



THE UNIVERSITY OF
MELBOURNE

Indigenous Knowledge
Institute



Community Engagement Grants Information Pack 2025

The Indigenous Knowledge Institute (IKI) is a Melbourne Interdisciplinary Research Institute. It aims to promote research linkages and collaboration across the University and play a lead role in translating University research to external audiences.

The Institute invites proposals to support academics with a new research idea to test, explore, and develop it in partnership with members of Indigenous communities.

The Community Engagement Grants will be awarded to researchers/research teams who are building equitable partnerships with Indigenous communities at a grassroots level.

The funding will enable the researcher to develop interdisciplinary and community-engaged networks within and external to the University. The scheme aims to support research ideas that may lead to a proposal for future rounds of the IKI's [Seed Funding program](#).

All University of Melbourne researchers are eligible to apply for this funding opportunity for projects up to a maximum of \$3,000.

Proposals will be assessed against three selection criteria:

1. Indigenous knowledge research advancement
2. Commitment to partnership
3. Interdisciplinarity and approach

Additional information on the funding scheme including guidelines, terms and conditions, and the application form are included in the remainder of this document.

Key dates

Applications open

1 October 2024

Applications close

28 October 2024

Notification of outcome

November 2024

Funding commences

January 2025



For more information, visit [indigenousknowledge.unimelb.edu.au/funding/
community-engagement-grants](https://indigenousknowledge.unimelb.edu.au/funding/community-engagement-grants)

Community Engagement Grants Funding Guidelines

Eligibility

Researchers from all disciplines across the University of Melbourne are eligible to apply.

Further guidance on Researcher eligibility is detailed below in the **Funding Terms and Conditions**.

Application Process

Applications open on **Tuesday, 1 October 2024**. IKI staff are available to assist you in your application and encourage you to contact us at Indigenous-knowledge@unimelb.edu.au to discuss your proposal before submitting an application.

Applications close CoB Monday, 29 October 2024 and will need to be submitted by emailing a completed Application Form to Indigenousknowledge@unimelb.edu.au. Please contact IKI if you have any questions about submission.

Selection Criteria

IKI will evaluate submissions against three selection criteria:

1. Indigenous Knowledge Research Advancement

Does the project aim to advance research into Indigenous knowledge? To what extent does the project address an identified gap or need in this field?

2. Commitment to Partnership

To what extent does the project team demonstrate existing capacity to engage with Indigenous partners or incorporate relationship development as part of the

project? To what extent does the project demonstrate benefit for Indigenous Partner Investigators and/or Partner Organisations, Partner commitment to the project, research engagements with Indigenous knowledge holders, and opportunities for Indigenous knowledge holders to co-develop the project and its research outputs?

3. Interdisciplinarity and Approach

To what extent will the project and participants engage in interdisciplinary research and advance interdisciplinary research approaches?

Review Process

A Review Panel comprising an IKI executive (either Institute Director or Director of Research Capability) and two invited academics and/or professional staff will evaluate the applications. This is a highly competitive scheme and applications will be rigorously assessed against the selection criteria.

A funding outcome will be communicated to applicants in the week commencing **November 2024**. Applicants who wish to receive feedback on their application are invited to contact IKI at Indigenous-knowledge@unimelb.edu.au.

Acceptance of Granted Funds

If you are successful in this funding round, you will be provided with an IKI acceptance form requiring you to accept the Funding Terms and Conditions and provide a valid Themis Account String.

IKI Funding Terms and Conditions

1. Indigenous Knowledge Institute

- a. The Indigenous Knowledge Institute (IKI) is an interdisciplinary research institute at the University of Melbourne.
- b. IKI aims to advance research into Indigenous knowledge and supports innovative interdisciplinary research activity in this field.
- c. IKI receives funding through the Deputy Vice-Chancellor (Research).
- d. IKI Community Engagement funding is administered in accordance with these Terms and Conditions.
- e. IKI staff will provide appropriate guidance, support, and assistance to researchers to facilitate the successful completion of projects.
- f. All named participants, including all Chief Investigators, Research Associates, Research Assistants, Partner Investigators, and Partner Organisations must disclose to IKI any real, potential, or perceived conflicts of interest in relation to the project.
- g. All Chief Investigators, Research Associates, and Research Assistants named on the project will be members of the IKI Network and are:
 - i. Encouraged to participate in IKI's events and engagement activities, including lectures, seminars, workshops, and conferences; and
 - ii. May refer to themselves as an IKI Research Associate while they remain active on the project.
- h. Intellectual property is governed in accordance with University of Melbourne policies and procedures.

