



Australian Government

Australian Research Council

FREQUENTLY ASKED QUESTIONS
Discovery Projects Expression of Interest
Applications for funding commencing in 2025

Version 1.1

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- All participants should consult Grant Connect Forecast Opportunity at [FO ID DProgDP2023](#). The following documents are included at [FO ID DProgDP2023](#): Discovery Program Grant Guidelines – Discovery Projects (2023 edition) (Grant Guidelines), the preliminary *Instructions to Applicants*, a preliminary sample DPEI25 form. Participants should read these documents as they contain important information for Research Office staff and individual participants preparing applications.
- The Australian Research Council (ARC) does not respond to queries from individual participants. Individual participants should direct all queries regarding ARC grant opportunities to their Administering Organisation's Research Office (or equivalent). If further information regarding the National Competitive Grants Program (NCGP) is required, the Research Office should contact the NCGP at arc-ncgp@arc.gov.au.
- Information regarding the Research Management System ([RMS](#)) is available at the [ARC website](#), or by contacting arc-systems@arc.gov.au for assistance.

This Frequently Asked Questions document will be updated as required.

FREQUENTLY ASKED QUESTIONS – Expression of Interest (EOI)

1. Discovery Projects EOI grant opportunity.

1.1 What is the 2-stage process relating to Discovery Projects and when will this be implemented?

The Discovery Projects scheme will move to a two-stage process, for funding commencing in 2025. Applicants will be required to submit an EOI, which will be assessed by members of the College of Experts. Shortlisted applicants will then be invited to submit a full application.

1.2 When will the EOI applications for Discovery Projects for funding commencing in 2025 open to applicants?

EOI applications will open for submission in RMS on 22 January 2024 and close on 27 February 2024.

Dates for all upcoming ARC Grant Opportunities are published in the NCGP scheme timelines, in the ARC Grants Calendar.

1.3 What information is available to assist in the preparation of my EOI?

To assist applicants in advance of the opening of Discovery Projects the ARC has provided a preliminary set of Instructions to Applicants and a Preliminary Sample Form to assist with preparing for the DP25 EOI application stage.

Note: It is the intention that the ARC will not be making significant changes from the preliminary information provided (Instructions to Applicants and Sample Form), however, a final version of the Instructions to Applications and Sample Form along with other submission documentation will be released on the opening of DP25 EOIs for submission in RMS.

Applicants should carefully check for any changes between the Preliminary Instructions and Sample form when the Grant Opportunity opens on Grant Connect on 22 January 2024. A list of any changes between the documents will be listed in the final documentation.

2. Application and Assessment

2.1 If my EOI is shortlisted, will I be able to update the participants or other information provided in the DP25 EOI when submitting the full DP25 application form?

A range of information included in the DP25 EOI will be auto-populated to the Full Application if the EOI is shortlisted.

Each question in the EOI Instructions to Applicants and Sample Form will clearly indicate if a question will auto-populate the information into the Full Application and if the information will be locked from further editing at the full application stage.

A range of questions use information from the applicant's RMS profile, and applicants should ensure their information is up to date.

2.2 Will the National Interest Test question be included in the DP25 EOI form?

No. The National Interest Test question is not included in the DP25 EOI form but will be a requirement in the Full Application.

2.3 Will the Medical Research Statement question be included in the DP25 EOI form?

No. The Medical Research Statement question is not included in the DP25 EOI form but will be a requirement in the Full Application.

2.4 Will I be required to provide a budget in the DP25 EOI form?

No. A budget is not included in the DP25 EOI form but will be a requirement at the Full Application.

2.5 Who will assess my DP25 EOI?

Expressions of Interest will be assessed by up to three members of the ARC College of Experts, according to the Assessment Criteria contained in the Grant Guidelines (6.2).

2.6 Will there be an opportunity to provide a rejoinder at the EOI stage?

The EOI application stage does not have a rejoinder process.

2.7 How many EOIs will be shortlisted?

The ARC anticipates that approximately 1,000 EOIs will be invited to proceed to full application.

2.8 What are the assessment criteria for an EOI, and will these be the same for a Full Application?

The assessment criteria and weightings for the EOI are distinct from the assessment criteria and weightings for a Full Application. Applicants should refer to the Grant Guidelines (6.1 – 6.4) and the Instructions to Applicants for more information on the criteria and weightings.

