



# Australia-Germany Joint Research Co-operation Scheme Terms and Conditions 2016 (For funding commencing in 2017)

## 1. General

- 1.1 The Australia-Germany Joint Research Co-operation Scheme aims to:
- Foster research collaboration of the highest quality between Australian researchers from participating Universities Australia member universities and German researchers from German universities, research institutes and universities of applied sciences.
  - Produce research outcomes and the exchange of skills and knowledge of mutual benefit to Australia and Germany.
- 1.2 The scheme will support exchanges (travel and living expenses) for Australian researchers to spend time at partner institutions in Germany and for collaborating German researchers to spend time at Australian universities. Researchers must be working on a joint research project with their German counterparts, rather than simply furthering their own individual research in Germany.
- 1.3 The support of early career researchers (ECRs) is a significant focus of this scheme. For the purpose of this scheme 'early career researcher' means: a PhD student enrolled at a participating Australian university, a researcher who has had a Research Masters or PhD awarded within five years from the date of the application, or a researcher who received his or her award more than five years before the date of the application but who, due to career interruptions such as carer responsibilities, has had less than the equivalent of five cumulative years of research experience. This definition is a guide only and participating universities will have flexibility to apply their own criteria for assessing the eligibility of applicants. Projects which do not include ECRs on both sides will not be considered.
- 1.4 Each participating Australian university will nominate its own level of financial contribution and will only fund projects which involve its own researchers and students.

## 2. Assessment criteria

- 2.1 The main criteria to be used in assessing applications are:
- the quality and feasibility of the research project (1/3);
  - the experience and track record of the participating researchers (1/3);
  - the level of involvement of early career researchers (1/3).
- 2.2 Other criteria include:
- knowledge transfer between the Australian and German researchers;
  - lasting impact or wider effect of the cooperation (can include engagement with policy makers and/or industry).
- 2.3 Each participating Australian university may choose to support projects that involve priority research areas. This information will be available from the university research office.

### 3. Eligibility

- 3.1 Australian applicants must be:
- employed as an academic staff member in a teaching and research or research only role at the Australian university administering the application and with a contract at that university that is valid for the duration of the relevant funding period; or
  - enrolled for the duration of the relevant funding period as a PhD or Research Masters student at the Australian university administering the application and part of a research project application submitted by an eligible staff member at that same university.
- 3.2 The eligibility of honorary/adjunct staff and international PhD students will be at the discretion of the university's research office and will be handled internally and on a case by case basis.
- 3.3 The scheme is open to Australian researchers/research groups at participating Australian universities (see page 6 for a list of participating universities in 2016) in all academic fields involved in a collaborative project with German research partners.
- 3.4 Proposals must provide opportunities for exchanges between early career researchers. However it is not compulsory to be an ECR to apply.
- 3.5 Researchers from the Humanities and Social Sciences are encouraged to apply.
- 3.6 German applicants must be based in Germany and should consult the [DAAD website](#) for detailed eligibility information.
- 3.7 Australian applicants hoping to host research colleagues who are citizens of the countries listed on the Department of Foreign Affairs and Trade website may find that they are affected by United Nations Security Council (UNSC) and Australian Autonomous Sanctions laws. If this is the case, applicants are strongly advised to contact their Research Office to ascertain whether any impact is likely before finalising and submitting an application. If an application to host citizens of any of the listed countries on the DFAT site is successful, additional information will be required by the Australian host university in order to satisfy Australian sanctions laws. Applicants should note that applications that do not satisfy Australian laws may ultimately be deemed unsuccessful. The countries subject to UNSC and Australian Autonomous Sanctions are listed at:  
<http://dfat.gov.au/international-relations/security/sanctions/pages/about-sanctions.aspx>

### 4. Funding available

- 4.1 The **maximum** amount of funding available per Australian application is AUD 12,500 per year. Some universities may elect to fund projects at a lower level.
- 4.2 Grants will cover the costs of economy airfares and living expenses and are provided directly by the applicant's university.
- 4.3 Each university will nominate its own level of financial contribution and will only fund projects which involve its own researchers and students.
- 4.4 Australian funding will cover the costs of:
- return economy airfares from Australia to Germany;
  - a per diem of either maximum AUD250 per day or a maximum of AUD3500 per month per person.
- 4.5 The funding must be connected to relevant days of research work, not simply time spent in Germany. The requested amount must be itemised and justified on the application form.

