



United Nations
Educational, Scientific and
Cultural Organization



• UNESCO Chair,
• Comparative Research
• on Cultural Diversity and Social Justice
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**UNESCO Chair, Cultural Diversity and Social Justice
Associate Researcher Scheme 2014-2015**

UNESCO Chair, Cultural Diversity and Social Justice

ARS GUIDELINES 2014

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1. Introduction

1.1 Overview

The UNESCO Chair CDSJ Associate Researcher Scheme (ARS) provides funding for early to mid-career researchers to undertake high quality research projects of immediate relevance to the Chair's mandate and strategic objectives. Grants are available for up to two years only and will not normally exceed \$5,000 in total.

The ARS is intended for mature research projects of small to medium scale which are able to produce outputs of high quality within a reasonable timeframe. Early career researchers considering applying for an ARC Discovery Early Career Researcher Award are encouraged to apply.

Funding for ARS projects is provided by the UNESCO Chair, Cultural Diversity and Social Justice and will be administered by through the Chair's office.

This scheme is designed to support innovative, high impact research by early career researchers interested in the broad areas of cultural diversity and social justice. Support for higher degree by research, honours projects or scholarships, is not available through this scheme.

1.2 Compliance

Applications that do not meet all eligibility requirements will not be considered for this targeted scheme.

1.3 Selection Criteria

ARS applications will be assessed and ranked on merit using the following selection criteria:

1.3.1 Investigator(s) (40%)

- track record relative to opportunity
- capacity to undertake the proposed research

1.3.2 Proposed project quality (40%)

a. Significance and innovation (20%)

- does the research address an important problem?
- how will the anticipated outcomes advance the knowledge base of the discipline?
- is it novel (is it research)?
- is the research principally focussed upon a topic or outcome that falls within one of the National Research Priorities and associated Priority Goals, and if so how does it address the National Research Priority?
- are there clear specific aims achievable in the timeframe?

b. Approach (20%)

- are the conceptual framework, design, methods and analyses adequately developed, well integrated and appropriate to the aims of the project?

- how appropriate is the proposed budget and justification?

1.3.3. Strategic Alignment (20%)

- alignment with the UNESCO Chair, Cultural Diversity and Social Justice
- identification of future funding support source

2. Funding

2.1 Period of Funding

Grants are offered for up to two years only.

2.2 Level of Funding

Applications are normally up to \$5,000.

2.3 Types of Research Supported

ARS funds allocated by the UNESCO Chair, Cultural Diversity and Social Justice may be used to support the following project costs:

2.3.1 Research Assistance

- i. Research assistance is only funded where a strong case is made that the work cannot be done by the Associate Researcher without assistance as they are fully occupied with other aspects of the project.
- ii. It is not acceptable to include Honours candidates as providers of research assistance unless they are formally appointed in this capacity outside their program of study.
- iii. Applications may not include higher degree by research candidates as providers of research assistance.
- iv. Applications may not include existing higher degree by research candidates as sole providers of research assistance unless they are formally appointed in this capacity outside their program of study.

2.3.2 Dissemination activities:

- i. Travel must be essential to the research and/or dissemination and must be very carefully justified. Actual costs must be given rather than estimations. Funding will not normally be allocated for travel involving more than one overseas airfare or two domestic airfares per year in the travel budget.
- ii. Requests for travel assistance alone will not normally be granted.

2.4 Restrictions on Budget Items

- 2.4.1 This scheme does not fund basic items that are available to the Associate Researcher such as desktop or laptop computers, unless a need for dedicated use in the project is clearly demonstrated.
- 2.4.2 Funds cannot be requested to support a salary of an Associate Researcher.
- 2.4.3 Funding is not available for use by an external investigator or their organisation.
- 2.4.4 Funding cannot be used to pay for research support, travel, equipment or maintenance for external investigators or mentors.

2.5 Number of Applications and Funded Projects

2.5.1 Only one application per individual will be considered in each round.

3. Roles and Eligibility for Researchers

3.1 Researcher Roles and General Eligibility

3.1.1 Applicants for the ARS are required to hold a PhD in social sciences or humanities.

3.1.2 If it is considered that a researcher nominated in an application does not meet the eligibility criteria for the role which that researcher is to perform, the application will not be assessed.

