FREQUENTLY ASKED QUESTIONS
Linkage Program (2018) Linkage Projects for funding applied for in 2019

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- All participants should read the Grant Guidelines for the Linkage Program (2018), Linkage Projects For funding applied for in 2019 (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. Chief Investigator (CI)/Partner Investigator (PI) roles, medical statements etc.) MUST clearly address the issue at time of submission.

1.2 Which grant opportunities’ projects or applications count as a Linkage Program project?

As stated in the Glossary of the grant guidelines, for the purposes of eligibility the Linkage Program refers to the following schemes:

- Industrial Transformation Research Hubs;
- Industrial Transformation Training Centres;
- Linkage Projects;
- Linkage Infrastructure, Equipment and Facilities;
- Learned Academies Special Projects;
- Supporting Responses to Commonwealth Science Council Priorities;
- ARC Centres of Excellence;
- Special Research Initiatives; and
- other schemes as updated from time to time.

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

As per subsections 6.36 and 6.37 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 announcements are made by totalling:

a) the number of Linkage Program (not including LIEF) CI and Director roles that the participant will hold as active projects as at the active project assessment date; and

b) the number of Linkage Projects applications We are currently assessing which include that participant as a CI.

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.
1.4 Does RMS have functionality in applications forms to indicate whether key eligibility requirements have been met by participants?

Yes. RMS contains functionality in forms that to indicate whether key eligibility requirements have been met such as:

- 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’ and you will not be able to submit the application to the ARC.
- Where project and application limits have been breached the application form part will be ‘invalid’ 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.

1.5 What is an active project?

An active project means a project that is receiving funding according to the terms of an existing grant agreement or funding 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.

1.6 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.

The active project assessment date for Linkage Projects for funding applied for in 2019 applications submitted by 30 June 2019 will be 1 January 2020.

The active project assessment date for Linkage Projects for funding applied for in 2019 applications submitted from 1 July 2019 will be 1 July 2020.

1.7 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 following example:
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 individuals Person Profile is incorrect, contact Your Organisation's Research Office, who will contact ARC Post-award to submit a variation to a Grant Agreement 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.

1.8 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.

1.9 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.

1.10 Can I defer the start date of the proposed project to avoid cross scheme limits?

No, as per subsection 6.36 and 6.37 of the grant guidelines, all participants must meet the project and application limits as at the active project assessment date in order to be able to apply. As per subsection 6.23 of the grant guidelines, a project cannot commence until all CIs and PIs meet the eligibility criteria as set out in the grant guidelines – this includes meeting the project and application limits. You can request to defer commencement of a project through the Variation of grant agreement (Variation) process for other reasons as long as all investigators remain compliant on all eligibility limits.

RMS will not permit a CI on a Linkage Projects application to apply for more than they can hold at the active project assessment date, calculated at the date of submission of the application.

1.11 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-opportunity eligibility limits?

No. RMS will not allow you to submit an application to exceed project or applications limits except for applications for Industrial Transformation Research Hubs, Industrial Transformation Training Centres, 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 a Grant Agreement 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.

**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 a Grant Agreement 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.

**Note:** We will at Our absolute discretion decide to recommend that applications considered incomplete, inaccurate, or containing false or misleading information or involving misconduct not be approved for a grant under subsections 12.14 and 12.15 of the grant guidelines.

1.12 **Can I relinquish an awarded project following announcement in order to meet project and application limits?**

RMS will not permit a CI on a Linkage Projects application to apply for more than they can hold as at the active project assessment date (calculated at the date of submission of the application) and then relinquish an awarded project following announcement.

Participants applying for an Industrial Transformation Research Hubs, Industrial Transformation Training Centres, ARC Centres of Excellence or Special Research Initiative may apply for more than they can hold, but must meet project and application limits on award.

1.13 **Do projects or applications on which I am a PI count toward cross-opportunity eligibility limits?**

No, as per subsection 6.35 of the grant guidelines, “limits do not apply to PIs or to unnamed participants on projects such as HDR students, postdoctoral researchers and research assistants”.

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

Yes. However, note in accordance with subsection 9.17 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 variation to a Grant Agreement or by relinquishing one of the successful projects.

2. **Linkage Projects Frequently Asked Questions**

2.1 **Can a government organisation be a Partner Organisation on an LP19 application?**
A government organisation may participate on an LP19 application as a Partner Organisation, provided they meet the eligibility requirements at sections 6.9-6.11 of the grant guidelines. The ARC does not provide advice on whether a specific organisation is eligible to be a Partner Organisation, it is the responsibility of the Administering Organisation submitting the application to determine whether a potential Partner Organisation meets the eligibility requirements in the grant guidelines.

2.2 How do I know if my Partner Organisation is one of the types that is exempt from the cash contribution? Can the ARC provide a ruling on this?

The ARC does not provide advice on whether a specific organisation meets the definition of an exempt Partner Organisation type in the Glossary of the grant guidelines. It is the responsibility of the Administering Organisation to determine whether a potential Partner Organisation meets the definition of an exempt Partner Organisation type. Please refer to sections 6.15, 6.16 and the Glossary in the grant guidelines in consultation with the Research Office.

2.3 I have roles at multiple organisations, which should I list at the ‘Relevant Organisation for this Application’ question?

You should list the organisation that you will be associated with for the purposes of the project. It would usually be the organisation that has made cash/in-kind contributions on the application related to your work on the project (if relevant). This may differ from the organisation which gives you eligibility for your CI or PI role on the application.

