



## Seed funding round 2021

The [Indigenous Knowledge Institute](#) (IKI) aims to advance interdisciplinary research and engagement in Indigenous knowledge systems. IKI is a Melbourne Interdisciplinary Research Institute, which aims to promote research linkages and collaboration across the University and play a lead role in translating University research to external audiences.

IKI invites proposals for innovative, interdisciplinary research projects with a focus on Indigenous knowledge. Indigenous knowledge, sometimes also called traditional or local knowledge, refers to the understandings and practices developed by Indigenous peoples through thousands of years of experience. Indigenous knowledge systems are typically holistic, relational, and rooted in a strong and continuing connection with the waters, land, and sky. The research project should address an identified need or gap in the field of Indigenous knowledge research.

All University of Melbourne researchers are eligible to apply for this seed funding opportunity for projects up to a **maximum of \$20,000**. Proposals will be assessed against five selection criteria:

1. Advances research in Indigenous knowledges
2. Commitment to partnership
3. Feasibility and impact
4. Interdisciplinarity
5. ECR development

Key dates for this seed funding opportunity are set out in the table below:

<b>Applications open</b>	Monday 5 July 2021
<b>Information/drop in sessions</b>	<ul style="list-style-type: none"><li>• Thursday 8 July (12.00–1.00pm AEST)</li><li>• Thursday 15 July (3.00–4.00pm AEST)</li><li>• Tuesday 20 July (2.00–3.00pm AEST)</li></ul> See <a href="https://indigenousknowledge.unimelb.edu.au/events">https://indigenousknowledge.unimelb.edu.au/events</a> for details on upcoming Seed Grant Information Sessions
<b>Applications close</b>	<b>Monday 23 August 2021 (COB)</b>
<b>Assessor reviews</b>	13-17 September 2021
<b>Funding outcomes</b>	Week commencing 27 September 2021
<b>Funding commences</b>	October 2021

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

# Seed 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 & Conditions**.

## Application process

Applications open on **Monday 5 July 2021**. IKI staff are available to assist you in your application and encourage you to contact [Indigenous-knowledge@unimelb.edu.au](mailto:Indigenous-knowledge@unimelb.edu.au) to discuss your proposal before submitting an application.

**Applications close COB Monday 23 August 2021** and will need to be submitted by emailing a completed Application Form to [Indigenous-knowledge@unimelb.edu.au](mailto:Indigenous-knowledge@unimelb.edu.au). Please contact IKI if you have any questions about submission.

## Selection criteria

IKI will evaluate submissions against five 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?
- 4. Impact and Researcher Development**  
How will the project benefit end-users, including Indigenous people? What is its expected reach and impact? To what extent does the project provide opportunities to develop Early Career Researchers (ECRs) and Higher Degree by Research (HDR) students, particularly those who identify as Aboriginal and/or Torres Strait Islander?
- 5. Feasibility and Budget**  
To what extent are the project's scope, budget, and aims feasible? Are all requested budget items well justified?

## Review process

A Review Panel comprising the IKI Director, IKI Director of Research Capability, and three invited academics will evaluate the applications. This is a highly competitive scheme and applications will be rigorously assessed against the selection criteria.

All applications must meet the selection criteria and demonstrate how they can achieve their intended outcomes. Applications that are not primarily orientated towards research will not be considered.

The following are not supported by the Scheme:

- 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.
- Activities that lead solely to the creation or performance of a work of art without a clear plan for scholarly dissemination and publication.
- Activities that lead solely to the creation of teaching materials without a clear plan for scholarly dissemination and publication.
- 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.

A funding outcome will be communicated to applicants in the week commencing **27 September 2021**. Applicants who wish to receive feedback on their application are invited to contact IKI at [Indigenous-knowledge@unimelb.edu.au](mailto: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, obtain Head of School approval, and provide a valid Themis Account String.

# IKI Funding Terms and Conditions

## 1. Indigenous Knowledge Institute

- 1.1. The Indigenous Knowledge Institute (IKI) is an interdisciplinary research institute at the University of Melbourne.
- 1.2. IKI aims to advance research into Indigenous knowledge and supports innovative interdisciplinary research activity in this field.
- 1.3. IKI receives funding through the Deputy Vice-Chancellor (Research).
- 1.4. IKI Seed Funding is administered in accordance with these Terms and Conditions.
- 1.5. IKI staff will provide appropriate guidance, support and assistance to researchers to facilitate the successful completion of projects.
- 1.6. 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.
- 1.7. All Chief Investigators, Research Associates, and Research Assistants named on the project will be Members of the IKI Network and are:
  - 1.7.1. Encouraged to participate in IKI's events and engagement activities, including lectures, seminars, workshops, and conferences; and
  - 1.7.2. May refer to themselves as an IKI Research Associate while they remain active on the project.
- 1.8. Intellectual property is governed in accordance with University of Melbourne policies and procedures.

## 2. Project selection

- 2.1. Project selection is administrated by the IKI.
- 2.2. To be eligible for consideration, Researchers must submit a compliant Expression of Interest by the applicable closing date and time specified in the funding guidelines.
- 2.3. Applications will be evaluated by an IKI Review Panel comprising the IKI Director, the Director of Research Capability, and three invited academics.
- 2.4. 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.
- 2.5. Funding decisions are at the sole discretion of the IKI Review Panel.

