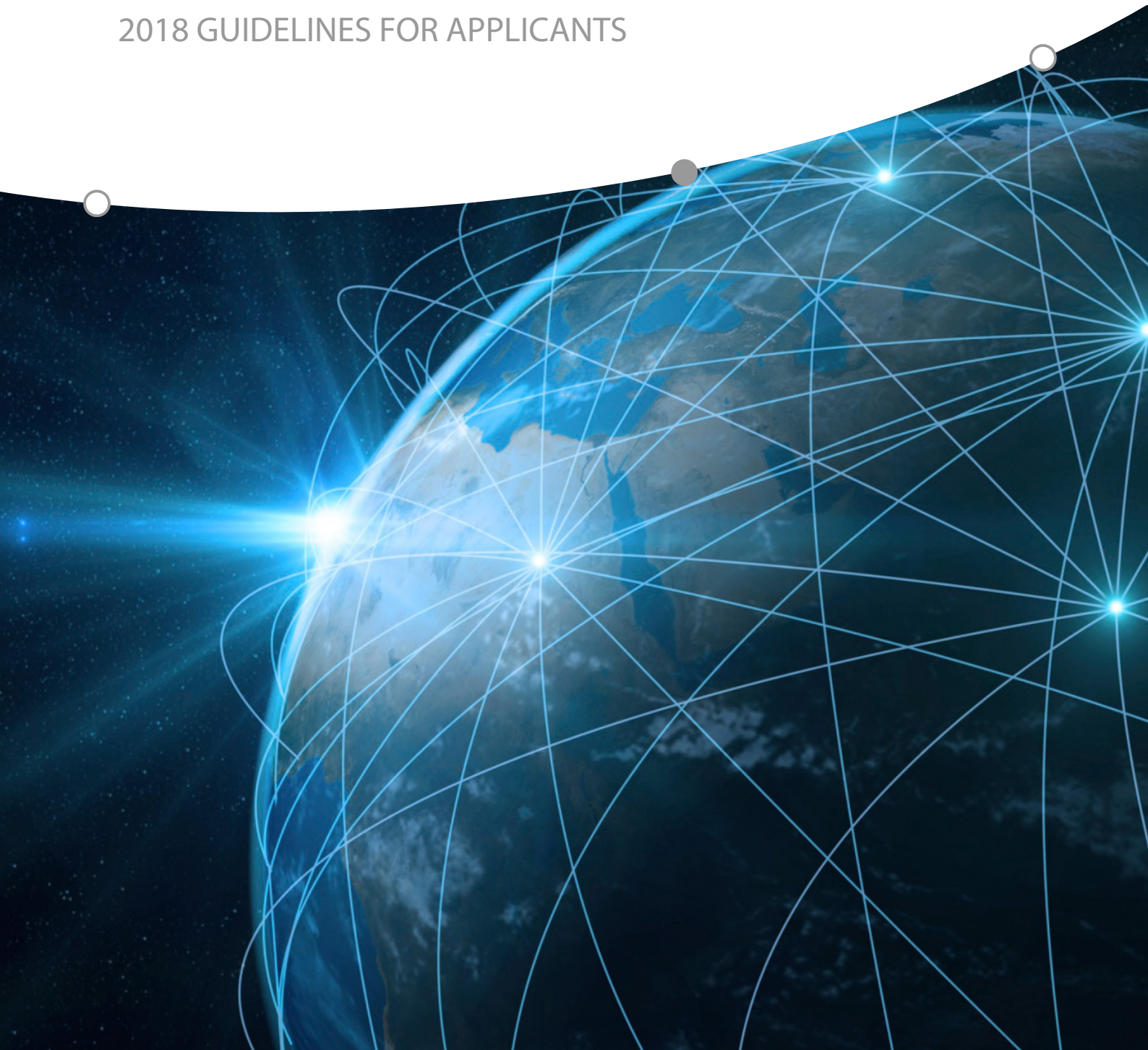


QUEX INSTITUTE

ACCELERATOR GRANT SCHEME

2018 GUIDELINES FOR APPLICANTS



1. BACKGROUND

The University of Queensland and the University of Exeter believe that the most complex of global challenges – ranging from food and water security, political instability, healthy ageing and mental health – require interdisciplinary research that spans institutions, countries and even continents. The two Universities therefore joined together to create the QUEX Institute, through which our talented academic staff can work together so that their distinct perspectives and expertise can be brought to bear on global challenges. Building on a platform of active collaboration and academic exchange, we will build capacity and jointly invest in enhancing the opportunities for our researchers to work together.

