1. Purpose of the Scheme
The RMIT College of Business Special Research Grant Scheme in Business and Design is a competitive scheme which:

1.1. provides funding to researchers working on research projects that address design issues, design concepts or design thinking and that have the capacity to result in an application submitted for a Category 1 grant in the 2013 rounds for 2014 funding. Category 1 grants are listed on the Australian Competitive Grants Register (updated yearly): [http://www.innovation.gov.au/Research/Pages/default.aspx](http://www.innovation.gov.au/Research/Pages/default.aspx)

1.2. does not provide funding for predominantly teaching and learning; and pedagogy related projects.

2. Eligibility
2.1. Applications from teams of researchers consisting of experienced academics and Early Career Researchers (ECRs) are strongly encouraged.

2.2. The Chief Investigator or Co-Chief Investigators must be members of academic staff in the College of Business at RMIT University.

2.3. If a Chief Investigator or Co-Chief Investigator is employed on a fixed term contract, he or she must demonstrate that his or her employment will last for the duration of the proposed project.

2.4. Associate Investigators may be academic or general staff, casual staff, research assistants, postgraduate students, staff from other universities or industry.

2.5. The number of investigators external to the College of Business must not exceed the number of investigators from the College of Business.

2.6. If researchers currently hold or have any prior funding for the proposed project, whether from RMIT University or elsewhere, this must be disclosed on the application form.

2.7. Any applicant cannot be named on more than two applications in any given round.

2.8. All reporting obligations for previously funded grants from any College of Business research funding schemes, must be fulfilled for applications to be deemed eligible. Applications will be excluded from consideration where reporting requirements have not been fulfilled. This applies to all investigators on an application.

3. Duration of Grant
Funding for 2012 research grant is provided from the time of award of the grant to 14 December 2012. All funding must be expended during this period.

4. Funding
The total value of each grant from this Fund is up to $10,000, subject to availability.

5. Application Process
5.1. Applications must be submitted to the Deputy PVC Research & Innovation on the RMIT College of Business Research Grant Scheme Application Form.

5.2. Applications must be accompanied by a research proposal no more than three pages (excluding references) in length using standard 12 point font. Proposals longer than three pages will not be considered. Do not include attachments.

5.3. Applications must be accompanied by no more than a one page track record for each investigator outlining their publications and external research income for the years 2009-2011. Publications must include journal rankings as identified on the Australian Business Deans Council (ABDC) [http://abdc.edu.au/3.43.0.0.1.0.htm](http://abdc.edu.au/3.43.0.0.1.0.htm)

5.4. The application must be approved by the Chief Investigator’s Head of School.

5.5. A signed electronic copy of the application must be submitted by 4.00pm Friday 24th February 2012.

6. Budget
6.1. A detailed budget and justification must be supplied in the application form for each item.

6.2. The following items are examples of items that are supported by the scheme:
   a. research assistants
   b. database purchase
   c. travel (domestic and international) and maintenance relevant to the research
   d. data collection

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1 These include: College of Business Research Grant Fund; College of Business Staff Doctorate Completion Scheme; College of Business Early Career Researcher Publication Scheme and Research Readership Scheme.
6.3 The following budget items are not supported by the scheme:
   a. presentation at conferences
   b. salaries of investigators
   c. computing equipment and software (Schools are expected to provide this)

*Note:* if specialised computer software is necessary, then it must be secured prior to application and details must be disclosed in the application.

7. Assessment Procedure
Applications will be assessed and recommended for funding by the College of Business Research Committee.

8. Selection Criteria
8.1 60% of the assessment will be based on the quality of the proposed project and the impact it will have on the application of design, design concepts or design thinking on Business, including:
   a. identification of research question
   b. theoretical and practical significance
   c. appropriateness of methodology
   d. viability of project
   e. appropriateness of budget
   f. contribution to RMIT Business research profile through alignment with areas of research concentration
   g. potential for viable submission to a competitive Category 1 national or international grant
   h. potential for refereed published outcomes

8.2 40% of the assessment will be based on the researcher(s) performance record, including:
   a. publications and other research outputs
   b. demonstrated ability to complete projects
   c. success in attracting external funding

9. Compliance
9.1 All grant recipients must comply with the National Statement on Human Research Ethics – detailed information is available online at: [www.rmit.edu.au/browse;ID=6sqgx7sd0wp](http://www.rmit.edu.au/browse;ID=6sqgx7sd0wp).
9.2 All grant recipients must comply with the RMIT University Framework for Intellectual Property – detailed information is available online at: [http://www.rmit.edu.au/browse;ID=nqymq94mjvdm;SECTION=2](http://www.rmit.edu.au/browse;ID=nqymq94mjvdm;SECTION=2).
9.3 All grant recipients must submit an application for a competitive Category 1 national or international grant within 12 months of completing the project. If a complete application to a Category 1 grant scheme is not submitted, future grant applications to this fund will be deemed ineligible.
9.4 All grant recipients must commence writing related ARC applications during the second part of 2012 with assistance from the RCBT and the Senior Advisor, Research Grants Development.
9.5 All grant recipients; throughout the grant duration and for twelve months after completing the grant; must work with the Research Capacity Building Team (RCBT) and the Senior Advisor, Research Grants Development, who will provide assistance in finalising a full application for submission to a Category 1 competitive national or international grant scheme.
9.6 Grant holders must submit a one page final report within 3 months of project completion.
9.7 Grant holders must provide a brief presentation of their research project at the College research symposium scheduled for the funding round.
9.8 The grant is non-transferable to another institution. If the Chief Investigator ceases to be employed by the College of Business, RMIT, the research team must appoint a new Chief Investigator who is employed by the College of Business, for the duration of the project.

10. Administration Process
10.1 Funding will be transferred to an account in the Chief Investigator’s School.
10.2 Unspent funds will be reclaimed by the RMIT Business Research Office at the end of the grant period.

A signed electronic of the application must be submitted to the Deputy PVC Business (Research) by 4.00 pm Friday 24th February 2012. Applications must comply with the page limits specified in the scheme’s funding rules.