3. Outcomes

3.1 If my DP25 EOI is shortlisted what is the next step, and do I need to start over again for a Full Application?

If your EOI is shortlisted, you will then be invited to submit a Full Application. The Full Application will already have a range of locked information populated over from the EOI and you will only need to provide information that has not already been pre-populated. Additional information required at the full application stage will include a National Interest Test statement, an expanded Project Description and a Capability Statement, a budget and budget justification, and a Medical Research Statement.

4. Limits

4.1 Does the Discovery Projects 2025 Expression of Interest (DPEI25) stage have limits on the number of applications per participant that can be submitted?

Yes. Limits apply to all participants who hold the role of Chief Investigator. As per subsection 4.20 of the Discovery Program Grant Guidelines (2023 edition): Discovery Projects, the maximum number of grants that a named participant can be concurrently funded through the Discovery Program is:

- (a) two projects as a CI; or
- (b) one ARC Fellowship and one project as a CI; or
- (c) one ARC Fellowship or project if the individual holds a Director role on an active ARC Centre of Excellence and/or Special Research Initiative project.

The ARC will calculate limits of projects and applications, including DPEI25 applications at the closing time of submission of DPEI25 by totalling:

- (d) the number of Discovery Program CI roles or ARC Fellowships that the individual will hold on active projects as at the relevant active project assessment date;
- (e) the number of ARC Centres of Excellence and Special Research Initiatives Director roles that the named participants will hold on active projects as at the relevant grant opportunity active project assessment date;

- (f) the number of Discovery Projects EOI or full applications that are currently being assessed which include the named participant as a CI; and
- (g) the number of Discovery Indigenous applications that are currently being assessed which include the named participant as a CI.

Notwithstanding the above:

- (h) Applications for Australian Laureate Fellowships, Future Fellowships, Discovery Early Career Researcher Award, ARC Centres of Excellence or Special Research Initiatives will not count towards the limits at the closing time of submission for the DPEI25 round.
- (i) Named participants on successful applications for Australian Laureate Fellowships, Future Fellowships, Discovery Early Career Research Award, Centres of Excellence or Special Research Initiative projects must meet the project limit requirements before the project can start. This may be achieved by relinquishing existing project(s), or relinquishing role(s) on existing projects, or withdrawing application(s), where allowed, that would exceed the project limits. This does not need to occur until all outcomes are announced.

4.2 What is an active project?

An active project means a project that is receiving funding according to the terms of an existing grant agreement or funding agreement, or has any carryover funds approved by the ARC, or an approved variation to the project end date. The active projects, which affect your eligibility to apply for funding, are determined based on the project's end date in RMS.

The number of active projects that a researcher is considered to have, is counted as at the active project assessment date.

4.3 What is the active project assessment date for DPEI25?

The active project assessment date is the date on which the active project eligibility will be considered for project and application limits per named participant. The active project assessment date is six months after the grant commencement for Discovery Projects 2025. The active project assessment date is 1 July 2025.

4.4 How do I find my active projects?

You can see the list of all current ARC Projects on which you are a named CI/Candidate in RMS. To find this list, go to the **Person Profile** section of RMS and click the link to Current ARC Projects. The projects will appear in a format like the following example:

Identifier	Investigators	Admin Organisation	Project Title	Funding	End Date	Final Report Due Date	Final Report Status
DP21XXXXXX	A/Prof Example Example	The University of X	Example Project Title 1	\$379,400	08/01/2024	08/01/2025	Draft
DP23XXXXXX	A/Prof Example Example	The University of X	Example Project Title 2	\$419,122	24/01/2026	31/12/2026	Draft
FT17XXXXXX	A/Prof Example Example	The University of X	Example Project Title 3	\$684,422	28/02/2022	28/02/2023	Submitted to ARC

This list from your Person Profile is pre-populated into the Personnel section of your DPEI25 application form at question B7 – Currently held ARC projects.

If You or the researcher believe that any of the project information on the individuals Person Profile is incorrect, contact Your Organisation's Research Office, who will contact [ARC Post-award](#) to submit a variation to a Grant Agreement if required.

4.5 What is a project end date?

The project end date means the expected date that the project activity is completed and the grant spent by.

