



PRIORITY SOCIAL SCIENCE RESEARCH GRANTS

GRANT FUNDING GUIDELINES

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1. OBJECTIVES OF THE GRANT PROGRAM

The second grant program to be launched as part of the ‘Boosting Social Sciences and their Contribution to Better Lives across the Indo-Pacific’ project is the Priority Research Grant Program.

The objective of the Association of Asian Social Science Research Council (AASSREC)’s Priority Social Science Research Grant Program is to fund and support international collaboration between social science researchers in the Indo-Pacific region to carry out and disseminate high-quality research on complex socio-economic problems of mutual interest. The purpose of the program is to forge meaningful regional research collaborations that generate knowledge to support evidence-based policy and innovation. It seeks to foster enduring relationships and cooperation between Indo-Pacific countries that advance and support inclusive and sustainable development in the region. Increasing and advancing gender equity and social inclusion is also a major objective of the program.

This program is designed to support research activities involving researchers from at least two countries in the Asia Pacific region working together on a social science research project. The proposal may include:

- Activities to support collaboration in an ongoing research project, where such activities are not possible with existing funding (details of the project and existing funding must be provided)
- Activities that help to develop or pilot a new collaborative research project.

Importantly, the research project must be led by a researcher from a low or middle-income country, and at least one of the project participants must involve a researcher from an [AASSREC member country](#).

This grant program is funded by Canada’s International Development Research Centre (IDRC) as part of the Association of Asian Social Science Research Councils (AASSREC) ‘Boosting Social Sciences and their Contribution to Better Lives across the Indo-Pacific’ program. The Boosting Social Sciences program is a collaborative partnership between AASSREC and the Global Development Network ([GDN](#)), focused on mapping and understanding the current state and opportunities for social science, supporting high-priority research initiatives through strategic research grants; and connecting and empowering social science research organisations, councils and funders across the region to collaborate and engage with policy-makers to enhance research impact and improve lives. More information about the program and its components is available at: <https://aassrec.org/boosting-social-sciences/>

2. GRANT PERIOD AND FUNDING

Grants available through this program are for a maximum of \$57,750 (AUD).

Funding is available to support activities within a 12-month timeframe, to be undertaken between 1 November 2024 and 31 December 2025.

Grant recipients must complete the funded activity by the end date designated in the grant application unless an approved extension, applied for to the AASSREC Secretariat in writing, is provided.

3. ELIGIBILITY CRITERIA

a. Who is eligible to apply for a grant

The person submitting the grant application will be identified as the ‘Principal Applicant’.

To be eligible to apply, a Principal Applicant must be a social science researcher and:

- Living and working in a low or middle-income Asia-Pacific country/territory*
- Either living and working in an [AASSREC member country/territory](#) OR proposing direct collaboration with one or more researchers living and working in an AASSREC member country/territory; and
- Employed by a research organisation (university, research institute or government research agency) with capacity to administer and support the proposed project

Please note: Applications must include social science researchers living and working in at least two different countries in the Asia Pacific region.

A list of AASSREC members can be found on the AASSREC website here: <https://aassrec.org/members/>

*For the purposes of this grant program, the following Asia-Pacific countries/territories are considered low or middle-income:

Low and lower-middle income		Upper-middle income
Afghanistan	Pakistan	China (PRC)
Bangladesh	Papua New Guinea	Fiji Indonesia
Bhutan	Philippines	Kazakhstan
Cambodia	Samoa	Malaysia
India	Solomon Islands	Thailand
Iran, Islamic Rep	Sri Lanka	Tonga
Kiribati	Tajikistan	Turkiye
Kyrgyzstan	Timor-Leste	Turkmenistan
Lao PDR	Uzbekistan	Tuvalu
Mongolia	Vanuatu	
Myanmar	Vietnam	
Nepal		

The Principal Applicant will be the recipient of the grant funds (generally through their employing institution) and is responsible for their acquittal. The Principal Applicant is responsible for the completion of the project/activity as described in the grant application. Only one Principal Applicant can be listed in an application.



