(FUNDING TO COMMENCE IN 2025)

* indicates a required field

Administrative Details

This is an online grant application submission tool used by The University of Melbourne (UoM). The submitted applications will be downloaded in PDF format by UoM administration and sent to The University of Toronto (U of T) soon after the scheme deadline. There is no need for applicants to submit a copy of the application form to U of T administration.

Eligibility Checklist

University of Melbourne Principal Investigator: *

☐   I confirm that I am a University of Melbourne academic staff member (minimum Level B) registered to supervise as per the Supervisor Eligibility and Registration Policy, and contracted beyond the envisaged submission date of the PhD candidate(s) (2030).

☐   I confirm that I am an honorary employee whose primary affiliation is with the University of Melbourne, eligible to supervise as per the Supervisor Eligibility and Registration Policy; and my primary employer has entered into an agreement to fund the Melbourne lump sum component of the Project's collaborative activity.

☐   I confirm that I am an honorary employee whose primary affiliation is with the University of Melbourne, eligible to supervise as per the Supervisor Eligibility and Registration Policy; I am otherwise unaffiliated and participating at my own expense.

University of Toronto Principal Investigator: *

☐   I confirm that I am a University of Toronto Faculty member in a continuing appointment. Eligible to hold research funds at the University of Toronto and Have a Full School of Graduate Studies (SGS) Graduate Faculty Membership

You can find the Full School of Graduate Studies (SGS) Graduate Faculty Membership Policy here: https://facultyandstaff.sgs.utoronto.ca/gfm/gfm-faqs/

Previous Toronto-Melbourne joint PhD program recipients may not reapply in 2024 to the scheme but may participate as a co-investigator.

☐   Melbourne PI - I confirm I did not receive this award previously

☐   Toronto PI - I confirm I did not receive this award previously

Principal Supervisor - University of Melbourne

2024 Melbourne-Toronto Joint PhD Call
Form Preview

Applicant *

Title	First Name	Last Name

Applicant Position *

e.g. Lecturer, Biomedical Sciences

Applicant Primary Email *

Must be an email address.

Host Faculty

Career stage *

Link to Primary Supervisor website/ profile

Must be a URL.

Applicant Gender *

☐ Woman ☐ Man ☐ Prefer not to say ☐ Non-binary/ gender diverse

Other

If 'other', this is an optional field to add self entered response.

Does this application include UoM researchers from more than one faculty? *

○ Yes   ○ No

Do you identify as Aboriginal and/or Torres Strait Islander? *

○ Yes   ○ No   ○ Prefer not to say

Faculty of Arts applicants

Please provide a statement addressing how the candidates will meet the Faculty's PhD coursework requirements in your application. Please refer to the Faculty's guidelines for additional information. It is recommended to contact the Associate Dean (Graduate Research) for any further guidance.

Statement *

Principal Supervisor - Toronto

2024 Melbourne-Toronto Joint PhD Call
Form Preview

Applicant * Title   First Name   Last Name

Faculty *

School/Department *

e.g. Biomedical Sciences

Applicant Primary Email *

Must be an email address.

SGS Membership (Full or Associate)

Are you an early career researcher? * ○ Yes   ○ No

(Faculty member who received their appointment less than five years ago)

Link to Primary Supervisor website/ profile *

How many PhD candidates do you currently supervise? *

Co-Supervisors Information

Co-Supervisor Institution	Co-Supervisors Name	Co-Supervisor Faculty/ School/ Department	Co-Supervisor Email	Co-Supervisor Website	If applicable, letter of support from Hod/HoS.

Collaborative Relationship

Please include any evidence of previous collaboration or outline the added value of the new collaboration and how it meets the strategic priorities of both institutions.

Word count:
Must be no more than 500 words.

PhD Project Proposal

* indicates a required field

In this section, you are required to provide an overview of the project proposal, including its rationale and potential impact, as well as a timeline outlining when and where the different parts of the research will take place at each institution. The project must identify a Home Institution where the majority of the research is undertaken during the PhD.