For example, you may be employed by an Eligible Organisation for more than 0.2 FTE, and also employed by an organisation which will be a Partner Organisation on the application. Both of these organisations need to be listed at the ‘Employment Details’ question in the application form. If the Eligible Organisation is not involved with the project and the PO is going to contribute cash/in-kind related to your participation on the project, the organisation to list at the ‘Relevant Organisation for this Application’ is the PO. Your employment with the Eligible Organisation allows you to be eligible as a CI on the application, but as the Eligible Organisation is not involved (or is less involved) with your participation on the project, the PO is the relevant organisation for the application.

2.4 I have two Partner Organisations on my application, and they are both organisations whose funds are appropriated predominantly from Commonwealth or Australian State or Territory Government funding sources for the purposes of research. Can they fulfill the Partner Organisation contribution in section 6.3.c of the grant guidelines?

No, as per section 6.13 of the grant guidelines, the combined eligible Partner Organisation contribution from organisations of this type is restricted to making up a maximum of 25 per cent of the required Partner Organisation contribution to match the funding requested from the ARC.

2.5 How can a Partner Organisation on my application contribute cash towards the project if their funds are appropriated predominantly from Commonwealth or Australian State or Territory Government funding sources for the purposes of research?

A Partner Organisation whose funds are appropriated predominantly from Commonwealth or Australian State or Territory Government funding sources for the purposes of research can contribute cash towards a project, if the cash for the project was not derived from Commonwealth or Australian State or Territory Government funding sources for the purposes of research. This may include cash earned by the
organisation from sources such as (but not limited to) patent licensing or the provision of products/services. Please refer to section 6.13 of the grant guidelines. Please note that contributions from this type of organisation are only eligible to make up a maximum of 25 per cent of the required Partner Organisation contribution.

2.6 Can funds be requested from the ARC for the cost of personnel to be based at the Partner Organisation?

The grant guidelines support personnel costs as per section 7.5.1. The grant guidelines do not preclude requesting funding for an employee at a Partner Organisation to carry out specific tasks on a project, noting that a salary and/or on-costs (in whole or in part) cannot be requested for a CI or PI (section 7.8.f).

However, please note that all budget requests need to be fully justified, and in this case the applicant should explain and justify why the salary is being requested from the ARC and is not contributed by the Partner Organisation, and why the task cannot be carried out by a participant on the project. The applicant should note sections 6.24.c and 6.29.c stating that a CI or PI must make a commitment to carrying out the project and not assume the role of a supplier of resources for work that will largely be undertaken by others. The applicant should also note selection criterion C – Feasibility when considering the commitment and contribution from their Partner Organisation(s).

3. Research Outputs Frequently Asked Questions

3.1 Do I have to provide a statement in Part D explaining and justifying the impact or significance of each of my ten career-best academic outputs?

No. The ARC has changed the requirements for reporting a participant’s research outputs in the LP19 application form. Applicants now provide a list of categorised research outputs in question D18 only (including their ten career-best research outputs). A statement is no longer required for each individual’s research output. Instead, the impact, benefit and significance of a participant’s overall research output can be summarised at question D17.

3.2 Is an unpublished article uploaded to a preprint server an eligible output to include in question D18 of the application form?

Unpublished articles uploaded to a preprint server cannot be included in the applicant’s research outputs listing. Applicants may only list published or ‘in press’ outputs. In the case of ‘in press’ outputs, applicants must also include an acceptance date.

3.3 As citation is not mandatory within ORCID, if an ORCID Research Output does not contain a citation but does contain a DOI, how will RMS make a reasonable attempt to recover this information using available resources?

ORCID has the option to add the ‘citation type’ as well as ‘work identifiers’ such as Digital Object Identifiers (DOI) and it is these identifiers that help us verify the output.

The ARC does not use ORCID or other work identifiers to do any harvesting of citation information for example citation counts. If the applicant wishes to provide information about academic impact (like citations, H index, awards or prizes), they can include this in the application form as evidence of research impact. For example, this information would be provided at Question D17 of the LP19 application form.
3.4 Can Research Outputs published in foreign languages be included as references as published, or should they be translated to English?

Applicants can include Research Outputs as published in the original language.

3.5 The advice in the Help Text in Part D18 of the LP19 application form states that ‘next to each research output, add the Project ID and years funded for any ARC grant on which they were a CI of Fellow from which the item originated’.

However, the research output and grant details appear the same on the application whether the answer to ‘CI or Equivalent’ is yes or no.

When adding Research Outputs, the functionality to distinguish between CI or Equivalent and PI or Equivalent is not working in RMS, and all publications (regardless of the role) will appear in Part D18. Please note that this will not be an eligibility issue.

3.6 I would like to indicate co-authorship, how do I do this?

Currently there is no option to indicate this against an output. Applicants can reference their co-authorship at Question D17.

3.7 Will my application be deemed ineligible if I am having research output display errors?

Research output display errors are system issues that cannot be corrected by RMS users. Consequently, we can assure applicants that should any further issues arise that cannot be fixed prior to scheme application deadlines, any submitted applications that are affected will not be deemed to breach eligibility requirements due to research output display errors. Assessors will also be advised to disregard identified research output display errors in their assessment of applications.

3.8 Is there information available on entering Research Outputs in my RMS profile?

Information on RMS auto-population of Research Outputs can be found on the ARC website which includes Frequently Asked Questions and a User Guide for adding Research outputs to an RMS Profile.