Research Start-Up Fund for New Staff

Purpose

1. The Victoria University Research Start-Up Fund for New Staff provides resources to assist eligible, newly appointed academic staff to establish their research career at the University.

Eligibility and Application

2. This fund will be available to all new staff who have completed their PhD, and are appointed for 3 years or longer to a teaching and research position.

   This fund does not apply to new Post Doctoral Fellows and is restricted to Senior Lecturer (Category C) and below.

3. Applications are evaluated on academic merit by the relevant faculty Associate Dean (Research and Research Training).

4. Grants are normally of one-year duration, and should be applied for during the first year of appointment, and normally submitted with the Individual Research Development Plan.

5. The maximum sum that may be applied for is $4,000.

6. To access funds, researchers are to submit a research proposal form, describing their research project, and an indicative budget, to their Associate Dean (Research and Research Training).

7. The outline of the proposed project should briefly state the following information in lay language:
   - intended aims of the project
   - significance within the research field
   - the research plan
   - methods and techniques to be used
   - expected outcomes, ie potential commercial opportunities.

8. If appropriate, applicants are encouraged to indicate how this project relates to their research development plan.

9. Each Faculty will determine their own process for assessing the applications.

Expected Outcomes

10. Possible outcomes resulting from the project include: publications, external research grant applications, commercial opportunities, and new patents.

Administration of Funds

11. The funds will be administered by the Faculty and Pro Vice-Chancellor (Research and Research Training).

12. Where the project requires ethical clearance by any of the University's Ethics Committees, funds will not usually be released until after the appropriate clearance has been obtained.
13. In terms of accountability, a brief report on the outcomes will be required within two-months of the project's completion, and acquittal must occur by the end of the first eighteen months of appointment.

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Information for Faculty Associate Deans (Research and Research Training)

Funding

1. The Pro Vice-Chancellor (Research and Research Training) can contribute up to $2,000 for each new eligible researcher under this scheme. This amount must be at least matched by the applicant's faculty.

Application

2. Initially, the applicant is required to complete the Research Start-up Fund for New Staff: Research Proposal Form and on completion of the research project, the Research Start-Up Fund Recipient – Final Report is required within 2 months of the project's end.

Administration and Certification

3. The Research Start-up Fund for New Staff: Research Proposal Form is submitted to both the Associate Dean (Research and Research Training) and the Pro Vice-Chancellor (Research and Research Training) for their certification signatures.

4. The Research Start-Up Fund Recipient – Final Report is submitted to: Head of School or equivalent Associate Dean (Research and Research Training), and Pro Vice-Chancellor (Research and Research Training) for their certification signatures.