

2025 McCoy Project Seed Fund

Form Preview

McCoy Project Seed Fund Application

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Information Before Completing the Grant Application

The McCoy Project established the McCoy Seed Fund to support the development of collaborative research projects between Museums Victoria (MV) and the University of Melbourne (UoM).

IMPORTANT REMINDERS BEFORE YOU BEGIN:

- Please ensure you have read and understood the McCoy Project Seed Fund Scheme Guidelines.
- You must have the prior support of the School(s) or Department(s) you are applying to, and from the Museums Victoria Research Institute (MVRI).
- A Themis Grant submission is required for non-MRI based applicants. MRI-based applicants should contact res-devschemes@unimelb.edu.au for assistance.
- Incomplete applications or declined eligibility exemptions will not be progressed for further assessment.

Save as you go: Manually save your work as you progress through the application.

Submission Checklist

Have discussions been held with collaborating partner organisation (MV/UoM)? *

☐ Yes ☐ No

Have all team members read and understood the requirements of the project and conditions of the grant as listed in the guidelines? *

☐ Yes ☐ No

This application will be assessed by panel members outside your discipline. Is your application in plain language? *

☐ Yes ☐ No

Are the aims of your project realistic within the budget requested and 12-month timeframe? *

☐ Yes ☐ No

Is this project currently being supported by a University of Melbourne or Museums Victoria internal grant? *

☐ Yes ☐ No

Have both Coordinating Investigators (CIs) completed the Certification below? *

☐ Yes ☐ No

Has the University of Melbourne CI entered the application into Themis Grant Submissions and gained HoD/HoS approval? *

☐ Yes ☐ No

Certification by Coordinating Investigators

In submitting this application, the Coordinating Investigators affirm that:

- The Coordinating Investigators bear full responsibility for the conduct of the project.
- The Coordinating Investigators are current ongoing staff members, or fixed-term staff members with an end date of at least 31 January 2026 from Museums Victoria.
- All project team members have consulted appropriately with their Heads of Departments and/or Deans and all have ensured the time and resources to undertake the project within the commitments to other administrative, research, teaching, or supervision responsibilities.
- The requested funds do not supplement or duplicate a project activity supported by another current internal University grant, external grant or research contract.
- That intellectual property, including if applicable, Indigenous Cultural Intellectual Property, has been discussed and agreed, and that appropriate agreements will be put in place.

University of Melbourne Coordinating Investigator *

☐ I affirm

Museums Victoria Coordinating Investigator *

☐ I affirm

Museums Victoria Certification

Please attach a signed letter of support from the relevant MVRI Head of Department.

MV Certification (PDF only) *

Attach a file:

Part A : Administrative Details

* indicates a required field

A1. Administrative Summary - University of Melbourne

University of Melbourne Applicant *

Title

First Name

Last Name

Primary Phone Number *

Primary Email *

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Gender *

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

There is an optional field to add self entered response.

Do you identify as Indigenous? *

With regards to Australia, Indigenous refers to Aboriginal or Torres Strait Islander (First Nations) peoples. Otherwise, refer to the following United Nations Permanent Forum on Indigenous Issues paper on criteria of self-identification drawn from a number of international human rights documents: https://www.un.org/esa/socdev/unpfii/documents/5session_factsheet1.pdf

Academic Level ***Position *****FTE Contribution *****Career Stage ***

☐ Within 5 years of PhD conferral ☐ Within 10 years of PhD conferral ☐ Neither

A2. University of Melbourne Faculty

At The University of Melbourne, 'Faculty' refers to Faculties and Graduate Schools.

Schools, Departments and Centres sit within these Faculties. You will need to select both the Faculty and School, Department, or Centre that you work in.

You may select more than one department only if this project is to be shared between departments. If so, you will need the permission of both department heads.

Host Faculty *

A3. Administrative Summary - Museums Victoria

Museums Victoria Applicant *

Title First Name Last Name

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Primary Phone Number *

Must be an Australian phone number.