4.6 Can I withdraw a person from an DPEI25 application that is currently under assessment in order to meet project and application limits?

No. It is not possible for a named Participant to be removed from an DPEI25 application once it has been submitted.

4.7 Can I wait until after I submit an application to change the end date of an existing project so it doesn't count towards grant limits?

No. RMS will not allow you to submit an DPEI25 application if you have exceeded the limits with the exception as described in the *Discovery Program Grant Guidelines: Discovery Projects (2023 edition)* at section 4.22, where applications for Australian Laureate Fellowships, Future Fellowships, Discovery Early Career Research Award, ARC Centres of Excellence or Special Research Initiatives will not count towards the limits.

5. Application/Project Limits – Examples

5.1 I have two Discovery Projects with an End Date of March 2025 and September 2025. Can I apply for a DPEI25?

Yes. The active project assessment date for Discovery Projects for funding commencing in 2025 is 1 July 2025. You will only be in receipt of one Discovery Projects grant as of 1 July 2025 and therefore you will be able to submit one DPEI25 application as you can be concurrently funded for a maximum of two projects as a CI.

5.2 I have two Discovery Projects and both have an End Date of June 2026. Can I apply for a DPEI25?

The active project assessment date for Discovery Projects for funding commencing in 2025 is 1 July 2025. You will be in receipt of two Discovery Projects grant as of 1 July 2025 and therefore you are already at the limit of what you can be concurrently funded for a maximum of two projects as a CI.

In this scenario, if a researcher is already at the limit, a role or a project would need to be relinquished first before a DPEI25 application could be submitted. For this to occur, a Variation must be submitted to the ARC via the Research Office and approved by the ARC before the close of applications for DPEI25. For example, if a Variation is submitted to relinquish a CI role of one of the currently held Discovery Projects and is approved by the ARC, then this researcher will be in receipt of one Discovery Projects grant and will be able to submit one DPEI25 application.

5.3 I have no current Discovery Program grants or applications submitted how many DPEI25s can I submit?

If you hold no current Discovery Program grants or have no Discovery Program applications in, as well as no not holding a Director Role on an ARC Centres of Excellence or a Special Research Initiative you will be able to submit a maximum of two DPEI25 applications.

5.4 I have a current Discovery Project grant with an end date of April 2024. I have applied for a DE25 can I also apply for a DPEI25?

Yes. You will be able to submit a maximum of two DPEI25 applications as the current Discovery Project Grant will not be active as at the 1 July 2025. The Discovery Early Career Researcher Award application will not count at the close of submission for DPEI25, however, if all three applications are funded you will need to relinquish one project so as not to exceed the limits. In this scenario Question 15 – Project Relinquishment or Application Withdrawal will be activated for the applicant to identify what action they would like to take to meet the project limits under section 4.22 of the Grant Guidelines. If the researcher is successful on all three applications (the DE25 and both DP25s), the

researcher could not hold all three projects. The researcher can indicate in the question that the project limits will be met by relinquishing existing active project(s), relinquishing a role(s) on existing active projects or withdrawing application(s). This does not need to occur until all applications are announced.

5.5 I have a current DECRA grant with an end date of March 2026, can I apply for a DPEI25?

Yes. The active project assessment date for Discovery Projects for funding commencing in 2025 is 1 July 2025. You will only be in receipt of one grant (DECRA grant) as of 1 July 2025 and therefore you will be able to submit one DPEI25 application as you can be concurrently funded for a maximum of one ARC Fellowship and one project as a CI.

5.6 Can I apply for two DPEI25s if I have submitted a FT24 application?

Yes. A researcher can submit two DPEI25s whilst they have a submitted FT24 application as the FT24 does not count towards the limits on close of applications. The FT24 will not count at the close of submission for DPEI25, however you will need to meet the limits if all three applications are funded. In this scenario Question 15 – Project Relinquishment or Application Withdrawal will be activated for the applicant to identify what action they would like to take to meet the project limits under section 4.22 of the grant guidelines. If the researcher is successful on all three applications (the FT24 and both DP25s), the researcher could not hold all three projects. The researcher can indicate in the question that the project limits will be met by relinquishing existing active project(s), relinquishing a role(s) on existing active projects, or withdrawing application(s). This does not need to occur until all applications are announced.

