



## The Manchester-Melbourne-Toronto (MMT) Research Fund 2022

### Guidelines for Applicants

**Deadline: 16 June 2022**

The University of Manchester, the University of Melbourne, and the University of Toronto are contributing matching funds to support collaborative bilateral and trilateral research initiatives through a joint call for proposals.

In recognition of strong bilateral partnerships between the three universities, last year [the universities formed a new trilateral alliance](#). The alliance aims to facilitate further collaboration between the three partners, drawing on joint expertise and resources.

The overall aim of the MMT Research Fund (the Fund) is to encourage and provide initial support for the development of high-quality research activities that include Early Career Researchers (ECRs). Funding is available from each of the three institutions to develop bilateral or trilateral research projects. The Fund seeks to support proposals that will lead to long-term research collaborations with a view to enabling principal investigators (PIs) to subsequently apply for external funding to support the next phase of their joint research.

The Fund is open to applications from all research areas. Proposals that aim to provide opportunities for jointly awarded PhDs at a future stage are encouraged.

### Activities and Scope

Proposals may include targeted research support such as joint workshops, researcher exchanges, and the formation or development of a collaborative network. Projects will commence from October 2022 for a maximum of 18 months.

All proposals must be led by, or include in a significant role, ECRs.

Proposals can be **Bilateral** (between two alliance partners) or **Trilateral** (between all alliance partners).

Mutual external collaborators (including researchers from other universities internationally, or those working in non-academic contexts such as industry or government) cannot lead an application but can be involved in the proposed activities at their own expense, where the benefit of their involvement to the collaboration is justified in the proposal.

## Costs

The funding provided is intended to support expenses, including but not limited to costs of travel (PIs, post-doctoral fellows, research associates, graduate researchers) between the institutions, and costs associated with workshops and meetings. Details of eligible and ineligible costs are detailed in the table below.

Each partner should pay its own costs and there can be no transfer of funds between institutions. For example, travel costs for Manchester staff should be in the Manchester budget, costs for subsistence for Toronto staff should be allocated in the Toronto budget and costs of hosting a workshop in Melbourne, should be costed in the Melbourne budget.

Eligible Costs	Ineligible costs
<ul style="list-style-type: none"><li>• Travel costs including flights, hotels and subsistence</li><li>• Costs associated with organising workshops and meetings</li></ul>	<ul style="list-style-type: none"><li>• Replacement research/teaching costs</li><li>• Directly incurred staff e.g. Research Assistant</li><li>• Directly allocated costs including applicants' time</li><li>• Research costs, including consumables</li><li>• Indirect costs/estates costs</li><li>• Equipment</li><li>• Scholarships</li><li>• Conference attendance</li><li>• Tuition fees</li><li>• Honoraria</li></ul>

## Eligibility

To be eligible, a proposal must include researchers from **at least two** institutions and must be led by, or include in a significant role, ECRs (as defined by their institution of employment<sup>1</sup>). In addition to the PI, there must be at least one other researcher from each partner on the team. Eligible applicants (see details below) may only lead one application as a PI but can be listed as a co-investigator on other applications.

Applicants from all disciplines are welcome to apply.

Awardees from any of the previous bilateral seed funding schemes between Manchester, Melbourne and Toronto may only re-apply to this scheme if their application seeks to significantly expand the number of researchers in their collaboration (for example, by including researchers from the third institution).

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<sup>1</sup> **Manchester:** an individual who is within six years of their first academic appointment. This duration excludes any period of career break; **Melbourne:** an individual who is within ten years (full-time equivalent) of PhD conferral; **Toronto:** faculty members who received their appointment less than five years ago.

**Manchester:** Academic staff members at all levels are eligible. Applicants do not need to have a permanent post, but they must have an existing contract at the time of application, and that contract must cover the full period of the grant. Emeritus and honorary staff are not eligible to apply as Co-PI but may be members of the project team.

**Melbourne:** Applicants must hold an appointment at the University of Melbourne at Academic Level A (6) or higher and 0.5 FTE or higher at the time of application and for the duration of the award. Honorary employees whose primary academic affiliation is the University of Melbourne are eligible to lead the application if their primary employer has entered into an agreement with the University for the support of the Australian component of the collaborative activity; or may participate at their own expense if they are otherwise unaffiliated (for example, they hold an emeritus position). The relevant Heads of Department must endorse applications.

**Toronto:** Applicants who are Faculty members in continuing Toronto appointments are eligible to submit proposals. Faculty members in continuing Toronto appointments, and students and fellows under their supervision at Toronto, are eligible to participate in exchange activities.

### **Equality, Diversity and Inclusion**

Adherence to respective equality, diversity and inclusion (EDI) policies are an important feature of this program to ensure that all participants can do their best work, thrive and succeed. Applicant teams should consider how they can take meaningful steps in their future collaborations to foster an environment that values, supports and respects a diverse range of views, knowledge and experiences. Applicants should consider EDI as it applies to gender, indigenous peoples, disabilities, career stages, and sectors.

### **Value and Duration**

Each institution will provide funding for up to 15 proposals, across bilateral and trilateral projects, for a funding period of 18 months. Participation of applicants from each institution will be supported by that institution:

- Trilateral proposals, with PIs from all three institutions, can access funding from all three institutions.
- Bilateral proposals, with PIs from two alliance institutions, can access funding from those two institutions.

