

2021 Melbourne Research Fellowships

Form Preview

Part A: Applicant Details

* indicates a required field

Before you begin

[MRF-CI Webpage](#)

Please ensure that you have read and understood the Melbourne Research (Career Interruptions) Fellowship Funding Guidelines.

Please ask your referee to send their report confidentially (mandatory template provided) via email to ric-internalgrants@unimelb.edu.au. They will be provided to assessors separately to this application and will not be viewable by applicants.

Once you have completed all sections of this form, please generate a PDF of the application and also submit it via the Themis Grant Submissions Workbench.

Applicant Details

Applicant *

Title	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Applicant Primary Phone Number *

Applicant Primary Email *

Applicant Gender *

Male Female Other:

Citizenship and Residency Status *

Australian Citizen Permanent Resident Other:

Are you an Aboriginal and/or Torres Strait Islander? *

Yes No

Applicant Location

Which Academic Division are you from? *

Which School, Department or Centre are you from? *

ABP - Melbourne School of Design MGSE - Melbourne Graduate School of Education MDHS - Biomedical Sciences

2021 Melbourne Research Fellowships

Form Preview

- | | | |
|---|--|---|
| <input type="checkbox"/> ARTS - Graduate School of Humanities and Social Sciences | <input type="checkbox"/> MSE - Computing and Information Systems | <input type="checkbox"/> MDHS - Institutes, Centres and Departments |
| <input type="checkbox"/> ARTS - Asia Institute | <input type="checkbox"/> MSE - Chemical and Biomedical Engineering | <input type="checkbox"/> SCI - Biosciences |
| <input type="checkbox"/> ARTS - Culture and Communication | <input type="checkbox"/> MSE - Electrical, Mechanical and Infrastructure Engineering | <input type="checkbox"/> SCI - Chemistry |
| <input type="checkbox"/> ARTS - Historical and Philosophical Studies | <input type="checkbox"/> FAM - Victorian College of the Arts | <input type="checkbox"/> SCI - Earth Sciences |
| <input type="checkbox"/> ARTS - Languages and Linguistics | <input type="checkbox"/> FAM - Melbourne Conservatorium of Music | <input type="checkbox"/> SCI - Ecosystem and Forest Sciences |
| <input type="checkbox"/> ARTS - Social and Political Sciences | <input type="checkbox"/> MLS - Melbourne Law School | <input type="checkbox"/> SCI - Geography |
| <input type="checkbox"/> FBE - Accounting | <input type="checkbox"/> MLS - Melbourne School of Government | <input type="checkbox"/> SCI - Mathematics and Statistics |
| <input type="checkbox"/> FBE - Economics | <input type="checkbox"/> MDHS - Melbourne Dental School | <input type="checkbox"/> SCI - Physics |
| <input type="checkbox"/> FBE - Finance | <input type="checkbox"/> MDHS - Melbourne Medical School | <input type="checkbox"/> FVAS - Veterinary Sciences |
| <input type="checkbox"/> FBE - Management and Marketing | <input type="checkbox"/> MDHS - Melbourne School of Health Sciences | <input type="checkbox"/> FVAS - Agriculture and Food Systems |
| <input type="checkbox"/> FBE - Centre for Actuarial Studies | <input type="checkbox"/> MDHS - Melbourne School of Population and Global Health | <input type="checkbox"/> FVAS - Melbourne Veterinary School |
| <input type="checkbox"/> FBE - Melbourne Institute | <input type="checkbox"/> MDHS - Melbourne School of Psychological Sciences | |

You may select more than one only if this project is to be shared between departments.

If you have selected MDHS - Institutes, Centres and Departments, please specify which:

Part B: Education and Appointment Details

Academic Record

Please list your PhD first. For PhD, please give the specific completion date.

Underneath, list any other tertiary-level programs or courses in which you are, or have been, enrolled.