3.1.3 The researcher must take significant intellectual responsibility for the proposed project, any strategic decisions called for in its pursuit and the communication of results. The researcher must have the capacity to make a serious commitment to the project and cannot assume the role of a supplier of resources for work that will largely be placed in the hands of others. The UNESCO Chair CDSJ reserves the right to determine whether a person has the capacity to perform the role.

3.2 Early Career Researchers (ECRs)

3.2.1 Early career researchers are defined as academics who have been employed for less than five years in a university or other research environment. In the ARS, the track record of ECRs is assessed in the context of the opportunity that they have had to generate research output.

3.3 Eligibility Criteria

3.3.1 The following are not eligible to apply:

- c. Those without a PhD in a relevant discipline*
- d. Level D or Level E (or equivalent) staff*

3.3.2 Each Associate Researcher must commit a minimum of three days per month to the project.

3.3.3 Successful applicants must reside predominantly in Australia for the full term of their participation in the project.

4. Application Process

4.1 Notice of Intent to Submit

4.1.1 Notices of Intent to Submit (NOIS) are mandatory and must be lodged to the Executive Assistant to the UNESCO Chair Cultural Diversity and Social Justice by the due date (refer Key Application Dates).

4.1.2 NOIS email templates are available at Appendix A.

4.1.3 NOIS are not recorded by Deakin University but are used by the UNESCO Chair team only.

4.2 Applications

- 4.2.1 Applications must outline a mature research plan ready for implementation. The application must contain all the information necessary for its assessment without the need for further written or oral explanation, or reference to additional documentation or hyperlinks.
- 4.2.2 All details in the application must be current at the time of submission.
- 4.2.3 In submitting an application, the investigators nominated in the application are consenting to the application being assessed by the assessment panel.

4.3 How to Complete and Submit an Application

- 4.3.1 Final applications (electronic version in pdf format) must be submitted by close of business on the due date. This application will be accepted as the FINAL version of your application; further amendments or e-mails will not be accepted and late or incomplete applications will not be accepted.

5. Selection and Approval Process

5.1 Assessment and Selection Process

- 5.1.1 It is the responsibility of the applicant to ensure that the application is complete and compliant.
- 5.1.2 Applications will be assessed by the UNESCO Chair, Cultural Diversity and Social Justice or nominee.
- 5.1.3 Early career researchers considering applying for an ARC Discovery Early Career Researcher Award are encouraged to apply.

6. Other

- 6.1 In submitting an application, the Associate Researcher consents to any successful application being listed on the UNESCO Chair, Cultural Diversity and Social Justice website.

6.2 Use of Funding

- 6.2.1 ARS funds must be formally committed by **30 September 2015** and fully expended by **30 November 2015**.
- 6.2.2 Funds must be used in accordance with the budget provided in the application.
- 6.2.3 Funds cannot be used to support the salary of an Associate Researcher.

6.3 Final Report

- 6.3.1 Final reports must be lodged with the Executive Assistant to the UNESCO Chair, Cultural Diversity and Social Justice by **30 January 2016**.
- 6.3.2 Reports must be provided on the standard form provided to successful applicants.

7. Key Dates – Successful Applications

For projects funded for one year:

DATE	
<i>30 September 2015</i>	All funds must be fully committed
<i>30 November 2015</i>	All funds must be fully expended
<i>30 January 2016</i>	Final report due

For projects funded for two years:

DATE	
<i>30 September 2016</i>	All funds must be fully committed
<i>30 November 2016</i>	All funds must be fully expended
<i>29 January 2017</i>	Final report due

Appendix A

UNESCO Chair, Cultural Diversity and Social Justice - ARS 2015 Notice of Intention to Submit (NOIS)

Please copy and paste this template into an email and send to: [unesco.cdsj@deakin.edu.au] by Friday, 3 October.

I wish to lodge a Notice of Intention to Submit (NOIS) for the ARS 2015. The details are:

Name of Associate Researcher:

Anticipated Title:

100 word project summary: