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| **INTERNAL (UQ RESEARCH OFFICE) REVIEW:** To initiate UQ RO internal review, please email this completed and signed Application Certification Form to ARCfellowships@research.uq.edu.au. The RO internal closing date for applications is **9 November 2023.**  **SUBMISSION OF FINAL APPLICATION:** Advice and instructions regarding the final submission of your application to the ARC will be forwarded to you, your mentor and the alternative contact listed below by the RO reviewing officer.  **FOR MORE INFORMATION ABOUT THE UQ APPLICATION PROCESS, VISIT THE** [**RO SCHEME WEBSITE**](https://research.uq.edu.au/research-support/research-management/funding-schemes/australian-research-council-arc/discovery-early-career-researcher-awards)**.** |

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| APPLICANT CONTACT INFORMATION | | | |
| Applicant Name: Including title, e.g., Dr, A/ Prof, Prof |  | Gender: | Choose an item. |
| Self-description: |  |
| Applicant Email: |  | Phone: |  |
| Mentor Name\*: |  | | |
| Mentor Email\*: |  | Phone: |  |
| Alternative Contact Name: |  | | |
| Alternative Contact Email: |  | Phone: |  |

\**Provision of your UQ mentor’s contact details is mandatory. They will be copied into all key RO feedback items and updates.*

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| SUMMARY APPLICATION INFORMATION | | | |
| Application ID: | DE25 | | |
| Application Title: |  | | |
| UQ Admin School/Centre: |  | | |
| UQ Admin Faculty/Institute: |  | | |
| Please advise if your application is receiving (or has received) UQ School/Faculty/Institute internal readership: | | Yes  No | Please specify:  Choose an item. |

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| STATISTICAL INFORMATION | | | | | | |
| Type of research (must total 100%):  Information on the types of research is available from the [RO website](https://research.uq.edu.au/research-support/institutional-reporting/research-classifications). This information is collected for ABS. | Pure | Strategic | | Applied | | Experimental |
| % | % | | % | | % |
| Fields of Research (FoR) codes (up to 3)  FoR codes are available via the [RO website](https://research.uq.edu.au/research-support/institutional-reporting/research-classifications).  **Please ensure you use 6 digit codes, totalling 100%.** | FoR 1 | | FoR 2 | | FoR 3 | |
| Enter 6-digit FoR | | Enter 6-digit FoR | | Enter 6-digit FoR | |
| % | | % | | % | |
| Socio-Economic Objective (SEO) codes (up to 3)  SEO codes are available via the [RO website](https://research.uq.edu.au/research-support/institutional-reporting/research-classifications).  **Please ensure you use 6 digit codes, totalling 100%.** | SEO 1 | | SEO 2 | | SEO 3 | |
| Enter 6-digit SEO | | Enter 6-digit SEO | | Enter 6-digit SEO | |
| % | | % | | % | |

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| Applicant Checklist – Key action items | | |
|  | Full application entered into [RMS](https://rms.arc.gov.au/RMS/ActionCentre/Account/Login?ReturnUrl=%2fRMS%2fActionCentre%2f) and submitted to Research Office in RMS. |  |
| This Application Certification Form signed/certified (Applicant; Head of School/Centre/Institute; other Organisation/s) emailed to [UQ RO](mailto:ARCfellowships@research.uq.edu.au) to initiate internal review. |  |
| If required, completed ARC ‘[Request Not to Assess](https://www.grants.gov.au/Go/Show?GoUuid=f8be63c9-888f-4915-8aad-30d95d25b0e7)’ form in RMS and “Submit to Research Office” by **20 November 2023**. |  |
|  | Eligibility requirements have been met and evidence, if required, has been provided for career disruptions in addition to the completed Career Interruptions Template |  |

