



The University of Melbourne
The Hebrew University of Jerusalem

JOINT RESEARCH WORKSHOP GRANTS PROGRAM

2020 Guidelines



THE HEBREW
UNIVERSITY
OF JERUSALEM

The Application Form is available on The University of Melbourne's website:

<https://research.unimelb.edu.au/support/funding/internal/uom-hebrew-university-of-jerusalem-joint-research-workshop-grants-program>

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1. INTRODUCTION

- 1.1 The University of Melbourne (UoM) and The Hebrew University of Jerusalem (HUJI) signed a Memorandum of Understanding in 2008 to foster exchange and research collaborations. Both Universities affirmed this partnership in November 2012 with an agreement to establish the Joint Research Workshop Grants Program.
- 1.2 This program is a bilateral scheme. Applicants from UoM and HUJI submit corresponding applications to their own institution.
- 1.3 This program aims to assist researchers and students from UoM and HUJI to establish collaborations that:
 - Promote exchange of knowledge and foster development of new ideas.
 - Encourage student exchange and academic cooperation.
 - Enable development of collaborative research and joint research proposals to external funding agencies.
- 1.4 Since 2012, ten workshops have been funded from four competitive rounds.
- 1.5 Two workshops will be funded in the 2020 round. UoM and HUJI will each host one workshop (as the “hosting institution”) and send participants to one workshop (as the “sending institution”).

2. FUNDING RULES

- 2.1 Requests for funding must be made through the 2020 Application Form during the round dates specified in *Section 6*.
- 2.2 Successful workshops will be awarded total funding of up to \$AUD 20,000 or ILS equivalent.
- 2.3 The sending institution can request up to \$AUD 15,000. The hosting institution can request up to \$AUD 5,000 each
- 2.4 Each institution will pay funds directly to its researchers.
- 2.5 Funds **can** be used for direct workshop costs such as airfares, accommodation, catering and other relevant expenses.
- 2.6 Funds **cannot** be used for salary, extensive overseas travel or direct research costs.
- 2.7 UoM and HUJI reserve the right to determine if a cost is eligible.

3. ELIGIBILITY

- 3.1 The HUJI Principal Investigator (PI) must be an Academic Tenure Track Faculty member at the Hebrew University. All workshop participants should be HUJI Academic Faculty members or students.
- 3.2 The UoM Chief Investigator (PI) must hold a permanent or contracted appointment of Academic Level A (6) or higher (minimum 0.5FTE) at the University of Melbourne for the duration of the project. Participants should be employed by the University in an academic position or be graduate research students enrolled at UoM. Honorary and adjunct academic staff members are not eligible to receive funding under this scheme, although they can fund their own involvement. This includes honorary researchers from the Sir Peter MacCallum Department of Oncology, the Florey Department of Neuroscience and Mental Health, and the Medical Bionics Department.
- 3.3 Individuals can be PIs on only one application per funding round.
- 3.4 Applications must be submitted in accordance with the submission process outlined in *Section 4*.

4. APPLICATION SUBMISSION

- 4.1 Complete all sections of the 2020 Application Form in consultation with UoM collaborators.
- 4.2 Save applications as a single pdf file named in the following format: [HUJI PI SURNAME]_UOM-HUJI Workshop 2020
- 4.3 Submit the application by email to Alma Lessing, International Partnerships & Development, International Office at almal@savion.huji.ac.il by the due date.
- 4.4 Ensure UoM collaborators submit a corresponding application to their institution via a Themis workbench submission.

5. APPLICATION ASSESSMENT

- 5.1 Applications will be assessed on a competitive basis internally at each institution. Institutions will then jointly decide award nominations.
- 5.2 Applications jointly recommended for funding will be subject to approval by the DVC Research at UoM and the Vice President for Research and Development and the Vice President for International Affairs at HUJI.
- 5.3 **Selection Criteria**
 - How the collaboration combines areas of interest and strength and builds research capacity at both universities.
 - The potential for this workshop to foster ongoing collaboration that will lead to:

- Joint Application to UoM-HUJI Joint PhD program (see details [here](#))
- Domestic and international joint grant applications involving international collaborators.
- High quality journal publications and similar research outputs.
- Track record of the UoM and HUJI Principal Investigators.

6. KEY DATES

- Applications **OPEN**: May 4th, 2020
- Applications **CLOSE**: June 15th, 2020 Midday (AEST)
- Outcome notification: end of July 2020
- Workshops conducted: December 2020-December 2021

7. GRANT CONDITIONS

- 7.1 The PI will be the administrative contact and is responsible for internal reporting requirements
- 7.2 At HUJI grant offers will be confirmed in writing by the International Office. Successful applicants will be notified by email following the release of outcomes.
- 7.3 Workshops must be conducted during the period specified in *Section 6*.
- 7.4 Applications cannot request funds for activities that have already occurred.
- 7.5 Any funds unspent at the Project End Date must be returned to the funding institution.
- 7.6 The PI must report on the workshop outcomes in a **final report**. The final report includes a technical report and a financial report. At HUJI financial reports will be prepared at the Authority for R&D. Technical reports must be submitted electronically to the Intramural Funds Desk at the Authority for R&D within 6 weeks of the project's completion. At HUJI the template for the technical report will be available at the Authority for R&D. Reports may be shared between institutions.
- 7.7 If the HUJI PI leaves the employment of the University, the team must contact the Intramural Funds Desk at the Authority for R&D immediately to discuss a replacement PI. Relevant information on variations will be shared between partner institutions.
- 7.8 Requests to extend the project must be made via email to the Intramural Funds Desk at HUJI's Authority for R&D one month before the project end date. Relevant information on extensions will be shared between partner institutions.

8. CONTACTS

Enquiries:

- **HUJ Program Coordinator:** Alma Lessing, International Partnerships & Development, International Office, Phone: +972 2 5880454, Email: almaal@savion.huji.ac.il
- **UoM Program Coordinator:** Kim Turner, Researcher Development Schemes, The University of Melbourne. Phone: +61 3 8344 6160, Email: ric-internalgrants@unimelb.edu.au.