A co-applicant is a researcher taking part in the research project and thereby receives a share of the grant according to the budget. A maximum of five additional co-applicants can be included in the application. The Principal Applicant is legally responsible for the grant and the transfer of the shares of the grant to the project co-applicants according to the budget submitted in the application.

b. Who is not eligible to apply for a grant

Principal Applicants will be deemed ineligible for consideration if:

- They are not social scientists and/or are requesting funding for a non-social science project;
- They are not working in a low or middle-income Asia-Pacific country/territory;
- They are EITHER not living and working in an AASSREC member country/territory OR not proposing collaboration with a researcher in an AASSREC member country/territory
- They are living or working in a country that is subject to international sanctions prohibiting the transfer of funds to the Principal Applicant

4. USE OF GRANT OF FUNDS

a. Priority Themes

To be eligible, the proposed activity outlined in the application must be aligned with one or more of the objectives of the program as outlined in Section 1 above.

All social science project proposals will be considered but priority consideration will be provided to projects aligned with one of the following five themes. These were identified as the priority themes crucial for advancing social science in the Indo-Pacific by AASSREC member organisations and other national social science councils, academies and institutes at AASSREC's *Regional Summit for Social Science Funding and Collaboration in the Indo-Pacific* in Bangkok in May 2024:

Advancing Gender Equality

Despite formal commitments to gender equality from many Asia-Pacific nations, and gradually improving national and regional rankings on global indices, women and girls in many Asia Pacific nations continue to experience higher rates of poverty and violence as well as poorer educational, health and economic outcomes than males. Applications addressing this priority theme must outline a collaborative social science project that will:

- advance knowledge and understanding of gender inequality in the Asia-Pacific region, AND/OR
- explore ways in which existing social science research can be applied and translated to improve gender equality outcomes.

Sustainability and Climate Change

With 25,000 islands, a reliance on shipping and fisheries and a majority of the world's coastal megacities, the Asia-Pacific region is acutely vulnerable to climate change and related environmental challenges. Applications addressing this priority theme must outline a collaborative social science project that will:



- advance knowledge and understanding of the social aspects of climate change or sustainability initiatives in the Asia-Pacific region, AND/OR
- explore ways in which existing social science research can be applied to enhance sustainability or to enhance mitigation or adaptation to the impacts of climate change.

State and Social Transformations

The Asia-Pacific is a multi-polarity of 40 primarily low- and middle-power countries and economies. It has the greatest linguistic, political and religious diversity on Earth, comprises over 4.3 billion people (60% of the world's population) and is home to a growing percentage of global economic activity (estimated to reach 50% of global GDP by 2040; up from around 35% in 2023). Above all, the region features both enormous social transformation (related to demographic, economic, technological, educational, environmental, value and cultural changes) and state transformation (changes in political structures and systems, legal and institutional reforms, and macroeconomic changes) that have profound impacts on peoples' lives.

Applications addressing this priority theme must outline a collaborative social science project that will advance knowledge and understanding of a key aspect of social and/or state transformations happening within the region.

Indigenous knowledge systems

The Asia-Pacific region is home to two-thirds of the world's Indigenous peoples, many with continuing geographic, cultural, agricultural, architectural, economic, scientific and social structures and traditions dating back thousands of years. While some of this knowledge and the systems and structures that surround it has been documented, studied and incorporated into the corpus of modern scholarship, much remains to be learned. Applications addressing this priority theme must outline a collaborative social science project that will advance knowledge and understanding of one or more Indigenous knowledge systems of the Asia Pacific region.

Importantly, applications addressing this priority theme must also outline the ways in which project teams will engage with Indigenous knowledge holders and/or communities, including arrangements for handling Intellectual Property.