- 4.6 The maximum amount of funding available per German application is EUR 8,000 per project per year. Grants will cover the costs of economy airfares and living expenses.
- 4.7 The maximum period of funding for a project under this scheme is two years. A simple extension of funding beyond two years is not permitted. Projects that are initially awarded one year of funding cannot request an extension. Successful researchers in this scheme can only re-apply to support a NEW project or a NEW phase within a project based on an already established collaboration.

## 5. Activities not covered under this scheme:

- 5.1 Basic research costs (staff and equipment). These must be met by the cooperating host institutions in Australia and Germany;
- 5.2 Activities already funded, or those which could reasonably be expected to be supported by other funding sources;
- 5.3 Activities providing purely study or training opportunities for participants;
- 5.4 Attendance at seminar/conference events;
- 5.5 Insurance in connection with the funded projects including travel insurance; and
- 5.6 Any private activities undertaken by participants in conjunction with the exchange.

## 6. Conditions of funding

- 6.1 Applicants will clearly outline details of the funding sought on the scheme application form.
- 6.2 Approved grants will be paid separately to the collaborators in Australia and Germany through their respective institutions.
- 6.3 Grant recipients must comply with all financial reporting requirements of their own universities.
- 6.4 It is the responsibility of the grant recipients to ascertain whether it is necessary to obtain ethics committee approval for the proposed research activity in both Australia and Germany and to obtain such approval if it is required.
- 6.5 Grant recipients will be bound and protected by the policies of their institutions in relation to intellectual property, codes of conduct etc. However, whilst working at a partner institution, each exchange participant must respect and abide by its policies.
- 6.6 It is the responsibility of the grant recipients to ensure that any existing and resulting intellectual property is appropriately protected. This includes ensuring that the intellectual property interests of their institutions are adequately protected.
- 6.7 The scheme does not provide insurance in connection with funded projects. Australian grant recipients must ensure that their travel and research activities are covered by their own institution's insurance policies.
- 6.8 Recipients of grants commencing in 2017 must undertake travel as per the schedule provided in the application. Funds cannot be rolled over from year to year (unless special exemption for exceptional circumstances is provided by the recipient's university). Thus travel scheduled for 2017 must occur in the 2017 calendar year and any travel proposed for 2018 must occur in the 2018 calendar year.
- 6.9 Recipients of grants commencing in 2017 will submit a project report on the required form to the contact officer in his/her institution's research office by 28 February 2018. The report will include details of expenditure incurred, the activities undertaken and benefits derived. For projects funded for more than one year, a progress report must be submitted by 28 February 2018, with a final report to be provided within two months of the completion of the project.

- 6.10 Each grant recipient will agree to complete any surveys or request for information deemed necessary by Universities Australia or sponsoring institutions for the purposes of evaluating the scheme.
- 6.11 Variations to funded projects must be approved by the relevant institution/s responsible for funding the project.

## 7. Application process

- 7.1 All Australian applications must be made on the required form and comply with the guidelines for Australian applicants.
- 7.2 The completed form must be emailed to the relevant contact officer by 5pm on 17 June 2016. Applicants should ensure they also comply with internal deadlines set by their own university.
- 7.3 Late or incomplete applications will not be accepted.
- 7.4 To be considered for joint funding under this scheme, Australian applicants must ensure that their German collaborators submit a corresponding application with the same title to the DAAD in Germany.
- 7.5 Projects will be selected for funding based on the competitive process set out below.

