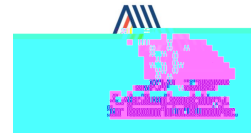




Title	Guidelines for AARE Special Interest Group (SIG) Grant Application
Date Effective	April 2022



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Overview

The Australian Association for Research in Education (AARE) recognises the importance of Special Interest Groups (SIGs) to the work of building research capacity and strengthening collegial networks within our research community. AARE obtains its funding via membership fees and conference income. It is important to recognise that any services or funding provided by AARE is in fact drawn from the financial contributions that members make to the association. As such, it is imperative that AARE can justify expenditure to members and ensure that this expenditure is made with due diligence and in a transparent and consistent manner.

Bearing in mind the ongoing different and difficult times we are now living with, AARE encourages SIGs to explore different ways of achieving scholarly research capacity building outcomes for SIG members, AARE members and the wider education research community. To support such endeavours, AARE provides an annual funding scheme.

Applications for funding may be made for grants in three categories: Major Grants, Minor Grants and a new Major+ category (introduced in 2022). Once funding has been announced the funding levels will be advertised on the AARE website. All current SIGs are entitled to apply for grants in each financial year funding period.

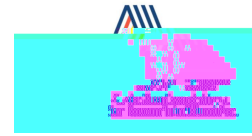
SIG activities supported by this grant program are outlined at page 5 of this document. Activities should be open to all members of the relevant SIG and should benefit as



Eligibility

To apply for an AARE grant the SIG Convenors and Co-Convenors must be current financial members of AARE.

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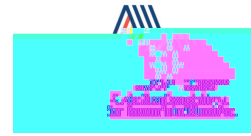


Funding

Level and period of funding

Three levels of grants are available: Minor grants, Major grants and Major+ grants for the value advertised on the AARE website.

Applications need to demonstrate that the level of funding is appropriate to achieve the proposed reach and scholarly contribution as per the selection criteria.



- Webinars
- Printing of workshop materials
- Editing of filmed online events for access via the AARE website
- Transcription of filmed or recorded interviews
- Supports for Research Students and ECR linked to a mentoring program

Note:

Each budget item will be funded only once. No duplication of funding is permitted for items already supported by funding from external sponsors.

Where a registration fee exists for participants at a funded event, AARE members must receive a discounted registration rate.

If a sponsored or co-sponsored activity is expected to generate delegate fees (for example event registration) then this should be indicated on the proposed budget along with an indication of what the proposed fees will pay for (how any delegate fees will be used to cover costs on a break-even basis).

It is an expectation that funded SIG initiatives are non-profit, therefore any underspent funds or unexpected delegate fees will return to the AARE operating budget.

Only those items included on the proposed budget will be funded. Should there be a need to make budgetary changes after award of the grant, a request to change expenditure against an approved budget must be made in writing to the AARE Executive Management Team and approval will be at the discretion of the AARE Executive Committee. Awardees are required to request any changes to the awarded budget prior to changes being made to plans to ensure that costs can be covered.

Where recordings of events are made, written approval from presenters must be obtained to allow AARE to place these recordings on their website to be accessed by AARE members.

Budget items not supported

The use of AARE Grants does not support:

Items that only benefit a small number of SIG members, unless approved by AARE and there is a transparent and equitable process for identifying the recipients of the funds. For example, if funds are to be used for the external engagement of an editor to edit a small number of journal articles, then an equitable process for identifying the individuals must be provided to AARE.

Under the current restrictions, international travel, interstate air travel, and accommodation will only be supported if such travel meets all current restrictions. AARE will not be held liable for any changes to travel restrictions while a person is attending an event.

Event dinners at restaurants that are outside of the actual event. NB catering for a face to face event, such as a light luncheon can be funded.

Competitions

Payment of honoraria to persons who are currently employed where there is a reasonable expectation that presenting at such events is part of their employment. For example, academics employed at universities and persons employed at government departments. Small payments for services or presentations may be considered if the person presenting is not employed or employed in the private sector. Small payments for services or presentations may be considered if the person presenting is not employed or employed in the private sector. Small payments for services or presentations may be considered if the person presenting is not employed or employed in the private sector. Small payments for services or presentations may be considered if the person presenting is not employed or employed in the private sector.

Duplication of funding from co-sponsors



