UNIVERSITY OF NEW ENGLAND

Robine Enid Wilson Small Grants Scheme

Terms and Conditions

ALL ENQUIRIES: ers-sabl@une.edu.au

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| 1. Introduction |

Robine Enid Wilson was born on 19 May 1932 and passed away on 13 April 2015, aged 82 years.

In early May 2015, UNE received notification of a bequest from the deceased estate of Robine Enid Wilson. UNE’s share of the Estate will be held in Trust and income distributed to the UNE Foundation annually. This bequest is specified for ***the furtherance of teaching and research into the forest ecosystem, its management and preservation***.

Applications are open to all UNE staff (continuing or fixed term) and research students (see 2.2) to undertake work on the ecology of any forest ecosystem in the World.

**Vision**

To deliver excellence in research and teaching in forest ecology, management and preservation.

Our vision is for a forest ecosystem hub of excellence at UNE and administered from the School of Environmental and Rural Science.

The aim of this hub is to underpin and further improve the national and international recognition of UNE’s work on forest ecosystems.

Funds from the Robine Enid Wilson Bequest will be used to develop and support research, teaching and community outreach initiatives that clearly align with this vision.

A definition on forests, used by DFAT (2011), is:

The definition of forest used by Australia for the first commitment period of the Kyoto Protocol is consistent with the definition used for Australia's National Forest Inventory and Australia's reporting to the FAO and Montreal Process. A forest is defined as vegetation that has a height of 2 metres, crown canopy cover of 20% and a minimum forest area of 0.2 hectares.

(Source: http://dfat.gov.au/international-relations/themes/climate-change/submissions/Pages/forest-management-reference-level-submission.aspx#\_Toc287285134 accessed 22 Feb 2017)

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| 1. Details**\*** |

* 1. **Research & Teaching Grants (The Robine Enid Wilson Grants scheme):**

1. Small grants of $5,000-$10, 000.
2. Large grants of up to $ 20,000.
   1. **Student Support (The Robine Wilson Scholarship scheme):** Related to research, covers Undergraduate, Honours, Masters (Research and Research project in Coursework Masters) and PhD student support. Funding is provided to assist in completion of a project or travel to a conference. Amount available varies by enrolment level:
   2. PhD, Masters and Honours students up to $2,000.
   3. Undergraduate students up to $500.
   4. **Community Engagement and Outreach:** Initiatives that enhance community interest and knowledge of forest ecosystems (e.g., educational roadshows to primary or secondary schools, and project development and materials that will enhance other UNE Outreach activities.
3. Grants to $2,000.

**\***Applicants or teams applying for more than one category (2.1-2.3) will need to make a strong case that the proposed projects are complementary and not a duplication. Regardless, each application will need to stand on its own merits.

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| 1. Eligibility |

Applications are open to continuing or fixed-term UNE staff (including postdoctoral) and students (undergraduates, coursework Masters, Honours, Masters, PhD) of the University of New England – to undertake work on the ecology of any forest ecosystem in the World.

Note: fixed-term applicants need to be appointed for the duration of the grant.

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| 1. Selection |

Applicants are required to complete an application using the nominated headings. The application should be accompanied by a CV listing qualifications, achievements, and publications of all investigators. Applications are assessed by the Robine Enid Wilson Small Grants Steering Committee.

The Committee will be chaired by the Dean of Science, Agriculture, Business and Law or nominee and include academics and professional staff with appropriate expertise from throughout the Faculty. Experts outside the field may be called in as required. The makeup of the Committee may vary from year to year with the intention to have Committee members not in the application pool.

**4.1 Research & Teaching Grants**

Grants will be awarded based on the merit of the project and the track record of the applicants, particularly regarding completion and publication of results in high quality journals from previous competitive grants.

**4.2 Student Scholarships**

Scholarships will be awarded on project merit and the track record of the applicants.

**4.3 Outreach Initiatives**

Limited support will be provided annually for community outreach initiatives. Applications under this category must first be vetted and supported by Dean or a proxy, please seek this approval by sending the project outline to: [dean-sabl@une.edu.au](mailto:dean-sabl@une.edu.au). Please append this email endorsement to your application. The amount of money awarded will depend on the amounts made available from the Trust in each particular year. The Committee also reserves the right not to award grants in a given category for a particular year.

**Application Criteria**

Funding is awarded based on the alignment with the purpose of the scheme, the merits of the project, justification of the budget and the track record of the applicant(s). See further details below.

What funds may be used for:

* ecosystem studies in any forest ecosystem in the world
* travel to field sites using UNE rates
* accommodation at UNE rates
* equipment under $5,000 (not computers)
* research and technical assistance
* laboratory expenses (e.g., assay costs)

Funds may not be used for:

* non-forest ecosystem research
* retrospective funding of activities
* infrastructure including equipment over $5,000
* computers
* open access journal costs over $2,000
* visa and other immigration paperwork
* medical expenses associated with field work (e.g., immunisations)
* visiting fellow costs
* 1st aid or 4WD training
* software development
* textbook purchases
* journal subscriptions
* stipend contributions

All staff/students associated with the project must be UNE compliant for first aid and 4WD training (if required). The responsibility of compliance is carried by the Principal Investigator and any training costs are not covered by the Robine Enid Wilson Small Grants Scheme.

Unsuccessful applicants should consider board feedback provided by the Committee and consider applying in future rounds.

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| 1. Report/s |

A Faculty seminar is a condition of funding and will be required at the end of any project funded by the Large, Small or student grants scheme in the Robine Enid Wilson Grant scheme. In addition, an annual report to the Faculty and the UNE Foundation will be required that addresses work achieved and progress towards publication.

