



DEPUTY VICE-
CHANCELLOR
INTERNATIONAL



THE UNIVERSITY OF
SYDNEY

**INTERNATIONAL PROGRAM
DEVELOPMENT FUND**
SUPPORTING INITIATIVES IN
INTERNATIONALISATION

The International Program Development Fund (IPDF) provides funding to support initiatives in internationalisation. The aim is to foster international partnerships in research, teaching and learning, capacity building and other areas with high profile partners in priority regions. In this context it is especially important to assist early career researchers to establish international networks that will lead to sustainable long-term collaboration. Applicants are encouraged to submit funding applications for innovative and sustainable programs built around collaborative research and/or learning and teaching initiatives linking the University with the world's leading academic institutions.

INTERNATIONAL PROGRAM DEVELOPMENT FUND

GUIDELINES FOR APPLICANTS

International linkages with the University's three major international network partners – the Association of Pacific Rim Universities (APRU); the Worldwide Universities Network (WUN); and Academic Consortium 21 (AC21) – are encouraged, as well as collaborations with world-leading universities as ranked in the top 20 by the Times Higher Education Supplement and/or the Shanghai Jiao Tong Academic Ranking of World Universities.

Multilateral projects that partner with more than one institution are particularly encouraged, as are applications that incorporate a research mobility component for early career researchers and postdoctoral fellows. Collaborations with priority regions such as China, South East Asia and South Asia are also particularly encouraged.

Activities that will be considered for IPDF funding:

- academic mobility
- new researcher international cooperation and research links
- travel expenses (eg economy airfare, train, rental car, etc.).
A maximum of three economy tickets will be funded per application
- partial costs for hosting a seminar/conference or workshop
- accommodation for a maximum of two weeks subsistence with a maximum allocation of \$300 a day for accommodation.
Please refer to the travel services webpage for more information sydney.edu.au/staff/travel
- consumables (minimum amount AUD\$500.00 maximum not to exceed AUD\$1,000)
- publication and printing costs – no more than \$2,000.

Activities that will not be considered for IPDF funding

In general, IPDF grants will not be considered for activities where funding can be sought from other sources such as the faculty, partner institution, and/or external funding bodies.

Activities that will not be considered are:

- general teaching
- an individual staff member's research projects, unless as catalytic funding for the establishment of an international research collaboration with the prospect of external funding
- website development
- salaries or salary supplementation, per diems and honoraria
- scholarships for students
- course fees for international students
- mobile phone cards
- entertainment costs
- computers, including laptops (excluding access to high-performance computers or other specialised applications that are justified against the project) and basic computing facilities such as printers, word processors and other standard software.

Guidelines for budgets that include provision for travel and related expenses

- Only travel up to the value of three economy class airfares will be considered.
- Bench fees imposed by partner institutions will not be considered. In some cases, extraordinary material fees may be considered.
- Requests for funding of per diems will not be considered.
- All travel must be consistent with the University of Sydney Travel Policy and Procedures.

BRIEFING SESSION

Further information on the IPDF will be provided at a briefing session held annually during the first semester. Dates and additional information will be available on the IPDF webpage at sydney.edu.au/international/ipdf. To register your attendance for the briefing session please RSVP to Amanda Sayan, Program Coordinator, on 9351 2310 or email amanda.sayan@sydney.edu.au

APPLICATION AND SELECTION PROCESS

Applications are welcome from post-doctoral fellows, academic and research staff at the University of Sydney in all disciplines. Chief investigators on a project must hold a salaried appointment with the University of Sydney.

Priority is given to well-defined proposals that demonstrate a clear benefit to the applicant, department, faculty and University. Priority is also given to first time applicants and early career researchers, as well as to applications that align with the overall strategic goals of the applicant's faculty or research unit.

DURATION AND FUNDING LIMITS

Grants are normally allocated annually and should be spent within two years of allocation. The maximum amount that applicants can apply for is \$AUD12,000 per grant.

DEFINITION OF AN EARLY CAREER RESEARCHER

An Early Career Researcher is defined as a developing researcher who would normally be:

- within ten years of the date of submission of their PhD.
- AND
- hold an academic or research position.

SUBMITTING AN APPLICATION

Applicants must submit an IPDF Application Form online at sydney.edu.au/international/ipdf.shtml. Applicants should start preparing their applications well ahead of the closing date as the supporting documentation required for a full IPDF application can take some time to compile.

After submission, the relevant Dean or equivalent head of unit will rank applications in one of five categories; this will contribute to the applicant's overall score. The relevant unit will be expected to provide matching funds. Applicants will be advised of the outcome of their application within two months of the closing date for receipt of applications.

RANKING CRITERIA

IPDF applications are assessed using a two-stage system:

First stage

The first stage of screening leads to a compound score. This score will be based upon the following criteria:

- the level of prioritisation by the Dean or Director, taking into consideration the alignment of the overall strategic direction of the relevant faculty/unit. This carries the greatest weight
- career stage (preference given to early career researchers)
- if the applicant has previously received IPDF funding (preference is given to those who have not previously been awarded IPDF funding)
- if the applicant is collaborating with one of the University's three major international network partners. For a full list of network partners refer to the appendix.

