Partner Organisation (PO) and Partner Investigator (PI) Introduction and information

Helpful Information:
The Scheme
The objectives of the Australian Research Council (ARC) Linkage Projects Scheme are to:

- support the initiation and/or development of long-term strategic research alliances between higher education organisations and other organisations, including industry and other research end-users, in order to apply advanced knowledge to problems and/or to provide opportunities to obtain national economic, commercial, social or cultural benefits
- provide opportunities for internationally competitive research projects to be conducted in collaboration with organisations outside the higher education sector, targeting those who have demonstrated a clear commitment to high-quality research
- encourage growth of a national pool of world-class researchers to meet the needs of the broader Australian innovation system
- build the scale and focus of research in the national Science and Research Priorities.

The proposed research will be assessed by academic reviewers and therefore should be of a quality comparable to Discovery Projects, innovative and significant with clear benefits to the field, the Partner(s) and Australia.

Funding
The ARC will provide funding from a minimum of $50,000 pa to a maximum of $300,000 pa for a minimum of two (2) and a maximum of five (5) years.

The Proposal must demonstrate that the combined Partner Organisation(s) total cash and in-kind contributions must at least match the total funding requested from the ARC. Furthermore the combined Partner Organisation eligible cash contribution must be at least 25% of the total funding requested from the ARC.

Rules of the Scheme
The rules of the scheme are modified each year so even if you have participated in one of these Linkage projects previously it is important to be familiar with the rules for this 2015 scheme. These are on the ARC website at: [http://www.arc.gov.au/linkage-projects](http://www.arc.gov.au/linkage-projects)

Timescale
The scheme opened on 16 September 2015. The closing date is 11th November 2015 with the outcomes known around June 2016. We anticipate the rejoinder process to be run in (possibly) Feb or March.

Australian Research Council (ARC) Online System - RMS
- RMS access is possible only after you have created an ‘account’ in the system
- In setting up your ‘account’ you must nominate the University of Sydney as the Organisation that will Administer your RMS Account
Important Dates

- Internal (University of Sydney) deadline for final drafts of applications – **Wednesday 21st October 2015** – this time allows the compliance and eligibility checking to ensure all the Rules have been met
- ARC Deadline – **Wednesday 11th November 2015**

Partner Organisations and their responsibilities

- A partner organisation is any organisation that is not an Australian University
- Every Partner Organisation in a Linkage Application can opt to nominate a researcher to be their representative in the application – called a PI (Partner Investigator); or choose an appropriate contact person from their organisation, who is not required to be a named PI.
- Every Partner Organisation must provide a Letter of Support (see template) that provides the information required under the ARC Funding Rules; this letter forms part of the application and is submitted within the application
- The Letter of Support must be signed by the appropriately delegated person within your organisation – contribution amounts noted in the letter therefore need to be accurate and final before signature is inserted – allow sufficient time to get this person’s signature
- The appropriately delegated person is the person whose budget is the source of the contributions
- Part D of Application form (Partner Organisation Details) – The nominated PI, or Partner Organisation contact can complete this section for your Organisation
- The appropriate University of Sydney Linkage Agreement template will be supplied to you after your initial conversation with the University’s Director of Commercial Development and Industry Partnerships (Dr Andrew Tindell) or the University’s Manager of Research Contracts (Alma-Mary McFarland). Your organisational Letter of Support requires your Organisation to confirm that they have seen this Agreement template. Show it to the appropriately delegated person in your Organisation

Partner Investigator

- There is an entire and discrete section of the application for your Track Record – each named Investigator has their own Track Record section; the Sample Application form (see template – [http://www.arc.gov.au/sample-application-form](http://www.arc.gov.au/sample-application-form))
- Part G – Personnel, your Track record section – Please read the instructions the ARC provide in relation to each question within this section and structure your answers accordingly. If you have any questions or concerns about how to do this, please contact jennifer.turner@sydney.edu.au
- ARC Certification form (Written Evidence form) requires the signatures of you and the delegated person in your organisation
- All other parts of the Application form are the responsibility of the University of Sydney lead CI – refer table outlining parts and responsibilities

Definitions

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• *Cash Contribution* means the cash from an organisation for the Project, which is transferred to and managed by the Administering Organisation.

• *In-kind Contribution* means a contribution of goods, services, materials or time to the Project from an individual, business or organisation. Values are calculated based on the current market rates/valuations/rentals/charges (that is in the financial year of the date of the Proposal’s submission) of the costs of labour, work spaces, equipment and databases. [While the calculations covering time and costs should be documented by USydney, we may need to provide them to the ARC for audit purposes if requested.]

**Contacts**

• For compliance and eligibility issues
  Sherridan Blackman  sherridan.blackman@sydney.edu.au
  Rebecca Griffin    rebecca.griffin@sydney.edu.au
  Bill Channing      william.channing@sydney.edu.au
  Kay Winton         kay.winton@sydney.edu.au;

• For strategic writing advice
  Andrew Black (Director – Research Development)  andrew.black@sydney.edu.au; or
  Jennifer Turner (Manager – Research Development)  jennifer.turner@sydney.edu.au

• For questions or advice about Partnership Engagement and the appropriate University of Sydney Linkage Agreement
  Andrew Tindell     andrew.tindell@sydney.edu.au, or
  Alma-Mary McFarland almamary.mcfarland@sydney.edu.au