



Water  
Research  
Australia

## RES PRO 01 Application process for research funding: Nationally Competitive Grant Scheme Proposals

Version: <i>1.3</i>	Approved by: <i>Chief Executive Officer</i>
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### 1. Purpose

The purpose of this process is to provide instruction on the implementation of RES POL 01 Application Process for Research Funding in relation to Nationally Competitive Grant Scheme Proposals (e.g. Australian Research Council, National Health and Medical Research Council).

### 2. Scope

This process applies to members seeking project support from WaterRA for an application leveraging additional funding through a nationally competitive grant scheme.

### 3. Exclusions

This process does not apply to:

- Proposals that do not have industry support
- WaterRA Core Research projects
- WaterRA Collaborative Projects – national, international and local for WaterRA research funding
- WaterRA Corporate projects

### 4. Funding and Processes

#### 4.1. Funding available

- The funding available from WaterRA to support applications made under the ARC Linkage Program or NHMRC funding calls will be up to 10% of the total cash budget or \$50,000, whichever is the lesser value. Funding requests that exceed these amounts will not be considered. Funding is expressed 'ex GST'.
- Funding may exceed 10% of the total cash budget, where the total cash budget is less than \$250,000, and where \$25,000 is required to accommodate the WaterRA student Option A (refer below).
- The inclusion of students in projects is highly desirable. Where students are proposed, proponents are strongly encouraged to adopt one of the following options to ensure that the students are part of the WaterRA Education Program student community. The options include:
  - Option A (full student engagement): This option requires \$25,000 from the WaterRA funding component to be allocated towards a PhD student package. This funding includes:

- Student stipend (\$15,000 at \$5,000/yr)
  - Conference support (up to \$5,000)
  - Student o-day and other WaterRA support (up to \$5,000)
- Option B (associate student engagement): This option entitles the student to participate in the WaterRA student community, including participation in a WaterRA student orientation day and eligibility to attend WaterRA events. The cost for this option is \$1,500 per student and may be a better approach where multiple students are participating on the one grant application.

#### **4.2. Who can apply**

- EOI's will only be accepted from WaterRA Research Members, or those Industry and General Members who are eligible to apply for nationally competitive grants schemes.

#### **4.3. Approval process**

- The approval process for NCGS (e.g. ARC Linkage) applications made under this program will be in two stages. This two stage process involves an open call for Expressions of Interest (EOI), which are reviewed by the PRT and a Board funding decision is determined on this basis. Full proposals in the ARC or NHMRC format will be reviewed internally by WaterRA staff as a consistency check against the stage 1 submission and to confirm all industry funding support has been secured. For ARC and NHMRC, WaterRA relies on the technical peer review processes utilised by these organisations. The application and approval process is outlined in Attachment 1.

#### **5. Contractual issues**

- Successful applicants will be required to include in the funding agreement reporting and invoicing requirements as specified by WaterRA.
- Successful applicants will be required to negotiate an agreement that grants to WaterRA a non-exclusive royalty free license to the Project Intellectual Property allowing use for Education Purposes among WaterRA's Members, use for application in further research and allowing the granting by WaterRA of a royalty free sublicense to WaterRA Members granting them rights to apply the Project Intellectual Property in internal processes relating to the treatment of water, wastewater or recycled water. Such rights would NOT extend to other forms of commercialisation, and for the avoidance of doubt would not allow any WaterRA Member to compete in the marketplace with parties taking a commercial license to the Project Intellectual Property. If IP access as outlined above is not granted, WaterRA will reserve the right to withdraw its funding support.

#### **6. Selection Criteria**

- Each EOI will be assessed against the selection criteria RES INS 02 'Project Selection Criteria' available at [waterra.com.au](http://waterra.com.au).

#### **7. Application procedure**

##### **7.1. Liaise with WaterRA to discuss strategic fit**

- It is strongly recommended that prior to preparing an expression of interest for a NCGS for submission to WaterRA, that WaterRA be consulted to ensure that the project aligns with WaterRA Industry member priority issues, as identified in the annual industry workshop process, or WaterRA research strategy documents. Priority will be given to projects that address the current annual list of Industry issues. This list is available at [waterra.com.au](http://waterra.com.au).
- Where post graduate students are to be included as part of the proposal, proponents are strongly encouraged to adopt one of the student options outlined in Section 4.1.

## **7.2. Preparation of an Expression of Interest (EOI)**

- Using 'RES FOR 03 – Nationally Competitive Grant Scheme: Expression of Interest (EOI) Template' complete a concise project concept and submit to the WaterRA contact by the due date listed on the WaterRA website.
- Adhere strictly to the instructions on the WaterRA Form.
- For completion of the full proposal, WaterRA utilises the full proposal template of the relevant NCGS.

## **8. Assessment procedure**

8.1. Project concepts will be assessed by the PRT in accordance with 'RES POL 01 – Application process for research funding'.

- The PRT assesses EOIs using the criteria listed in RES INS 02 'Project Selection Criteria' available at [waterra.com.au](http://waterra.com.au).
- With respect to the detailed technical assessment, WaterRA relies on the rigorous process of the NCGS (e.g. ARC) for full proposal assessment.
- NCGS projects will not be sent for external peer review by WaterRA.
- The WaterRA Board determine the funding decision. The Board decision is final.

### **8.2. Communication of Board funding decision**

- WaterRA will communicate the outcome of the Board funding decision within seven (7) days of the Board decision.
- WaterRA will provide a letter confirming financial support in a format acceptable to the relevant NCGS (e.g. ARC).
- If additional information (written or otherwise) is required from WaterRA to support an application, at least 3 weeks' notice must be provided.

### **8.3. Appeals Process**

- WaterRA has a grievance procedure which applicants may call upon regarding matters of process (RES PRO 03 - WaterRA Appeal process for research funding applications).
- The WaterRA Board ultimately determines WaterRA funding decisions, and the Board decision is final.

### **8.4. Related Documents**

- RES FOR 03 – Nationally Competitive Grant Scheme: Expression of Interest (EOI) Template
- RES POL 01 – Application Process for Research Funding
- RES PRO 03 – Appeal Process for Research Funding Applications
- RES INS 02 - Project Selection Criteria

## Attachments

- Attachment 1: Summary of WaterRA approval process

1.	EOI for WaterRA financial support for NCGS (e.g. ARC Linkage) submissions are invited from WaterRA research members.
2.	EOI will be assessed by WaterRA and the Project Review Team using the selection criteria as described in Section 6 of this document.
3.	Confirmation that applicant agrees to provide Intellectual Property licenses as described in Section 5 of this document.
4.	A list of EOIs will be prepared for WaterRA Board approval and will include PRT recommendations. Applicants will be notified within 7 days of the Board decision on their proposal funding status from WaterRA.
5.	Full applications should be prepared using the relevant NCGS template. Advice regarding the status of other industry support is required on submission to WaterRA.
6.	Full proposals will be internally assessed by WaterRA staff to ensure consistency with the approved concept submission, including confirmation of the specified funding support.
7.	Correspondence in the format required/endorsed by the relevant NCGS will then be provided.
8.	Researchers must provide forms that require a WaterRA signatory no later than three weeks before the relevant NCGS submission deadline. WaterRA cannot guarantee that any such forms can be executed by the WaterRA CEO without adequate notice.
9.	WaterRA will rely on the NCGS peer review processes to determine technical rigour of projects.
10.	Researchers must advise WaterRA the outcomes of the NCGS funding process, both successful and unsuccessful, within 5 working days of the relevant NCGS funding announcement.