MACQUARIE UNIVERSITY

AND

MAHIDOL UNIVERSITY

JOINT RESEARCH SEEDING GRANTS
FUNDING RULES AND APPLICATION FORM
2024 ROUND

Macquarie University and Mahidol University have agreed to establish a competitive Seed grant program to enhance cooperation and collaboration between their researchers and those institutions. The scheme will have three funding rounds, one per year in the years 2022 to 2024.

Summary of Funding Rules

Duration of funding for each project	12 months
Calls for projects	30th January 2024
Assessment of proposals	Submission deadline 27th February 2024 The Steering Committee will assess the proposals against the evaluation criteria.
Announcement of outcomes **Signing of research agreements**	27th March 2024 By end of April 2024
Eligibility	Academics employed at MQ and Mahidol. Each project proposal will have a Co-Principal investigator from each: MQ and Mahidol. A faculty member can serve as Co-Principal Investigator on no more than one application per application cycle. There is no limit to the number of applications a faculty member can participate on as a team member. Applicants to the 2022 funding round (first funding round) are able to submit a new or substantially enhanced application to the 2024 round. Previous seed grant holders may submit a proposal to a subsequent round, but priority might be given to proposals that are submitted by Principal Investigators who have not previously received seed grant funding.
Macquarie contributions	Maximum of two projects per year for the next 3 years, consisting of approximately $10,000 AUD per project: o 2022 – $20,000 maximum (two projects)

	o 2023 - $20,000 maximum (two projects), funding of a cotutelle project after the successful completion of each of the awarded grant projects o 2024 - $20,000 maximum (two projects), funding of a cotutelle project after the successful completion of each of the awarded grant projects
Mahidol contributions	Maximum of two projects per year for the next 3 years, consisting of approximately $10,000 AUD per project: o 2022 – $20,000 maximum (two projects) o 2023 - $20,000 maximum (two projects) o 2024 - $20,000 maximum (two projects)
No transfer of funds	The parties acknowledge and agree that the obligation to make Contributions arises only in accordance with the Research Agreement. It is anticipated that the parties will retain their Contributions for Project use.
Research agreement	Once a Project is selected and approved, the parties agree to complete and execute a Research Agreement which will govern the conduct, contributions and outcomes of the Project.
Ethics	The Co-Principal Investigators will ensure that the appropriate ethics approval is obtained, as per the requirements of each University.
Intellectual property	(a) Macquarie owns the Intellectual Property in all information provided or produced by or on behalf of Macquarie or relating to Macquarie or its controlled entities, including without limitation the Intellectual Property in Proposals put forward by its Personnel. (b) Mahidol owns the intellectual property in all information provided or produced by or on behalf of Mahidol, including without limitation Intellectual Property in Proposals put forward by its Personnel. (c) Any Intellectual Property in jointly prepared Proposals will be owned jointly by the parties as tenants in common. A party may not use the Intellectual Property in a Proposal without the written consent of the other party. (d) Any existing Intellectual Property of a party will remain vested in that party.
Final report	The parties agree to prepare a single, one-page interim performance evidence report within 6 months of the project Agreement Start Date and a final report of up to 2 pages within 3 months of the Agreement End Date, which includes a summary of how the cash and in-kind contributions were spent.

Evaluation criteria

Criterion	Weighting
Scientific quality of the proposal	**35%**
Quality of research team	**30%**
Anticipated outcomes and deliverables The proposal must address the intention to prime a relationship in the area of common research expertise and present a plan for how the collaboration can be developed further beyond the term of the grant. The proposal will be assessed on the clarity of expected outputs, sustainability of the project and its impact in the form of capacity building through research students entering into the Global PhD program at MU and at MQ. This section must include: • an explanation of how the outcomes will grow and will continue to grow research collaboration between the researchers through joint workshops, access to equipment, submission of a grant application by the end of the grant duration, • research visits • proposal for cotutelle PhD Program	**35%**

Macquarie University Applicants
MQ Applicants must complete the application form and submit it using the Pure Research Management System as an internal funding application (select Application Type – Grant - Proposal) prior to the closing deadline.   For further information or assistance in completing this form, please contact Ms. Agnieszka Baginska, Strategic Programs Manager, Graduate Research Academy.   Email: Agnieszka.baginska@mq.edu.au
Mahidol University Applicants
Mahidol University Applicants lodge their applications through Mahidol's International Relations Division for the acknowledgement of Vice President for International Relations and Corporate Communication.   For further information about this funding scheme, please contact Wanpimon Senapadpakorn, Director, Division of International Relations.   Email: wanpimon.sen@mahidol.ac.th

Application form

Part A – Administrative Summary

A1. Applicants

Co-Principal Investigator Macquarie University

Surname			
First Name			
Title (e.g. Dr)			
Telephone		Email	
Department		Faculty	
Position			
Time commitment on this project (FTE)			