6. Research Opportunity Performance Evidence (ROPE)

Question B9 – Career interruptions

6.1 COVID-19 has affected my academic record. Is this considered a career interruption as part of Question B9 'Research Opportunity and Performance Evidence (ROPE) – Career Interruptions'?

Yes. The Research Opportunity and Performance Evidence (ROPE) assessment criteria allows inclusion and consideration of any significant career interruption, which has affected a participant's ability to undertake and contribute to research. Career interruptions arising from COVID-19 can be included under ROPE.

6.2 How do I enter my career interruptions in the Application Form? Will assessors be able to see the details of my interruptions?

Information on how to enter the candidate's career interruptions can be found in Question B9 'Research Opportunity and Performance Evidence (ROPE) – Career Interruptions' of the Instructions to Applicants (ITAs). Examples of how career interruptions can be entered can be found in the Appendix of the ITAs.

Assessors will not be able to see the details of the entered career interruptions, nor will they be made visible in the PDF.

Assessors will only see the total period which RMS will automatically calculate using the entered career interruptions. The following question and answers from Question B9 will be viewable:

Question: Has the participant experienced a significant interruption that has impacted on research opportunity?

Answer: 'Yes' or 'No'

If answered 'Yes' and career interruptions are entered, the following statement will appear:

Question: Total Period of Career Interruptions

Answer (auto-fill): 'Researcher [Participant Name] has reported a career interruption of [duration] since [Year of earliest interruption].'

- 6.3 If an applicant has had legitimate career interruptions but was still able/required to work at 1.0 FTE in research based employment, is there a way for them to still claim an estimated quantified Career Interruption in Question B9 that is still allowable i.e. if an applicant has had a Career Interruption that they estimate at 0.2 FTE, but still technically worked 1.0 FTE, are they able to still claim a Career Interruption? If so, is evidence required for these circumstances?**

Yes, quantified career interruptions can be specified at Question B9 when they have occurred concurrent with 1.0 FTE research-based employment. The DVCR, or equivalent, must be satisfied that there is evidence to support all career interruption claims. They can then certify the career interruption and its quantification. Please note that all periods of career interruption must be significant and not overlapping, occur after the conferral of a participant's PhD, or equivalent, and be certified by the DVCR, or equivalent.

- 6.4 Previously, applicants indicated in their ROPE the percentages of their time on research/teaching/administration. Should applicants claim FTE "lost" based on these percentages at B9? Do the Research Offices now need to keep evidence for this?**

No. Applicants cannot claim career interruptions when they hold positions with standard allocations for research, teaching, and administration (e.g., 40/40/20) as there is a research component involved in their employment conditions. They can outline the details of such FTE allocations in Question B11, if relevant.

- 6.5 For ARC career interruptions, international relocation can apply up for three months interruption per relocation. If the relocation only takes two weeks, can applicant still claim three months interruption?**

The total interruption per international relocation cannot exceed three months. In this case if it has taken two weeks to relocate then only two weeks can be claimed. Relevant evidence must be maintained and certified by the DVCR or equivalent.

- 6.6 Are any supporting documents required for claiming three months interruption? Given the difficulty for this would documents such as air ticket and/or contract or residential lease contract suffice?**

There should be supporting evidence if making a claim for a career interruption. The documents need to be acceptable to the DVCR or equivalent.

- 6.7 Does the Research Office need to keep "evidence" of all career interruptions listed in B9 and if so, what evidence is acceptable as proof of career interruptions e.g. for unemployment etc?**

Yes, the Administering Organisation needs to keep evidence. The type of evidence is up to the DVCR as they will need to certify that the information is correct in the application.

Question B10 – Career highlights

- 6.8 How can I list my career highlights?**

In Question B10 (Career Highlights) applicants have the option to list up to 10 career highlights. For instance, if a participant has been awarded a series of fellowships and they want all of them to be counted as 1 of 10 highlights, then they could state that 'For X achievement/discovery I have received Y fellowships and the most significant of these is Z Fellowship of a value of \$A'. Noting, the applicant response to question B10 cannot exceed 1500 characters (approximately 200 words) and the application form will not validate if this character limit is exceeded.

In other words, a themed approach to this question is permissible so that a participant can group together numbers of relevant awards or achievements under separate, individually numbered highlights.

