Global Strategy and Partnerships
Seed Funding Scheme
2019 guidelines for applicants
Background

To support the successful implementation of the Global Strategy Framework, the Global Strategy and Partnerships Seed Funding Scheme has been created to assist UQ faculties, institutes and units to pursue activities that will strengthen the impact of UQ's Global network.

The Deputy Vice-Chancellor (External Engagement) portfolio has approved an amount of $75,000 to be made available for Round One, 2019.

Round one of the 2019 Global Strategy and Partnerships Seed Funding Scheme is now open to applications, with a closing date of 22 April 2019.

Objectives

The Global Strategy and Partnerships Seed Funding Scheme aims to:

- provide financial support for innovative joint activities with strategic partners
- enable the pursuit of key opportunities and nurture partner networks that have been identified as having potential to advance UQ's strategic objectives within priority countries
- develop mutually beneficial education and research outcomes with individuals and organisations that raise UQ's global profile
- support UQ faculties, institutes and units to launch new projects and to promote innovative, creative initiatives that further UQ's Global Strategy objectives.

Initiatives that support expanded collaboration with any of UQ’s premier or emerging premier partners under the Partner Engagement Strategy will be prioritised.

Eligibility Criteria

All UQ professional staff, academics and researchers are eligible to apply to the Global Strategy and Partnerships Seed Funding Scheme.

- The lead applicant should have an ongoing role or contract that exceeds the project duration.
- Eligible applicants should demonstrate evidence of support from their unit in the form of matched funding, and applications must be signed by the Executive Dean or Institute Director.
- Proposals must clearly demonstrate the benefits to UQ’s engagement objectives in priority countries, preferably with premier or emerging premier partner institutions.
- The project scope should be clearly defined in the application and avoid cross over with other UQ internal grant schemes.
- Collaboration should ideally involve partners from multiple institutions, and multiple individuals at UQ.

The following items are not eligible for funding under this scheme:

- Professional staff development such as attending a conference or workshop that does not benefit the broader strategic partnership.
- Travel grants for individual researchers or students, unless the application demonstrates how this is integral to achieving broader engagement outcomes with a premier partner.
- Laboratory costs or research data collection.
- Purchase or transport of equipment.
- Salaries or consultancy fees.
- Research grants or top-up research funding.
- Initiatives that are already receiving funding from another UQ internal grant scheme.

How to apply

Step 1: Gain a comprehensive understanding of UQ’s Global Strategy and familiarise yourself with UQ’s priority countries and premier partners under the Global Strategy Framework. Please also ensure you have reviewed the FAQs on the Seed Funding website (link provided under ‘More Information’). You are welcome to discuss your submission with the GE&E Office (globalstrategy@uq.edu.au).

Step 2: Ensure your application meets the eligibility criteria (above).

Step 3: Discuss your application with your faculty/institute’s designated contact person (see page 3), including the possibility of matched funding. Obtain a letter of support from your Head of School or Unit, Executive Dean or Institute Director, including confirmation of any matched funding to be provided if successful. If monetary or in-kind support is provided by the partner institution, please provide evidence in your application.

Step 4: Complete the application form and obtain all supporting documentation as relevant. Applications must be signed at Section L of the application form by your Faculty Executive Dean or Institute Director. Evidence of support from partner institution should be provided, if relevant.

Step 5: Finalise and submit your application to your designated faculty or institute contact (see page 3) for Executive Dean or Institute Director approval by 5pm on 22 April 2019.

