



Australian Government

**Community
Grants Hub**
Improving your grant experience



Australian Biological Resources Study: National Taxonomy Research Grant Program (NTRGP)

Questions and Answers

1. What is the closing time and date for applications?

The Application Form must be submitted by **9:00 pm AEDT on Friday, 10 December 2021**. It is recommended that you submit your application **well before the closing time and date**.

2. If I am not able to submit my application by the due time and date, can I be granted an extension?

No, extensions will not be given.

If an application is late, or the Community Grants Hub is requested to approve a lodgement after the closing date, the [late application policy](#) available on the Community Grants Hub website will apply.

3. How much funding is available for this Program?

The Australian Government has committed ongoing funding of up to \$2,030,000 annually for the National Taxonomy Research Grant Program.

For this grant opportunity up to \$565,000 (GST exclusive) is available in the first year (2022-23) for new grants commencing on 1 July 2022. After accounting for prior round commitments, and other ad hoc grants, up to \$1,695,000 (GST exclusive) is available over 3 years.

4. Is the funding on-going?

Funding is available under 7 grant categories, for projects ranging from 1 to 3 years in duration. Applications will be considered for the categories and their associated maximum amounts, eligibility requirements and periods listed in Table 1 of the Grant Opportunity Guidelines.

5. When will I know the outcome of my application?

You will be notified of the outcome of your application at the end of the selection process. For probity reasons, in order to treat all applicants fairly and equally, it is not possible to give you information about the status of individual applications during the assessment process.



6. How can I submit the application form?

The form is an online application form that you must submit electronically. The Community Grants Hub will not provide application forms or accept application forms for this grant opportunity by fax, email or through Australia Post unless otherwise stated in the grant opportunity documents.

7. Do character limits apply to my application?

Yes, the application form includes character limits – up to 6000 characters (approximately 900 words) per assessment criterion. Please note spaces are included in the character limit.

Eligibility

8. Can an application be submitted on a previous year's application form?

No. To ensure that questions, guidelines and eligibility are current you should use the application form provided on the Community Grants Hub website. Applications submitted on previous years or incorrect forms will be ineligible.

9. I am a scientist based at an overseas institution. May I apply for an NTRGP Research Grant as a Principal Investigator?

No, to be eligible to apply as a Principal Investigator on a NTRGP Research Grant, you must be based in an Australian host institution.

10. May I apply for an Australian Biological Resources Study (ABRS) grant with a permanent residency application that is pending?

Yes. Research Grant, Early Career Research Grant or Postdoctoral Fellowship applicants do not need to be Australian citizens or permanent residents of Australia. However, PhD Scholarship Support Grant, Honours Scholarship or Masters Scholarship applicants must be Australian citizens or permanent residents of Australia at the time of submitting their grant application. Non-salaried Researcher Grant applicants must be Australian citizens.

11. May I apply for an Honours Scholarship or Masters Scholarship if I have already commenced my study?

Yes, as long as you meet all of the eligibility criteria listed in the application form and guidelines



12. May I apply as a Principal Investigator on a research grant, if I have completed my Masters degree?

Yes, if you have completed your Masters degree you can apply as Principal Investigator on a research grant, but you cannot apply for a Postdoctoral Fellowship Grant.

13. May I submit an application for a Postdoctoral Fellowship grant if I have not yet graduated with my PhD?

Researchers applying for a Postdoctoral Fellowship Grant must have submitted their PhD thesis and have received notification from their institution that it has been accepted for examination, prior to submitting an application as Principal Investigator. A copy of this notification must be included with the submission of the application (that is, a letter from the administering institution stating that the thesis has been accepted for examination). In addition, researchers who are successful in receiving a Postdoctoral Fellowship Grant must have been awarded their PhD by the time an offer of a grant is made in order to be eligible to accept that offer. Notification from the institution that the student has been awarded their PhD must be provided at or before the time the recipient is offered the grant.

14. May I apply for an Honours Scholarship, Masters Scholarship or PhD Scholarship Support Grant as a supervisor?

No. Applications must be submitted by potential grant recipients (that is, students only).

15. May I apply for a PhD Scholarship Support Grant if I have already started my PhD scholarship?

Yes. PhD Scholarship Support Grants are available to PhD students who have successfully secured a Research Training Program (RTP) Scholarship. Applicants must have secured an RTP Scholarship that commenced in the current calendar year (for example, the applicant of a PhD Scholarship Support Grants application submitted by December 2020 must have received an RTP Scholarship that commenced in 2020).

16. May the administering host Institution for my PhD Scholarship Support Grant be an institution other than a university?

No. A university must be the administering host institution for any PhD Scholarship Support Grant application.