Question B11 – Details of participant’s career and contributions

- 6.9 Question B11 in the DPEI25 application is titled as “Details of the participant’s career and contributions to the field, including evidence of high-quality outputs, collaboration and excellence in research training and mentoring (where appropriate)”, however the question text states provide details of the participant’s research impact and contributions. Should details of the participant’s career and opportunities be described here, as indicated in the title?**

Yes, details of the participant’s career and opportunities can be described here along with the evidence of research impact and contributions to the field.

Question B12 – PhDs, Masters, and Honours students supervision

- 6.10 For question B12 of the DPEI25 application, can you please clarify if the numbers reported for Masters student completions as Principal Supervisor can include both Master by Research and Master by Coursework theses? Can a participant count supervision completion given changing organisations? Also, does it count when the participant was an equal co-supervisor?**

In response to Question B12 (How many PhDs, Masters and Honours students that the participant has supervised have completed their degree), the participant can enter both types of theses ‘Master by Research’ and/or ‘Master by Coursework’ if the latter includes an applicable supervised research component as defined by the Administering Organisation.

At Question B12 the participant should enter the total numbers of completed supervisions as principal supervisor in their career. This will include supervisions completed as principal supervisor at organisations where they have previously held academic appointments and supervised graduate students.

In their response to B12 participants should only provide the total number of completions where they have been the principal supervisor as this role is designated by the Administering Organisation. Candidates can elaborate on the significance of their record of associate supervision in Question B11 if they wish. Please be aware that information entered on the application form needs to be accurate and certified by the DVCR, or equivalent.

Question B14 – 10 Career-Best Research Outputs

- 6.11 Is there only one text box with a combined 1,500 character limit for all outputs at question B14 “10 Career-Best Research Outputs”?**

No. The text box for each research output allows up to 150 characters, approximately 20 words annotation per output, to describe its research impact or significance.

7. Discovery Projects Information Session for DP EOI 2025 (for Research Offices) Questions and Answers – 17 November 2023

Limits/Eligibility:

- 7.1 If, at the active project assessment date for this round i.e. 1 July 2025, you hold a DECRA, FT or another DP, how many DP EOIs can you be listed on. Is it one?**

The active project assessment date is 1 July 2025 (see section 4 of this FAQ for more detail regarding limits). In this example, if the researcher has one active DE, FT, FL, DP or IN grant, that is, the project end date is on or after the 1 July 2025, then the researcher can only submit one EOI application.

- 7.2 If an applicant has two DPs – one of which has the project end date as 30th June 2025, will they be eligible to submit an EOI for DP25?**

If one of the two DPs has a project end date on or after the 1 July 2025, the project assessment date, and the researcher’s other DP has an end date of 30th June 2025, this

researcher could submit one DP EOI application. See section 4 Limits in this FAQ for more information.

7.3 Are there any instances where RMS will block the submission of an EOI (re: DP limitations)?

Yes, limits will apply at the EOI stage for applicants. For example, if a researcher holds two active DP grants at the project assessment date (that is they have a project end date on or after 1 July 2025) then they will not be able to submit an EOI application. RMS will also not allow a researcher to submit an EOI if they have an overdue final report. See section 4 in this FAQ for more information.

7.4 Can a CI be the first named CI on an EOI and be a co-CI in another EOI as long as the research team, institutions, research questions and methodology are different?

Yes, noting as long as the CI is not in breach of any project limits, they can be on two DP EOI applications.

7.5 If a researcher intends to relinquish their role on an existing project to meet the project limits, when does that need to be actioned? The Guidelines say variations must be approved by the closing date, but the Instructions say they can still be submitted provided the limits are met before the project starts.

If a role or Project must be relinquished to meet the limits at the grant opportunity closing date for a Discovery Projects application, we must approve the Variation before the grant opportunity DPEI25 closing date. For example, a researcher currently holds two active Discovery Projects grants and would not be able to submit an EOI as the two DPs will count in the limits and the researcher is already at the limit under the Discovery Program. If the researcher wishes to submit an DPEI25 application, then a Variation would be required to be submitted and approved by the ARC to either relinquish their role on one of the held Discovery Projects or relinquish one of the Discovery Projects grants before the closing of applications for EOIs. For example, a researcher may relinquish their role on one of their currently held DPs which would then allow that researcher to submit one DPEI25 application.