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| **All certifications must be obtained prior to the submission of the Application to the Australian Research Council (ARC). The University of Queensland (UQ) will retain this form for its records. Certification may be by signature on this form, or via email provided the email includes the relevant certification statement (below) and the full name, position and contact details of the person certifying.** Certifications must be provided by:  ● DECRA Candidates (certifying to the provisions of **A**) and their Head of School/Centre/Institute or equivalent (certifying to **B**);  ● Any organisations contributing to the project (CEO or their delegate) if applicable (certifying to **C**)  For 2025 ARC DECRA, the relevant Commonwealth *Grant Agreement* is the *Discovery Program Grant Agreement – Fellowships (2023 edition)* |

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| 1. CERTIFICATION BY THE DECRA APPLICANT | | | |
| I certify, to the best of my knowledge, that:   1. all parties identified in the application have agreed, in writing, to its submission; 2. if I have allowable career interruptions, I have provided to UQ evidence to support a career interruption justification in relation to my PhD Award date; 3. if I hold a research higher degree which is not a PhD, sufficient evidence has been provided to UQ to permit institutional certification of PhD equivalency; 4. if I hold more than one PhD, the earliest PhD has been selected and meets the eligibility requirements, including having been awarded on or after **1 March 2019**; 5. I agree to manage all CoIs in accordance with the [*ARC Conflict of Interest and Confidentiality Policy*](https://www.arc.gov.au/policies-strategies/policy/arc-conflict-interest-and-confidentiality-policy), [*Australian Code for the Responsible Conduct of Research* (2018)](https://www.nhmrc.gov.au/about-us/publications/australian-code-responsible-conduct-research-2018), the [*Disclosure of interests and management of conflicts of interest guide*](https://www.nhmrc.gov.au/about-us/publications/australian-code-responsible-conduct-research-2018#block-views-block-file-attachments-content-block-1) and any relevant successor documents; 6. I have prepared this application and will conduct activities under the grant in compliance with [UQ policies and procedures](https://ppl.app.uq.edu.au/content/topic); 7. this Application does not request funding for the same research activities, infrastructure or project previously funded or currently being funded through any other Commonwealth funding; and 8. I acknowledge the Privacy Notice appearing at the top of the DECRA Application.   In participating in this Application, I consent to:   1. this Application being referred to and/or provided to third parties, including to overseas parties, who will remain anonymous, for assessment purposes for this funding round and assessment for potential other funding opportunities; and 2. the ARC copying, modifying and otherwise dealing with information contained in the Application for the purpose of conducting the funding round. | | | |
| **DECRA Candidate Name** | **DECRA Candidate Signature** | **Do you have a**  **Conflict of Interest?** | **Date** |
|  |  | **Yes  No** |  |

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| **Details of the proposed UQ appointment during the term of the Fellowship, if the Application is successful.**  The Fellowship term is three years - it would be expected that the Fellow be appointed on a three-year appointment | |
| Current Position and Level of Appointment (if applicable) |  |
| Level of Appointment during the DECRA: | Choose an item. |

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| 1. CERTIFICATION BY HEAD OF SCHOOL/CENTRE/INSTITUTE | | | |
| 1. I agree that the DECRA award can be accommodated within the general facilities in my School/Institute/Centre and that sufficient working and office space is available for any proposed additional staff; 2. I am prepared to have the DECRA award carried out in my School/Institute/Centre under the circumstances set out in the Application and in accordance with the *Grant Guidelines* and the *Grant Agreement*. 3. If successful, the DECRA Candidate will hold an appropriate appointment in my School/Institute/Centre from the date of commencement and for the duration of the Fellowship.*;* and 4. I agree that the project will not be permitted to commence until there is an ethics plan in place to ensure appropriate clearances or other statutory requirements will be met before the part/s of the project that require those clearances commence.   *In instances where the Head of School/Centre/Institute is an applicant, the relevant Executive Dean or Research Director should sign this coversheet.*  *In instances where the Faculty is making contributions towards the Fellowship application including post-Fellowship employment, the relevant Executive Dean should sign this coversheet.* | | | |
| **Name of Head of School/Centre/Institute** | **Signature of Head of School/Centre/Institute** | **Name of School/Centre/Institute** | **Date** |
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| 1. CERTIFICATION BY ORGANISATIONS (OTHER THAN UQ) CONTRIBUTING TO THE PROJECT | | | |
| 1. my organisation supports the Application and will contribute the resources outlined in the Application; and 2. I have complied with the *Grant Guidelines*, and if the Application is successful, I agree to abide by the *Grant Agreement* terms. | | | |
| **Head of Dept. or contributing Organisation CEO/delegate** | | | |
| **Name** | **Signature** | **Relevant Organisation** (Abbreviate) | **Date** |
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| \* CONFLICT OF INTEREST |

