Policy Document Administrator	Edwina Murphy, Deputy Vice-Chancellor (Research)
Policy Document Approver	Research Committee
Responsible Body/Person	Deputy Vice-Chancellor (Research), Edwina Murphy
Next Review date	July 2028
Superseded documents	None
Related documents	Academic Governance Charter *Grant Application Form* *Grant Reimbursement Form* *Grant Report Form* *Research & Scholarship Publications Form*

1. PURPOSE

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

2. DEFINITIONS

Definitions for any words in **Bold** in this document can be found in the Policy Glossary. The first instance of each defined term has been outlined in bold.

3. SCOPE

This policy applies to all AUT academic staff, **Higher Degree by Research (HDR)** candidates and affiliated researchers, but not to AUT Office staff.

4. POLICY STATEMENT

The Australian University of Theology is committed to producing world standard research. The Grants program is one way of supporting affiliated staff and researchers in this endeavour. The AUT is also committed to a high standard of research training, making grants to **HDR** candidates to enrich their research experience. Funding for other research initiatives may be available—contact the **Deputy Vice-Chancellor (Research) (DVC-R)** in the first instance.

5. PRINCIPLES

Scope of Grants

5.1 The University will offer grants in the following areas:

- Competitive grants for ECRs and Senior Researchers to make conference and seminar presentations and access specialist resources.
- 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 Above World Standard (AWS) and Well Above World Standard (WAWS) on the AUT 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

1.1 Competitive grants should be applied for using the relevant *Grant Application Form*, available on the Graduate School of Research (GSR) website. Incorporated into the form will be the required approvals from relevant representatives of the affiliated college.

1.2 Submission dates for each round of grants will be available on the GSR 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.

1.3 Publication grants should be applied for when submitting the publication through the *Research & Scholarship Publications Form*. Research Committee delegates authority to the DVC-R and the Research Office to approve these as they are submitted.

Criteria for allocation of Grants

5.5 Academic staff conference and seminar presentations and access to specialist resources

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. In the same way, affiliated colleges are expected to provide support for access to specialist resources that may be required. AUT support is seen as supplementary funding to affiliated college support. The AUT 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 AUT Ranking List. Likewise, access to specialist resources is for the purpose of publishing in those outlets. Any subsequent grant applications by the same applicant will be normally considered only on supplying evidence of achieving publication in one of those outlets.

5.5.3 Keynotes and invited papers will be ranked more highly than standard presentations.

5.5.4 Notwithstanding the above, grant applications by ECRs will be ranked above those of Senior Researchers who have received a conference grant in the year prior.

5.5.5 These grants are competitive; submission of an application does not mean it will be granted.

5.6 HDR candidate grants

5.6.1 HDR candidate grants are restricted to AUT 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 Above World Standard (AWS) or Well Above World Standard (WAWS) and listed as AWS or WAWS on the AUT Ranking List. The lower of the two rankings will apply.

5.7.2 If publications are internally ranked as scholarship, they will not receive a publication grant, even if the outlet appears as AWS or WAWS on the AUT 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).

5.7.3 The publication must be attributable to the AUT (by mention in the byline, biography in edited book, etc).

5.7.4 The amount of grant available for each category, as well as any limits per researcher, will be set annually by the Vice-Chancellor. A maximum of one chapter per researcher per edited volume will be eligible for a grant.

5.7.5 Publication grants must be used to support the researcher's future research and publications (this includes, but is not limited to, conference travel, copyediting, indexing, books, other resources, marking support).

Receipt of Grants

5.8 Researchers will submit the Grant Reimbursement Form with supporting invoices. Expenses reimbursed by AUT will not also be reimbursed by the grant recipient's affiliated college.

Reporting on Grants

5.9 Recipients of competitive grants need to submit the *Grant Report Form* at the conclusion of their funded project.

5.10 The DVC-R 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.
9	RC	12 July 2024	12 July 2024	Modification to rankings, SR may apply each year.
10	RC	11 October 2025	11 October 2025	Update to university; classification of outputs and process clarified.
11	RC	10 April 2026	10 April 2026	Addition of specialist resources to academic staff grants.
12	RC	3 July 2026	3 July 2026	Limit to publication grants.

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