

## Research Centres and Research Institutes Framework

### 1.1 Research Centres Application Template

1. A Research Centre will be a prominent, smaller-scale, more highly focussed research structure than an Institute, with fewer senior research leaders. It will possess the following qualities:
  - a) ability to promote and foster an established or emerging area of research strength in line with the University's strategic directions;
  - b) a level of critical mass appropriate to the endeavour;
  - c) the capacity to bring in significant external funding;
  - d) mechanisms for obtaining expert input from the broader community; and
  - e) the capacity to generate high quality research output commensurate with its size.
2. Members of a Research Centre must be staff or affiliates with:
  - a) a continuing or fixed term appointment, or a conferred title, with the University, unless the Provost and DVC&VP(R) approves otherwise;
  - b) a clear intellectual commitment to the work of the Research Centre; and
  - c) an ability to make a reasonable commitment of their time to the Research Centre.
3. Each Research Centre is required to have a clear governance structure and reporting lines within the University, agreed upon at the time of establishment. The initial establishment period must not exceed 3 years for a Research Centre, unless the VC&P considers that special circumstances warrant a longer initial establishment period.

#### Application Criteria

Applications must address most of the individual criteria listed below, although ensuring that all main areas (A-J) are covered. In cases where no central funding is sought, a more streamlined approach may be used. Nevertheless, it is expected that the application will broadly address each of the main areas. If central funding is sought as part of the initial establishment, a draft budget showing how the funding would be spent must be provided with the application. The application is expected to be no more than 20 pages (and it may be less) in 12 point font, and requires a covering statement of support from the relevant Executive Dean(s).

#### A. Name and Function

1. The name of the proposed Centre;
2. How the proposed Centre fits the criteria listed in Point 1 above; and
3. If it is proposed to use the words 'National' or 'Australian' in the title, how it fits the criteria of Framework Principle 9 (namely, whether it has a national dimension to its character, e.g. nodes across the country, serves as a national focal point, or is unique and prominent in Australia).

#### B. Strategic Purpose and Benefit

1. The ability to accelerate University research, commercial research and research training priorities;
2. The extent of competition from other organisations in the same research field, and the uniqueness of this proposal;
3. The ability to contribute to State and national research priorities, and/or to be a recognised international contributor in a defined area of research strength;
4. The relationship to the University Strategic Plan and the relevant Faculty Strategic Plan(s);
5. The ability to develop verifiable public good outcomes, and the possible impacts these outcomes may produce;
6. The essential value proposition and capacity to leverage additional external funding support;

7. The potential contribution to research training at the Honours and Postgraduate level; and
8. The potential contribution to the development of Early Career Researchers.

**C. Research program**

1. The creative and innovative nature of the proposed research programs, and their capacity to lead to a significant advancement of knowledge in the designated research area; and
2. The degree to which the application enhances the concentration and coordination of research in the particular field(s) of research.

**D. Membership**

1. The names, quality and performance of participants contributing at least 10% of their time to the Centre, as gauged by publications, grants, numbers of honours students, HDR load and HDR timely completions, and other forms of recognition.

**E. Organisational support**

1. The physical location of the proposed Centre and its accommodation needs, together with an indication of how those needs are to be met, by whom and at whose cost, as well as commitments to provide basic infrastructure, including equipment, administrative and technical staff support, telecommunications and computing facilities, and other key resources;
2. The provision of funding to support the Director and key investigators to execute research leadership roles; and
3. Integration and management of the relationship with relevant faculties, including any impacts on the structure and/or operations of existing Schools and Research Centres.

**F. Governance**

1. The 'home' School and/or Faculty of the Centre;
2. The proposed management arrangements and responsibilities (the adequacy of which will be assessed and may be refined in conjunction with the Provost and DVC&VP(R) and proposed Director during the establishment process), including the organisational structure of the proposed Centre, its reporting arrangements both internally and externally, its financial systems, and its business and strategic plans, which should include milestones for achievement of objectives; and
3. The proposed Director's research profile and capacity for leadership, vision, management and strategic planning.

**G. Budget**

1. Summarise the major budget items for each of the initial three years of the existence of the Research Centre, providing brief justifications or explanations as necessary. Flag any significant new infrastructure, equipment or accommodation impacts. As a general rule, budget proposals should not exceed \$250,000 per annum.

**H. International, national and regional links and networks**

1. The potential for enhancement of effective interactions and linkages with researchers in other universities and research organisations working in the proposed fields of research.

**I. End-user links**

1. Where applicable, the adequacy of plans and strategies for facilitation of technology transfer including fostering a culture of innovation;
2. The relevance of the proposed program of research to potential end-users; and
3. The potential to attract external partners to the Centre and develop long-term strategic partnerships.

## J. Key Performance Indicators

1. Include a set of proposed key performance indicators (KPIs) with related targets. These KPIs and targets should be structured around the outcomes listed in the [Annual Reporting Requirements for Research Centres and Institutes Template](#). Indicate how the future KPIs (by which the success of the Centre will be measured) align with the budget strategy outlined above.