**E2. Justification of funding requested from the ARC**

**DELETE HIGHLIGHTED INSTRUCTIONS BEFORE SAVING FINAL VERSION**

* **PAGE LIMIT = 4 A4 pages**
* **Use 12 point Times New Roman font**
* **Do not change the headings or amend the formatting**

The uploaded PDF must:

* Use the same headings in the same order as in the Description column in the budget at question E1 of the application.
* Fully justify each budget item requested in terms of need and cost. In justifying the budget, it is not sufficient to claim certain equipment or personnel costs as $X. Rather, the budget justification should state, for example, that a full-time research assistant or technician with a specific level of expertise is required for ‘x’ months. The same level of explanation is required for all items being requested.
* Justify any funding being requested for major items of equipment. Requests for any major items of equipment are considered on merit. The candidate should plan to use existing equipment wherever possible. If the candidate is seeking funding for new equipment, describe how the equipment will be used and provide details of the manufacturer, supplier, cost and installation based on quotations obtained. Do not supply the quotations. For expensive pieces of equipment, the candidate must justify the importance of the equipment to the research proposed and demonstrate that access to such equipment housed elsewhere is not practical. The Administering Organisation would be expected to contribute part of the funding required for expensive items of equipment.
* Requests for funding to cover the costs of domestic and international travel, including for reasons of fostering and strengthening collaborations in Australia and overseas, must be justified in full.

NOTE: Teaching Relief is justified under Personnel. To request Teaching Relief, the candidate must answer ‘Yes’ at F21, then select the appropriate percentage. The request will then populate in the budget (E1).

**Personnel**

**Travel**

**Field Research**

**Equipment**

**Maintenance**

**Other**