# QUEX Institute Accelerator Grant Scheme

**2022 guidelines for applicants**

## Background

The University of Queensland and the University of Exeter believe that the most complex of global challenges – ranging from food and water security, to political instability, healthy living and digital worlds – require interdisciplinary research that spans institutions, countries and even continents. To achieve true impact, the two Universities therefore joined to create the QUEX Institute, through which our talented academic staff can work together so that their distinct perspectives and expertise can be brought to bear on global challenges.

In support of this vision, the QUEX Institute will offer three funding schemes each year to promote a broadening of collaboration between UQ and Exeter – the Workshop Grant Scheme, the Accelerator Grant Scheme and the Strategic Grant Scheme.

The 2022 round of the Accelerator Grant Scheme is now open to applications, with a closing date of **4 October 2022.**

> For more about the QUEX Institute, visit:
> **global-engagement.uq.edu.au/quex**
>
> or
> **exeter.ac.uk/quex**

## Objectives

Building upon the past Initiator Grant and the newer Workshop Grant scheme, Accelerator Grants are intended to support larger scale initiatives with the aim of securing external funding and/or producing high level outputs and impact.  It is anticipated that academic staff at both Universities, with excellent and complementary expertise and capability, will have already established a working relationship and track record that can be demonstrated as part of the application.

In summary, the key aims are:

- To position the project group to win major external funding, publish significant research, and/or to influence national/ international policy.

- To address research questions and/or to develop innovative teaching and learning initiatives with potential for high impact that could not be as effectively carried out by a partner on its own. These research questions or teaching and learning initiatives should be aligned to one of the QUEX Institute's three themes.

- To facilitate further development of novel research and/or teaching and learning concepts to the point of submission of bid(s) for significant external funding.

- To expedite ground breaking interdisciplinary research and/ or teaching and learning initiatives, taking them to the next level.

- To demonstrate clearly the added value of the QUEX Institute.

In 2022 applications are sought from the three themes of the partnership:

- Healthy Living
- Global Environment Futures
- Digital Worlds and Disruptive Technologies.

Further details regarding these themes can be found online at https://www.exeter.ac.uk/quex/themes/ and https://global-engagement.uq.edu.au/quex.

## Funding details

Applications up to a maximum **£30,000/A$57,000** are invited.

Funding will be provided to the nominated overall lead applicant, who will be responsible for management of the project, the budget for both institutions and reporting on outcomes.

Up to 2 Accelerator awards will be funded in 2022. All funded applications will be promoted via the QUEX Institute website and are expected to be completed in a twelve-month period from the award date. For further details, please visit the **Exeter website**.

## Eligibility criteria

The Accelerator Grants will be available to the whole academic community at the Universities of Exeter and Queensland.

Initiator and Workshop Grants recipients are welcome to apply; however holding a previous QUEX grant is not a requirement. Initiator and Workshop Grants recipients applying for Accelerator Grant funding should describe in the application form (section 7) how the new project would build on the work and achievements of the past project.

As international travel is still challenging, funding awards can be used to support digital collaborations and other costs as listed below. Eligible events and costs include:

- travel and subsistence

- research consumables

- external speakers/facilitators

- meeting, venue and catering costs

- costs of non-academic (research, or technical) staff time (in the UK these are called directly incurred staff costs). Where funding is requested for research or technical posts that are also partially funded by another grant / source of funding, please check the terms and conditions of any pre-existing contract to ensure that there are no conflicts of interest.

Any current international travel restrictions must be adhered to. You can read the latest University policy updates on international travel here:

Exeter: https://www.exeter.ac.uk/staff/internationaltravel/

UQ: https://ppl.app.uq.edu.au/content/travel-policy-0

The following items are **not** eligible for funding under this scheme:

- academic salaries

- student fees (including administrative fees, students services and amenities fees (SSAF)/tuition

- indirect costs, estate costs and overheads associated with internal research facilities.

## Application process

Lead applicants should discuss their application with the appropriate QUEX Theme Lead at their home institution in advance of submission (for details of Theme Leads and general UQ and Exeter contacts see pages 3 and 4).

Applicants must complete the Accelerator Grant application form in conjunction with their counterpart(s) at the partner

institution. An overall lead applicant must be nominated for each application, to whom Accelerator Grant funds will be transferred if successful.

**Applicants should ensure that activities are planned and scheduled so that in the event of an award, activities can be undertaken rapidly. We expect projects to be completed within the stated deadline of 12 months.**

Identical copies of the application should be submitted to both institutions at the below email addresses by 4 October 2022.