The Instructions to Applicants at Question B15 – Project Relinquishment or Application Withdrawal relates to where applicants have a submitted application for Australian Laureate Fellowships, Future Fellowships, DECRA, ARC Centres of Excellence or Special Research Initiatives which if successful will exceed the limits if the Full DP25 application is successful. As these applications are not counted on close of submission for the DPEI25 then the limits must be met before the project can commence, noting that this does not need to occur until all applications are announced. See section 4 and 5 of the FAQ regarding limits and examples.

7.6 Will there be an ‘early warning’ in RMS if a CI may exceed proposal limits, or will Research Offices only find out upon submission to ARC (i.e. when it’s too late)?

RMS will not provide an early warning, however where a researcher is already at the limit, a warning message in Section B of the EOI form will appear and the application will not be able to be submitted. For example, if the researcher already has two active Discovery Projects, they will not be able to submit an EOI application. We recommend that researchers check the number of Discovery Program grants they hold prior to commencing an EOI.

7.7 Will eligibility be assessed at EOI as well as full submission, or only at full submission?

Yes, we will review the EOI against the eligibility criteria and at the full application stage as well.

- 7.8 A Researcher is employed at 0.5 FTE and is also PhD student. Being a PhD student excludes them from being a CI. So can they be a PI (even though they're employed at the Lead Institution).**

If a researcher is undertaking a Higher Degree by Research (HDR) during the project activity period they are not eligible to be a CI. They may be a PI.

- 7.9 Why is that there is no Medical Research statement at EOI stage? Wouldn't it be saving time for applicants to knock off projects for medical research eligibility at the EOI stage?**

A Medical Research statement will be required only at full application stage. The determination of whether an application incorporates medical research is made after careful consideration of the application, including the project's aims, outcomes and research design. This is most appropriately evaluated at the full application stage.

Assessment/Shortlisting:

- 7.10 When EOIs go to the College of Experts, will there be an assessor who will champion the application?**

No. Each EOI will be assessed independently by up to three College of Experts members.

- 7.11 Will there be any interventions in the EOI shortlisting phase to ensure there is a spread across disciplines, organisations, gender etc?**

Expressions of interest, like full applications, will be allocated to one of five disciplinary panel groupings during assessment based on primary FOR code. The number of EOIs that are shortlisted from each disciplinary panel will reflect the relative volume of submissions to that panel.

- 7.12 Is the algorithm that assists with initial matching of College members a proprietary one, or one developed inhouse?**

When Expressions of Interest are received, they will be allocated to College Members for assessment on the basis of disciplinary fit. This process is overseen by the ARC Executive Directors with the assistance of an algorithm, developed in-house, that matches assessor expertise with the FOR codes indicated in the EOI.

- 7.13 By "Selection of three COE according to best disciplinary fit" – will this process include manual selection by executive director? Or this process include any word cloud (visual summary) process that is being currently used for sourcing external assessors?**

Answered above.

- 7.14 Also, What sections of EOI will be considered in selecting the COEs – FOR codes, application summary, any other sections? Can you please explain how this process is expected to happen?**

Disciplinary fit will be determined predominantly on the basis of FOR code matching. However, this process is overseen by the Executive Directors who may consider the EOI in its entirety in allocating College of Experts assessors.

- 7.15 How does the ARC ensure a relatively even success rate across the 5 different discipline panels?**

See answer to Q7.11, above.

- 7.16 If you could address in any Q&A document that follows today's session, ..."How does the algorithm to allocate assessors and the use of the word-cloud differ (if at all) during the EOI stage compared to the full app stage?",... that would be much appreciated.**

At the EOI stage, applications will be assigned to three College members on the basis of disciplinary fit, utilising an algorithm developed in house that matches applicants with

assessors. This matching is based on the relevant FOR code(s) nominated in the application and the FOR code(s) nominated by College as their areas of expertise. This process is overseen by the ARC Executive Directors, who may refer to the EOI during the allocation process.

At the full application stage, Detailed Assessors are assigned by Carriage 1. Carriage 1 is assisted in this task by a list of suggested assessors generated by RMS, which matches Assessor expertise text with the FOR and SEO code(s) contained in the application, and keywords from the Application Title and Summary.