Intergenerational inequality

The demography of the Asia Pacific varies widely across the region. Some countries have rapidly increasing populations presenting opportunities for accelerated development, while others face declining and ageing populations posing a number of problems for policymakers and the societies in question. Within this context are widely varying states of equality across and between generations. This applies both generally and in relation to specific economic, social, educational, legal and health equalities, among others.

Applications addressing this priority theme must outline a collaborative social science project that will:

- advance knowledge and understanding of intergenerational inequality in the Asia-Pacific region, AND/OR



- explore ways in which existing social science research can be applied and translated to improve equality across and between generations.

Applications that demonstrate priority social science research themes from a regional perspective are encouraged.

b. What Grant Funds Can Be Used For

Proposed budgets must be reasonable and directly related to supporting project activity and must primarily be used to support involvement of the Primary Applicant.

Eligible use of grant funds, where demonstrably critical to achievement of project outcomes, include:

- All direct research expenses.
- Salaries or wages of research staff (including but not limited to students, research assistants or postdoctoral researchers) working directly on the project described in the application
- Travel and accommodation costs (economy travel and modest-to-standard accommodation costs, meals and travel allowances).
- Visa costs for project-related travel.
- Research publication and dissemination charges (where relevant to the project activities), including open access publication fees.
- Research meeting expenses (e.g., venue hire and catering), where relevant to the project activities.
- Conference attendance. Only when at least one participant from the project or meeting is speaking and the conference is of direct relevance to the grant opportunity.
- Costs associated with field research, data collection (videotapes, web survey preparation), data preparation and coding.
- Communication and translation of research materials.
- Software licenses, research consumables and ethics applications.
- Advertising and promotion, graphic design, photography, and printed material.
- A maximum of 13% of the project budget may be allocated to administrative costs not directly related to the research. These costs may include clerical, accounting, secretarial help, general office expenses, office rental and utility charges, non-capital office furnishings, communication costs, and photocopying.

Grant funds must not be used solely for travel, meetings and conferences. It is expected that the majority of the budget should be allocated to direct research expenses

You will only be able to use the grant to pay for costs detailed and agreed in your budget and grant agreement.

c. What Grant Funds Cannot Be Used For

Priority Social Science Research Grant funds cannot be used for the following:

- Capital expenditure (i.e. real estate, vehicles)
- Purchase or construction of a building
- Collateral on mortgage financing and payment of interest charges
- Costs incurred in the preparation of a grant application



- Rental costs for space or equipment for research/activities for a specific program of research not associated with funded research project
- Purchase or lease of land
- Purchase of furniture
- The covering of retrospective costs or recurrent funding of activities (this includes any expenses already incurred or work already undertaken prior to the grant application)
- Release from teaching duties (i.e., costs to backfill a teaching position)
- Cost of alcoholic beverages
- Business-class travel
- Purchase of animals for research purposes, or
- Costs for safe disposal of waste from research/activities for which the funds were awarded.

5. GRANT SELECTION PROCESS

a. Assessment Criteria

Eligible applications will be considered through an open, competitive grant process.

Applications for consideration under the Priority Research Grants Funding Program of the 'Boosting Social Sciences and their Contribution to Better Lives across the Indo-Pacific' may include both applied, and fundamental, research.

Applications will be evaluated carefully against the selection criteria by an international panel comprising of invited experts within relevant fields. Applications will be ranked based on the relative merit of the proposal in comparison to other applications. Even if an application meets all the assessment criteria, a grant is not guaranteed.

The AASSREC Secretariat is not able to enter into discussion or correspondence regarding the reasons why an application is successful or not. There is no appeal mechanism for decisions to approve or not approve a grant.

