

UQ GLOBAL STRATEGY AND PARTNERSHIPS

SEED FUNDING SCHEME

ROUND TWO 2016 GUIDELINES FOR APPLICANTS



1. BACKGROUND

To support the successful implementation of the new Global Strategy Framework, the Global Strategy and Partnerships Seed Funding Scheme has been created to assist UQ faculties, institutes and units to pursue activities that will strengthen the impact of UQ's Global network. The DVC (External Engagement) portfolio has approved an amount of \$75,000 to be made available for the scheme for Round Two 2016.

2. OBJECTIVES

The Global Strategy and Partnerships Seed Funding Scheme aims to:

- Provide financial support for innovative joint activities with strategic partners;
- Enable the pursuit of key opportunities and nurturing of partner networks which have been identified as having potential to advance UQ's strategic objectives within priority countries and partner institutions;
- Develop ongoing mutually beneficial education and research outcomes with individuals and organisations;
- Support UQ faculties, schools and institutes to launch new projects and promote innovative, creative initiatives that further UQ's Global Strategy and objectives.

Round Two 2016 is open to initiatives in UQ's Priority Countries: **USA, UK, Germany, China, Indonesia, India and Brazil as well as emerging priorities Vietnam and Chile.** In addition, initiatives that support expanded collaboration with any of UQ's premier partners will be prioritised. More information about UQ's Global Strategy and a premier partner list can be found on the UQ International intranet at uq.edu.au/international/intranet/global-strategy-framework.

3. FUNDING DETAILS

A total of \$75,000 will be made available for Round Two. Applicants can submit a proposal for up to \$10,000 of funding per initiative.

Examples of the types of initiatives to be funded could include the initiation of:

- Organisation of joint symposia or workshops with priority partners.
- Academic / research collaboration
- Short term staff and student mobility programs.
- Travel to attend special partner institution events.
- Initiatives which promote industry engagement in priority countries.

All initiatives must demonstrate a clear emphasis upon engagement outcomes.

4. ELIGIBILITY CRITERIA

- Proposals must clearly demonstrate the benefits to UQ's engagement objectives in priority countries, and preferably with premier partner institutions.
- In certain cases where potential for a new strategic partner or initiative exists, applications may be considered at the discretion of the DVC (External Engagement).
- The project scope should be clearly defined in the application and avoid cross over with existing UQ schemes.
- To ensure effective outcomes are attained and adequate support of the initiative from the respective faculty, school or institute is provided, applications that confirm matched funding will be provided by the relevant faculty, school or institute will be prioritised.

5. HOW TO APPLY

Step 1: Gain a comprehensive understanding of UQ's Global Strategy and familiarise yourself with UQ's priority regions, countries and partners under the new Global Strategy Framework. You are welcome to discuss your submission with the Global Engagement Office (contact: globalstrategy@uq.edu.au).

Step 2: Ensure your application meets the eligibility criteria listed above.

Step 3: Discuss your application with your school/faculty/institute, including the possibility of matched funding. Obtain a letter of support from your Head of School or Unit, Executive Dean or Institute Director, including confirmation of any matched funding to be provided if successful.

Step 4: Complete the application form and obtain all supporting documentation as relevant. Applications must be signed at Section I by your faculty's Executive Dean or Institute Director. Evidence of support from partner institution should be provided, if relevant.

Step 5: Finalise and submit your application to your designated faculty or institute international manager for Executive Dean approval by the **internal deadline** set within your faculty or institute.

Step 6: Following review and approval, faculties and institutes will submit applications directly to Global Engagement prior to the end of October.

Please note the Global Engagement office will not accept applications directly.

6. TIMELINE

Round Two

Date	Activity
15 September	Round Two opens. Apply using the application form available online.
October	Applications due for submission to Faculty or Institute. Please refer to your International Manager for your internal deadline.
1 – 14 November	Applications shortlisted and assessed.
15 November	Applicants notified via email regarding the outcome of their application.
End November	Awarded funding will be allocated to relevant unit.

7. ACQUITTAL AND REPORTING OF PROJECT FUNDS

Applicants will have up to a maximum of 12 months from receipt of funds to utilise the funds for the successful project or initiative. Funds that are not utilised within the specified period will be withdrawn at the discretion of the DVC (External Engagement) Office. For Round Two, funds will be transferred by the end of November, and the relevant unit may roll over and utilise these funds for projects scheduled for implementation by November 2017.

Upon completion of the project, successful applicants will be required to provide evidence to Global Engagement of the acquitted funds against the budget. Applicants will also be required to submit a brief report using the template provided, outlining the outcomes of the project, the future direction of collaboration and prospective opportunities that should be considered. This report will be utilised by Global Engagement for the follow up of potential opportunities, as well as country briefing reports and potential profiling in GE News and on the website.

Applicants awarded UQ Global Strategy and Partnerships Seed Funding who then embark on international travel are required to abide by the official reporting, insurance and registration requirements as outlined in the UQ Travel Policy and Guidelines; <http://ppl.app.uq.edu.au/content/9.45.05-travel>. Additional associated costs incurred by the applicant above and beyond seed funding awarded will be

the responsibility of the approving faculty, school or institute, or individual applicant.

8. MORE INFORMATION

Please do not hesitate to contact the UQ Global Engagement Office if you would like any additional information about the Global Strategy & Partnerships Seed Funding scheme.

UQ Global Engagement

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