- if the applicant is collaborating with one of the world's leading universities, as ranked in the top 20 by the Times Higher Education Supplement and/or the Shanghai Jiao Tong Academic Ranking. See s1.sydney.edu.au/international/handbook/rankings/index.shtml

Second stage

The first 100 applications obtaining the highest scores will move to the second stage. These applications will each be considered and scored by two reviewers, whose scores will be averaged and added to the first stage score. Second stage scoring criteria are:

- academic quality and impact – clearly indicating the strategic importance and tangible benefit to the University and academic unit, requiring a clear synergy beyond individual capacities. The academic quality of the proposed work, the likelihood of it gaining wide recognition and/or having a high impact when published, the ability to cut across disciplines and to attract postgraduate students and junior academics will be taken into consideration
- sustainability – the ability to build long-term international relationships and to generate significant external funding
- relevance: its contribution to realising the University's international strategy, and its potential to provide useful outcomes to society locally and globally, such as building capacity and influencing policy.
- innovation – the extent to which the project will contribute to new technology and/or new thinking in its field.

After completion of both stages applications will be considered by a selection committee comprised of academics from a broad range of disciplines and chaired by the Deputy Vice-Chancellor International. Successful funding will be based on the total score.

RESULTS

Successful applicants will receive a letter of confirmation or other form of notification. The outcomes of granting rounds are also posted on the IPDF website. Successful recipients will be required to download the Acceptance of Funding form at sydney.edu.au/international/ipdf.shtml and forward it to the Program Coordinator, Amanda Sayan (amanda.sayan@sydney.edu.au) by the due date.

PAYMENT

All successful applicants will receive the funds by mid-January the following year. The funds will be transferred into the RC provided in the Acceptance of Funding form.

It is the responsibility of the applicant to liaise directly with their finance department regarding the receipt of funds.

FACULTY MATCHING FUNDS

The matching funds are approved by the Dean's unit. To receive the faculty matching funds applicants must contact the Dean's office or faculty nominee to arrange payment.

CHANGE OF INVESTIGATOR/ INDUSTRY PARTNER ETC

If circumstances change – for example the lead investigator or a fellow investigator leaves the project, or the industry partner withdraws – applicants should contact the Program Coordinator. Such changes will need to be approved and documented.

EXTENSIONS

Under exceptional circumstances extensions will be approved for a maximum period of six months. Applicants seeking an extension must submit an Amendment Request Form along with a revised budget and timeline of activities to the Program Coordinator for approval.

FORFEITURE OF GRANTS

Grants not spent by the due date will be transferred back to the IPDF so that unspent balances can be re-allocated.

FINANCIAL AND REPORTING OBLIGATIONS

IPDF grants will be allocated in one instalment only, available from mid-January the following year. The funds may be spent over a period of two years.

Recipients will be required to submit a final report within three months of completion of the project. A report pro-forma is available online. The report should include an outline of the outcomes of the project, an indication of its sustainability, a summary of lessons learned in undertaking the project and a detailed acquittal of funds as required by University policy. Recipients who fail to submit a final report will not be able to submit future IPDF applications.

SUBMISSION OF APPLICATIONS

Applications should be submitted using the electronic submission option on the IPDF website by the due date along with relevant supporting documentation.

Supporting documents

- A letter of support from the partner institution(s) outlining any collaborative activity to date.
- A letter of support from any extramural partners specifying their contribution to the program (in cash or kind).

Complete applications, include all required attachments, must be received by the deadline. No extensions will be granted.

KEY DATES

Please refer to sydney.edu.au/international/ipdf.shtml

APPENDIX

INTERNATIONAL NETWORK PARTNER UNIVERSITIES



Australia

- Australian National University
- University of Melbourne

Canada

- University of British Columbia

Chile

- University of Chile

China

- Fudan University
- Hong Kong University of Science and Technology
- Nanjing University
- Peking University
- Tsinghua University
- University of Hong Kong
- University of Science and Technology of China
- Zhejiang University

Chinese Taipei

- National Taiwan University

Indonesia

- University of Indonesia

Japan

- Keio University
- Kyoto University
- Osaka University
- Tohoku University
- University of Tokyo
- Waseda University

Korea

- Korea University
- Seoul National University

Malaysia

- University of Malaya

Mexico

- Instituto Tecnológico de Monterrey
- National Autonomous University of Mexico

New Zealand

- University of Auckland

Philippines

- University of the Philippines

Russia

- Far Eastern National University

Singapore

- National University of Singapore

Thailand

- Chulalongkorn University

USA

- California Institute of Technology
- Stanford University
- UC Berkeley
- UC Davis
- UC Irvine
- UC Los Angeles
- UC San Diego
- UC Santa Barbara
- University of Oregon
- University of Southern California (USC)
- University of Washington

Australia

- University of Western Australia

Canada

- University of Alberta

China

- Nanjing University
- Zhejiang University

New Zealand

- University of Auckland

Norway

- University of Bergen

South Africa

- University of Cape Town

UK

- University of Bristol
- University of Leeds
- University of Sheffield
- University of Southampton
- University of York

USA

- Pennsylvania State University
- University of Washington, Seattle
- University of Wisconsin, Madison

Australia

- University of Adelaide

China

- Fudan University
- Huazhong University of Science and Technology
- Jilin University
- Nanjing University
- Northeastern University
- Peking University
- Shanghai Jiao Tong University
- Tongji University

France

- University of Strasbourg

Germany

- University of Freiburg
- Chemnitz University of Technology

Indonesia

- Gadjah Mada University

Japan

- Nagoya University

Laos

- National University of Laos

South Africa

- Stellenbosch University

Thailand

- Chulalongkorn University
- Kasetsart University

USA

- University of Minnesota
- North Carolina State University

For more information please contact:

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