Applications will be assessed based on the below-listed criteria, weighted as follows:

1. Research track record relative to opportunity of the Principal applicant and research team and the capacity (i.e. experience, expertise) to deliver the project. (15%)
Assessment will consider:
 - Academic qualifications, prizes and awards;
 - Academic publications (journal articles, books and book chapters);
 - Successful research grants;
 - Conference presentations (oral and poster presentations), including invited presentations;
 - Research service activities, including committee and editorial service;
 - Research mentoring and supervision activities;
 - Community or public service contributions;
 - Academic teaching; and
 - Other relevant activities.
2. Alignment of the proposed activity with the strategic priority areas (25%)
(see Section "Use of Grant Funds, Priority Themes" at Section 4a)



3. Quality and feasibility of the proposed activity (50%).

Assessment will consider:

- The overall scientific value and rigour of the proposed activity (including research methodology) as outlined in the proposal
- The potential to establish and consolidate sustainable regional social science research collaborations.
- The engagement strategy with key stakeholders of the proposed project including but not limited to:
 - Policy-makers or policy influencers (for example, think tanks, advisors etc.)
 - Community groups, including co-design approach, if relevant
 - Private sector organisations (businesses or industry groups, we relevant_
 - NGOs
 - Other stakeholder organisations, as relevant
- Potential to develop research capacity (i.e., through training or upskilling junior researchers or developing enduring research programs or infrastructure
- Plans for dissemination and social, policy and/or research impact
- An assessment, and value for money, of the proposed budget for the activity, including the capacity to leverage funding from other sources to support the research

4. Gender Equality, Disability and Social Inclusion (GEDSI) Responsiveness (10%)

- The degree to which the proposal has adopted considerations to promote gender equality, disability rights, and social inclusion in its objectives, research design, methodologies, and partnership arrangements.

b. Priority researcher categories

All applications from eligible social science researchers in the Asia-Pacific region are welcome.

AASSREC supports an increasing of research opportunities for social science researchers, based on their social identity, that may have experienced unequal access to project funding. Consequently priority, but not exclusive, consideration will be given to applicants that may identify within Gender Equality, Disability and Social Inclusion (GEDSI) frameworks. The inclusion and escalation of a GEDSI framework in these AASSREC Priority Research Grant Program grant guidelines recognises the risk of embedded and persistent barriers, discrimination and/or challenges faced by social science researchers in some communities.

The GEDSI consideration recognises inequality and inequity experienced by individuals, in this context priority consideration will be given to the following applicants:

- Women researchers
- People with a disability
- Researchers from other marginalised and/or disadvantaged groups. This includes communities that experience discrimination and exclusion on the basis of economic, political, social, and cultural dimensions.
- Researchers from low and lower-middle-income countries



Please note that all social science researchers in low, lower-middle, and upper-middle-income countries are eligible to apply, however, priority will be given to Principal Applicants from low and lower-middle-income countries.

Priority will also be given to interdisciplinary research projects.

c. GEDSI Markers

Increasing and advancing gender equality, disability rights and social inclusion (GEDSI) is an objective of the grant program. Applicants are encouraged, when designing proposed projects (design, research, resources, and partnerships) and implementing funded project activity, to promote equity and inclusion through proactively identifying, addressing and mitigating persistent social barriers, discrimination and/or challenges faced by women, people with a disability and other marginalised/disadvantaged groups.

AASSREC will use three GEDSI markers as a way for assessors to judge the claims made about GEDSI throughout the application: the Gender Equality Marker, the Disability Inclusion Marker, and the Social Inclusion Marker.

The GEDSI Markers are a tool to identify and assess the degree to which grant applications have adopted considerations to promote gender equality, social inclusion, and disability rights in its objectives, activities, and partnership arrangements. (Social inclusion can include youth, the elderly, marginalised groups, and people living in regional and remote areas). Based on this assessment, and using the following tables as a guide, applicants must select a category for at least one GEDSI marker: No impact, Low impact, Moderate impact, or High impact.