2. Project selection

- a. Project selection is administered by the IKI.
- b. To be eligible for consideration, Researchers must submit a compliant Application Form by the applicable closing date and time specified in the funding guidelines.
- c. Applications will be evaluated by an IKI Review Panel comprising an IKI executive (either Institute Director or Director of

Research Capability) and two invited academics and/or professional staff.

- d. Following evaluation, the IKI Review Panel will provide one of the following outcomes: Approved; Rejected; Conditional Approval; seek additional information; or request resubmission of an application in another funding round.
- e. Funding decisions are at the sole discretion of the IKI Review Panel.

3. Funding

- a. Funding amounts are at the discretion of the IKI.
- b. Funding can be requested for:
 - i. modest and appropriate internal teaching and marking relief for existing academic staff named as Chief Investigator or other Investigators listed in the project (specific justification for this item is required),
 - ii. hiring casual or fixed-term Research Associates or Research Assistants,
 - iii. buying in the time and expertise of external Partners (including Indigenous Partner Investigators and Partner Organisations),
 - iv. equipment,
 - v. access to data,
 - vi. consumables,
 - vii. research translation and publication costs,
 - viii. travel costs,
 - ix. consultation costs for workshop preparation, facilitation, and/or postworkshop follow-up.
- c. This is an internal University of Melbourne fund. Budgets may include annual leave and superannuation oncosts but are not subject to overhead charges.
- d. Any assets purchased and unused funds remaining at project completion will be returned to IKI.

e. Applications that are not primarily orientated towards research will not be considered. The following are not supported by the Scheme:

- i. Scholarly investigations that are not anticipated to lead to conceptual advances or discoveries or to novel practical outcomes and applications, such as uncritical bibliographical compilations, purely descriptive catalogues, and editions that do not involve original research.
- ii. Activities that lead solely to the creation or performance of a work of art without a clear plan for scholarly dissemination and publication.
- iii. Activities that lead solely to the creation of teaching materials without a clear plan for scholarly dissemination and publication.
- iv. Activities that lead solely to the creation of Development of research aids and tools, including computer programs, without a clear plan for scholarly dissemination and publication.
- v. Salary top-ups for existing University of Melbourne staff for additional workload.
- vi. Supplements towards another University grant, external grant, or research contract.

4. Participants

a. Chief Investigators

- i. All projects must nominate a Chief Investigator.
- ii. Chief Investigators are existing University of Melbourne academic staff named on the project employed at no less than 0.2 FTE with a permanent or fixed term appointment.
- iii. All Chief Investigators must disclose any real, potential, or perceived conflicts of interest.
- iv. Chief Investigators must provide timely responses to requests from IKI staff.
- v. In submitting an Application Form, it is assumed that all Chief Investigators have consulted with their Heads of School and have the capacity to undertake the project.

b. Research Associates and Research Assistants

i. Research Associates are new or existing casual or fixed-term academic staff at the University of Melbourne to be paid from project funds.

ii. Research Assistants are new or existing casual or fixed-term academic or professional staff at the University of Melbourne to be paid from project funds.

c. Partner Investigators and Partner Organisations

i. Partner Investigators and Partner Organisations are external participants and organisations named on the project who are not employees or companies of the University of Melbourne.

ii. External relationships and intellectual property arrangements with Partner Investigators and Partner Organisations are governed by updates on project performance to IKI upon request.

b. Chief Investigators will provide IKI with details of all publications, presentations, media coverage, and additional grants arising from the project by the end of February every year for the project's duration and for three years following its completion.

6. Communication

a. Participants may be asked to present their work at IKI events and forums.

b. Participants will provide project materials and updates to support IKI marketing and communications activities.

c. All participants will acknowledge IKI in all publications, presentations, and media coverage directly arising from the project.

7. Revocation

a. IKI Funding can be revoked for:

i. Failure to adhere to any of these terms and conditions.

ii. Failure to commence the project within four weeks of receipt of funding without supporting evidence.

iii. Provision of false or misleading information in the Funding Application form.