## 3. Funding

- 3.1. Funding amounts are at the discretion of the IKI.
- 3.2. Funding can be requested for:
  - 3.2.1. internal teaching and marking relief for existing academic staff named as Chief Investigators,
  - 3.2.2. hiring casual or fixed-term Research Associates or Research Assistants,
  - 3.2.3. buying in the time and expertise of external Partners (including Partner Investigators and Partner Organisations),
  - 3.2.4. equipment,
  - 3.2.5. access to data,
  - 3.2.6. consumables,
  - 3.2.7. research translation and publication costs,
  - 3.2.8. travel costs.
- 3.3. This is an internal University of Melbourne fund. Budgets may include annual leave and superannuation on-costs, but are not subject to overhead charges.

- 3.4. Any assets purchased and unused funds remaining at project completion will be returned to IKI.
- 3.5. Applications that are not primarily orientated towards research will not be considered. The following are not supported by the Scheme:
  - 3.5.1. 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.
  - 3.5.2. Activities that lead solely to the creation or performance of a work of art without a clear plan for scholarly dissemination and publication.
  - 3.5.3. Activities that lead solely to the creation of teaching materials without a clear plan for scholarly dissemination and publication.
  - 3.5.4. 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

- 4.1. Chief Investigators
  - 4.1.1. Chief Investigators are existing University of Melbourne academic staff named on the project employed at no less than 0.2 FTE.
  - 4.1.2. All projects must nominate a lead Chief Investigator with a salaried academic position of at least 0.2 FTE at the University of Melbourne.
  - 4.1.3. All Chief Investigators must disclose any real, potential or perceived conflicts of interest.
  - 4.1.4. Chief Investigators must provide timely responses to requests from IKI staff.
  - 4.1.5. In submitting an Expression of Interest, it is assumed that all Chief Investigators have consulted with their Heads of School and have the capacity to undertake the project.
- 4.2. Research Associates and Research Assistants
  - 4.2.1. Research Associates are new or existing casual or fixed-term academic staff at the University of Melbourne to be paid from project funds.
  - 4.2.2. 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.
- 4.3. Partner Investigators and Partner Organisations
  - 4.3.1. 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.
  - 4.3.2. 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

- 5.1. Chief Investigators will provide interim updates on project performance to IKI upon request.
- 5.2. 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**

- 6.1. Participants may be asked to present their work at IKI events and forums.
- 6.2. Participants will provide project materials and updates to support IKI marketing and communications activities.
- 6.3. All participants will acknowledge IKI in all publications, presentations, and media coverage directly arising from the project.

## **7. Revocation**

- 7.1. IKI Funding can be revoked for:
  - 7.1.1. Failure to adhere to any of these terms and conditions.
  - 7.1.2. Failure to commence the project within four weeks of receipt of funding without supporting evidence.
  - 7.1.3. Provision of false or misleading information in the Funding Application form.

# IKI Seed Grant application form 2021

The Indigenous Knowledge Institute (IKI) invites proposals for innovative and interdisciplinary research projects with a focus on Indigenous knowledges. The research project should address an identified need or gap in the field of Indigenous knowledge research.

*Before completing this form, please ensure you have read and understood the IKI Seed Grant funding guidelines 2021.*

Funding will be awarded to a **maximum value of \$20,000**.

Applications open **Monday, 5 July 2021**.

Applications close **COB Monday 23 August 2021**. You will need to submit the application form to IKI at [Indigenous-knowledge@unimelb.edu.au](mailto:Indigenous-knowledge@unimelb.edu.au).

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## Application Form

### PART A. Applicant Details

#### A1. Project Title (10 words maximum)

#### A2. Lead Participant Details

##### Lead Chief Investigator

<b>Title</b>		<b>Given name</b>		<b>Surname/ Family name</b>	
<b>Position</b>				<b>FTE</b> <i>0.2 minimum</i>	
<b>Faculty/School</b>					
<b>Email address</b>					

#### A3. Other Participant Details

<b>Title/Name</b> <i>Dr Jane Applicant</i>	<b>Participant type</b> <i>Chief Investigator, Research Associate, Research Assistant, or Partner Investigator</i>	<b>Organisation</b>
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**A4. Other Partner Organisation Details**

*Name any other confirmed Partner Organisations contributing to the project.*

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**A5. Participant Expertise (300 words maximum)**

*Outline how the overall expertise of the project team will contribute to achieving the aims of the project.*

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**PART B. Project Details**

**B1. Project Description and Aims (300 words maximum)**

*Outline the project aims, how they address an identified gap or need in this field, and how this will advance research into Indigenous knowledge.*

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**B2. Commitment to Partnership (300 words maximum)**

*Outline your relationships with any named Partner Investigator and Partner Organisation on the project.*

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**B3. Approach and Methods (300 words maximum)**

*Explain how the project's approach and methods will engage in and advance interdisciplinary research.*

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**B4. Anticipated Outcomes (300 words maximum)**

Outline anticipated outcomes from the project, including publications, presentations, and future grant applications.

**B5. Impact and Researcher Development (300 words maximum)**

Explain how the project will benefit end-users, including Indigenous people, and the expected impact and reach of its outcomes. If early career researchers (ECRs) or Higher Degree by Research (HDR) students are participants, explain their involvement in the project and how this will provide them with research development opportunities.

**PART C. Project Costs**

**C1. Budget Outline**

Provide a fully itemised list of your requested budget against the expense categories below. See the Funding Terms and Conditions for details.

Expense Category	Budget Item Description	Requested \$
<i>Personnel</i>		
<i>Teaching/Marking Relief</i>		
<i>Travel</i>		
<i>Field Research</i>		
<i>Equipment</i>		
<i>Maintenance</i>		
<i>Other</i> Expert Services/Carer Expenses		

**C2. Budget Justification**

*Provide a brief justification for each item listed within the expense categories above and explain how your budget is feasible. See the Funding Terms and Conditions for details.*