

Research Proposal Guidelines 2008

Applications are invited for research funding under the Australia Indonesia Governance Research Partnership (AIGRP). Applications should be prepared on the basis of these guidelines.

Templates for project summary and project budget preparation are located at:

- www.aigrp.anu.edu.au/funding

For further queries contact:

- Email: enquiries.aigrp@anu.edu.au
- Ahmad Kusworo, Indonesia Research Coordinator, T: +62 21 392 5685 (In Jakarta)
- Ben Hillman, Australia Research Coordinator, T: +61 2 6125 2436 (In Canberra)

Submission deadlines

Submissions for funding should be lodged electronically via:

- submissions.aigrp@anu.edu.au

You will receive an email confirming receipt of your proposal. Faxed applications will not be accepted.

Deadline for submission is Monday 29 September 2008.

Proposals should be written in English. Late or incomplete proposals will not be accepted. A proposal submission must follow AIGRP templates and these guidelines. It should include:

1. A project summary not exceeding **2 pages** in length
2. A project budget using the template provided
3. A curriculum vitae for each Principal Researcher and Research Development Partner (where applicable) not exceeding **2 pages** in length each

Proposal details

Proposal themes

Proposals are welcome on any issue pertaining to governance in Indonesia. Core themes for the AIGRP include:

- economic policy, reform strategy and business government relations
- political institutions, public administration, representation of civil society & sectoral interests in policy processes
- law, legal institutions and contracting
- corruption and anticorruption responses.

Examples of previously funded projects can be viewed at:

- www.aigrp.anu.edu.au/research

Your project summary should emphasise the aims, method and policy significance of your research. In describing the methods make particular reference to the institutions that will be collaborating, and where the researchers will work.



Research teams

All proposals must include participation of researchers from both Australia and Indonesia although the participation need not necessarily be symmetrical in terms of time contributed.

AIGRP seeks to draw participants from across public and private as well as metropolitan and regional institutions. Proposals may come from any area of the community including academia, independent research institutes, media and government. Applicants successful in receiving AIGRP funding in the previous round (ie Round 2*) will not be eligible for Round 3 funding.

Additional funding is available for projects that include researchers from institutions in outlying areas of Indonesia as Research Development Partners (in addition to the principal Indonesian and Australian researchers).

AIGRP's definition of the Australian and Indonesian researchers is flexible. Generally, country of residence at the time of application rather than citizenship is likely to be the most appropriate criterion. In special circumstances, if the expertise of a researcher based in a third country is important to a proposal, this may be considered.

Research outreach

A key AIGRP goal is to disseminate research findings to policy and scholarly communities, as well as the wider public in Indonesia and Australia.

It is a requirement of AIGRP funding that all researchers make themselves available to present their key findings at the annual Policy Research Forum. AIGRP separately funds researchers' travel to the Forum. Researchers will also be required to prepare a policy brief for dissemination to government and other relevant agencies.

Budget guidelines

Funding for AIGRP projects will cover time buy-out for both the Australian and Indonesian participants as well as actual travel and field costs. Buyouts will be funded at a flat rate of A\$10,000 per month of full time work per researcher, or part thereof. Research Development Partner costs can be listed as a separate line item.

Projects funded by the AIGRP fall within a range of A\$20,000–A\$ 100,000. Because the AIGRP seeks to fund as many projects as possible, preference will be given to proposals that are budgeted economically. Proposals where institutions make in-kind contributions will be considered favourably by the Steering Committee. AIGRP funds will not be available to provide institutional support (e.g. organisational overheads).

