FREQUENTLY ASKED QUESTIONS
Discovery Program (2018 edition)

Version 1.1 - Release date: 15 October 2018

• All participants should read the Grant Guidelines for the Discovery Program (2018) (the grant guidelines) and specific Instructions to Applicants documents also available on GrantConnect as they contain important information for Research Office staff and individual participants preparing applications.

• The Australian Research Council (ARC) does not respond to queries from individual participants. Individual participants should direct all queries regarding ARC grant opportunities to their Administering Organisation’s Research Office (or equivalent). If further information regarding the National Competitive Grants Program (NCGP) is required, the Research Office should contact the NCGP at arc-ncgp@arc.gov.au.

• Information regarding the Research Management System (RMS) is available at the ARC website, or by contacting arc-systems@arc.gov.au for assistance.

• Please note that this FAQ document addresses the eligibility of applications submitted under the 2018 grant guidelines. Please ensure that your application is eligible in accordance with these guidelines, which may differ from Funding Rules applying to previous years.

• Questions regarding limits for currently held funding can be directed to your research office.

This Frequently Asked Questions document will be updated as required.
1. Cross Program and Cross Grant Opportunity Eligibility

1.1 Will the ARC write to my Administering Organisation to seek clarification about eligibility issues?

No. The ARC will no longer be contacting Administering Organisations requesting clarification around eligibility. All the information that the ARC Eligibility Committee will use to decide if an application is eligible MUST be contained in the application.

Applicants are expected to manage validations that appear in the application form when applying as these may prevent submission of applications to the ARC. Information provided in the application (e.g. CI/PI roles, medical statements etc.) MUST clearly address the issue at time of submission.

1.2 For eligibility purposes, how is the number of projects and applications/proposals with which I am involved counted?

As per subsections 5.10 and 5.11 of the grant guidelines, the ARC will calculate limits of projects and applications as at the closing time of submission of applications and may re-calculate this limit as other grant opportunity are announced (and End of Year Reports are submitted) by totalling:

(a) the number of Discovery Program CI roles or ARC Fellowships that the individual will hold on active projects as at the relevant active project assessment date;

(b) the number of ARC Centres of Excellence and Special Research Initiatives CI and/or Director roles that the named participants will hold on active projects as at the relevant grant opportunity active project assessment date; and

(c) the number of Discovery Program applications We (the ARC) are currently assessing which include that individual as a CI or candidate.

Notwithstanding the above:

(i) Applications for Australian Laureate Fellowships, Future Fellowships, ARC Centres of Excellence or Special Research Initiatives will not count towards the limits in subsection 5.10 of the grant guidelines

(ii) Named participants on successful applications for Australian Laureate Fellowships, Future Fellowships, ARC Centres of Excellence or Special Research Initiative projects must meet the project limit requirements. This may be achieved by relinquishing existing project(s), or relinquishing role(s) on existing projects, or withdrawing application(s), where allowed, that would exceed the project limits. You must nominate and adequately justify the proposed relinquishment(s) if these applications were successful. We will determine the outcome of Your nominated relinquishment(s).

Note: RMS contains new functionality in application forms that will be an indication whether the key eligibility requirements have been met by participants. The application form will prevent any participant from submitting an application where they have an overdue Final Report for any ARC-funded projects. You will be able to see the Project ID where there is an overdue Final Report and the form part will be ‘invalid’. Where project and application limits have been breached the application form part will be invalidated and the form will not be able to be submitted to the ARC. The ability to submit a valid application form to the ARC, does not mean that participants have met all eligibility requirements. You will still need to ensure that comprehensive checks
have been made so that participants comply with the eligibility requirements set out in the grant guidelines.

Note that eligibility may be checked at any stage of the assessment process.

Discovery Program projects or applications do not count towards the cross-grant opportunity eligibility limits for the Linkage Program.

1.3 What is an active project?

An active project means a project that is receiving funding according to the terms of an existing funding agreement or grant agreement, or has any carryover funds approved by the ARC, or an approved variation to the project end date. The active projects, which affect your eligibility to apply for funding, are determined based on the project’s end date in RMS.

The number of active projects that a researcher is considered to have is counted as at the active project assessment date.

1.4 What is the active project assessment date?

The active project assessment date is the date on which the active project eligibility will be considered for project and application limits per named participant. The active project assessment date is six months after the grant commencement date. Table 1 lists the active project assessment dates for the Discovery Program grant opportunities.

