

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 Seed 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 the IKI Director, the Director of Research Capability, and three invited academics.
- 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. internal teaching and marking relief for existing academic staff named as Chief Investigators,
 - ii. hiring casual or fixed-term Research Associates or Research Assistants,
 - iii. buying in the time and expertise of external Partners (including Partner Investigators and Partner Organisations),
 - iv. equipment,
 - v. access to data,
 - vi. consumables,
 - vii. research translation and publication costs,
 - viii. travel costs.
- c. This is an internal University of Melbourne fund. Budgets may include

annual leave and superannuation on-costs 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.

4. Participants

- a. Chief Investigators
 - i. Chief Investigators are existing University of Melbourne academic staff named on the project employed at no less than 0.2 FTE on a permanent or fixed term basis with a contract until at least October 2024.
 - ii. All projects must nominate a lead Chief Investigator with a salaried academic position of at least 0.2 FTE at the University of Melbourne.
 - 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 University of Melbourne policies and procedures, including the IKI Charter for Research with Indigenous Knowledge Holders.

5. Reporting

- a. Chief Investigators will provide interim updates on project performance to IKI upon request. Updates may be completed via a written report or verbal presentation during IKI arranged events.
- b. Chief Investigators will be required to provide reports on the progress,

outcomes, and outputs of the project at the times and in the form requested by the Indigenous Knowledge Institute Manager, with a formal final report required on the outcomes of the project within six months of the project's completion. Summaries of projects funded and project final reports may be published by the Institute.

- c. 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.