**Funding Outcomes**

Funds won for research work should have clear milestones of one or more peer-reviewed papers. Funds won for teaching development must have an outcome that can be measured against student performance and improvement in learning.

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| 1. Closing Date 2024 Round |

Applications should be emailed to zoology@une.edu.au no later than **9am, 6th May 2024**. Late applications will not be accepted.

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| 1. Conditions |

7.1 The grant shall be administered by and awarded on the recommendation of the Committee. Funds are paid into the relevant Faculty account upon satisfactory completion of milestones

* 1. The scholarship is intended for the nominated project and may not be deferred or transferred without the written approval of the Committee.
  2. The scholarship is payable directly into the relevant Faculty account.
  3. You must seek approval from the Committee if you wish to change the project such that project milestones and budget items/allocations would vary from what has been funded. If these changes cause the project to no longer satisfy the conditions of the grant the recipient may be required to repay any instalments.
  4. Continuation of the grant is subject to satisfactory research progress.
  5. Any request to vary the conditions of the grant must be made in writing and will be determined at the discretion of the Committee.
  6. UNE may change these Conditions on written notice to the recipient.
  7. At the end of the project, all unspent funds will be returned to the Robine Enid Wilson Small Grants Scheme and contribute to future funding rounds.

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| 1. Acceptance of Conditions |

* 1. In accepting the Robine Enid Wilson Small Grant, the recipient acknowledges that they are accepting the terms and conditions outlined above.
  2. Failure to meet the requirements of these terms and conditions may lead to the termination of the grant.

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Application Form - Research & Teaching Grants

1. What is your research or teaching question? [200 words max.]
2. Who will be working on this project? List the Principal Investigator and all Co-Investigators.
3. Plain English Summary. Indicate how the proposed work is relevant to forest ecosystems and their conservation and management. This information may be provided to the family of Robine Enid Wilson and may be used in publicity. [ ½ page]
4. Please describe your track record working in forested ecosystems [350 words]. Refer to your relevant publications and list your top five career publications. If you were a previous recipient of Robine Enid Wilson Grant please list/confirm publications/reports/papers resulting (or in preparation) from the previous funding allocation. Indicate with a \* those publications relevant to your proposal. Publication details are not part of the word count.
5. Where will your work be undertaken and when?
6. What approach/methods will you use? [500 words max.]
7. Please provide a budget and justification [up to 1 page].
8. Please append ethics approval (if required) or National Parks, State Forest Permits (if required), or indicate when they will be available.
9. If the work is to be undertaken overseas, please append any permits or in-country approval for the work.
10. Milestone pledge. Please list the milestones that will be achieved at the six month and 12 month stage and list any issues that may prevent these goals being met. **Milestone reports for continued funding and final progress reports should be no more than three pages and should be submitted to the committee via** [**zoology@une.edu.au**](mailto:zoology@une.edu.au) **by 30 November of the year awarded and 31 April of the following year for progress reports.**
11. Please include the names of two academic referees who are familiar with your work.
12. Please provide a table with the information requested in Table 1 (see below).
13. Please append a CV listing qualifications, achievements, and publications for all applicants.
14. If previous recipient of Robine Enid Wilson Grant, please append previous reports.

**Please provide the information required, itemized to match the criteria above, and place your name and page numbering in a header and compile into a single pdf document.**

**Table 1.** For the assessment of your application, please indicate your current and most recently completed grants and the outputs from them. Indicate grants and outputs relevant to this application with a \*. All grants completed in the last 24 months should be included. Copy the header row to make a new table if required.

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| Grant title | List PIs and CIs | Role % | $ awarded | List the outputs under A1 (books), B1 (book chapters), C1 (peer reviewed journal articles) | Non-refereed publications and media interest from the work |
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Application Form - Student Support

Please answer the following questions (on no more than one A4 page):

* What degree program are you enrolled in and what stage (year) are you are up to?
* Who is your supervisor?
* What is your research question and what will you achieve with this support?
* How will your project foster outcomes for forest ecosystem ecology?
* How do you plan to achieve your goals with this bequest money?

1. **Milestone pledge**: On page 2, please list the milestones that will be achieved at the six month and 12 month stage and list any issues that may prevent these goals being met. Your milestone reports for continued funding and final progress reports should be no more than three pages and should be **submitted to the committee via** [**zoology@une.edu.au**](mailto:zoology@une.edu.au) **by 30 November of the year awarded and 31 April of the following year for progress reports.**

On page 3 please attach a budget, using the headings Operational, Travel, Accommodation, Maintenance and give a short justification for the requested items.

On page 4 list any publications that you have had published to date or any that you have in review. If you were a previous recipient of Robine Enid Wilson Grant please list/confirm publications/reports/papers resulting (or in preparation) from the previous funding allocation.

On page 5 please include the names of two academic referees who are familiar with your work.

**Please provide the information required, place your name and page numbering in a header and compile into a single pdf document.**

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Application Form – Community Engagement and Outreach

Please answer the following questions (on no more than one A4 page):

* Outline your objectives and how you will engage and outreach with communities.
* Who is your target group and how are they important to UNE?
* How will your program support the teaching and research of forest ecosystems?
* Please indicate the outputs that will be achieved and how you will measure the success of those outputs.

1. **Milestone pledge**. On a separate page, please list the milestones that will be achieved at the six month and 12 month stage and list any issues that may prevent these goals being met. Your milestone reports for continued funding and final progress reports should be no more than three pages and **submitted to the committee via** [**zoology@une.edu.au**](mailto:zoology@une.edu.au) **by 30 November of the year awarded and 31 April of the following year for progress reports.**

On a separate page, please attach a budget, using the headings Operational, Travel, Accommodation, Maintenance and give a short justification for the requested items.

**Please provide the information required, place your name and page numbering in a header and compile into a single pdf document.**