In support of this vision, the QUEX Institute offers two funding schemes, the Initiator Grant Scheme and the Accelerator Grant Scheme. Commencing in 2018, annual calls for each scheme will be opened to promote a broadening of academic and research collaboration between UQ and Exeter.

The first round of the QUEX Institute Accelerator Grant Scheme is now open for applications, with a closing date of 30th September 2018.

You may read more about the QUEX Institute at these links: <https://global-engagement.uq.edu.au/quex> and <http://www.exeter.ac.uk/quex/>.

2. OBJECTIVES

Building upon the Initiator Grants Scheme, Accelerator Grants are intended to support large scale initiatives with the aim of securing external funding and/or producing high level outputs in terms of research publications in high ranking journals and improved research impact performance measures. It is anticipated that academic staff, with excellent and complementary expertise and capability, will have already established a working relationship and track record that can be demonstrated as part of the application.

In summary, the key aims of the Accelerator Grants are:

- To position the project group to win major external funding, publish significant research, or to influence national/international policy.
- To address research questions with potential for high impact that could not be as effectively carried out by a partner on its own. These research questions should be aligned to one of the QUEX Institute's three themes.
- To facilitate further development of novel research concepts to the point of submission of bid(s) for significant external funding.
- To expedite ground breaking interdisciplinary research, taking it to the next level.

- To demonstrate clearly the added value of the QUEX Institute.

In 2018 applications will primarily be sought from the three current themes of the partnership:

- Healthy Ageing
- Physical Activity and Nutrition
- Environmental Sustainability

3. FUNDING DETAILS

Applications up to a maximum GBP £30,000 / AUD \$50,000 will be invited.

Funding will be provided to the nominated lead and co-applicant at the partner institution, who will be responsible for all arrangements for any events, activities and participation. Funding will be allocated to the applicant and co-applicant as outlined in the application form.

It is proposed that up to 4 accelerator awards are funded in 2018. All funded applications will be promoted via the QUEX Institute website and are expected to be completed in a twelve-month period from the award date.

4. ELIGIBILITY CRITERIA

The Accelerator Grants will be available to the whole academic community at Exeter and Queensland.

Initiator Grant recipients are welcome to apply however holding a previous Initiator Grant is not a requirement. Initiator Grant recipients applying for Accelerator Grant funding should describe in the application form (section 7) how it would build on the work and achievements of the Initiator project.

Eligible costs under the grants include:

- travel and subsistence
- research consumables
- external speakers/facilitators
- meeting, venue and catering costs.

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

- academic salaries
- equipment
- student fees / tuition
- indirect costs and overheads associated with internal research facilities.

5. APPLICATION PROCESS

Lead applicants should discuss their application with the appropriate QUEX Theme Lead at the home institution in advance of submission (for details of Theme Leads and general UQ and Exeter contacts see table in section 10 - Contacts).

Applicants will need to fill out the Accelerator Fund application form in conjunction with their counterpart(s) at the partner institution. Both a lead applicant and co-applicant at the partner institution will need to be nominated for each application, to whom Accelerator Grant funds will be transferred if successful.

Applicants should ensure that activities are planned and scheduled accordingly, so that in the event of an award, activities can be undertaken rapidly. We expect projects to be completed within the stated deadlines of 12 months for Accelerator projects.

Applications should be submitted to both institutions at the below email addresses by 30th September 2018.