Proposals must be accompanied by a budget (template provided) in Australian dollars consisting of the following line items:

1. Researcher buyout monies: specify the names of principal researchers and research development partners (if applicable), indication of research planned and number of months (or part thereof) of fulltime work, and subtotal of buyouts for researchers from both Australia and Indonesia. If there will be contributions from researcher institutions in this budget line, please indicate.
2. Travel expenses budget: specify travel required for field research and estimated cost for airfares, accommodation, project related local travel, compulsory travel taxes, insurance and other travel cost relevant with the proposed project. Travel and other cost for researchers to attend the Policy Research Forum will be provided separately by AIGRP and need not be budgeted in proposals.
3. Field work expenses other than travel: specify each budget item and estimated cost planned for conducting fieldwork for the proposed budget.

Contributions from other funding sources must be indicated. Researchers may spend all or part of their research time with their collaborators in either country. Each researcher will be awarded a travel and field expenses budget refunded on an acquittals basis.

*Round 2 research projects were selected at the December 2007 Steering Committee meeting and are being implemented in 2008.



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Researchers can be guided by the following in budgeting for travel and field expenses:

- Airfares: reimbursed at cost for economy class for international and in-country travel
- Compulsory arrival and departure taxes, and travel to and from airport: reimbursed at cost
- Travelling allowance: reimbursed for cost of reasonable hotel accommodation, plus an agreed daily rate of A\$65 towards the costs of meals and incidentals.
- Baggage insurance: reimbursement of premium for cover of up to A\$2,000
- Inoculations: reimbursed at cost (where necessary)
- Medical and medical evacuation insurance: reimbursed at cost for overseas assignments only
- Hire of transport: for project purposes only International communication costs: which are project related (fax, telephone, postage)
- Excess baggage costs: for transport material required for the project eg equipment, documents.

Assessment of proposals

Proposals will be assessed according to the following principal criteria:

1. Quality of proposed research project defined in terms of originality of research and scholarly merit
2. Policy relevance of proposed topic of research, defined in terms of significance of current or emerging governance challenge addressed, alignment with the Indonesian Government's reform priorities and/or implications for the Australian Government's engagement on these issues
3. Timeliness of the proposed research project in generating results for discussion at the AIGRP's annual Policy Research Forum
4. A transparent budget prepared in accordance with relevant guidelines
5. Quality of fit of proposed research partnerships in terms of other research sponsored under the Partnership and/or other Australian initiatives as well as capacity to leverage other international research initiatives
6. The inclusion of a Research Development Partner (see above) as a participant in the proposed project where appropriate, will be considered desirable.

Decisions on selection of proposed projects will be made by the Steering Committee of the AIGRP and are final. The Steering Committee reserves the right to recommend adjustments to the budget and design of projects favoured for funding. Applicants will be notified of results by January 2009.

The Policy Research Forum

An annual Policy Research Forum is the vehicle for presenting and debating all the research outputs from the AIGRP over the preceding year. All researchers will be required to present their key findings at the Forum. **The Policy Research Forum is held each year in December.**

The Forum is attended by representatives from both Indonesian and Australian government, members of the donor community, research institutes, NGOs and the media. Wider public dissemination of particular research outputs will be pursued through tailored media strategies for Indonesia and Australia. Research teams are expected to be available for publicity activities.



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Research Proposal Checklist 2008

This checklist is designed to ensure that your proposal is complete and has been submitted correctly.

- Project team includes both an Indonesian and an Australian Principal Researcher
- Relevant email addresses for results notification are provided in the contact details box in the project summary
- All elements of the project summary template have been addressed succinctly
- All researchers have agreed to take part in the project and a statement to this effect has been included in the project summary
- Budget has been correctly tallied and does not exceed A\$100,000
- Budget lines accord with budget guidelines
- Curriculum vitae provided for each Principle Researcher and Research Development Partner (each CV should be no more than 2 pages in length)
- A complete submission must include three documents:
 - A completed project summary based on AIGRP template and no more than two pages in length
 - A completed budget based on AIGRP template and no more than one page in length
 - Curriculum vitae of each Principal Researcher and Research Development Partner (where applicable) each no more than two pages in length
- Submissions should be emailed to submissions.aigrp@anu.edu.au by Monday 29 September 2008