PI's should also consider the funding allowances included for successful proposals, as well as the requirements of the PhD program when considering the structure of the projects.

The structure of the PhD is flexible according to project needs, but each candidate must:

- Commence at U of T in Fall (September) 2025 / Winter (January) 2026 to complete mandatory coursework and comprehensive exam requirements;
- Spend at least 12 months at U of T of which 6 months must be dedicated only to research;
- Spend at least 12 months at Melbourne; AND
- Spend a maximum of 24 months at the Host/Collaborator institution.

The Home Institution is defined as the institution where the majority of research is undertaken during the PhD.

Home Institution

(Where the majority of the research is undertaken during the PhD)

PhD Project Title *

Please provide a 250-word abstract summarising the project. These will be used for candidate recruitment if your proposal is successful

Must be no more than 250 words.

Overall Project Description

It is recommended that applications are written in lay terms for reviewers to better understand the project's potential impact and its anticipated outcomes

Outline the proposed timelines for research at Toronto and Melbourne, along with a supervision plan highlighting the benefits of spending time at the partner institution.

Word count:
Must be no more than 1200 words.

Overview of the coursework requirement at U of T for the project *

Word count:
Must be no more than 500 words.

GANTT chart showing the division of time to be spent by the candidate at both institutions. *
Attach a file:

Collaboration value and potential impact

Summary of anticipated collaboration between the PIs beyond joint supervision, fostering the growth of a broader network of researchers across both institutions and if applicable, the proposed strategic plan for leveraging future external funding opportunities.

Word count:
Must be no more than 600 words.

Equality, Diversity and Inclusion

Adherence to respective equality, diversity and inclusion (EDI) policies are a core feature of this program, to ensure that all participants can do their best work, thrive and succeed. This application must demonstrate a commitment to EDI by highlighting meaningful steps taken by the lead applicants to implement equitable practices for team recruitment and to foster an environment that values, supports and respects a diverse range of views, knowledge and experiences. Applicants should consider EDI as it applies to gender diversity, race/ethnicity, indigeneity, disability, sexual orientation, career stages and sectors. The meaningful integration of all members in the proposed project team is required, with concrete measures put in place to support their integration and development, where appropriate.

Please discuss how your proposed projects reflects the EDI priorities as outlined in the above statement (this section should not include any demographic information about the team that could be used to identify team members) *

Word count:
Must be no more than 250 words

Proposed Budget

Melbourne budget

Breakdown of proposed expenses for UoM Principal Investigator

Please do not alter the 'Budget Category' column.

- Leave line blank if you are not requesting items in a particular category.
- List individual budget items for each category in the central column, with their individual costs.
- Enter the overall cost for that category in the third column.

Budget Category	Itemised Budget	Category Total (AUD)
		Must be a dollar amount.
PI travel to Toronto		$
PhD candidate travel		$
Workshop costs or virtual collaboration expenses		$
Graduate recruitment		$
Other		$

Melbourne Budget Total

Total Expenditure Amount

$

This number/amount is calculated.

Toronto Budget

Breakdown of proposed expenses for U of T Principal Investigator.

In this section, please note that we are asking about the funds PIs requesting from the grant (OVPI). If you are asking for a stipend top-up, please provide additional explanation in the relevant budget category

Please do not alter the 'Budget Category' column.

- Leave line blank if you are not requesting items in a particular category.
- List individual budget items for each category in the central column, with their individual costs.
- Enter the overall cost for that category in the third column.

Budget category	Itemised budget	Category total (CAD)
		Must be a number.
Additional stipend top-up		
PI Travel to Melbourne		
PhD candidate travel to Uof T		

Toronto Budget Total

Total Expenditure Amount (CAD)

$

This number/amount is calculated.