**Exeter**: QUEX@exeter.ac.uk

**UQ**: globalstrategy@uq.edu.au

All applications will be jointly assessed and shortlisted by each University's Stage One Review Panel. Shortlists will be submitted to the QUEX Institute Strategy Board for final funding decisions. Lead applicants will be notified within the specified timeframe (see **Key dates**).

## Assessment criteria

Applications will be assessed via a competitive selection process using the following criteria:

- strategic fit to one or more of the QUEX theme(s)
- alignment with the **United Nations Sustainable Development Goals.**
- Quality of initiative / activity plan as outlined in the application.
- Potential to produce tangible outputs and benefits (including how the proposed QUEX Accelerator collaboration is considered to be the most efficient path for achieving these outputs).
- Potential to leverage external funding.
- Potential for generating non-academic benefits and impact.
- Perceived value for money.
- Potential to expand upon existing or newly identified collaboration.
- Contribution to advancing and sustaining the QUEX Institute.

We anticipate that this call will be highly competitive and so it is important that all criteria are addressed in your bid. Please refer to the Appendix B for further information regarding the assessment criteria.

## Feedback and resubmissions

Please note that feedback is not usually provided for Accelerator Grant Scheme applications. Resubmission is by invitation only. Please refer to Appendix A for **Pitfalls and top tips** to assist with preparing your submission.

## Key dates

| Date | Activity |
|------|----------|
| 24 August 2022 | Calls for applications issued |
| 4 October 2022 | Application deadline |
| 24 October 2022 | Applicants notified of outcome |
| 24 October 2023 | Project completion deadline |
| 24 January 2024 | Report submission deadline |

## Grant acquittal and reporting

Awardees must agree to comply with all terms and conditions related to the receipt of funding including deadlines and procedures for acquittal of funds and reporting on outcomes.

Awardees will have up to a maximum of twelve months after the award date to utilise the funds. Funds that are not utilised within the specified period will be withdrawn.

Upon completion of the project and within 14 months of the award date, awardees will be required to submit a brief report outlining the successes and outcomes of the project. Report forms will be provided to Project Leads. This report will be used by the QUEX Institute for the follow up of potential opportunities and reporting on outcomes, and will potentially be highlighted on the QUEX Institute, The University of Queensland and University of Exeter websites.

If a funded project includes international travel, award-holders must abide by the official reporting, insurance and registration requirements as outlined in the Exeter and UQ policies, including the latest travel restrictions in place in each country.

**Exeter:** exeter.ac.uk/finance/policies/expenses

**UQ:** http://ppl.app.uq.edu.au/content/1.90.01-university-travel-management

## Contacts

Please contact your home institution contact if you would like any additional information.

**The University of Exeter**
Peter Clack
Director, Global Exeter
**E: p.clack@exeter.ac.uk**

**The University of Queensland**
Brett Lovegrove
Pro-Vice-Chancellor (Global Partnerships)
**E: pvcgp@uq.edu.au**

## Theme Leaders

Applicants are encouraged to contact the relevant QUEX Theme Lead at their home institution to discuss their submission and its alignment with the theme.

| Exeter | UQ |
|---|---|
| **Healthy living** | |
| **Professor Rob Anderson** | **Professor John Cairney** |
| Professor of Health Services and Implementation Research, Director of Research Impact (Institute of Health Research) | Head of School, School of Human Movement and Nutrition Sciences, Faculty of Health and Behavioural Sciences |
| **E:** R.Anderson@exeter.ac.uk | **E:** j.cairney@uq.edu.au |
| **Global Environmental Futures** | |
| **Professor Catriona McKinnon** | **Professor Peter Mumby** |
| Professor of Political Theory, Department of Politics | VC Research and Teaching Fellowship, School of Biological Sciences, Faculty of Science |
| **E:** C.Mckinnon@exeter.ac.uk | **E:** p.j.mumby@uq.edu.au |
| | **Dr Sarit Kaserzon** |
| | Senior Research Fellow, Queensland Alliance for Environmental Health SciencesFaculty of Health and Behavioural Sciences |
| | **E:** k.sarit@uq.edu.au |
| **Digital Worlds and Disruptive Technologies** | |
| **Global Partnerships Exeter** | **Associate Professor Stephen Viller** |
| **E:** quex@exeter.ac.uk | Associate Professor, School of Information Technology and Electrical Engineering, Faculty of Engineering, Architecture and Information Technology |
| | **E:** viller@itee.uq.edu.au |

## Appendix A. Pitfalls and top tips

1. **Added value: failing to articulate, and therefore persuade the panel, of the added value of your partnership.**

   Ask your team – *what can be achieved as a QUEX Institute collaboration that could not be achieved as a single institution?* Your answer needs to be strongly and clearly articulated in the application, and evidenced where appropriate.

