



**WRITTEN EVIDENCE FOR ARC DISCOVERY PROJECTS**  
**(For evidence of agreement from Proposal participants and organisations)**

**The Administering Organisation is required to obtain written evidence of all relevant parties necessary to allow the proposed Project to proceed as specified in the Grant Opportunity Guidelines for schemes under the Discovery Program (2018 edition)(the Grant Guidelines 2018). The written evidence must be retained by the Administering Organisation.**

In the section below, for each participant and organisation please obtain the signature(s) of Chief Investigators/Partner Investigators/organisation DVCR/CEO or delegate OR attach written evidence of agreement. This written evidence needs to be firsthand confirmation in written form (e.g. handwritten or electronic letters or emails).

Step 1: Save certification form below with your Proposal ID number (from RMS)

Step 2: Forward form to ALL participants and organisations listed on the Proposal

Step 3: Collect ALL responses from participants and organisations.

Step 4: Attach and send ALL responses in ONE (1) email to [research-applications@newcastle.edu.au](mailto:research-applications@newcastle.edu.au) by **5pm Wednesday 20 February 2019**

Please note that as per the *Instructions to Applicants for Discovery Projects*:

The Administering Organisation must obtain the agreement, attested to by written evidence of all the relevant persons and organisations to allow the proposed Project to proceed as specified in the Funding Rules. This excludes the employing organisations of overseas Partner Investigators (PIs) and any participant's current organisation which is not their relevant organisation for the Proposal. This written evidence must be retained by the Administering Organisation and must be provided to the ARC if requested.

Application ID: \_\_\_\_\_



## WRITTEN EVIDENCE FOR DISCOVERY PROJECTS

(For evidence of agreement from Proposal participants and organisations)

The Administering Organisation is required to obtain written evidence of all relevant parties necessary to allow the proposed project to proceed as specified in the *Grant Guidelines for the Discovery Program (2018)* (grant guidelines). The written evidence must be retained by the Administering Organisation.

**Please note: The use of this pro forma is not mandatory.** Each Administering Organisation may determine their own required format for the written evidence (for example, correspondence on an organisation's letterhead or an email with a detailed electronic signature). The ARC reserves the right to seek the evidence from the Administering Organisation to support the certification of applications if requested. If a different type of written evidence is used, please ensure that the participants provide the same level of certification as detailed below.

### Certification by Chief/Partner Investigators

I certify that:

- i) all the details on this application are true and complete;
- ii) proper inquiries have been made and I am satisfied that I meet the eligibility criteria as specified in the grant guidelines;
- iii) as a participant listed on the application I have responsibility for the authorship and intellectual content of this application, and have appropriately cited sources and acknowledged significant contributions where relevant.
- iv) I have complied with the grant guidelines and the *Discovery Projects Instructions to Applicants for funding commencing in 2020* and if the application is successful I agree to abide by the terms of the *Discovery Program grant agreement (2018)*;
- v) I understand and agree that all statutory requirements must be met before the proposed research can commence;
- vi) I have notified the Administering Organisation of any actual or potential Conflicts of Interest I may have in relation to the application and I undertake that, if the application is successful, I will notify the Administering Organisation of any Conflicts of Interest which arise subsequent to the submission of the application; and
- vii) I will notify the Administering Organisation if there are any changes in my circumstances which may impact on my eligibility to participate in, or ability to perform, the project subsequent to the submission of this application.

In participating in this application, I consent to:

- i) this application being referred under confidentiality conditions to third parties, including to overseas parties, who will remain anonymous for assessment purposes; and
- ii) the ARC copying, modifying and otherwise dealing with information contained in the application for the purpose of conducting the funding round.

### Certification by Organisation/s (other than the Administering Organisation) contributing to the project (DVCR, CEO or delegate) if applicable

I certify that:

- i) my organisation supports the application and will contribute the resources outlined in the application; and
- ii) I have read, understood and complied with the grant guidelines, and if the application is successful I agree to abide by the terms of the *Discovery Program grant agreement (2018)*.

**In the section below, for each Participant (CI, PI and organisation) please obtain the Signature(s) of Chief Investigators/Partner Investigators/Organisation DVCR/CEO or delegate OR attach written evidence of agreement. This written evidence needs to be firsthand confirmation in written form (for example, handwritten or electronic letters or emails).**

Please tick one box:  Chief Investigator  Partner Investigator  Organisation

Full name:		Position:	
Signature:		Date:	

**Note: Please copy this page if further signatures are required. Each signatory need only sign once.**