University of Toronto Supervisor/Department contribution

Category/ Year	Y1	Y2	Y3	Y4	Y5	New Question
						Must be a number.
Full U of T tuition support for candidate who chooses U of T as Lead						
Funding to support other U of T fees/ non-academic incidentals when candidate is at U of T						
Funding for international health insurance (if applicable) when candidate is at U of T						
Full U of T Department guaranteed stipend when candidate is at U of T						
If candidate has chosen U of T as the Lead and U of T stipend > UoM stipend, include the stipend difference you will provide to						

the candidate when they are at UoM						

CVs of Principal Investigators and Co-Supervisors

A short CV should be provided for every PI and Co-Supervisor, addressing the following:

- Overview of current position
- Employment history
- Ten career-best publications, awards, and relevant presentations
- List of awarded grants over the past five years with amount funded.
- Supervision history of graduate research candidates, noting the duration until completion and previous supervision of any international candidates
- Description of what the supervision for this project will entail.

Please include the CVs of the two Principal Investigators first, followed by any co-supervisors. Add sections for each person using the 'Add More" button below as required.

Length should be 1-2 pages per investigator in the final generated PDF (you can generate the PDF at any time to check the length).

Primary Investigator or Co-Supervisor's Name

Affiliation

Short CV (roughly 1-2 pages per person in the final generated PDF)

Primary Investigator or Co-Supervisor's Name

Affiliation

Short CV (roughly 1-2 pages per person in the final generated PDF)

Ethics and Privacy

Ethics and Privacy

PIs are expected to present their research proposal to the required ethics and privacy committees if awarded. If your research proposal requires ethics and/or privacy committees, please indicate 'Yes.'
○ Yes   ○ No

Ethics and privacy information

Please tick all statements relevant to your research proposal, using the checklist below.

This research proposal will need the following clearances:
☐ Animal Experimentation
☐ Human Research
☐ Gene Technology
☐ Biosafety
☐ Other:

If the project falls under an existing ethics approval, please provide the approval number:

Other Ethics Issues. Are there any other ethics issues that should be taken into consideration? Please specify.

Declaration

Please read below statements and select the relevant one for this research proposal.

☐   I have taken note that an ethical clearance is needed before the start of my project. I will thus ensure submission of my proposal to the research ethics committee as soon as my application has been approved for funding.
☐   I confirm that none of the issues above applies to my proposal.

☐   I have taken note that an ethical clearance is needed for my project. However, an ethical clearance is not needed at the start of the project but in a later work package. I will submit the proposal to the ethics committee before the start of this work package.

Please specify which ethics committee(s) deal(s)/will deal with your application.

Endorsement of the application

* indicates a required field

University of Melbourne Principal Investigator:

Evidence of approval is required for Melbourne PIs from the Head of School/Department and the Faculty's Associate Dean (Graduate Research). This should be provided using the approval forms provided on the scheme website. **(also available for download here).**

Honorary declaration is required for Honorary employees whose primary academic affiliation is the University of Melbourne. This should be provided using the declaration form provided on the scheme website. (**also available to download here**)

University of Melbourne - HoD/HoS/ADGR evidence of approval from *
Attach a file:

Please use the template Letter of Endorsement available on the website

University of Melbourne - Honorary declaration form
Attach a file:

Please use the template Letter of Endorsement available on the website

University of Toronto Principal Investigator:

University of Toronto - Evidence of approval from Department Chair *
Attach a file:

Submission Instructions

Privacy Notice

The information in this form is being collected by Research, Innovation and Commercialisation on behalf of Chancellery (Research), The University of Melbourne. The information you provide is being collected in order to record administrative details of the applicant, and for assessment by selection committees from The University of Melbourne and University of Toronto. The information will be used by authorised staff for the purpose

for which it was collected, and will be protected against unauthorised access and use. The names of successful applicants and a summary of their projects may be published. If you do not provide all of the information requested on this form, your application may be deemed ineligible and removed from consideration by the committees.

Research, Innovation and Commercialisation is collecting the information in this form to record administrative details of the applicant, and for assessment of the grant proposal by the relevant selection committees and personnel involved in the delivery of this funding program.

For further information about how the University manages personal information, and for details of how to make an enquiry, lodge a complaint, or to contact the University's Privacy and Data Protection Officer, please refer to our Privacy webpage, view the University's Privacy Policy or contact privacy-officer@unimelb.edu.au.

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