Gender Equality Marker

Category	Minimum Requirements
No impact	Activity or research project not expected to contribute to gender equality.
Low impact	<p>Gender equality is not one of the primary objectives of the activity or research grant, but there is at minimum a degree of awareness of gender inequalities.</p> <p>Minimum criteria:</p> <ul style="list-style-type: none"> • Inequalities and differences between genders are identified in the application, with some sex-disaggregated data used.
Moderate impact	<p>Activity or grant application does not explicitly address gender equality or women’s empowerment, but it has taken steps to consider the impacts of the activity or grant on gender equality and women’s empowerment.</p> <p>Minimum criteria:</p> <ul style="list-style-type: none"> • Key gender inequalities and differences are identified in the application, different impacts discussed, and disaggregated data included, proposed methods are gender sensitive. • Resources to address identified inequalities are detailed against activities. • Some engagement with women’s groups is proposed and steps taken to identify and mitigate any potential negative impact. • Gender balance has been considered in the composition in the research team.
High impact	<p>Gender equality targeted activities or grant applications; or an activity or research grant application with women’s rights and gender equality as the main outcome.</p> <p>Minimum criteria:</p> <ul style="list-style-type: none"> • Gender inequalities and differences, and impacts, are identified and disaggregated data included. • Outputs, outcomes, and recommendations focus on gender equality and women’s rights. • Partnerships have a strong commitment to the principle of diversity and inclusion. • Engagement of women’s groups or women is critical for the activity or grant applications and steps taken to identify and mitigate any potential negative impact. • Women’s leadership in the research team is considered critical to the project.



Disability Inclusion Marker

Category	Minimum Requirements
No impact	Activity or research project not expected to contribute to disability inclusion.
Low impact	<p>Disability rights is not one of the primary objectives of the activity or research grant, but there is at minimum a degree of awareness of the issues facing people with disabilities.</p> <p>Minimum criteria:</p> <ul style="list-style-type: none">• Barriers faced by people with disabilities are identified in the research grant or activity design, with disaggregated data used to support the proposal.
Moderate impact	<p>Activity or grant application does not explicitly address disability inclusion, but it has taken steps to consider the impacts of the activity or grant on people with disabilities.</p> <p>Minimum criteria:</p> <ul style="list-style-type: none">• Key disability aspects are identified in analysis, different impacts discussed, and disaggregated data in methods are proposed.• Resources to address identified barriers are detailed against activities.• Engagement of disability inclusion groups proposed, and steps taken to identify and mitigate any potential negative impact.
High impact	<p>Disability inclusion grant applications with disability rights as the main outcome.</p> <p>Minimum criteria:</p> <ul style="list-style-type: none">• Analysis, methods, outputs, outcomes, and recommendations focus on disability rights.• Disability issues and impacts of the activity or research grant application on people with disability are identified and disaggregated data included.• Partnerships have a strong commitment to the principle of diversity and inclusion promoting people with disability in the research team.• Engagement of people with disability is critical for the activity or grant application and steps taken to identify and mitigate any potential negative impact.



Social Inclusion Marker

Category	Minimum Requirements
No impact	Activity or research project not expected to contribute to social inclusion.
Low impact	<p>Social inclusion is not one of the primary objectives of the activity or research grant, but there is at minimum a degree of awareness of the issues facing those groups.</p> <p>Minimum criteria:</p> <ul style="list-style-type: none">• Barriers faced by marginalised groups are identified in the research grant or activity design, with disaggregated data used to support the proposal.
Moderate impact	<p>Activity or grant application does not explicitly address social inclusion, but it has taken steps to consider the impacts of the activity or grant on marginalised groups.</p> <p>Minimum criteria:</p> <ul style="list-style-type: none">• Key aspects of marginality of specific groups are identified in the analysis, different impacts discussed, and disaggregated data in methods are proposed.• Resources to address identified barriers are detailed against activities.• Engagement of vulnerable groups proposed, and steps taken to identify and mitigate any potential negative impact.
High impact	<p>Social inclusion target activities or grant application; or an activity or research grant application with the rights of a particular marginal group as the focus of its outcomes.</p> <p>Minimum criteria:</p> <ul style="list-style-type: none">• Analysis, methods, outputs, outcomes, and recommendations focus on the rights of a marginal group.• Social inclusion issues and impacts of the activity or research grant application on marginalised groups are identified and disaggregated data included.• Partnerships have a strong commitment to the practice of inclusion and diversity.• Representations of marginalised groups is critical for the activity or grant application and steps taken to identify and mitigate any potential negative impact.