Outcomes:

7.17 For the EOI outcomes, will Research Offices be notified via the RMS notifications? And will there be full outcomes data (EOI and Full apps) be published via a selection report after the round final outcomes are released?

Development work is currently underway to provide outcomes for EOIs to Research Offices. Research Office staff will be able to access outcomes and scores for EOIs via the API reporting functionality. Research Office staff will also be able to create a new notification type in RMS to be notified of the outcomes of EOIs. A Research Office staff member can subscribe to email notification where one email per scheme outcome will be received, or the Research Office staff member can choose to subscribe to an RMS notification where one in-app notification will be received per scheme round outcome in RMS.

For named participants on an EOI, RMS will automatically send an email to the First Named Chief Investigator notifying them of the outcome of the EOI. This is separate functionality to the new notifications being built for ROs.

7.18 Will it possible for the Research Office to download an outcomes report following the EOI phase?

See answer to the above question.

7.19 If EOI outcomes for the RO office are managed by notification in RMS - does that mean that the RO person getting the notification will be receiving a separate EOI notification for every single EOI submitted? that could be a lot of email notifications coming through!!

See answer to the above question 7.17.

7.20 Will the ranked score feedback be provided to unsuccessful EOIs?

Unsuccessful EOIs will receive their scores, application rank and banded feedback.

7.21 Will EOIs that are not shortlisted receive a ranking from the EOI process?

See the answer to the above question.

7.22 So no word-cloud, just FOR Codes...?

See answer to question 7.16.

7.23 Please can you confirm what elements go into the word cloud generation?

The elements used in the word cloud generation are Proposal Title, Socio Economic Objectives, Proposal Summary and FoR codes.

Certification/Change in circumstances from EOI to Full Application:

7.24 Will the ARC require universities to collect certification forms from the employers of CIs from other organisations? If so, will this be required at the EOI stage? Or only required for applications that make it to full application?

Certification proforma will not be required at the EOI stage.

7.25 Between the submission of the EOI and the invitation to complete a Full Application, if any of the project CIs change institution for employment purposes, how is that managed?

Any CI change of institution will be managed post-award if the application is successful via a variation to the change the researcher's organisation affiliation on the project.

7.26 In the instance when someone changes institution between EOI and Full application, who should we get the org cert form from- the old (as shown in application) or the actual org they will be representing?

The ARC would suggest that the certification is sought from the new organisation where a researcher changes institution between the EOI and the Full application period. If the application is successful a variation can be submitted to change the researcher's organisation affiliation on the project.

Other:

7.27 Will the slides be shared after this session?

Yes, the slides will be shared.

7.28 Are you intending on having an information seminar specifically aimed to applicants?

Yes. The ARC held a Webinar "How to Pitch an EOI" on 29 November 2023, which was recorded and distributed to Research Offices. The recording is also available on the ARC website: <https://youtu.be/gEFrZABjVPQ>

7.29 Sorry I missed part of the webinar, not sure if this has already been discussed or answered. Just wondering if any webinar will be arranged for DP25 interested applicants?

See above.

7.30 Can you expand on the rationale behind the inclusion of a 1-page CV for PIs but not CIs?

CIs provide a lot of information not requested of PIs under Section B ROPE. The one-page CV for PIs reflects that they are not required to provide additional information in Section B.

7.31 Definitely second the request for an information session on the scoring!! Thank you!

A webinar on scoring and assessment will be run as part of the ARC's schedule of outreach activities in 2024.

7.32 Is it possible to have system generated alerts when applicants submit an RNTA or application to local research office?

Research Office staff can set up notifications in RMS regarding the status of a Request Not to Assess or an Application. This is accessed via notifications within the 'Manage Notifications' in RMS by selecting Request Not to Assess or Application from the 'Type' drop down menu and selecting the state 'Submitted to the Research Office' from the 'State' drop down menu.

7.33 How are the ratings converted to rankings? From the slide deck looks like college assessors will be responsible for rankings?

As indicated in question 7.31, above, a webinar will be scheduled in 2024 on scoring and ranking.

Changes to document

- Clarification to questions 2.5 and 7.10 regarding the assessment of up to three College of Expert members.
- Reference to Research Office changes to Administering Organisation at question 6.7.
- Clarification to question 7.17 regarding EOI outcome notifications in RMS.