Recipients will be awarded up to:

- 12K AUD from Melbourne to support Melbourne applicants;
- 7k GBP From Manchester to support Manchester applicants; and
- 11k CDN from Toronto to support Toronto applicants.

Requested budget must be proportionate to the nature and scale of activity. For example, if a proposal concerns a trilateral workshop held at one institution, the requested budgets for the hosting and sending institutions should be calculated and justified accordingly.

Each institution will pay funds directly to its researchers. Approval of expenditure will be governed by each university for the portion of funding provided, with any significant variations requiring approval from all participating institutions.

### **Evaluation Criteria**

A joint review committee will assess each proposal according to its academic merit using the following criteria (with equal weighting):

- **Project design and rationale:** How clearly presented and justified is the basis for, and design of, the Project? How do the proposed activities assist with establishing new and emerging research collaborations? What are the anticipated benefits of involving ECRs and/or graduate researchers?
- **Collaborator complementarity:** What is the added value of the new or emerging collaboration? How do the proposed activities combine mutual areas of interest and strength?
- **Potential impact:** What desired outcomes do the planned activities set out to achieve? What are the anticipated benefits of the activities to local or international communities?
- **Capacity for future collaboration/funding:** What is the potential for this project to foster ongoing collaboration, and through what mechanism(s)? How well does the proposed collaboration plan to access external funding?

The proposals will be assessed and recommended for selection by a committee composed of members of all three institutions appointed by the Associate Vice-President for Internationalisation for Manchester, the office of the Deputy Vice-Chancellor Research (or delegate) for Melbourne, and the Office of the Vice President International for Toronto.

### **How to Apply**

This is a joint call and one joint application per project should be submitted online using [SmartSurvey](#). The form can be previewed [here](#). Applicants can use the 'save and continue' feature to save the proposal and continue later (a link is sent to the applicant's email address).

The full proposal is comprised of the following elements:

Part A: Administrative Details - includes the lead faculty members and affiliations from each Institution with contact details.

Part B: Project Proposal

B1. Summary that describes the project (150 words)

B2. Project Description and timeline (200 words)

B3. Collaborator complementarity (250 words) – a description of how the proposed activities combine mutual areas of interest and strength and the added value of these combined expertise.

#### B4. Impact (2x 250 words)

B.4.i. Project Impact - Description of the expected academic gains for the project as a result of the proposed cooperation and mobility, and the identification of corresponding performance indicators e.g. a publication, blog, meeting report etc.

B.3.ii. Early career and graduate researcher involvement: Any opportunities for their engagement and anticipated benefits to the project and the early career and graduate researchers themselves, as applicable.

B4. Capacity for Future Collaboration (250 words) - A description of the potential future collaborations and outcomes that will be possible as a result of having undertaken the current collaboration. For example: joint publications, joint supervision of graduate researchers, joint teaching, joint patent applications, joint reports to governments, joint funding applications.

B5. Equality, Diversity and Inclusion (100 words) - Discuss how the proposed project reflects the EDI priorities

Part C: Budget - A breakdown of the cost of the activity e.g. flights, travel, hotels etc.

Part D: Project Team (plain text - no attachments) - Abbreviated Curriculum Vitae of the faculty members with a selected list of publications

**Melbourne** collaborators will need to complete a Themis Grants Submission for Head of Department approval and email the Themis Submission number to [res-devschemes@unimelb.edu.au](mailto:res-devschemes@unimelb.edu.au)

**Manchester** collaborators will need to include a letter of support from their Head of Department/Research Domain which includes an explanation of how the project aligns with their Faculty's research strategy. A fEC costing is not required. The budget section of the application can be easily completed and should not require input from Research Services teams. If however, you feel you need support then please follow local School procedures for submitting grant applications.

#### Timeline

Call for proposals	21 April 2022
Deadline for submission	16 June 2022 (5pm GMT)
Communication of results	August 2022
Start date of awards	October 2022

#### Reporting

All awardees must, as a condition of receiving an award under this call, complete a narrative report (of between 1 and 2 pages) that describes the outcomes, nature of collaboration, project impact, graduate researcher involvement and opportunities for future collaboration that evolved from their project. A single joint report should be submitted to all involved institutions within three months of the project end date, using the contacts listed below.

Any publications (e.g. abstracts, articles) or dissemination of research (e.g. public presentations) arising from activities supported by this Grant should acknowledge financial assistance received from The Manchester-Melbourne-Toronto Research Partnership Development Fund 2022. Copies of the publications and/or information about the presentations should be included in the above report. The title for acknowledgement is “The Manchester-Melbourne-Toronto Research Partnership Development Fund 2022, provided by the Universities of Manchester, Melbourne and Toronto.”

### **Information about this Call**

All queries related to this call for joint research proposals should be directed to:

#### **The University of Manchester**

Joanne Jacobs, Senior International Officer

E: [international.partnerships@manchester.ac.uk](mailto:international.partnerships@manchester.ac.uk)

#### **The University of Melbourne:**

Kim Turner, Researcher Development Schemes

E: [res-devschemes@unimelb.edu.au](mailto:res-devschemes@unimelb.edu.au)

#### **The University of Toronto**

Kevin Rowley, International Research Officer

E: [kevin.rowley@utoronto.ca](mailto:kevin.rowley@utoronto.ca)