Primary Email *

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Must be an email address.

Position *

Department *

FTE Contribution *

Career Stage *

☐ Within 5 years of PhD conferral ☐ Within 10 years of PhD conferral ☐ Neither

A4. Team Members

List other researchers from the University of Melbourne and Museums Victoria who will be involved in the project.

Attach a CV for each researcher listed below including (a) current position, (b) expertise relevant to the proposed role in the current proposal and (c) a representative list of grants and/or publications in areas relevant to the proposal.

Team Member Name and Title	UOM or MV	Department	Email	Position	FTE (project)	Early Career?	CV

A5. External Collaborators

List any external collaborators involved in the project.

(Please note that the inclusion of external collaborators is not a requirement for this scheme).

If this application is funded, you may require a research collaboration agreement with any external parties before your funds can be used.

You can add more sections using the buttons below.

Name of collaborator	Organisation	Role of Collaborator

A6. Equity, Diversity and Inclusion

Please provide a summary of how the proposed project reflects the scheme's commitment to Equity, Diversity and Inclusion. This should be written so as not to identify individual participants.

Word count:

Must be no more than 250 words

Part B: Project Description

** indicates a required field*

B1. Project Title and Summary

Project Title *

Brief Summary of the Project *

Word count:

Must be no more than 100 words.

B2. Project Details

Please describe the project's aims, rationale, and methodology. Explain how the project is innovative in terms of one or more of the following: topic; conceptual framework; methodology; design; and potential impact and engagement. *

Word count:

Must be no more than 500 words

Please outline how the proposed project aligns with one or more of the McCoy Project's research themes, or other strategic research directions of the University of Melbourne and Museums Victoria. *

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Word count:

Must be no more than 100 words

Please describe the complementary roles of the researchers and collaborators, and how they comprise an interdisciplinary team. *

Word count:

Must be no more than 200 words

Please describe the expected outcomes arising from the project and how these outcomes will be achieved. *

Word count:

Must be no more than 200 words

Please outline your proposed strategy for the communication and translation of project outcomes (e.g. website, report, workshop). *

Word count:

Must be no more than 200 words

B3. MVRI Centres of Knowledge

Please indicate how the proposal aligns with Museums Victoria Research Institute's four Centres of Knowledge. *Please select as many centres as appropriate.*

Centres of Knowledge *

- ☐ Centre for First People's Knowledge
- ☐ Centre of Healing Country and Wellbeing
- ☐ Centre for Discovery and Innovation
- ☐ Centre for Collection Care and Preservation

B4. McCoy Major Impact Areas

Please indicate how the proposal aligns with Museums Victoria Research Institute's eleven Major Impact Areas. *Please select as many impact areas as appropriate.*

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Themes *

- ☐ First People's knowledge
- ☐ Decolonisation methodologies
- ☐ Archaeology
- ☐ Biodiversity and ecosystems
- ☐ Palaeontology
- ☐ Geology and mineralogy
- ☐ Contemporary history
- ☐ Historic land use, agriculture and employment
- ☐ Technology and design
- ☐ Health and healing
- ☐ Materials science, conservation and preservation
- ☐ Other:

B5. Project Schedule

Please upload a GANTT chart that describes your project timeline/schedule.

*

Attach a file:

B6. Future Funding Opportunities

Please list your future goals for domestic and/or international funding opportunities that will be targeted both during and after the proposed activity with your collaborator(s). *Add additional rows if needed.*

Name of Scheme	Submission Date

B7. Other Project Funding

Please provide details of any other internal or external funding support provided or sought for the proposed project in the last 12 months. *Add additional rows if needed.*

Name of Scheme	Amount requested	Year(s)	Successful (Y/N)	How does the proposed activity differ from that previously requested?
	Must be a dollar amount.			

