Theo Murphy Initiative (Australia) 2023-24 ROUND

Frequently Asked Questions (FAQ) and tips for proposals/application

1. Am I eligible to propose an activity?

All proposals must include at least one EMCR (Early- and Mid-Career Researcher) Forum member on the organising committee. Becoming a member of the EMCR Forum is free and can be done online. The Academy defines EMCRs as researchers up to 15 years post-PhD excluding career breaks, irrespective of their type of appointment or type of employer. If you are not an EMCR but wish to submit a proposal, please find an EMCR to work with you.

2. Who should be on my organising committee?

The committee needs to be a group of people (minimum of three members) committed to contributing to your activity's success, and all members should fit your activity's needs. For example, if you want to run an interdisciplinary conference bringing together engineers with biologists, then your committee should include both engineers and biologists.

EMCR involvement is strongly encouraged with at least one member on the committee registered with the Academy's EMCR Forum. Other committee members can be researchers at any part of their career and the committee can include non-researchers where relevant. Please consider the principles of equity, diversity, and inclusion in the composition of your committee.

3. How am I involved after the proposal?

It is expected that the activity's organising committee will work closely with the Academy's Secretariat to organise and deliver the activity. Typically, the organising committee provides the scientific expertise and knowledge of the sector and/or discipline required for the activity and depending on which funding stream you are applying for the Academy can provide expertise including registration and application management, creation of a website for the event, design, editing and publications, and communications/media support (at a very economical cost). For 'Flagship' and certain 'Amplify' activities, the Academy's Secretariat will provide guidance and advice to the committee regarding scope, deliverability, and project management.

All committee members must agree to seek additional funding to support the activity and provide their time as in-kind support.

4. Can existing groups propose an activity?

Yes. If you are a member of the EMCR group at your university or your scientific society or another group, you are welcome to propose an activity using this group as part or all your organising committee. Please note that the reach of the activity is part of the selection criteria, and activities which are restricted to EMCRs at a single university or organisation will not be funded. For Flagship and Amplify streams, you are not eligible to apply if you have received either of the funding in the last three years. Similarly, you are not eligible for current Participation Support If you have received participation grant in the last twelve months.

5. I have an idea, but I do not have all the details worked out. Can I still submit a proposal?

No. While you would have an exceptional idea, the academy encourages you to craft a full-fledged proposal by responding to all the mandatory questions in the application portal. The proposal will then be assessed on the relevancy, benefit to EMCR and greater scientific community, innovation, and other aspects as mentioned in proposal guidelines.

6. What type of support is available?

Depending on which funding stream you apply for, successful projects receive the Secretariat's support to deliver their project's goals. The Secretariat will work with the organising committee, connecting them where appropriate to other Academy staff, to deliver the best possible activity based on the proposal. While the applicants would have required technical expertise on subject matters, the Academy's Secretariat will provide oversight support regarding scope, deliverability, and project management.

For the flagship activities, the Academy can provide additional support/services such as event website hosting, event registration, and publicity. However, these services are subject to minimal fees as per the Academy's universal pricing standards.

7. How do I select the type of activity I want to deliver?

Applicants are encouraged to read the description and examples of the activity formats that are eligible to receive support from the Theo Murphy Initiative (Australia) in the 2023-24 round. This information has been designed to help applicants select the type of proposal they should submit on the application page.

The activity format and objectives will help the Secretariat and EMCR Committee of Council determine the feasibility and capacity to deliver the proposed activity within the budget.

8. What can be funded through the Theo Murphy Initiative (Australia)?
The eligible areas of funding through different streams of Theo Murphy Initiative (Australia) funding are mentioned in the proposal guidelines available on the website.

9. How do I put together a project budget?

While an excel sheet is not required while submitting the proposal, you must fill up the budget template (mandatory questions) when you submit the proposal through SmartyGrants. The application portal allows you to submit detailed income and expenditure forecast of your project/activity with a provision to indicate support from other partners.

Please try to include all the costs associated with your activity to provide the most accurate representation of the budget. The following are examples of eligible direct costs associated with activities that can be supported:
- venue hire
- event catering
- audio visual services, including online streaming services
- design, printing, and production of activity material and, if applicable, event output such

as editing of online streamed events or production of a video asset of event activities that can be accessed online

- travel arrangements for invited event speakers, subject matter experts or other event delegates as approved by the Academy
- fees for invited speakers or registered training providers, and
- other direct event expenses as approved by the Academy.

The Theo Murphy (Australia) Fund will not cover the following costs:

- purchase of infrastructure or equipment
- membership fees
- registration fees for existing events
- sponsorship of existing events
- Salaries.

The funding eligibility for all three streams will be different. Please check the [website](#) for guidance.

10. Tips for successful proposal/application

The proposal gets higher preference if:

- the proposed activity has the capacity to provide tangible benefits to Australian EMCRs from more than one institute
- the proposed activity demonstrates higher relevance and benefit to EMCRs and the greater scientific community
- the proposal is well designed with clear objectives including use of innovative approaches, promotes inclusivity/diversity, has knowledge management strategy, and is time relevant
- It has secured commitment of sponsors and additional event partners to the proposed activity by way of cash or in-kind contributions
- It demonstrates effective use of grant funds in the activity budget, including attaching relevant supporting material for each requested budget item.

For further information contact

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