Guidelines and application form
Assemblage Centre for Creative Arts – Research Grant Scheme

Overview

Assemblage offers research awards on the basis of merit to active creative and performing arts researchers and others in the College of Humanities, Arts and Social Sciences (CHASS). This year, Assemblage is offering three seed grants of $3,500.

Funding is available for research projects, including:
- Research projects that lead to high-quality creative research
- ECR research projects that lead to high-quality creative research
- Transdisciplinary creative works that are embedded in a research project

Applicants are advised to discuss their ideas with the Assemblage Director/s before submitting their formal application. Applications are to be sent to assemblage@flinders.edu.au by COB 5pm on the closing date.

Purpose

Assemblage offers research awards on the basis of merit to active creative arts researchers in the College. The objective of this funding is to enhance the College of Humanities, Arts and Social Sciences research performance and profile in the areas of strength in creative arts through new research that requires one year of funding only.

Seed Funding Grants

The objective of the seed grant funding is to enhance the College of Humanities, Arts and Social Sciences research performance and profile creative and performing arts through new research (practiced-based and traditional).

Eligibility

At least one of the applicants must be in a balanced or research-only academic role or must be a post- doctoral fellow appointed for one or more years at 0.4 FTE or above within the College. Additional applicants may include other Flinders University academic staff, HDR students, or staff with adjunct or full academic status, including Emeritus Professors, Honorary Visiting Fellows and Honorary Research Fellows. If there are applicants from outside of the CHASS, that College must also contribute to funding the proposed project. Under special circumstances, co-applicants from outside Flinders University may be considered, particularly if there are important underlying strategic reasons for their inclusion. In this case, co-applicants from outside Flinders University may also be required to contribute to funding the proposed project.

Applicants are expected to discuss their application with the Assemblage Director before submitting.

Guidelines and application form
Assemblage – Research Grant Scheme

Funding and Conditions

Within the Assemblage Research Grant Scheme funding is available for:

- Research Projects involving one or more CHASS researchers that will lead to high-quality creative research and, whenever possible, future grant success (to a maximum of $3,500).
- Internal research translation events at the university, college, or Assemblage level or jointly-sponsored external research translation events featuring CHASS creative arts researchers.
- Creative development projects that will lead to high quality creative outputs.
- Significant public presentations of creative work by one or more CHASS creative arts researchers.

NOTE: At the end of the grant period any unspent funds will be automatically returned to the College Research budget for reallocation.

NB. Regarding travel, please be aware of the relevant COVID19 restrictions and consider these in developing your applications.

Application and Assessment

Applications and assessment will take place once a year with dates announced in VPED updates.

Applications will be assessed against the following assessment criteria:

- Quality of research proposal and budget justification
- Transdisciplinarity of research proposal
- Track record of the applicant(s) relative to opportunity
- Potential for high-quality research outputs
- Potential for innovation and/or impact and engagement
- Potential to lead to external research funding
- Alignment with Assemblage Strategic Plan and University Research Strategy
- Fostering teams and capacity building (e.g. include ECRs and mid-career staff with senior researchers)

Each application will be reviewed by the Assemblage Management Committee. The committee will then make a recommendation to the HASS Dean of Research for final approval. Application form and attachments <u>must</u> be combined into <u>one</u> PDF document to be sent via email submission to assemblage@flinders.edu.au by 5pm on the closing date.

Reporting Requirements

Grant recipients are required to submit a 500-word report to the Assemblage Centre for Creative Arts at the conclusion of their research project. A template for this report can be found at the end of this document. The report should be emailed to assemblage@flinders.edu.au within two months of the end date of the research project.

Assemblage Research Grant Scheme   Date:

SECTION A: Researcher information (Lead)	
Name	
Position title, level classification	
Do you have continuing employment within CHASS	☐ Yes ☐ No
If you do not have continuing employment with CHASS, are you presently on contract?	☐ Yes ☐ No ☐ NA *(If yes, please state expiry date of contract below)*
Fraction at which you are employed if it is less than 1.0 (full-time)	☐ I am full-time **OR** I am employed at 0.____

SECTION B: Researcher information (to be completed for each of any co-applicants)	
Name	
Position title, level classification	
Do you have continuing employment within Flinders or elsewhere	☐ Yes ☐ No
If you do not have continuing employment, are you presently on contract?	☐ Yes ☐ No ☐ NA *(If yes, please state expiry date of contract below)*
Fraction at which you are employed if it is less than 1.0 (full-time)	☐ I am full-time **OR** I am employed at 0.____

