

Major Equipment Committee Guidelines for Funding in 2010

The ANU Major Equipment Committee (MEC), via the Research Office, invites proposals from academic staff for the purchase of large equipment for research purposes, including equipment supporting health and medical research.

Major Equipment Grants (ME Grants) Guidelines and Forms

ME Grants Guidelines, Dates, Application Forms and other important information can be found at:
http://www.anu.edu.au/ro/OSR/Funding/funding_MEC.php

Key Dates

Applications for ME Grants open upon the release of ARC Outcomes for Linkage Equipment Infrastructure and Facilities Awards and run for approximately six weeks. Short listed applicants will be invited to attend an interview in early March of 2010 and Outcomes for the ME Grants will be released by the end of March.

- The closing date for applications for ME Grants for 2010 is **5.00pm, Friday 29 January 2010**.
- Short listed applicants will be invited to attend an interview in the early March 2010
- Outcomes will be known by the end of March 2010

Applications must reach the MEC Secretary **by close of business on the application closing date; Friday 29 January 2010**.

Applications must be submitted by College Research Offices. Please contact your College Research Office for internal deadlines.

Contact

All enquiries should be directed to the MEC Secretary.

Research Office
Phone 6125 8464
Fax 6125 4807

Email: MEC@anu.edu.au

Web: http://www.anu.edu.au/ro/OSR/Funding/funding_MEC.php

Overview

Applicants whose ME Grant proposals are eligible for the ARC-LIEF Program are strongly encouraged to apply for such funding first. Failure to apply for such ARC-LIEF funding where it is appropriate to do so is a valid reason for declining to provide an ANU ME Grant.

Funding Eligibility for Major Equipment Grants

- All ANU academic staff are eligible to apply for ANU ME Grants.
- Proposals for funding will be considered for equipment costing more than \$50,000.
- Local areas are required to contribute at least 10% of the total cost of the equipment.
- Funding is for the use in 2010.

Supported Major Equipment Grant Proposals

ME Grant applications **can** include:

- Proposals for purchasing or building new equipment.
- Proposals for replacing obsolete equipment.
- Proposals for computing equipment which is a necessary part of an innovative research project, **as distinct from general purpose computing**.
- Proposals for equipment supporting health and medical research, **as supported by the NHMRC**.
- Proposals for special library collections. NB: Proposals for library collections will not be bound by the \$50,000 lower limit but requests should be linked to specific areas of research.

ME Grant applications **cannot** include:

- Proposals from central information technology service providers whose computing needs are considered by the Information Technology Strategy Committee.
- Proposals for Mass Spectrometers (MS), Electron Microscopes (EM) or Nuclear Magnetic Resonance (NMR) Spectrometers, as these should be forwarded to the relevant Committees for consideration.

Assessment Criteria

Eligible proposals will be assessed according to the following criteria:

- The quality and scale of the research activity to be supported by the equipment.
- Alignment to the strategic research plans of the School/Centre/College and to the strategic objectives of the University.
- Evidence of cost effective use of the equipment.
- Improvements to the research environment.
- Level of financial commitment to the overall cost of the equipment by the School/Centre/College.

Cost Effectiveness

The MEC encourages proposals that are cost effective. It will therefore be obliged to consider rationalisation of funding, especially where the same equipment is requested in more than one area of the University. Where possible, applicants are urged to view their needs in a wider University setting and so bids offering collaboration or sharing of facilities between different areas of the University will be welcomed.

Budgets and GST

Do not include GST in the budget on your ME Grant application form. The University will pay GST from a central holding account. All quotations and invoices (or customs papers, if the equipment is imported) must therefore show GST as a separate item.

Department/School/Centre/College and Other Contributions

There is no compulsory local area contribution to an MEG, however local area and other contributions will be considered favourably.

Details of any local area contributions must be provided on the application form, with the contribution made by each, Department, School, Centre clearly described.

Grants or contract funds must be clearly identified, specifying the granting body and monies.

Applications must explain how the local area will cover construction, installation and operational costs where appropriate.

Application Requirements

Grant Application Forms can be found at http://www.anu.edu.au/ro/OSR/Funding/funding_MEC.php.

Please check carefully before submitting your proposal that all information contained in the Application Form is accurate.

Fully completed forms must be submitted to the MEC Secretary by the closing date. Applicants must supply **both hard and electronic copies** (preferably .pdf) with signatures attached, addressed to:

Major Equipment Committee Secretary
Research Office
MEC@anu.edu.au

Applicants should note that:

- If this proposal is related to a previous ME Grant, a **Progress Report** on the successful proposal must accompany your current proposal.
- It is the responsibility of the applicant to specifically note and check the eligibility criteria for ME Grants. The Committee reserves the right to reject ineligible proposals.
- **Late or incomplete proposals will not be accepted.**

Submission Requirements

Proposals must be signed by the Principle Investigator, the Head of Department, the Director and the College Dean, and delivered to the Research Office (in hard and electronic formats) **no later than the time and date specified on the Research Office web page.**

- Applicants must submit an ME Grant Application Form **only after** completing all sections within prescribed limits.
- Failure to **correctly** complete all required sections of your application will result in your application being **deemed ineligible.**
- The application is to be submitted in full with all required signatures, certifications and attachments by close of business on the advertised date. Failure to do so will result in the application being **deemed ineligible.**
- College Deans may rank all proposals in their College. If they choose to do so, the Major equipment Committee may invite them to provide comparative justifications for the rank they assign each proposal.

Application Components

Applications should comprise the following components:

- Completed ME Grant **Application Form**, including all required signatures.
- A Curriculum Vitae for each investigator named on the Application Form. This must include name, qualifications, current appointment, employment history, a list of ten most significant relevant publications for the last five years and details of competitive grant funding. No more than **one page A4 each.**
- Supporting Documentation such as **Quotations** (that show **untaxed** prices), and **Letters of Support** from the relevant delegate confirming financial support to the application.
- Additional Supporting Texts. To be **no more** than ten A4 pages of additional supporting text, in 12pt font single sided print.

Proposal Assessments

The written application will be the primary source of assessment.

Applicants, or their delegates, will be invited to a brief interview session for clarification of any outstanding issues associated with their application.

Applicants may also be required to provide updated quotations before the MEC allocates funds. Assessors will discuss this during the individual application assessments.

Announcement of Outcomes

In late March 2010 all applicants will be advised by email of the success or otherwise of their application.

Applicants whose applications have been unsuccessful may request advice from the MEC on how to improve their application. Neither the Committee nor the Secretariat will enter into any discussion regarding the outcome of the funding round.