



ACT GRANTS POLICY

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Approved by	Research Committee
Responsible Body	Research Committee
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Superseded documents	<i>Grant Funds Distribution Guidelines</i>
Related documents	<i>Panels of the Research Committee Policy</i> <i>Grant Application Form</i> <i>Research & Scholarship Publications Form</i> <i>Grant Report Form</i>

1. PURPOSE

To outline the management of ACT grants administered by Research Committee under delegation from Academic Board.

2. DEFINITIONS

Academic Board is the Academic Board of the ACT.

Academic staff refers to staff of **affiliated colleges** engaged in teaching and/or research.

ACT is the *Australian College of Theology Limited*.

ACT Ranking List means the Journal and Publisher ACT Ranking List approved by the **Research Committee** and available on the ACT website.

Affiliated College is an institution approved to offer an accredited higher education award of the ACT.

Affiliated researchers are all **ACT academic staff**, adjunct professors, professional staff and **HDR candidates** engaged in research activities associated or affiliated with the ACT.

Early career researcher is normally an academic employed at an **affiliated college** within the first five (5) years since the award of a research masters or research doctorate.

Graduate School of Research (GSR) is the division of **ACT** which oversees research and research training, managed by the **Director of Research** and overseen by the **Research Committee**.

Grants program is the allocation of grants for various purposes administered by the **Research Committee** under delegation from Academic Board.

HDR stands for Higher Degree by Research.



HDR candidate see **Higher Degree by Research candidate**.

Higher Degree by Research candidate is a candidate enrolled in the MTh, DMin or PhD degrees.

Research Committee (RC) is the committee which oversees research and research training within the **ACT** through the **Graduate School of Research**.

Scholarship and Grants Panel is the panel convened by the **RC** which administers scholarships and the **Grants program**.

Senior Researcher is normally an academic employed at an **affiliated college** who completed their research masters or doctorate more than five (5) years ago.

Supervising college is the affiliated college at which a research candidate is enrolled which has responsibility for the supervision of the candidate.

3. SCOPE

This policy applies to all ACT academic staff, HDR candidates and affiliated researchers, but not to ACT Office staff.

4. POLICY STATEMENT

The Australian College of Theology is committed to producing world standard research. The ACT Grants program is one way of supporting affiliated staff and researchers in this endeavour. The ACT is also committed to a high standard of research training, making grants to Higher Degree by Research candidates to enrich their research experience. Funding for other research initiatives may be available—contact the Director of Research in the first instance.

5. PRINCIPLES

Scope of grants

5.1 The ACT will offer grants in the following areas:

- Competitive grants for ECRs and Senior Researchers to make conference and seminar presentations.
- Competitive grants for HDR Candidates to attend conferences and seminars and access academic development opportunities and resources.
- Publication grants made to affiliated researchers on the basis of publications listed as ERA 4 and 5 on the **ACT Ranking List** to support a wide range of research activity, including, but not limited to, conference presentations, copy editing and/or indexing, and marking relief.

Application for Grants

5.2 Competitive grants should be applied for using the relevant *Grant Application Form*, available on the ACT website. Incorporated into the form



will be the required approvals from relevant representatives of the affiliated college.

- 5.3 Submission dates for each round of grants will be available on the ACT website. There will be a minimum of three rounds per year. Competitive grant applications will be considered by the Scholarship and Grants Panel and recommendations made to Research Committee. Research Committee may set the percentage of the grant budget allocated to each round.
- 5.4 Publication grants should be applied for when submitting the publication through the *Research & Scholarship Publications Form*. Research Committee delegates authority to the Director of Research to approve these as they are submitted.

Criteria for allocation of Grants

5.5 *Academic staff conference and seminar presentations*

- 5.5.1 Since participation in conferences and seminars and publication of papers presented at such events is expected of academic staff, affiliated colleges are expected to set funds aside for academic staff attendance at them. ACT support is seen as supplementary funding to affiliated college support. The ACT grant shall not exceed the amount pledged by the affiliated college, nor the annual limit specified.
- 5.5.2 Normally, conference and seminar grants will only be awarded when the applicant is presenting a paper and aiming to have it published in an outlet appearing on the **ACT Ranking List**. Any subsequent grant applications by the same applicant will be considered only on supplying evidence of achieving publication in one of those outlets.
- 5.5.3 ECRs can apply for a conference grant every year; Senior Researchers can only apply once every two years.
- 5.5.4 These grants are competitive; submission of a application does not mean it will be granted.

5.6 *HDR candidate grants*

- 5.6.1 HDR candidate grants are restricted to ACT HDR candidates who are not academic staff.
- 5.6.2 For seminars and conferences, normally priority will be given to applicants who can demonstrate they have had a paper accepted for presentation. Publication of papers presented at the conference or seminar is seen as a high priority outcome of the grant.
- 5.6.3 The applicant's supervising college is encouraged to provide additional funding to support their application to attend a conference or seminar.
- 5.6.4 HDRs can apply for a grant every year.

5.7 *Publication grants*



- 5.7.1 Publication grants are provided to affiliated researchers on the basis of journal articles, book chapters and books which are both internally ranked as ERA 4 or 5 and listed as ERA 4 or 5 on the **ACT Ranking List**.
- 5.7.2 Publications may be internally ranked higher than they appear on the **ACT Ranking List** due to individual review, but grant amounts will be based on the **ACT Ranking List**.
- 5.7.3 If publications are internally ranked as scholarship, they will not receive a publication grant, even if the outlet appears as ERA 4 or 5 on the **ACT Ranking List** (for example, an editorial in a journal, or a dictionary article or textbook; handbooks will be considered on a case-by-case basis).
- 5.7.4 The publication must be attributable to the ACT (by mention in the byline, biography in edited book, etc).
- 5.7.5 The amount of grant available for each category, as well as any limits per researcher, will be set annually by the Dean.
- 5.7.6 Funds will be sent to the researcher's college which will designate it specifically for the support of that researcher's future research and publications.
- 5.8 Reporting on grants**
- 5.8.1 Recipients of competitive grants need to submit the *Grant Report Form* at the conclusion of their funded project.
- 5.8.2 The Director of Research will report on the sum of grants awarded in each category in a given year at the first RC meeting of the following year.

6. RELATED LEGISLATION

7. REFERENCES

None

8. VERSION HISTORY

Version	Approved by	Approval Date	Effective Date	Changes made
1	Board of Delegates	October 2006	October 2006	New document
2	R&RSC	22 February 2013	22 February 2013	Modified
3	Associate Dean	May 2015	May 2015	Modified
4	R&RSC	October 2016	October 2016	Modified
5	R&RSC	28 April 2017	28 April 2017	Reformat
6	R&RSC	4 October 2019	1 January 2020	Reduced grant types to 3 – research, conference and HDR.
7	R&RSC	1 October 2021	1 January 2022	Amendments to focus grants on producing at



				least world standard research outputs
8	RC	6 October 2023	6 October 2023	Integration of ERA4/5 pilot scheme into the policy; incorporation of Grant Funds Distribution Guidelines; SR only able to apply for conference grants every second year.

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