## 8. Selection process

- 8.1 Each university research office will subject the applications it receives to its own pre-selection process and rank applications according to the assessment criteria listed in 2.1, 2.2 and 2.3 above.
- 8.2 Supported applications will then be provided to the Universities Australia office in Canberra which will report these to the DAAD.
- 8.3 The Australian universities and the DAAD use the same weighting scale for assessing each application:
- 1/3 for the quality and feasibility of the project;
  - 1/3 for qualifications of both research groups and their complementarities;
  - 1/3 for inclusion of early career researchers.
- 8.4 A small number of bonus points can be awarded for:
- knowledge transfer between the Australian and German researchers;
  - lasting impact or wider effect of the co-operation (engagement with policy makers/industry).
- 8.5 Universities Australia will advise the German selection panel of the outcomes of the pre-selection and ranking of applications conducted by each Australian university. This pre-selection process will inform the German selection panel's consideration of the corresponding applications submitted by German collaborators.
- 8.6 A representative from Universities Australia will attend and advise the selection panel held in Germany in October 2016.
- 8.7 The DAAD will liaise and negotiate with the Universities Australia representative to ensure the DAAD's decisions resemble the Australian university rankings as far as possible. The corresponding German application must be of a similarly high standard as the Australian application in order to be funded on both sides.

8.8 Successful and unsuccessful applicants will be notified of the outcomes of the selection process in writing in November 2016.

## 9. Resolution of further procedural and project related issues

Universities Australia and the DAAD recognise that issues not addressed by these Terms and Conditions may arise. In this event, the issues will be resolved through written communication between Universities Australia, the administering university and /or the DAAD.

## 2016 Participating Universities and Contacts

<b>University</b>	<b>Contact Email</b>	<b>Phone Contact</b>
Australian Catholic University	andrew.schrader@acu.edu.au	02 9739 2218
Bond University	acalder@bond.edu.au	07 5595 4162
Charles Darwin University	RGBD@cdu.edu.au	08 8946 6890
Charles Sturt University	research@csu.edu.au	02 6933 2578
Curtin University of Technology	ORD-grants@curtin.edu.au	08 9266 4248
Deakin University	research-grants@deakin.edu.au	03 5227 2377
Edith Cowan University	d.gibson@ecu.edu.au	08 6304 2870
Federation University Australia	research.funding@federation.edu.au	03 5122 6872
Flinders University	research.grants@flinders.edu.au	08 8201 2199
Griffith University	d.newman@griffith.edu.au	07 3735 4116
James Cook University	researchoffice@jcu.edu.au	07 4781 4342
Latrobe University	researchgrants@latrobe.edu.au	03 94795216
Macquarie University	research.preaward@mq.edu.au	02 9850 4462
Monash University	adm-researchgrants.contracts@monash.edu	03 9905 1193
Murdoch University	j.crier@murdoch.edu.au	08 9360 2970
Queensland University of Technology	researchgrants@qut.edu.au	07 3138 2197
RMIT University	david.parrish@rmit.edu.au	03 9925 2935
Southern Cross University	stephen.williams@scu.edu.au	02 6620 3458
Swinburne University of Technology	abangara@swin.edu.au	03 9214 8311
The Australian National University	preaward.rsd@anu.edu.au	02 6125 1455
The University of Adelaide	rbinternational@adelaide.edu.au	08 8313 3347
The University of Melbourne	international-research@unimelb.edu.au	03 8344 8401
The University of Queensland	v.sheehy@research.uq.edu.au	07 3346 4477
The University of Sydney	sherridan.blackman@sydney.edu.au	02 8627 8141
The University of Western Australia	andrea.tongue@uwa.edu.au	08 6488 4708
University of Canberra	research@canberra.edu.au	02 6201 2181
University of New England	grants@une.edu.au	02 6773 3262
University of Newcastle	research-applications@newcastle.edu.au	-
University of South Australia	research.development@unisa.edu.au	08 8302 3954
University of Southern Queensland	ResearchGrantsOoR@usq.edu.au	07 4631 1892
University of Tasmania	Research.Funding@utas.edu.au	03 6226 7186
University of Technology, Sydney	Helen.Thomson@uts.edu.au	02 9514 7452
University of Wollongong	research-grants@uow.edu.au	02 4221 5953
UNSW Australia	a.bell@unsw.edu.au	02 9385 6160
Victoria University	andrew.gaff@vu.edu.au	03 9919 5405
Western Sydney University	t.barclay@westernsydney.edu.au	02 9678 7180