

**Melbourne Sustainable Society Institute (MSSI)**

**Climate Transformations Seed Funding Application2019/2020**

*The Melbourne Sustainable Society Institute (MSSI) facilitates interdisciplinary research on sustainability across faculties and centres at the University of Melbourne, emphasising the contribution of the social sciences and humanities to understanding and addressing sustainability and resilience challenges.*

*MSSI invites proposals from shortlisted EOIs for seed funding for climate-focussed, cross-Faculty, interdisciplinary and innovative research projects to be undertaken and completed in 2019/2020.*

Please complete each section below in conjunction with the **MSSI Seed Funding Guidelines 2019/2020** (what are these and can we link to them??)and return to:

**Sangeetha Chandra-Shekeran,**

**Deputy Director, Melbourne Sustainable Society Institute**

**E:** [**sangeetha.chandra@unimelb.edu.au**](mailto:sangeetha.chandra@unimelb.edu.au)

By C.O.B. 2 August 2019.

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| --- | --- | --- | --- |
| CONTACT DETAILS OF PROJECT LEAD/CHIEF INVESTIGATOR | | | |
| Name | [Email:] | | |
| PROJECT DETAILS | | | |
| Project title |  | | |
| Start date | DD/MM/YY | Completion date | DD/MM/YY |

# **Project team**

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| Please list project team members [Title, Name, Position, Organisation, Project Role]: |
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**Project aims**

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| Please outline the project aims, including how these relate to the key objectives of MSSI, as noted in the Seed Funding EOI call (provide link) and the problem the project seeks to address [Max: 400 words]: |
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# **Project plan**

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| Please outline the project plan, including your engagement and communication strategy [Max: 400 words]: |
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**Budget**

Projects and expenditure must align with the University’s financial policies and procedures, and project budgets may incorporate the following types of expenditure:

* Research assistance
* Consumables
* Expert services
* Costs associated with workshops or events, including accommodation, catering, transport for speakers, translation etc
* Travel costs [e.g. bringing overseas or interstate industry partners to a workshop, modest travel expenses for project team members etc]
* Dissemination costs

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| --- | --- |
| Provide a brief description of project expenditure items, and estimated budget for each: | |
| **Description of expenditure** | **Budget** | |
|  |  | |
|  |  | |
|  |  | |
| **TOTAL** | **$** | |
| **Budget justification:** | |
| **Details of other funding sources [if relevant]:** | |

**Melbourne Sustainable Society Institute**

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**Project milestones and deliverables**

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| Please note key milestones, events, outputs, and related timelines:  ***Details of at least one research translation piece is required as a core output*** |
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# **Return on Investment (RoI)**

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| Please outline your RoI strategy, including specific reference to grant schemes, potential philanthropic sources, or the cultivation of relationships with industry, government and other partners with a view to further advancing your project and/or its outcomes: |
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**Conditions of grant**

Conditions pertaining to the award of MSSI seed funding are as follows:

* Grant Offers must be accepted in writing by the Project Lead, and co-signed by their Head of Department/School
* Successful applicants will acknowledge Melbourne Sustainable Society Institute support when communicating project outcomes
* The Project Lead will be the contact person for all administrative matters relating to the project, and ensure project milestones are achieved, and reporting requirements are met in a timely way
* The Project lead will ensure the project is conducted in accordance with all relevant University policies, including compliance with the Code of Conduct for Research and Human Research Ethics Committee (HREC) requirements
* The project will comply with any conditions in the Offer of Grant relating to expenditure approvals
* The Project Lead will notify MSSI as soon as practicable if, for any reason, the project cannot proceed as planned (to enable recoup and redistribution of funds).