Table 1: Active Project Assessment Dates for the Discovery Program (2018)

|Australian Laureate Fellowships| 1 January 2020 |
|Future Fellowships| 1 January 2020 |
|Discovery Early Career Researcher Award| 1 July 2020 |
|Discovery Indigenous| 1 July 2020 |
|Discovery Projects| 1 July 2020 |

1.5 How do I find my active projects?

You can see the list of all current ARC Projects on which you are a named CI/Candidate in RMS. To find this list, go to the Person Profile section of RMS and click the link to Current ARC Projects. The projects will appear in a format like the below example:

<table>
<thead>
<tr>
<th>Identifier</th>
<th>Scheme Name</th>
<th>Investigators</th>
<th>Admin Organisation</th>
<th>Project Title</th>
<th>Funding</th>
<th>End Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>DP1534567</td>
<td>DP 2015</td>
<td>Dr Joe Bloggs</td>
<td>The University of X</td>
<td>Example Project Title</td>
<td>$876,543</td>
<td>30/06/2019</td>
</tr>
</tbody>
</table>

This list from your Person Profile is pre-populated into the Personnel section of your application Form.
If You or the researcher believe that any of the project information on the individual’s Person Profile is incorrect, contact Your Organisation’s Research Office, who will contact ARC Post-award to submit a Variation to Grant Agreement (VGA) if required.

For the purposes of eligibility, the project’s end date is used to determine whether it is an active project according to the specific active project assessment date.

1.6 What is a project end date?

The project end date means the expected date that the project activity is completed and the grant spent by.

1.7 Can I withdraw a person from an application that is currently under assessment in order to meet project and application limits?

No. It is not possible for a named Participant to be removed from an application once it has been submitted.

1.8 Can I wait until after I submit an application to change the end date of an existing project so it doesn’t count towards the cross-grant opportunity eligibility limits?

No. RMS will not allow you to submit an application to exceed project or applications limits except for applications for Australian Laureate Fellowships, Future Fellowships, ARC Centres of Excellence or Special Research Initiatives where those applications don’t count towards the limits. Project end dates must be updated via a Variation to Grant Agreement (VGA) process. Applicants must ensure all project end dates are correct prior to submitting applications to the ARC. The ARC may check eligibility at any stage of the assessment process.

1.10 Can I relinquish an awarded project following announcement in order to meet application limits?

RMS will not permit a CI on a Discovery Projects, Discovery Early Career Researcher Award or Discovery Indigenous application to apply for more than they can hold and then relinquish an awarded project following announcement.

Candidates applying for an Australian Laureate Fellowship or Future Fellowship may apply for more than they can hold, but must meet project and application limits on award as per subsection 5.15 of the grant guidelines.

Note: It is the Deputy Vice-Chancellor–Research or equivalent that has the responsibility to certify that all information in the application is correct. This extends to project end dates. If you are aware that an active project needs an extension to its end date, contact the ARC Post-award team by requesting a Variation to Funding Agreement (VGA) in RMS. An extension to the end date for eligibility purposes needs to be approved by the ARC prior to the submission of an application.

Subsections 11.12 and 11.13 of the grant guidelines states that applications that are incomplete, or “inaccurate or contains false or misleading information, or involves misconduct, We will in Our absolute discretion decide to recommend that the application not be approved for a grant.”

1.11 Can the same research application be submitted for different grant opportunities?

Yes. However, note in accordance with subsection 8.10 of the grant guidelines, the ARC “cannot fund the same research activities, infrastructure or project previously funded or
currently being funded through any other Commonwealth grant”. Assessors also take into account criteria such as value for money when considering an application.

If an application is submitted under more than one ARC grant opportunity, this must be acknowledged in the relevant section of the application form. If both applications are successful, you will be required to manage any potential financial duplication either through an ARC-approved VFA or by relinquishing one of the successful projects.

2. Cross-grant opportunity Eligibility Examples

2.1 I have two Discovery Projects with an End Date of March 2020 and September 2020. Can I apply for a DP20?

Yes. The active project assessment date for Discovery Projects for funding commencing in 2020 is 1 July 2020. You will only be in receipt of one Discovery Projects grant as at 1 July 2020.

2.1 I have no current Discovery Program grants can I apply for both a DE20 and DP20?

Yes. Subsection 5.10 of the grant guidelines states that a participant can be concurrently funded through the Discovery Program for a maximum of one ARC Fellowship and one project as a CI.

2.3 I have a current Discovery Project grant with an end date of April 2020. Can I apply for both a DE20 and a DP20?

Yes. The active project assessment date for Discovery Early Career Researcher Award and Discovery Projects is 1 July 2020. You will not be in receipt of any grants as at 1 July 2020.
3. Changes to this document

UPDATE:

15 October 2018 – Minor updates in line with opening Future Fellowship 2019 and Discovery Early Career Researcher Award 2020.