2. **Step change: failing to envisage and articulate the potential step change that can be achieved through your project.**

   This connects to **#1 Added value** - linking the added value of your partnership to the step-change made possible by the unique resources available through the QUEX Institute *i.e. what will you do differently: academics, infrastructure, training, external partners etc?*

3. **Leveraging external funding and other tangible outcomes: panel members need to be persuaded of the application's value for money. They are looking for clear anticipated outcomes and realistic, cost-effective plans and leadership to achieve them.**

   Articulate specific details of any potential external funding sources that can be leveraged (amounts, submission deadlines). Provide the same level of detail for other anticipated outcomes e.g. publications, industry links, staff development etc. Provide details about managing the project itself, how you will achieve the project goals in the time and with the funding available.

4. **Sustainability: applications fail to articulate how the momentum and successes achieved will be sustained in the longer term.**

   Outline a clear sustainability plan. Consider and articulate issues such as ongoing partnership meetings/communications, future links with industry or other external partners, leveraging further funding, expanding the network, raising the profile and influence of the group both internally and externally.

# Appendix B: Detailed assessment criteria for Accelerator Grant scheme

This guidance has been drawn up to assist applicants when completing their Workshop, Accelerator, and Strategic Grant Scheme application forms. The purpose is to explain what type of information and evidence is required to satisfy the assessment criteria.

| Assessment criteria | Application form [section] | Evidence required |
|---|---|---|
| Strategic fit | 3a, 5 | Clear information on how the proposed project would enhance the development of one of the established themes and, if applicable, subthemes. |
| Alignment with the United Nations Sustainable Development Goals | 3b | Does the project align with one or more of the UN's Sustainable Development Goals, which aim to provide a blueprint for achieving a better and more sustainable future for all?  If so, state the goal(s) and explain how the project will aim to advance the goal(s). |
| Quality of initiative/ activity | 5, 6, 7 | How well the application has been considered and planned, and the strength of its potential for taking forward a development or collaboration. Are the goals stretching but achievable? Using data to substantiate, the bid identifies the need for and value of the proposed research and how this ties in with University of Exeter and The University of Queensland research objectives. Include supporting details on how the project would be significantly enhanced as a result of it being undertaken through the QUEX Institute rather than by an individual academic or institution. |
| Anticipated outcomes and benefits | 8 | Specific reference to outcomes and benefits that are anticipated to be a direct result from this project, with timetable. How likely are these? How significant? |
| Leveraging funding | 8 | Clear details of how the project aims to leverage external funding as a direct result of this award. |
| Impact | 6, 8 | Communicate how this project will create (non-academic) impact in a way that will benefit and elevate the global reputations of both UQ and Exeter. What is this potential impact and when, where and by whom might it be felt? Examples of (non-academic) impact could include, but are not limited to, influence on government policy and decision making, changes to public service practices / guidelines (including references in guidelines), measures of improved public services, measures of improved health outcomes, measures of improved sustainability and environmental public awareness. |
| Value for money | 4, 10 | Is the proposal offering value for money? Is it communicating strong evidence of: |
| | 6, 9 | • a unique research opportunity that is in line with the QUEX Institute's purpose |
| | 1,9 | • mobilising a new or already interested, but perhaps disparate, research group, or disciplines, to come together and collaborate for the purpose of step change quality research |
| | 7, 8, 10 | • project management capabilities of the proposers - reassurance that, if funded, the project will run on time, to budget and deliver against agreed aims, activities and outcomes |
| | 8 | • tangible and quantifiable outcomes and impact for the benefit of the institutions as well as the more immediate group |
| | 8 | • the potential to publish high quality papers, influence policy, and leverage external funding as part of the QUEX Institute |
| Potential to expand upon existing or newly identified collaboration | 9 | Evidence of strength and potential of the relationship. How can the group and its work develop beyond the project? What mechanisms will be used to ensure ongoing communications and interaction? Clear sense of potential trajectory for the project and the relationship. |
| Advancing and sustaining the QUEX Institute | 9 | **Communicates how the project relationship would contribute to sustaining and strengthening the QUEX Institute.** |