Exeter: QUEX@exeter.ac.uk

UQ: globalstrategy@uq.edu.au

All applications will be jointly assessed and shortlisted by the QUEX Institute Board. Lead applicants will be notified within the specified timeframe (see Key Dates in section 8).

6. ASSESSMENT CRITERIA

Applications will be assessed via a competitive selection process on the basis of the following criteria:

- Quality of initiative/ activity plan as outlined in the application.
- Potential of the initiative to produce high level research outputs.
- Potential of the initiative to secure external funding.
- Contribution of the initiative to advancing the QUEX Institute partnership.
- Where relevant, alignment with QUEX theme.
- Perceived value for money of the initiative.
- Strength of anticipated outcomes and benefits.

This call will be highly competitive and so it is important that all criteria are addressed in your bid.

Please refer to Annex A for further information regarding the assessment criteria.

7. FEEDBACK AND RESUBMISSIONS

Please note that feedback is not provided for Accelerator Grant Scheme projects. Resubmission is by invitation only. Please refer to Annex B for Pitfalls and Top Tips to assist with preparing your submission.

8. KEY DATES

| Date | Activity |
|----------------|------------------------------------------------------|
| Aug 2018 | Calls for round one announced |
| 30th Sept 2018 | Application deadline |
| 31st Oct 2018 | Applicants notified of outcome. |
| 31st Oct 2019 | Initiatives must be completed and reports submitted. |

9. GRANT ACQUITTAL AND REPORTING

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.

Awardees will have up to a maximum of 12 months after the award date to utilise the funds for the successful project or initiative. Funds that are not utilised within the specified period will be withdrawn.

Upon completion of the project and within 12 months of the award date, awardees will be required to submit a brief report outlining the successes and outcomes of the project. Report forms will be provided to Project Leads.

This report will be utilised by the QUEX Institute for the follow up of potential opportunities, reporting on outcomes and potential profiling on the QUEX Institute website, as well as the respective websites of UQ and Exeter.

Awardees 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; <http://ppl.app.uq.edu.au/content/9.45.05-travel> and relevant Exeter policies: <http://www.exeter.ac.uk/finance/policies/expenses/>

10. CONTACTS

Please do not hesitate to contact your home institution contact if you would like any additional information.

EXETER

Ms Roz Pardee
 Head, Global Partnerships
 E: r.l.pardee@exeter.ac.uk
 T: +44 (0) 1392 724267

UQ

Dr Jessica Gallagher
 Director, Global Engagement and Entrepreneurship
 E: j.gallagher@uq.edu.au
 T: +61 7 3446 1890

Applicants are encouraged to contact the relevant QUEX Theme Lead at their home institution to discuss the submission and its alignment with the partnership theme.

| Exeter | UQ |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Healthy Ageing | |
| Dr Iain Lang Senior Lecturer in Public Health and Lead for Communications Email: I.Lang@exeter.ac.uk Phone: +44 (0) 1392 726087 | Professor Catherine Haslam School of Psychology Faculty of Health and Behavioural Sciences Email: c.haslam@uq.edu.au Phone: +61 7 334 67565 |
| Physical Activity and Nutrition | |
| Dr Joanna Bowtell Associate Professor/Head of Discipline, Sport & Health Sciences Email: J.Bowtell@exeter.ac.uk Phone: +44 (0) 1392 722869 | Professor Andrew Cresswell School of Human Movement and Nutrition Sciences Faculty of Health and Behavioural Sciences Email: a.cresswell@uq.edu.au Phone: +61 7 336 56241 |
| Environmental Sustainability | |
| Prof Ian Bateman Professor of Environmental Economics, Director of the Land, Environment, Economics and Policy Institute (LEEP) Email: I.Bateman@exeter.ac.uk Phone: +44 (0) 1392 724503 | Professor Peter Mumby School of Biological Sciences Faculty of Science Email: p.j.mumby@uq.edu.au Phone: +61 7 336 51686 |

Annex A

ASSESSMENT CRITERIA FOR ACCELERATOR GRANT SCHEME

This guidance has been drawn up to assist applicants when completing their Accelerator Grant Scheme application forms. The purpose is to explain what type of information and evidence is required to satisfy the assessment criteria.

