



b) Conflict of interest

Any conflict of interest could affect the performance of the grant. This may be understood as a conflict of interest or a perceived conflict of interest. Areas of actual, or perceived conflicts of interest may involve:

- Relationship (professional, commercial, personal) with grant assessors
- Relationship with an organisation that may interfere, restrict or inhibit proposed project activities
- Relationship with an organisation identified through the project proposal for which they have a commercial interest.

Grant recipients are required to advise the AASSREC Secretariat, in writing immediately following the commencement of project activities, if there is the identification of actual, apparent or potential conflict of interest related to project activity.

Grant assessors must declare any actual, or perceived, conflicts of interests to the AASSREC Secretariat before the assessment of applications.

c) Privacy

The AASSREC Secretariat treats applicants' personal information in accordance with the [Privacy Act 1988](#) and the [Australian Privacy Principles](#).

d) Confidential information

The AASSREC Secretariat will keep any information in connection with the grant agreement confidential.

e) Ethical considerations

It is the policy of the AASSREC Secretariat that work involving human subjects or animals be carried out in accordance with high ethical standards. Successful applicants must comply with applicable domestic and international laws and ethics requirements, including obtaining any permits or permissions required for them to lawfully and ethically conduct the research in the jurisdiction(s) where it is to be conducted. The signature of the Principal Applicant on the Agreement signifies that the Principal Applicant and Project Participants fully comply with these standards.

Grant recipients shall immediately report to the AASSREC Secretariat any difficulties it encounters in complying with ethical standards. In the final report, the grant recipients shall describe how the funded grant project complied with meeting ethical standards across its duration.

f) Liability

The AASSREC Secretariat assumes no liability with respect to any accident to any person or any loss or damage to any person or Property arising from the Project. Applicants are responsible for determining their own tax liability, if any, in relation to receipt of the grant.

g) Responsibilities

The AASSREC Secretariat will:

- Meet the terms and conditions set in the grant agreement;
- Provide timely administration of the grant;
- Monitor project progress through assessing reports by grant recipients; and
- May, if required, seek an independent audit of claims and payments of project funds.



It is understood that all grant funds provided for the supported activity will be received and administered by the Principal Applicant (generally through their employing institution). Grant recipients shall assume all the financial administration, reporting and other contractual obligations for the activity contained within the grant agreement.

The successful Principal Applicant and Project Participants shall conduct the activity in a diligent and timely manner, and in a manner that promotes principles of research integrity.

Grant recipients must:

- Submit grant activity reports in accordance with requirements in the grant agreement;
- Submit a final report as stipulated in the grant agreement;
- Meet the Terms and Conditions of the grant agreement and commit to meeting agreed project objectives efficiently and effectively;
- Comply with record keeping, reporting and acquittal requirements as set out in the grant agreement;
- Be responsible for all administrative requirements and insurance responsibilities associated with the funded project; and
- Comply with applicable domestic and international laws and ethics requirements, including obtaining any permits or permissions required for them to lawfully and ethically conduct the research in the jurisdiction(s) where it is to be conducted.



INTERNATIONAL SOCIAL SCIENCE COLLABORATION AND DEVELOPMENT GRANT EXAMPLE APPLICATION FORM

Applications must be submitted online via the AASSREC Grants Portal at: <https://portal.aassrec.org>

The online application form includes the following fields. The following form and the examples contained within are for reference only.

