



## 2020 DCP ECP Capability Development Fund – Guidelines

### Application Process

Step 1. Discuss your proposal with relevant ECP Director(s)

Step 2. With ECP Director's endorsement, complete online form

<https://forms.office.com/Pages/ResponsePage.aspx?id=cTYy0b7NF0S01L2yS1Exa-eEXsams6ZGi2i8W0bYQNFUQUtCTVRSR1NHV1IzTVNWWUNOOVFUTkNaSS4u>

Step 3. ECP team will email you to confirm the outcome of your request and next steps

### Who can apply?

All academic staff, professional staff and graduate researchers are eligible to apply. Project leaders must remain affiliated with RMIT for the duration of the funded activity. Proposed activities must have a clear value proposition which is directly aligned to one or more platform priority areas and the ECP charter (see below). *Online applications may only proceed with endorsement from an ECP Director.*

### Alignment

As part of your application you will be asked to briefly describe how your activity helps to create value within the ECP value chain and how your activity aligns to your supporting platform's priorities.

The five key domains in the ECP value chain are:

1. Researcher Engagement (increasing interdisciplinary collaborations)
2. Capability Development (investing in new skills and competencies)
3. Industry Engagement (developing new industry partnerships and opportunities)
4. Capability Deployment (building capability between different capability groups)
5. Research Translation (translating research for impact beyond academia)

The platform priorities can be found via this link:

<https://www.rmit.edu.au/research/research-expertise/our-focus/enabling-capability-platforms>

### How much?

Applications can range up to \$10,000, although other opportunities will be considered if the value to one or more ECPs is demonstrated. Activities are funded at the discretion of each ECP Director (on endorsement from the ADVC Research & Innovation Capability). Applications are open until all funds are exhausted.

### Supported Expenditure (all should be quoted ex-GST):

1. Equipment – Non-capital expenditure such as the rental and hire. Purchase of equipment and consumables must be in accordance with RMIT procurement guidelines.
2. Travel – Inbound hosting and outbound travel that is essential for knowledge exchange and a component of the overall activities.
3. Salaries are permissible with a justification for how the work will contribute to the ECP value chain (e.g. administration, facilitating meetings, market research).
4. Other items such as services for subject matter expertise or support, costs associated with the dissemination of outcomes, new training and skill development, costs associated with organising and delivering events.



### **Expenditure not supported**

1. Scholarship top-ups or research assistant salaries for research activities that do not contribute to the ECP value chain.
2. Buy-out of teaching or marking.
3. Travel as the sole purpose of the request.

### **DCP Funding process**

A funding memo will be issued to the project leader. The project leader must organise a project IO through their School Finance Office. Funds will be paid to the school. Pre-agreed and documented milestones must be met (a progress report template will be provided). Should the milestones not be met, funding may need to be returned. All funding is to be exhausted by the end of November, in the year of award.

### **Questions?**

Contact the relevant ECP Director, [david.swift@rmit.edu.au](mailto:david.swift@rmit.edu.au) or [research.capability@rmit.edu.au](mailto:research.capability@rmit.edu.au)