**Why and LP Notification Process?**

Preparing an LP application for the ARC can be as challenging as it is rewarding. But you are not alone on that journey. The HASS Faculty Research Office is committed to supporting you alongside our Directors of Research/Deputy Director Research (ISSR) and our expert central Research Office team. Working together this support combines to help you at all stages of the process. The purpose of the HASS LP Notification process allows us to build a framework and timeline of submission of your Linkage Project based on you need. Once completed please submit this form to research@hass.uq.edu.au.

**What is the timeline?**

LP development can take a variety of paths and it can range from stop-start-stop to ‘all systems go’. It largely depends on how the project team is managing the connection with their Partner Organisation/s and preparation of the proposal. Below is an indicative guide of how an application will track through the process and then to highlight where resources at UQ are available.

**HASS FRO Scoping**

A scoping meeting with the [HASS Faculty Research Office](https://hass.uq.edu.au/hass-research-team) is available. The purpose is mainly to answer any of your questions about this scheme as well as to help you formulate a submission strategy and timeline. If a scoping meeting is requested on the below form, the HASS FRO (research@hass.uq.edu.au) will contact you arrange a time to meet. The meeting will include the Sarina Hobbin (Research Partnership Manager) and Rachel Smith (Senior Advisor – Research Management) to cover everything from Partner Organisation identification and how to pitch your project, developing the proposal, budget support and ARC RMS technical aspects.

**Proposal Development**

Developing a project from idea to application can take between 6 -18 months. At all stages of development, you should bookmark the Central Research Office – [ARC Linkage Project Scheme](https://research.uq.edu.au/research-support/research-management/funding-schemes/australian-research-council-arc/arc-linkage-projects) site to stay up to date on templates and resources and internal submission deadlines.

**HASS Readership & External Consultant Strategic Review/Grant Editing**

Peer review is recommended for ARC Linkage Projects. Ideally this will occur before the internal due date. The HASS FRO will negotiate your readership deadline at the Scoping Meeting. A readership session will include a 1-hour meeting with you peer reviewers in person (or via zoom). External consultants may be provided based on assessment of the HASS FRO and if resourcing is available.

**UQ Research Office**

Eligibility and compliance check is mandatory before submission to the ARC. To work within the 3 assessment periods the intake dates for 2021 are: **15 March, 19 July and 15 November**.

**ARC Assessment**

The continuous submission process means that applications are rigorously assessed following three submission deadlines in the ARC’s Research Management System (RMS) and funding outcomes are recommended to the Minister within six months of application submission. Following a Rejoinder process and to enable the ARC to inform applicants of outcomes as soon as possible, high and low-ranked proposals are fast-tracked through the assessment process with outcomes announced as early as possible after submission.

**Identify the intake in which you are intending to submit your application:**

|  |  |  |
| --- | --- | --- |
| **~~Round 1: 2021 (March)~~** [ ]  | **Round 2: 2021 (July)** [ ]  | **Round 3: 2021 (November)** [ ]  |
| **Round 1: 2022 (March)** [ ]  | **Round 2: 2022 (July)** [ ]  | **Round 3: 2022 (November)** [ ]  |

**Scoping meeting required with HASS Faculty Research Office at this stage?**

|  |  |
| --- | --- |
| **Yes ☐****Please tick what you would like to discuss:**Partnership development **☐**Impact/national benefit **☐**Administrative process advice **☐**Eligibility **☐**General budget planning queries **☐**Other (specify): **☐** | **No** [ ] You are always welcome to contact us later if you decide you would like a meeting with us, or please email or call as needed. |

|  |
| --- |
| **Administering Organisation** |
| **Is this application submitted and administered by the HASS Faculty?** Yes [ ]  No [ ] * **If no,** please specify the leading University/Faculty: Click here to enter text.

**Please Note:** ISSR staff – before considering your participation on an ARC LP as a Lead CI (to be administered at ISSR) or as a CI (led at UQ or elsewhere) - please contact the [Deputy Director (Research), Professor Lisa McDaid](https://issr.uq.edu.au/profile/2531/lisa-mcdaid).  |
| **Is this a resubmission?** Yes [ ]  No [ ] * **If yes,** please provide year of submission and attach assessment reports**:**  Click here to enter text.
 |
| **Project Title** |
|  |
| **Lead CI** | **Name** | **Organisation/School**  | **Current Terms of Employment** *(For fixed term include end date)* |
| Lead CI | Click here to enter text. | Select one – if UQ/HASSIf this is a non-UQ led project, please specify University of the lead CI | Choose an item. dd/mm/yy |
|  |  |  |  |

**Chief Investigators.** Provide details below of all other Chief Investigators (CIs) to be named in this proposal.

|  |  |  |  |
| --- | --- | --- | --- |
| **Role** | **Name** | **UQ/School/Institute/Centre** | **Other Australian University** |
| CI | Click here to enter text. | Click here to enter text. | Click here to enter text. |
| CI | Click here to enter text. | Click here to enter text. | Click here to enter text. |
| CI | Click here to enter text. | Click here to enter text. | Click here to enter text. |

*Add row(s) as necessary*

|  |
| --- |
| **Project Description***Provide a written proposal summary. Focus on the research aims, significance and methodology. (max. 300 words)*  |
| Click here to enter text. |

**Partner Organisations/Investigators** (including academics from non-Australian universities)**.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Organisation** | **Relationship Status** | **Name & Position of key contact(s)** | **Organisation type** | **Expected Contributions** |
| [ ]  I have not yet identified possible organisations  |
| Click here to enter text. | Choose an item. | Click here to enter text. | Choose an item. | Choose an item. |
| Click here to enter text. | Choose an item. | Click here to enter text. | Choose an item. | Choose an item. |
| Click here to enter text. | Choose an item. | Click here to enter text. | Choose an item. | Choose an item. |
| Click here to enter text. | Choose an item. | Click here to enter text. | Choose an item. | Choose an item. |

*Add row(s) as necessary*

|  |
| --- |
| **Partnership Development***Provide further details of your involvement with the above organisations. Please specify any contributions that have been discussed/agreed and what you think the immediate next steps should be. (max. 300 words)* |
| Click here to enter text. |

|  |
| --- |
| **Benefit for the Partner Organisation(s)***Explain how this project could benefit the Partner Organisation(s) in terms of strategy, priorities, and deliverables. Please be as specific as possible* ***referring to the POs’ website, strategic plan, annual reports, etc.****; and provide web links where possible. (max. 300 words)* |
| Click here to enter text. |

|  |
| --- |
| **Benefit for Australia***Explain how this project could maximise economic, commercial, environmental and/or social benefit to Australia (max. 300 words)* |
| Click here to enter text.  |