6. APPLICATION PROCESS

a. How to apply

Grant applications must be completed in English and submitted via the online application portal by **11.45pm AEST on 12 September 2024**.

The Application Portal can be found at the following link: <https://portal.aassrec.org>

Please complete the online application form and provide all information required for consideration of funding support through the grant program.

The AASSREC Secretariat will acknowledge receipt of your grant application by email.

If you find an error in your application after submitting it, you should contact the AASSREC Secretariat immediately. If we find an error or information that is missing, we may ask for clarification or additional information from you that will not change the nature of your application. The AASSREC Secretariat does not have to accept any additional information, nor requests from you to correct your application after the closing time.

If you experience any technical difficulties in submitting your application, please contact the AASSREC Secretariat via email at info@aassrec.org

b. Preparing your application

The Principal Applicant is responsible for ensuring the application is complete and accurate. Only the Principal Applicant will enter into a grant agreement with AASSREC (generally through their employing institution) and be responsible for the grant.

Applications are expected to include details of contributing activities from all co-applicants. This includes:

- The name, position title, institution, country, and qualifications of co-applicants
- Details of how the co-applicants will contribute to the proposed project (role/responsibilities to achieve project goals)
- The co-applicant's priority status regarding Section 5b of these application guidelines

Submitted applications with false or misleading information may be excluded from further consideration by the grant selection committee.

c. Attachments to the application

The following documents must be submitted via the online application form:

- The curriculum vitae (CVs) of the Principal Applicant and all Co-applicants
- A letter of support from the Principal Applicant's institution, confirming:
 - The Principal Applicant is employed at or affiliated with the institution;
 - The institution will support the Principal Applicant's participation in the proposed project and ensure that the required infrastructure is made available;
 - The support letter must be on the official letterhead of the institution, specify the name of the Principal Applicant and project title, and be signed by the delegated authority/management of the administering institution.



d. Expected timing of grant process

The grant timeline is outlined below.

Activity	Timeline
Applications Open	1 August 2024
Closing Date for Applications	12 September 2024
Assessment of applications	September/October 2024
Notification of successful applicants	October 2024
Notification of unsuccessful applications	October 2024
Negotiation of grant awards	October 2024
Grant activity commences	On or after 1 November 2024
Duration of Grant	12 month period between 1 November 2024 and 31 December 2025

e. Use of Artificial Intelligence (AI) in your application

Where applicants use generative AI and AI-assisted technologies in the writing process in preparing the grant applications, these technologies should only be used to improve readability and language of the work. Applying the technology should be done with human oversight and control and applicants should carefully review and edit the result, because AI can generate authoritative sounding output that can be incorrect, incomplete, or biased. Applicants are ultimately responsible and accountable for the contents of the work.

Applicants should not list AI and AI-assisted technologies as an applicant or author of the application, nor cite AI as an author. Authorship implies responsibilities and tasks that can only be attributed to and performed by humans. Each applicant is accountable for ensuring that the accuracy and integrity of the application are appropriately addressed. Applicants are also responsible for ensuring that the work is original, that the stated applicants qualify for eligibility, and the work does not infringe third party rights before they submit.

f. Questions during the application process

Applicants, with any questions during the application period, are encouraged to please contact the AASSREC Secretariat on +(61) 2 6249 1788 or by email at info@aassrec.org.

7. SUCCESSFUL GRANT APPLICATIONS

a. The grant agreement

The AASSREC Secretariat will enter into a legally binding grant agreement with the successful applicant's institution/organisation. However, where discretionary consideration is provided by the AASSREC Secretariat through the application process, the grant agreement can be made directly with the individual Primary Applicant.



