These guidelines have been developed to provide additional information to FCE applicants. These guidelines must be read in conjunction with the FRG Guidelines for Funding (available at http://www.ro.unsw.edu.au/funding/frg/2007/index.shtml).

1. Project Summary and Project Description (A4 & E)
The FRG Assessment Committee includes a representative of each school in FCE. Applications should be written in plain English so that all members of the Committee can understand the nature and objectives of the proposal. Applicants are advised to avoid using jargon.

2. RFCD and SEO codes (A5)
These codes are available at http://www.ro.unsw.edu.au/codes/

3. Scaled-down ARC applications (A6)
Applicants wishing to submit a scaled-down ARC application must seek approval from the FCE Research Office before submission. Provided such permission is granted, applicants must carefully rework the ARC proposal to suit the FRG scheme and budget restrictions.

4. Project Costs (B)
Please ensure that you follow the instructions provided under B2 Justification of Funding Requested.

For current salary rates for casual staff please refer to the table provided at http://www.hr.unsw.edu.au/services/salaries/casgnsal.html

For on-cost details refer to http://www.hr.unsw.edu.au/services/salaries/oncosts.html

Where applications include an Associate Investigator from outside FCE, budget details of funding provided by the Associate Investigator must be included under B3.

5. Feedback and Sample Applications
The Faculty Research Office can arrange for you to view samples of FRG applications that have been successful in previous rounds. Each school should have a mechanism for providing advice and feedback on applications prior to submission. Please contact your Head of School for more information.
6. **Contact with Assessment Committee members**  
The FRG Assessment Committee comprises a representative from each school, normally the School Postgraduate Research Coordinator. Applicants are instructed not to lobby assessors prior to the Assessment meeting.

7. **Further Information**  
Applications (12 copies) should be lodged by 20 October with Colin Withers FCE Research Office Deans Unit Quadrangle Building. If you require any further advice, please contact Colin on ext 56777.