Griffith University and Simon Fraser University
Collaborative Travel Grants

Guidelines (updated May 2018)

Application Deadline for Simon Fraser applicants: 1 October 2018
Application Deadline for Griffith applicants: 1 October 2018

The Scheme

Griffith University and Simon Fraser University have signed a Memorandum of Understanding which aims to expand cooperation, exchange of ideas and research collaborations between the two institutions in the areas of:

- Drug discovery
- Environmental sciences and environmental planning
- Forest ecology, forest management and climate change adaptation
- Behavioural and cognitive neuroscience
- Mental health and addiction
- Public health
- Bioinformatics and genomics
- Big Data
- Criminology
- Business
- Tourism
- Musicology
- and such other areas as the parties shall agree.

Priority will be given to applications in one or more of the disciplinary areas listed above.

Applications which meet the below criteria will be assessed favourably:

- Collaborations that are already established and producing research outputs
- Proposals that have leveraged other sources of funds that can enhance the scope and impact of the proposed initiative
- Applications which include PhD student and/or early career researcher mobility

Each institution will contribute $50,000 per year to the scheme (up to 5 awards per institution), with the primary purpose of assisting researchers from each institution to undertake onsite visits to colleagues in the other institution in order to develop collaborative research projects. Applications to continue projects previously funded through the scheme are encouraged where they build momentum for projects in areas of strategic importance.

Successful grants are expected to result in joint publications (i.e. involving authors from both Griffith and SFU) in high quality research outlets and joint external grant applications.

Each institution will manage the allocation of grants from their scheme contribution.
Eligibility
Each application must include a team of researchers with at least one researcher from each institution. Teams must include early career researchers as well as more experienced and senior researchers. Early career researchers are encouraged to be lead proponents of the proposal with a senior researcher acting as their mentor.

Terms and Conditions
Grants will normally be awarded in the range of $5,000 to $15,000 and should be directed principally at travel costs. Only those projects that involve postgraduate students will be considered at the higher end of the funding range. Funding may also be used to undertake small scale projects which will provide the groundwork for larger scale external grant applications or publications in quality research outlets.

Funds must be expended within 18 months of the award. The funding period will only be extended if there are delays to the project due to unforeseen circumstances. Requests for extensions should be submitted in writing to the appropriate research office.

Reporting
A final report on the outcomes of the visit is due within three months of grant completion. Reports must be prepared using the report proforma and should include details of the activities undertaken and the outputs produced (eg. journal articles, grant applications, workshops, seminars, design of a new collaborative project etc). Grantees are expected to produce a joint publication and/or grant application as an outcome of the visit. Reports must be endorsed by the Research Centre Director or Head of School. Where grantees do not provide a final report, the lead researcher will be required to repay the grant.

Application Submission
Only one application will be accepted for each project and should be submitted to the institution of the first named Chief Investigator. The application form available for download here and must include a copy of the CV for each of the team members.

Applicants from Simon Fraser University should submit an electronic application and SFU Signature Sheet to SFU’s Office of Research Services at ors@sfu.ca.

Applicants from Griffith University should submit an electronic copy of the application plus attachments to researchgrants@griffith.edu.au.

For further information, please contact the Office of Research Services, Simon Fraser University (ors@sfu.ca), or Angie Nguyen Vu, Office for Research, Griffith University (a.nguyenvu@griffith.edu.au).

Assessment and Selection
Applications from each institution will be exchanged between the institutions prior to assessment to ensure there is no duplication. Applications from each institution will be assessed and ranked by a selection panel of senior academic staff.

Members of the Griffith assessment panel will comprise:

- Senior Deputy Vice Chancellor (chair)
- Dean Research from Griffith Health and/or Sciences
- Dean Research from Arts, Education and Law and/or Griffith Business School.

Members of the SFU assessment panel will comprise:

- Vice-President, Research (chair)
• Executive Director, SFU International
• 2 other senior academic representatives.

After each panel has assessed and ranked applications from its own academic staff, the chairs of the two panels will agree on the final distribution of awards.

Assessment Criteria

Excellence will be the primary criterion. The selection panels will consider:

• The quality of the aims, significance, research plan and proposed outcomes of the research collaboration
• How well the proposed project contributes to the advancement of knowledge in the nominated disciplinary areas
• Likelihood of realizing joint benefits to Griffith University and Simon Fraser University including:
  o establishment and/or continuation of a long-term research collaboration,
  o use of funding to leverage external funding schemes, and
  o cross-institutional publications in highly ranked research outlets