Assemblage – Research Grant Scheme

SECTION C: Assemblage Research Grant Scheme Funding category	
Research Projects involving two or more creative arts researchers that will lead to high quality research outputs and, whenever possible, future grant success (to a maximum of $3,500).	☐
Research Workshops or Conferences hosted at Flinders University by the creative arts researchers (for workshops or conferences that will bring substantial research, publication and profile benefits to the College, to a maximum of $3,500).	☐
Distinguished Visiting Research Fellows (to enhance national and international collaboration with researchers in the and HDR students in relation to research, to a maximum of $3,500).	☐
Internal events at the university, college, or Assemblage level	☐
Creative development projects that will lead to high quality creative outputs	☐
Significant public presentations of creative work of two or more CHASS creative arts researchers.	☐
Grant development seminars	☐

SECTION D: Assemblage Research Grant Scheme Project Details	
Project Title	
Project Summary *(maximum 100 words)*	
Total amount of funding sought	$

List of other researchers involved with the project and their role (e.g. associate investigator) and affiliation (entity or institution) *(Please note: each researcher listed on the application must provide a completed 'researcher information' section as per Section B above.)*	
Is ethics approval required for this project?	☐ Yes ☐ No If yes: ☐ Approval has been sought *(List date of application)* ☐ Approval has been granted *(Insert approval number)*
Is this project related to a current or future external funding bid (eg government or industry collaboration involving external research income, ARC Discovery, ARC Linkage etc).	☐ Yes ☐ No If yes, list the granting body to which you will be applying and the probable date of application:
Planned commencement and completion dates for this project	
Have you applied for external funding for this project elsewhere?	☐ Yes ☐ No If yes, list contribution(s) sought from other sources (detailing amount and source)
Project Description *(maximum 500 words)*	
Aims and Significance *(maximum 500 words)*	
Research Plan and Timetable *(maximum one page)*	
Outcomes and benefit *(maximum 500 words. List outcomes and describe how this project leads to high-quality research outputs, innovation and/or impact and engagement, team and capacity building, and aligns with Assemblage)*	

SECTION D: Budget		
Total amount of funding sought	$	
Project costs	**Item**	**Amount**
Personnel *(include rate, number of hours required and salary recipient if known)*	- - -	$ $ $
Equipment	- -	$ $
Maintenance *(misc. consumables ie software, stationery)*	- - -	$ $ $
Travel	- - -	$ $ $
Other	- -	$ $
Total		$

Justification of Budget
(For each of the items in the budget above, fully justify the item requested in terms of need and cost. It is not sufficient to claim certain equipment or personnel costs as $X. Rather, the budget justification should provide information on the calculation of the cost and the need for the budget item, for example, "software: $500" is not sufficient. Rather, you should state the specific software and why it is important to the project. The same level of explanation is required for all items being requested.)

SECTION E: Research Opportunity relative to Performance –
Details of the participant's academic career and opportunities for research. eg. Has the participant experienced an interruption to career that has impacted on their academic record, or restricted opportunity due to other reasons?

(maximum of around 300 words)

SECTION F: Compulsory attachments checklist	
Researcher information for <u>all</u> researchers (see SECTIONS A and B)	☐ Yes
Quotes/evidence for budget items (eg equipment, travel)	☐ Yes
Publication list downloaded from ResearchNow incorporated into this application	☐ Yes
I have discussed this application with the Assemblage Director and Assemblage Deputy Director	☐ Yes
I have provided all required acquittal reports in relation to previous Assemblage -funded research grants (if applicable)	☐ Yes ☐ NA
I have combined this application form and all the required attachments into one PDF document for submission as my complete application *(Please note the presentation of your application is important.)*	☐ Yes

Acknowledgement

☐ I confirm that the information given in this form is complete and accurate.

Guidelines and application form
Assemblage – Research Grant Scheme

In order to apply for Assemblage grant funding, it is important that you have acquitted any other outstanding Assemblage research funding.
.

Assemblage – Research Funding Acquittal Report   Date:

Funding recipient name (Lead CI)	
Other CIs	
Round/Year	eg: round 1/2023
Type of Research award	
Project title/ Conference title	
Project/Conference start and end date as per award letter	dd/mm/yy To dd/mm/yy
Funding account no.	
Total funding received	$
Total expenditure to date	$

Provide details of the aims of the project and research activity

Detail the extent to which the aims and objectives were achieved

Provide details of any major variances and resolving actions

Provide details of the project outcomes and any outputs such publications, manuscripts, and external funding

List all grant applications and planned applications and successes arising from this award

Assemblage – Research Grant Scheme

Sponsor	Scheme	Collaborator	Submission Date	Awarded (Y/N/Pending)
				Choose an item.
				Choose an item.
				Choose an item.

Presentations and or Conferences attended as a result of this grant

Equipment (status of any purchased with this grant funding)

Acknowledgement

☐ I confirm that the information given in this form is complete and accurate.

Signature

Signature of Flinders University Chief Investigator

Signature: ……………………………………………… Date: ………………………………

Name: …………………………………………………

Please forward completed signed form to assemblage@flinders.edu.au for authorisation by the Centre Director.

8. Signature of CHASS Dean of Research

Signature: ……………………………………………… Date: ……………………………….

Name: …………………………………………………