



National Centre for Indigenous Studies (NCIS)

SE Development Fund

GUIDELINES and CONDITIONS OF AWARD

Background

The SE Development Fund is made possible by a generous donation from Mr. Steve Eggins. Funds awarded shall vary depending on the proposal, with up to \$30,000 normally available each calendar year starting 2019. Applications may be made at any time. The general purpose of the fund is to support research, education or community engagement at NCIS. Examples include seed funding for new research projects or for the development of new courses, the funding of workshops and conferences, and covering travel costs associated with bringing people from distant communities to NCIS to workshops and other events.

Guidelines

1. Eligibility

- 1.1 All NCIS staff, honorary staff and HDR scholars are eligible to apply to the SE Development Fund. HDR scholars must have an academic sponsor.

2. Timing, Reporting and Outputs

- 2.1 The fund will be awarded on a case-by-case basis throughout the year as suitable proposals come forward. The amount will vary per proposal, with a total of \$30,000 normally available per annum. Multiple awards may be given throughout the year, subject to the availability of funds.
- 2.2 The funded period will normally be 12 months maximum.
- 2.3 The recipient must provide a report to the Director, copied to the Deputy Director and Research Manager at the end of the award period.
- 2.4 Where relevant, research outputs must be 'badged' as NCIS products and any publications must have an ANU byline.
- 2.5 Any outputs must acknowledge the support of The SE Development Fund.
- 2.6 ANU must be the 'administering organisation' for any grant applications which may arise from support of the fund.

3. Application and Assessment

- 3.1 Applications will be made directly to the NCIS Deputy Director, copied to the Research Manager at ncis.research@anu.edu.au. Assessment will be made by the Deputy Director, except where they have a conflict of interest, in which case the Deputy Director will be replaced by the Research Manager.
- 3.2 The application should address the Conditions and Criteria stipulated below, and must (in the case of HDR scholars) include a short statement of support from the applicant's academic sponsor.

- 3.3 Applications may be made all year round.
- 3.4 The assessor will assess applications as they come forward, and will make a recommendation to the NCIS Director, who will have final discretion.
- 3.5 The decision of the Director will be final.
- 3.6 The fund will become available to the successful applicant as soon as the final decision is made.

4. Financial Arrangements and Oversight

- 4.1 Financial arrangements will be made through the ANU Finance Office as per all other NCIS grants and subject to the University's usual conditions of probity and audit.
- 4.2 The fund will be subject to all ANU policy and procedures including Intellectual Property arrangements.
- 4.3 Budgeting and keeping track of expenditure remain the sole responsibility of the successful applicant.
- 4.4 A detailed financial acquittal is required at the end of the project. Further financial acquittals may be requested at the Director/Delegate's discretion.
- 4.5 The completion and carriage of works remain the sole responsibility of the successful applicant.

Conditions and Criteria

5. Quality of application

- 5.1 Each application will be assessed on its merits.
- 5.2 The assessor reserves the right to provide constructive feedback and request changes to the final project.

6. Proposal

- 6.1 Assessment will consider the proposal against the following:
 - Are the proposal and its intended outcomes clearly defined?
 - Is the proposal likely to provide benefit to the NCIS and/or the wider community?
 - Is the proposal timeframe realistic?
 - Is the costing of the proposal realistic?

7. Referee reports from supervisors

- 7.1 Where the applicant is an HDR scholar, in addition to a written statement of support, the Panel may seek oral reports from the HDR supervisor and/or sponsor.