Name of Program	Institution	Enrolment and completion dates
e.g. 'Master of Arts'	e.g. 'University of Lichtenstein'	e.g. 'June 2014-December 2015'

Current and Previous Employment

Current appointment type	Start of current appointment	End of current appointment	Appointment level	Teaching load	Expected 2021 FTE	Proposed total 2021
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2021 Melbourne Research Fellowships

Form Preview

		(if not continuing)			% (without Fellowship)	FTE (with Fellowship)
If you select 'Casual', please ensure you complete the Eligibility Exemption section.	Must be a date.	Must be a date.			Full time = 1.0; 4 days/week = 0.8; etc.	Full time = 1.0; 4 days/week = 0.8; etc.

Appointment History

Please list any previous appointments at the University of Melbourne

Position	Appointment Type	Employing Organisation	Start Date	End Date

Part C: Eligibility Exemption Request

Only complete this section only if you are not currently eligible for this Fellowship Program.

Applicants must provide details and make a compelling argument as to why they should be granted an eligibility exemption for the eligibility criterion identified (maximum 300 words).

Type of Exemption Requested

- My PhD was awarded prior to 15 April 2010 but I have experienced exceptional extenuating circumstances.
- I am a casual staff member, but have been employed by the University of Melbourne for a minimum of 12 months at the time of application (this may include 'back-to-back' contracts totalling 12 months).
- There are other exceptional circumstances and I have been advised by RIC to submit an Eligibility Exemption Request.

Justification for Eligibility Exemption Request

Word count:

Must be no more than 300 words.

Optional supporting material for eligibility exemption (if different to Career Interruption supporting materials)

Attach a file:

Part D: Research Profile and Career Interruptions

* indicates a required field

Your Research Profile

Please provide a profile of your current research activities, experience, and strengths (400 words) *

Word count:

Must be no more than 400 words.

Your Career Interruption/s

This section must:

- Clearly detail how the 'total period of career interruption(s)' was calculated.
- Include an outline of the trajectory of your research from the time you completed your PhD onwards.
- Include a clear outline of time dedicated to research and time away from research as a result of the career interruption (*include specific dates and/or a visual timeline*).
- Detail how the career interruption affected your potential.
- If career interruption has occurred for more than one consecutive period, provide further information regarding each period and the reasons for the interruption.

Supporting documentation:

You may also wish to provide documentation to support this statement. This is not mandatory but will assist the selection committee in understanding the circumstances of your career interruption, e.g. *'This medical condition prevented me from undertaking research during the period xxx - xxx (medical certificate attached)'*.

Total Period of Career Interruptions in years and months

Please describe the nature of the interruption or impedance to your career (400 words) *

Word count:

Please be sure to include all relevant dates and be as specific as possible when outlining the duration/ time impact of interruptions.

Do you wish to provide supporting documents?

Attach a file:

2021 Melbourne Research Fellowships

Form Preview

A maximum of 5 files may be attached.
Not mandatory.

Please describe how the MRF-CI would make a genuine difference to your career *

Word count:
no more than 400 words

Part E: Fellowship Project Details

* indicates a required field

Fellowship Dates

Proposed Fellowship Start Date *

Must be a date.

Proposed Fellowship End Date *

Must be a date.

Fellowship Project

Please provide a 'lay' summary for the non-discipline specialist reader of how you will use the Fellowship to produce outcomes which will enhance your research profile and career. If the award is intended to enhance the outcomes and impact of your existing or continuing research, please specify expected achievements and outcomes.

Project Title *

Short project description

*

Word count:
Must be no more than 100 words.

Part F: Fellowship Budget

Total Budget

2021 Melbourne Research Fellowships

Form Preview

This answer is read-only and will be calculated as you fill out your budgets below. **The total amount you can request is \$80,000 (\$60,000 salary and \$20,000 research funding).**

Total Amount Requested

\$

This number/amount is calculated.

What is the total financial support you are requesting in this application?

Salary Budget

Please specify how you will use the available \$60,000 Fellowship funding in terms of your employment, e.g. contract extension, FTE top-up, teaching relief. Include salary estimates where applicable, using the [University's Salary Calculator](#) (UoM login required).

You do not need to include the faculty's salary match figure in the \$ column, but you can refer to it in the description e.g.:

"Salary for [X] months, academic level [X] at [X] FTE (for a total of [X] months/years with faculty match)" - \$60,000

Budget Item	\$
	\$
e.g. extension of current contract for 12 months at 0.4 FTE, Academic Level B1	\$50123

Salary Budget Totals

Total Salary Budget

\$

This number/amount is calculated.