Sections 9.5-9.7 of the [*Discovery Program Grant Guidelines – Fellowships (2023 edition)*](https://www.grants.gov.au/Fo/Show?FoUuid=704f9f6f-10de-4c2e-ad0d-7022e8b74a2a)articulate the ARC’s approach to, and requirements for, declaring, managing and notifying Conflicts of Interest.

For this scheme, Conflict of Interest means any conflict of interest, any risk of a conflict of interest and any apparent conflict of interest arising through a party engaging in any activity, participating in any association, holding any membership or obtaining any interest that is likely to conflict with or restrict that party participating in the Project. [*ARC Conflict of Interest and Confidentiality Policy*](https://www.arc.gov.au/policies-strategies/policy/arc-conflict-interest-and-confidentiality-policy)is available on the [ARC website](https://www.arc.gov.au/). Under the *ARC Conflict of Interest and Confidentiality Policy*:

* A ***conflict of interest*** is a situation in which someone in a position of trust has competing professional or private interests. Such competing interests could make it difficult for an individual to fulfil his/her duties impartially and could improperly influence the performance of their official duties and responsibilities.
* A ***perceived conflict of interest*** exists where it could be reasonably perceived that an individual’s professional or private interests could improperly influence the performance of their duties and responsibilities. Individuals should be conscious that perceptions of conflict of interest may be as important as an actual conflict.
* A ***material personal interest*** is an interest of a type that can give rise to a real or perceived conflict of interest that could affect the ability of the person to discharge their duties or obligations appropriately. In the context of the ARC this also includes those named on ARC grants being able to discharge their obligations under the relevant ARC Funding Rules/Grant Guidelines or ARC Funding/Grant Agreement.

While a conflict may relate to financial interests, it can also relate to other private, professional or institutional benefits or advantages that depend on the conduct of the research or its outcomes. If any parties involved in this project (including participants and organisations) have or are likely to have a conflict of interest relation to any aspect of the Application, the conflict must be declared to UQ at the time of application. If you later identify that there is an actual, apparent or potential CoI or that one might arise in relation to your Application, you must inform UQ in writing immediately, as UQ is required to notify the ARC.

For participants external to UQ, the management of the Conflict of Interest should be agreed with the employing organisation, of which UQ will seek confirmation should the application be successful.

Applications from UQ investigators must be consistent with the University’s [*Conflict of Interest Policy*](https://ppl.app.uq.edu.au/content/1.50.11-conflict-interest) (PPL 1.50.11) and its [*Responsible Research Management Framework Policy*](https://ppl.app.uq.edu.au/content/4.00.01-responsible-research-management-framework-policy) (PPL4.00.01).

Where external for-profit partner organisation/s are part of the Application, to help Investigators identify when a conflict of interest is likely to arise, they should consider the following statements:

1. I hold a paid or unpaid fiduciary/governance/management role, such as being a Director, of one or more of the external partners on this grant Application.
2. I am a paid employee, such as a Chief Scientific Officer, of one or more of the external partners on this grant Application.
3. I or a family member/close associate hold shares (equity) in one or more of the external partners on this grant Application that are not publicly traded entities (i.e. listed on the ASX or similar stock exchange).

**Any of these associations may be incompatible with UQ being able to support the Application.**