Step 6: Following review and approval, faculties and institutes will submit applications directly to GE&E. The GE&E Office will not accept applications directly.
Key dates

<table>
<thead>
<tr>
<th>Date</th>
<th>Activity</th>
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<tr>
<td>25 Mar 2019</td>
<td>Calls for applications issued</td>
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<tr>
<td>22 April 2019</td>
<td>Applications due for submission to Faculty or Institute</td>
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<tr>
<td>Mid-May 2019</td>
<td>Applications shortlisted and assessed by Selection Panel</td>
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<tr>
<td>24 May 2019</td>
<td>Applicants notified via email regarding the outcome of their application</td>
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<tr>
<td>30 June 2019</td>
<td>Awarded funding will be allocated to relevant unit</td>
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<tr>
<td>30 June 2020</td>
<td>Report submission and financial acquittal deadline</td>
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Assessment

Applications will be assessed and endorsed in the first instance within your faculty or institute, then submitted to the GE&E Office for a review of compliance and adherence to the eligibility criteria and scheme objectives. The final decision will be made by a selection panel of senior executives, led by the Deputy Vice-Chancellor (External Engagement). Applications will be assessed in accordance with the following criteria:

Anticipated outcomes and benefits:

- alignment with goals outlined in the UQ Global Strategy
- contribution to premier partner or emerging premier partner, and priority country strategic objectives (applicants should refer to the relevant country strategy in their application, see 'More Information' section)
- likelihood of initiative to strengthen UQ’s profile with partner and within priority country
- alignment with faculty/institute international priorities
- breadth of benefit to UQ stakeholders (e.g. involvement of multiple faculties/institutes/portfolios, HDR candidates or early career researchers)
- tangible deliverables e.g. submission of research grants, co-publications, long-term linkages with partner.

Alignment of activity with UQ Global Strategy partner priorities:

- premier Partner and Emerging Premier Partner initiatives will receive priority
- initiatives in priority countries which promote the development of strategic linkages with Core Partners, industry and government will also be considered.

Matched funding:

- Applications that demonstrate funding fully matched by the faculty/institute/school will be viewed favourably. This may be a combination of funding from the school/faculty or centre/institute.
- Provision of funding or in-kind support from the partner institution will also be taken into account.

Acquittal and reporting of project funds

Awardees must agree to adhere to all requirements related to the receipt of funding, including deadlines and procedures for acquittal of funds and reporting on outcomes.

For Round One, project funds will be transferred to the awarded projects by 30 June 2019. Awardees will have up to 30 June 2020 to utilise the funds in full for the planned project or initiative. Funds that are not utilised within the specified period are to be returned to the GE&E Office.

Upon completion of the project, successful applicants will be required to provide evidence to GE&E of the acquitted funds against the budget. Awardees will also be required to submit a brief report using the template provided, outlining the outcomes of the project, the future direction of collaboration and prospective opportunities that should be considered. This report will be utilised by GE&E for the follow-up of potential opportunities, as well as country briefing reports and potential profiling on the GE&E website.

Applicants awarded UQ Global Strategy and Partnerships Seed Funding who embark on international travel are required to abide by the official reporting, insurance and registration requirements as outlined in the UQ Travel Policy and Guidelines (ppl.app.uq.edu.au/content/9.45.05-travel). Additional associated costs incurred by the applicant above and beyond seed funding awarded will be the responsibility of the approving faculty, school or institute, or individual applicant.

Faculty and institute contacts

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<tr>
<th>Faculty/ Institute</th>
<th>Representative</th>
<th>Contact</th>
</tr>
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<tbody>
<tr>
<td>Science</td>
<td>Melissa McKain</td>
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Contact the Global Engagement and Entrepreneurship Office for additional information about the Global Strategy and Partnerships Seed Funding Scheme.

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E globalstrategy@uq.edu.au

- Frequently asked questions and downloadable versions of the guidelines, application form and reporting templates is available on the Global Engagement and Entrepreneurship website: global-engagement.uq.edu.au/seed-funding.
- Country Engagement Strategies for USA, UK, Germany, China, Indonesia, India, Brazil, Singapore, Vietnam, Chile, and Canada: bit.ly/2HulmE0.
- Partner Engagement Strategy including list of Premier and Emerging Premier Partners: bit.ly/2HulmE0.

global-engagement.uq.edu.au