The AASSREC Secretariat must execute a grant agreement with successful applicants before payments can be initiated. The AASSREC Secretariat is not responsible for any project expenditure prior to the execution of a grant agreement ('execution' means both grant recipients and the AASSREC Secretariat have signed the agreement). To avoid risk, successful applicants are advised to not commence project activities until the execution of the grant agreement.

The grant agreement, based on budget forecasts provided by successful applicants, will state the maximum grant amount to be paid for individual projects.

The AASSREC Secretariat may recover grant funds if there is a breach of the grant agreement.

Successful applicants will have 30 days from the date of a written offer to execute the grant agreement with the AASSREC Secretariat. This period facilitates a time for the AASSREC Secretariat to negotiate and finalise grant project details with successful applicants.

The offer may lapse if both parties do not sign the grant agreement within this time and awarded to a different applicant.

Grant recipients should not make financial commitments towards the project until a grant agreement has been executed.

b. How we pay the grant

Funding for the Priority Social Science Research Program Grants will not exceed \$57,750 AUD as stipulated at Section 2 of these guidelines. All additional costs, outside of those expressed in the grant agreement, must be met by grant recipients.

The AASSREC Secretariat will pay the grant in instalments as follows:

- 50% on execution of the grant agreement;
- 40% after six months, on acceptance of a satisfactory progress report;
- 10% on acceptance of a final report at the conclusion of the project.

All payments will require provision of a valid invoice.

It is the preference to provide grant funds to the grant recipient's (Principal Applicant) institution/organisation. However, where discretionary consideration is provided by the AASSREC Secretariat through the application process, alternative payment arrangements may be made.

Applicants should also note the IDRC has conducted general agreements for scientific and technical cooperation with several governments. These agreements establish the framework for IDRC cooperation with that country by defining the rights and obligations of both IDRC and the government. As such, the applicant institution may be required to obtain country approval in accordance with these agreements prior to receiving funding. In such cases, AASSREC reserves the right to refuse payment of grants or make alternative arrangements if the country approval process experiences significant delay.

Grant recipients will be required to report how grant funds were spent at the completion of the grant project/activity.



c. Reporting Requirements

Successful applicants are required to submit a progress report after six months, and a final report on the research activities funded by the program within two months following the completion of the funded activity. We will expect you to report on:

- progress against agreed grant activity and outcomes
- the objectives of the project/activity and details of international visits or meetings
- how the project complied with meeting ethical standards across its duration
- project outcomes, and research findings
- contributions of participants directly related to the grant activity
- progress in the international collaboration undertaken more generally
- directions for future research
- a detailed financial statement indicating how funding was spent against the budget, and any grant funds remaining (final report only), and
- any other details of interest.

The report and any other outputs of the project must comply with IDRC's [Open Access Policy](#) and [Open Data Statement of Principles](#).

Grant recipients should advise the AASSREC Secretariat, as soon as possible, if anything is likely to affect your grant activity.

8. PROBITY

The AASSREC Secretariat will ensure the grant selection process is fair, and in accordance with these grant guidelines.

a. Complaints and enquiries

All complaints and/or enquiries about the grant process must be lodged in writing with the AASSREC Secretariat.

The AASSREC Secretariat will not provide feedback to unsuccessful applicants.

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, or any misconduct incident or concern related to the funded project. This includes any incidents of misconduct relating to fraud, theft, data security breaches and privacy breaches, sexual exploitation, abuse and harassment, workplace harassment and violence, workplace discrimination, harm to property, conflicts of interest, disclosure of possible wrongdoing, or broader unethical conduct.

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:

- Obtain and comply with any ethical approvals necessary to undertake the project from local institutions or authorities
- 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, 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.