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B8. Proposed Budget (Indicative)

Please note all funds will be administered by the collaborating Faculty/Department at the University of Melbourne. Museums Victoria will invoice the relevant Faculty/Department for their project expenses as outlined above. Add more rows if needed.

McCoy Project Seed funding can be used for:

- Employment of fixed-term or casual staff. Note that costing of fixed-term or casual staff employed by the project will be based on the salary scales of the employing entity.
- Costs associated with facilitation workshops or similar events
- Reasonable travel costs (flights and accommodation) as justified
- Purchase of new equipment (hardware, software) and consumables specifically required for the project
- Dissemination of research outputs and public engagement beyond the University and Museum communities e.g. online, travelling exhibition, and workshops for the general public, including school children.

McCoy Project Seed funding cannot be used for:

- Salary top ups for existing, continuing or fixed-term UoM or MVRI staff
- Extension of contracts of such staff
- Fees for consultants (other than event facilitators)
- Student scholarship top ups

Budget Item and Justification	Cash Cost (\$) (excl. of GST)

B9. Budget Total

Total Amount

This number/amount is calculated.

Part C: Ethics and Privacy

* indicates a required field

C1. Ethics and Privacy

Does your proposed research engage with Indigenous knowledge or pertain to Aboriginal and/or Torres Strait Islander (or other Indigenous) communities? *

☐ Yes

☐ No

Are there specific human ethics requirements for your project? *

☐ Yes ☐ No

Are there specific animal ethics requirements for your project? *

☐ Yes

☐ No

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Briefly state the nature of any specific human ethics requirements.

Word count:
Must be no more than 100 words

In the following box, please briefly indicate:

- Your approach to enabling collaboration with Aboriginal and/or Torres Strait Islander communities (for example, dialogue/collaboration with an Indigenous cultural mentor);
- Any existing or developing, supportive and high-quality relationships you have with Aboriginal and/or Torres Strait Islander communities;
- Any personal affiliations with local Aboriginal and/or Torres Strait Islander communities that can facilitate the proposed research.

Please ensure your responses briefly address how the proposed research project aligns with the advice provided by the [AIATSIS Code of Ethics for Aboriginal and Torres Strait Islander Research](#) and the University of Melbourne's [Charter for Research with Indigenous Knowledge Holders](#), and/or the [Museums Victoria First People's Strategy](#).

Word count:
Must be no more than 100 words

Briefly state the nature of any specific animal ethics requirements.

Word count:
Must be no more than 100 words

Part D: Attachments

* indicates a required field

D1. Applicant Curriculum Vitae

Please upload your curriculum vitae (CV) (3-pages maximum).

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UoM Applicant CV. *

Attach a file:

A maximum of 1 file may be attached in .pdf format. No additional supporting documents (references, etc) will be considered as part of the assessment process. If any further information is needed you will be contacted.

MV Applicant CV. *

Attach a file:

A maximum of 1 file may be attached in .pdf format. No additional supporting documents (references, etc) will be considered as part of the assessment process. If any further information is needed you will be contacted.

Team Member CVs

Attach a file:

A maximum of 1 file containing all the combined team member CVs may be attached in .pdf format. No additional supporting documents (references, etc) will be considered as part of the assessment process. If any further information is needed you will be contacted.

Declaration

* indicates a required field

Applicant Declaration

By submitting this application, 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 funding may be withdrawn if false information is given. *

☐ I agree

Submission Instructions

Once this form is submitted on SmartyGrants, please take the PDF and attach it to a Themis Grants Workbench submission. If you are unfamiliar with this process, you can contact your faculty research office in the first instance for further advice. Technical issues can be resolved by contacting the central research office via res-devschemes@unimelb.edu.au

The status of the workbench submission should be 'Forwarded to HoD' by end of submission day.

Themis Submission Number *

Must be a number.

This should be a 7 digit number, starting with a '2'.

Privacy Collection Notice

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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.

Last updated 22/02/22.