THE UNIVERSITY OF QUEENSLAND
EARLY CAREER SCHOLARSHIP OF TEACHING & LEARNING
GRANTS

Conditions of Award and Administrative Arrangements
For Funding Awarded in 2015

Ethical Clearance

It is the responsibility of the Chief Investigator to comply with the University's ethical clearance requirements. If you are unsure whether you require ethical clearance for your project, please refer to the guidelines on our web page:


Period of Grant and Carry Forward

The grant is for the calendar year mid-2015- Mid-2016. Grants will be funded in arrears. The project end date can be requested to extend past Mid-2016, and approval of Deputy Vice-Chancellor (Academic) will be required for this to happen.

Use of Grant

Each award has been recorded as a ‘block’ grant with no apportionment between the various expenditure categories. The funds can be used to pay any category of research expenditure (salaries, equipment, computing, maintenance or travel) consistent with the proposal. Where they have been specifically requested, the grant can be used for assistance with teaching relief. Funds may be used for overseas travel to carry out fieldwork or research essential to the project, or for participation (presentation of a poster or paper) in a directly related conference. All expenditure must be in accordance with your project budget.

You are reminded that the following are NOT supported by an Early Career SoTL Grant:

- the supplementation of projects being funded by other agencies
- curriculum renewal - there must be clear evidence that the proposed project is a new initiative, or an innovative and/or collaborative extension to existing curricula
- abstracting services
- publication costs of any kind
- projects which consist primarily or substantially of conference travel
- short-term participation of eminent scholars on sabbatical leave
- travel or other expenses while the investigator is on a Special Studies Program
- employer contributions to elective superannuation
- fees of overseas students
- This scheme is not designed to provide funds for projects that constitute the topic for an applicant’s higher degree thesis.

The limited tenure of the award makes it unsuitable to provide support for a postgraduate student.

Links to useful information

Information about travel/subsistence/per diem rates is available at:


Last updated 26 November 2013

ECSoTL Conditions of Award 2014
A schedule of salaries for research support staff may be accessed at the following address:

Advice on the qualifications and/or experience associated with various research support-staff categories:
http://www.hr.uq.edu.au/documents/HR/PPL/5.40.03ClassGuidelinesResProfStaff.pdf

**Salaries**

If the grant is used to pay a salary (eg. of a research assistant), the following salary-related expenditure **(on-costs)** will be charged to the account –

**Non-Casual Staff (27.988%):**

- 17% Superannuation
- 0.25% Workers Compensation
- 4.75% Payroll Tax
- 0.808% Payroll Tax on Superannuation
- 1.5% Recreation Leave Loading
- 2.4% Long Service Leave Provision
- 1.28% Parental Leave Provision

**Casual Staff (16.828%):**

- 9% Superannuation
- 0.25% Workers Compensation
- 4.75% Payroll Tax
- 0.428% Payroll Tax on Superannuation
- 2.4% Long service leave provision

Please note: Academic Research Staff cannot be employed under this scheme (this includes Part-Time appointments). Support is only available for research/technical assistance (HEW Levels 1 – 7).

**Withdrawal of Chief Investigators**

When a Chief Investigator withdraws from the project, because of resignation or other reasons, the Head/ the School concerned should inform the Deputy Vice-Chancellor (Academic). If the Deputy Vice-Chancellor (Academic) is not satisfied that the project can proceed without undue difficulty, the grant will be terminated. Grants can only proceed if the investigator(s) named on the proposal continue employment with the University.

**Report on Project**

When support from the UQ Early Career SoTL Grants Scheme ends, a report is to be forwarded via the relevant Head of School to the Faculty Associate Dean (Academic), with a copy to the Deputy Vice-Chancellor (Academic). The report should be a succinct statement of the aims of the project, the results achieved, and the contribution the project has made to the Scholarship of Teaching and Learning. Reports should be sent to the Award and Grants Officer at Institute for Teaching and Learning Innovation, teaching.awards@uq.edu.au