Statement on Ethical Conduct in Human Research (2007); and
- c. as applicable, codes on animal research promulgated by the NHMRC.





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