Research Budget

Please complete the table to show how you intend to use the \$20,000 available for travel and research support costs.

Budget Item	\$
	\$
e.g. Economy airfares Melb-Paris for conference to present research findings	\$2500

Research Budget Totals

Total Research Budget

2021 Melbourne Research Fellowships

Form Preview

\$

This number/amount is calculated.

Part G: Other Funding

Funding Support

Please provide details of all research funding (ARC, NHMRC and other agencies in Australia and overseas, including internal grants) you currently hold, or have submitted a request for and are awaiting final outcome. Please only include projects in which you are a named Chief Investigator. List all projects/proposals/fellowships awarded or submitted funding requests involving the applicant.

Description of funding support	Name of Research Area	Support Status	Funding Type	2020	2021	2022	2023
(All named investigators on any proposal or grant/project/fellowship in which the applicant is involved, project title, source of support, scheme and round, and your role and time commitment)				(\$'000)	(\$'000)	(\$'000)	(\$'000)

Part H: Curriculum Vitae and Publication History

* indicates a required field

Please list your CV contents under the relevant section headings.

Full details of education and postgraduate training *

Details of current and past appointments *

2021 Melbourne Research Fellowships

Form Preview

Details of awards and prizes *

Details of any successful grants or fellowships not listed in Part G of this application form *

Details of any postgraduate and undergraduate teaching and supervision *

Local and international profile, including seminar/conference presentations and wider community involvement *

Details of administrative responsibilities, including laboratory, departmental, faculty/school and institutional *

Peer review experience, including review of grant applications and manuscripts *

Discipline experience, including membership of societies and committees *

Publications List

Details of published works organised in the following categories:

- Refereed journal articles (*Only published. If in press, please include acceptance date*);
- Reviews;
- Books;
- Chapters;
- Conference papers (i.e. published proceedings);

2021 Melbourne Research Fellowships

Form Preview

- Patents;
- Other publications.

Publications *

Part I: Academic Referee

Referee Details

Your referee must use the Referee's Report form, available from the website (<https://research.unimelb.edu.au/support/funding/internal/melbourne-research-fellowships>). Please supply your referee with a copy of the Program's Funding Guidelines and your application. There are no limitations as to who can act as the academic referee, however they must be employed in an academic position and be familiar with your circumstances in order to provide clear support in terms of your ability to leverage the Fellowship to re-establish or enhance your research career.

The referee must submit via email an electronic copy of their Referee's Report by the closing date to:

Email: ric-internalgrants@unimelb.edu.au

Subject: MRF-CI 2021 - Referee Report - *SURNAME OF APPLICANT*

Referee Name	Position	Organisation/Phone Institution	Number	Email	Relationship to Applicant
			Must be an Australian phone number.	Must be an email address.	

Part J: Declarations

* indicates a required field

Departmental Support

Please provide a brief statement regarding the support you have received/will receive from your host department to conduct your research.

This should not include discussion of the salary matching feature of the scheme, but rather any additional or non-monetary contributions.

This statement should be discussed with your host HoD and should include:

2021 Melbourne Research Fellowships

Form Preview

- The provisions that the department has made for you.
- The overall workload you would carry during the term of the Fellowship.
- Your capacity to make a significant contribution to the academic life of the host department and faculty/school given existing departmental commitments.
- The resources currently available to the host department to support you, and the need for the allocation of funds (departments are encouraged to nominate additional support for the applicant).
- The host department's support for your employment beyond the proposed fellowship period and the likelihood of continuation of your employment within the department.

Departmental Support Statement *

Word count:

Must be no more than 150 words.

Certification Form

Please provide your Head of School/Department with a PDF copy of your application and request that they authorise it via the following declaration ([form available for download here](#)):

Signed Certification Form *

Attach a file:

Applicant Declaration

I declare that the information I have given in this application is true to the best of my knowledge and I understand that any offer of a Fellowship or employment as a Fellow may be withdrawn if false information is given. *

I agree

Themis Submission

Please remember to complete a Themis Grants Workbench submission, attaching your completed PDF.