**PRIORITY SOCIAL SCIENCE RESEARCH GRANT
EXAMPLE APPLICATION FORM**

Principal Applicant Details (Principal Investigator)	
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 where you live*	e.g. Cambodia
Personal Address*	Street, City, State/Region, Post code, Country/Territory

Institution Details	
Institution Address*	Street, City, State/Region, Post code, Country/Territory
Institution website*	
Institution Legal Registration Number	
Name of contact person*	e.g. the person who is legally authorised to sign/arrange funding agreements on behalf of the institution
Email of contact person*	
Phone (including international code)	

Tertiary Qualifications of Principal Applicant*		
Qualification Name	Institution	Year Conferred
		YYYY
		YYYY

Priority Researcher Status of Principal Applicant*
Explain (if applicable) how the Principal 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 lower-middle-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

Alignment with Priority Research Themes

Select the relevant priority research theme for your project*

- Advancing gender equality
- Sustainability and climate change
- State and social transformations
- Indigenous knowledge systems
- Intergenerational inequality
- Other

Project Summary*

Outline the significance of the project including rationale, aims and objectives, research design and methodology, timeline, expected outcomes and international collaborations (noting that each proposal must involve collaboration of researchers from at least two Asia-Pacific countries (Character limit: 20,000 including spaces, approx. 2000 words).

Impact Strategy*

Outline your proposed strategy to generate impact through the proposed project. Include plans for dissemination, and social, policy and/or research impact. (Character limit: 3,000 including spaces, approx. 300 words).

Stakeholder Plan*

Provide a statement outlining the plan to engage appropriate stakeholders to achieve your impact strategy. 'Stakeholders' refers to a group of actors who are not listed as partners on your proposal but nonetheless play a critical role in ensuring that your project has maximum impact throughout your project cycle. Applicants should articulate a plan to identify the most appropriate and relevant groups of actors who will be engaged, understand, and assist your project to achieve impact. (Character limit: 2,000 including spaces, approx. 200 words).

GEDSI Responsiveness

For each of the following GEDSI Markers, select a category to indicate the degree to which your project impacts on GEDSI groups (see sections 5c, 5d, 5e & 5f of grant guidelines).

Gender Equality Marker*	Select: No impact / Low impact / Moderate impact / High impact
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Disability Inclusion Marker*	Select: No impact / Low impact / Moderate impact / High impact
Social Inclusion Marker*	Select: No impact / Low impact / Moderate impact / High impact

Describe the ways in which the project will address inequalities and advance GEDSI. Include a description of the level of engagement with GEDSI groups through different stages of the research, including co-design and consultation consideration. (Character limit: 4,000 including spaces, approx. 400 words).*

Ethical Considerations*

Please outline the ethical considerations associated with your proposed project. Include potential risks, safeguards, measures to ensure the welfare and rights of participants, and if applicable, details of any permits or permissions required to lawfully and ethically conduct the research in the jurisdiction(s) where it is to be conducted. (Character limit: 3,000 including spaces, approx. 300 words).

Role/Responsibility of Principal Applicant*

Outline the project role/responsibility of the Principal Applicant (Character limit: 2,000 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*	
Institution website*	
Position Title*	
Primary Social Science Discipline*	
Nationality*	
Country/Territory in which they live*	

Tertiary qualifications*:



Qualification Name	Institution	Year Conferred

Project Role/Responsibility *

Outline the project role/responsibilities of this researcher/contributing project participant. Character limit: 2000 including spaces, approx. 200 words)

How (if applicable) does this project participant meet the priority researcher status for this program.*

(See section 5a of guidelines, character limit: 2,000 including spaces, approx. 200 words)

Budget*

The maximum grant funding available to successful applicants through this program is \$57,750 (AUD).

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 and 4c of the grant guidelines. (Character limit: 20,000 including spaces, approx. 2,000 words)

Application Attachments*

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

- Curriculum vitae (CV) of the Principal Applicant and the Co-applicants.
- 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 20 December 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.

*denotes required field