Co-Principal Investigator Mahidol University

Surname			
First Name			
Title (e.g. Dr)			
Telephone		Email	
Department		Faculty	
Position			
Time commitment on this project (FTE)			

Other Chief Investigators

Surname			
First Name			
Title (e.g. Dr)			
Telephone		Email	
Department		Institution	
Position			
Time commitment on this project (FTE)			

Surname	
First Name	
Title (e.g. Dr)	

Telephone		Email	
Department		Institution	

Position	
Time commitment on this project (Full Time Equivalent)	

Surname	
First Name	
Title (e.g. Dr)	

Telephone		Email	
Department		Institution	

Position	
Time commitment on this project (FTE)	

Surname	
First Name	
Title (e.g. Dr)	

Telephone		Email	
Department		Institution	

Position	
Time commitment on this project (FTE)	

A2. Evidence of quality of research team

A2.1 Only Co-Principal Investigators are requested to append their Curriculum Vitae (no more than 2 pages) to the application.

Please note that exceeding 2 pages per Co-Principal Investigator for this section will make this application ineligible.

Note: Only include 5 most relevant publications to the project and the 5 best papers in the last 5 years.

A2.2 All investigators are requested to append a Research Opportunity and Performance Evidence Statement (maximum of 1 page) to the application.

Please note that exceeding 1 page per person will make this application ineligible.

Research Opportunity

Research opportunity encompasses all research activities that have contributed to and influenced the development of a researcher's career. Research activities should provide context for performance evidence and focus on quality and impact relative to career stage and discipline expectations. It also incorporates any significant interruptions relating to career and/or life experiences, which have affected a researcher's capacity, productivity or contribution.

Performance Evidence

Performance evidence should be presented in the context of sector and discipline expectations, and demonstrate research quality, contributions to the research field and to the research sector. It incorporates all research activities, outputs and achievements evaluated in the context of research impact, as appropriate to each discipline, and research opportunity.

Part B – Project Information B1. Project Title

Provide a short descriptive title in plain English (max. 20 words)

B2. Project Summary

Summarise the project aims, significance and expected outcomes in plain English (max. 100 words in layman's terms, of which 50 words will be focused on impact: why the project matters)

B3. Project Timeline

Duration of Research Project	
Project Start Date	
Project End Date	

B4. Project Description (max. 2 pages)

The proposal should describe to the extent appropriate for a Seed Grant or Project Grant the components below:

- The specific nature of the research activity to be funded;
- A theoretical framework and the methodology to be employed, including data collection and analysis strategies;
- The milestones over the grant period

B5. Anticipated outcomes, deliverables and potential impact

Use headings, maximum of 1 page. Specify details of anticipated outcomes, deliverables and their due dates (including project & final reports), and potential impact (this may include data, reports, details of techniques, evaluations). A Plan must be proposed for continuing and growing the research collaboration beyond the term of the grant. **See Evaluation Criteria for more information.**

B6. References (max. 1 page)

B7. Project IP, Background IP and future use of project data & findings

Please note: use headings, and do not exceed 1 page.

- **Project Intellectual Property** (ownership in the Project IP remains jointly owned as detailed in the Agreement)
- **Background Intellectual Property** (specify details of Macquarie Background IP and/or Mahidol University Background IP, if any)
- **Ethics/Biosafety approval** (please specify, if any)
- **Commercial Potential** (please specify if yes)
- **Special Conditions** (specify details, if any)

C1. Budget

Research project seed grant total budget maximum: AUD $20,000 (or equivalent). Up to AUD $10,000 contributed by each partner.

It is expected that the Macquarie University contribution funds activity at Macquarie University and Mahidol University contribution funds activity at Mahidol University.

Each institution will fund only the related research activities for its own researchers as budgeted and approved in the proposal.

Budget Items (All amounts must be in $AUD)	MQ Contribution	Mahidol Contribution	Total Contribution
Personnel (e.g. Research Assistants)			
Equipment (hardware & software items)			
Maintenance (consumables & equipment costing less than $1,000)			
Travel (airfares, accommodation and living expenses – listed separately)			
Other			
Total amount requested			

MQ MU RESEARCH SEEDING GRANT SCHEME APPLICATION FORM

C2. Budget Justification

No more than 1 page and must align with budget in C1.

Agreed by:

Steering Committee established by the parties in accordance with clause 2.1 of the Research Seeding Grant Scheme Agreement between Macquarie University and Mahidol University

_____ Date: _____

_____ Date: _____

A SIGNED COPY TO MACQUARIE UNIVERSITY RESEARCH OFFICE

researchcontracts@mq.edu.au

A SIGNED COPY TO MAHIDOL UNIVERSITY

Director, Division of International Relations

Wanpimon Senapadpakorn

wanpimon.sen@mahidol.ac.th