17. Am I eligible for an Honours or Masters scholarship if I have an existing scholarship?

No. Scholarship holders may not be receiving another equivalent major award, scholarship or salary to undertake the same project.



18. May I apply for a Non-salaried Researcher Grant if I am employed on a part-time contract or non-ongoing/tenured appointment as a biologist?

No, your application would not be eligible as you are still employed in a professional capacity as a biologist.

19. May a foreign entity act as host institution for a research grant?

No. Overseas institutions cannot act as host institution on a Research Grant. However, they can partner with an Australian institution through Joint Investigators or other participants on the application, or through co-funding contributions.

20. May I apply for a grant with a project that was initiated before applying to ABRS?

No, NTRGP grants will not be awarded for projects that have already received funding from another source. However, a new project proposal that follows on from previous research on the same subject matter may be considered.

21. Are there set guidelines for the curriculum vitae that need to accompany the application?

Yes. The eligibility criteria and guidelines state that the curriculum vitae must be no more than 4 pages per person. However, there are no set guidelines in terms of content.

22. The Grant Opportunity Guidelines state that applicants for the Early Career Research Grant must have completed their tertiary studies no more than 5 years from the date of application submission. Is it possible to seek an extension beyond this 5 years for those who have had a significant career interruption or taken parental or carer's leave for an extended period of time?

Yes, providing you have sought and received written approval from the Community Grants Hub before submitting your application.

23. The Grant Opportunity Guidelines state that applicants for the Postdoctoral Fellowship Grant must have completed their tertiary studies no more than 8 years from the date of application submission. Is it possible to seek an extension beyond this 8 years for those who had a significant career interruption or have taken parental or carer's leave for an extended period of time?

Yes, providing you have sought and received written approval from the Community Grants Hub before submitting your application.



24. Is it acceptable to be listed as a joint investigator on multiple NTRGP applications in the current submission round?

It is acceptable to be listed as a joint investigator on multiple NTRGP applications in the current submission round, as long as the total commitment across projects is not more than 1.0 FTE. However, you may not be listed as a Principal Investigator on more than one application in the current submission round.

Your overall commitment to all successful NTRGP projects must not be more than 1.0 FTE.

Reporting

25. Do I need to submit outstanding reports associated with previous NTRGP grants with my grant application?

Yes. All outstanding reports must have been submitted for an application to be considered. Outstanding reports on previous NTRGP grants will be used as part of the assessment process for new applications. Outstanding reports must be submitted for any existing NTRGP grant for the principal and all joint investigators involved with the new application for it to be considered for assessment.

Budget

26. Can my budget exceed the annual maximum amount (shown in Table 1 of the Grant Opportunity Guidelines) in one year if the total is less than the maximum total amount for each grant category? For example, can my Research Grant budget exceed \$90,000 in one year if the total is less than \$270,000?

No. The maximum funding amounts for each grant category apply, both annual and total, as shown in Table 1 of the Grant Guidelines. However, annual and total budgets for Research Grants, Early Career Research Grants, and Non-salaried Researcher Grants, may be less than the maximum amounts.

27. What is the appropriate rate for a postdoctoral salary to include in my grant application budget?

ABRS does not designate a postdoctoral salary rate. Rates will vary from institution to institution and the appropriate rate is that which is designated by your institution.

28. Can my salary plus on-costs be included as co-funding?

Salary (plus on-costs) may be included as co-funding. However, in assessing applications, if 2 projects are of equal scientific merit, a project with cash co-funding from another source will be weighted more heavily than that with a salary co-funding contribution.



29. Is it possible to use Australian Research Council Discovery Grant funding that pays my salary as a co-funding source for a postdoctoral fellowship grant?

Yes. However, it will be considered a salary contribution and the same conditions outlined above will apply.

30. What is the minimum co-funding amount required for an NTRGP Research Grant?

All Research Grant applicants are expected to provide a co-funding contribution worth at least 50% of the grant funding being provided by the ABRS. Co-funding must be in the form of cash or salary. In-kind contributions can be provided but cannot be used to meet the minimum co-funding contribution.

31. Do I need to provide co-funding contribution support letters for in-kind contributions?

No. The ABRS only requires co-funding contribution support letters for cash or salary co-funding. If an institution is providing cash or salary co-funding as well as in-kind contributions, the in-kind contribution can also be listed on the support letter.

32. Does the administering host Institution provide the co-funding to the Community Grants Hub or the ABRS?

No. Co-funding is acquitted through the administering host institution. However, applicants must have obtained a commitment for the applicable amount of co-funding and have provided evidence of it to the Community Grants Hub with their application, for their application to be considered.