| Assessment criteria | Evidence Required |
|--------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Quality of initiative/activity | How well the application has been considered and planned, and the strength of its potential for taking forward a development or collaboration. Are the goals stretching but achievable? Using data to substantiate, the bid identifies the need for and value of the proposed research and how this ties in with UoE and UQ research objectives. Include supporting details on how the project would be significantly enhanced as a result of it being undertaken through the QUEX Institute rather than by an individual academic or institution. |
| Potential to produce high level research outputs and/or policy influence | Evidence of strength and potential of the relationship, including recent activities that have enabled the scoping of research ideas. How can the group and its work develop beyond the project and position the project for producing broader impact? What mechanisms, journals and/or policy bodies will be targeted to advance the collaboration and produce high level outcomes? Clear sense of potential trajectory for the project and the relationship. |
| Potential to leverage and secure external funding. | Likelihood of securing external funding to ensure the longevity and sustainability of the initiative. Clear details of how the project aims to leverage external funding as a direct result of this award, and identification of specific funding bodies / grant schemes that will be targeted. |
| Advancing and sustaining the QUEX Institute | Communicates how the project relationship would contribute to sustaining and strengthening the QUEX Institute. |
| Strategic fit | Clear information on how the proposed research would enhance the development of one of the established themes, or a new, proposed theme. |
| Value for money | Is the proposal offering value for money? Is it communicating strong evidence of: <ul style="list-style-type: none"> • a unique research opportunity that is in line with the QUEX Institute's purpose • mobilising an established group to collaborate for the purpose of step change quality research with a clear objective • project management capabilities of the proposers -reassurance that, if funded, the project will run on time, to budget and deliver against agreed aims, activities and outcomes • tangible and quantifiable outcomes and impact for the benefit of the institutions as well as the more immediate group • the potential to publish high quality papers, influence policy, and leverage external funding as part of the QUEX Institute • sustained development of the QUEX Institute and collaborative research in the longer term |
| Anticipated outcomes and benefits | Specific reference to outcomes and benefits that are anticipated to be a direct result from this project, with timetable. How likely are these? How significant? |
| Impact | Communicates how this project will create impact in a way that will benefit both UQ and Exeter. What is this potential impact [internal/ external] and when might it be felt. Examples of impact could include leverage of external funding/ measures of academic esteem such as publications/ raised profile of the research and the QUEX Institute both internally and externally with industry, local communities and government. |

Annex B

PITFALLS AND TOP TIPS

Pitfall 1: Added value—failing to articulate, and therefore persuade the panel, of the added value of your partnership.

Top Tip 1: ask your team – What can be achieved as a QUEX Institute collaboration that could not be achieved as a single institution? Your answer needs to be strongly and clearly articulated in the application, and evidenced where appropriate.

Pitfall 2: Step-change – failing to envisage and articulate the actual step change that can be achieved through your project.

Top Tip 2: this connects to Top Tip 1, linking the added value of your partnership to the step-change made possible by the unique resources available through the QUEX Institute i.e. what will you do differently: academics, infrastructure, training, external partners etc.

Pitfall 3: Leveraging external funding & other tangible outcomes: panel members need to be persuaded of the application's value for money. They are looking for clear anticipated outcomes and realistic, cost-effective plans and leadership to achieve them.

Top Tip 3: articulate specific details of any potential external funding sources that can be leveraged [amounts, submission deadlines]. Provide the same level of detail for other anticipated outcomes e.g. publications, industry links, staff development etc. Provide details about managing the project itself, including how you will achieve the project goals in the time and with the funding available.

Pitfall 4: Sustainability – applications fail to articulate how the momentum and successes achieved will be sustained in the longer term.

Top Tip 4: outline a clear sustainability plan. Consider and articulate issues such as on-going partnership meetings/ communications, future links with industry or other external partners, leveraging further funding, expanding the network, raising the profile and influence of the group both internally and externally.