Principal Applicant Details	
Salutation	Professor/Dr/Mr/Ms/Mx
First Name	
Last Name	
Gender	<input type="checkbox"/> Female <input type="checkbox"/> Male <input type="checkbox"/> Non-Binary/Unspecified/Prefer not to say
Email	
Phone (including international code)	
Institution	
Position Title	e.g. Research Associate
Primary Social Science Discipline	e.g. Economics
Nationality	e.g. Cambodian
Country/Territory of Residence	e.g. Cambodia
Personal Address	
Institution Address	

Most recent postgraduate qualifications		
Qualification Name	Institution	Date Conferred
		dd/mm/yyyy

Career Interruptions		
AASSREC allows extension of the postgraduate qualification eligibility periods for specified career interruptions. If you wish to claim one or more career interruptions, please list them below. Career interruptions listed must not overlap.		
Interruption Type	Year(s)	Month(s)
e.g. Child-care as primary carer (including parental leave and part-time work while caring for one or more children)	e.g. 0, 1, 2, 3	0, 1, 2, 3
Total Career Interruptions		
Postgraduate Qualification Period		



Adjusted Postgraduate Qualification Period	
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Priority Researcher Status

Explain (if applicable) how the Primary Applicant meets the priority researcher status for this program.
(See section 5b of grant guidelines) (Character limit: 2000 including spaces, approx.200 words)

e.g. female researcher/researcher from a low-income country

Details of Proposed Activity

Project Title	
Project Start Date	dd/mm/yyyy
Project End Date	dd/mm/yyyy
Social Science Field of Research	Indicate the discipline/s, field, or area of specialisation of the research project

Project Summary

Outline the significance of the project including rationale, aims and objectives, research design and methodology, timeline, and expected outcomes (Character limit: 8000 including spaces, approx. 800 words).

Role/Responsibility of Principal Applicant

Outline the project role/responsibility of the Principal Applicant (Character limit: 1000 including spaces, approx. 100 words)

Value of Proposed Activity to Principal Applicant

Describe the context for the Principal Applicant's need for support (e.g. challenges and barriers to international collaboration), and how the project will contribute to researcher capacity building. (Character limit: 2000 including spaces, approx. 200 words)

Contributing Project Participants

Please provide details of additional researchers or collaborators who will be contributing to the proposed project. A minimum of one international collaborator/project participant is required. A maximum of five project participants can be added.

Salutation	
First Name	
Last Name	
Gender	<input type="checkbox"/> Female <input type="checkbox"/> Male <input type="checkbox"/> Non-Binary/Unspecified/Prefer not to say
Email	
Phone	



Institution		
Position Title		
Primary Social Science Discipline		
Nationality		
Country/Territory of Residence		
Most recent postgraduate qualifications		
Qualification Name	Institution	Date Conferred
		dd/mm/yyyy
Project Role/Responsibility		
Character limit: 1000 including spaces, approx. 100 words)		
How (if applicable) does this project participant meet the priority researcher status for this program.		
(See section 5a of guidelines, character limit: 1000 including spaces, approx. 100 words)		

Budget

The maximum grant funding available to successful applicants through this program is \$5,750AUD.

Total grant funding requested (funds must be displayed in AUD only):

Enter the numeric amount here. You do not need to specify a dollar sign (\$)

Proposed Budget

Provide itemised detail of proposed expenditure. Please refer to eligible expenditure in Section 4b of the grant guidelines. (Character limit: 5000 including spaces, approx. 500 words)

Application Attachments

The following documents must be submitted (in PDF format) through this online application form:

- Curriculum vitae (CV) of the Principal Applicant
- Evidence of any relevant career interruptions (if applicable, see Section 3b of grant guidelines for requirements)
- Signed letter of support from the Principal Applicant's institution (see Section 6c of grant guidelines for requirements)

Agreement

By submitting your application, you acknowledge and agree to the following:

- Successful applicants, generally via their institution, will invoice the AASSREC Secretariat for the awarded amount prior to 31 August 2024.



- Successful applicants will comply with all requirements and responsibilities set out in the grant guidelines and grant agreement.
- Successful applicants will submit a report of the project activities funded by the program and an acquittal of funds within two months following the completion of the funding activity.
- Successful applicants will comply with applicable domestic and international laws and ethics requirements, including obtaining any permits or permissions required for them to lawfully and ethically conduct the research in the jurisdiction(s) where it is to be conducted.