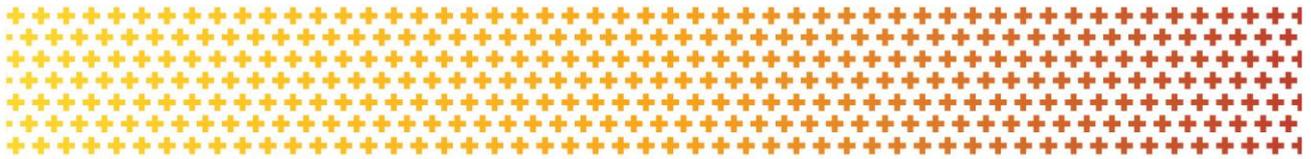
33. Do I need a separate budget table in my application?

Inclusion of an additional budget table is not required, as all budget lines for the project should be included in the rows of the budget table in the application form.

Miscellaneous

34. If I have experienced a significant interruption to my research activities, may I list in my application publications published greater than 5 years previously?

Permission may be sought from the Community Grants Hub to provide a publication list including material published greater than 5 years previously, with a justification. Please note that the online application form will not allow for the listing of publications beyond 5 years, these publications will need to be listed in your curriculum vitae.



35. When asked to include a contact/phone number as an overseas joint investigator, the online form is not accepting international numbers. How can I continue with the application?

For any overseas joint investigators who do not have an Australian phone number, please use the contact phone number of the host institution.

36. Where should I go for further information?

Please email your enquiries to support@communitygrants.gov.au

Question and Answer added on 10 November 2021

37. Does the Principal Investigator/Prospective Postdoctoral fellow have to be employed by an appropriate institution at the time of application? Or is it once the fellowship is granted?

The Principal Investigator can submit an application prior to taking up a position within an appropriate host institution, however the Principal Investigator identified in the grant application must be employed by the institution at the time the agreement is signed.

Question and Answer added on 12 November 2021

38. Under the Project Financials section in the application form, you must fill in the Co-funding Contributions questions or the form will not let you move forward. As a Non-salaried Researcher, section 4.2, Co-funding contributions, of the GOG's state 'Grants for Honours and Masters Scholarships, PhD Scholarship Support Grants and Non-salaried Researcher Grants do not require a co-funding contribution'.

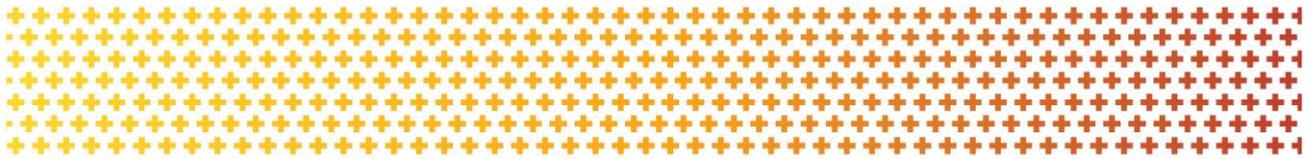
If you are applying for one of the following grant types you are required to contribute at least 50% to the funding applied for:

- Research Grant - 3 years
- Early Career Research Grant - 1 year
- Early Career Research Grant - 2 years
- Postdoctoral Fellowship Grant - 3 years

If you are applying for any other grant type you are not required to have co-contributions to report in your application, enter the following in the co-contributions fields:

- Name of contributor = Workaround as directed by CGH
- Type of co-funding = Cash
- Description = Workaround as directed by CGH – no co-contribution required
- Amount of funding = \$0

This will not impact the assessment of your application where no co-contributions are required.



Question and Answer added on 22 November 2021

39. The Grant Opportunity Guidelines state that applicants for the Early Career Research Grant must have completed their tertiary studies no more than 5 years from the date of application submission. Is it possible to seek an extension beyond this 5 years for those who have had a significant career interruption or taken parental or carer's leave for an extended period of time?

Yes, providing you have sought and received written approval from the Community Grants Hub before submitting your application.

As set out in the Grant Opportunity Guidelines (page 10) allowable career interruptions may be for medical reasons, carer's responsibilities, primary care/parental leave for children, unemployment, or employment not concurrent with research employment. The time period which can be claimed must be commensurate with the time frame for the interruption. In the case of caring for children the period allowed to be claimed for being primary carer of a dependent child is 2 years per child, inclusive of maternal or parental leave, however a further extension to this may be granted.

Applicants seeking an extension to the dates on which they completed tertiary studies must submit a short description of the career interruption(s) quoting their submission reference and including start and end dates of the interruption and a statement on which of the above categories the interruption was for. This should also be included on the application form in the Eligibility Requirements. In no case should the applicant provide any personal details. Upon consideration of the request, the Community Grants Hub will provide written consent for the applicant to proceed with their application.
