[Research](http://research.unimelb.edu.au/index.html" \l "home) / [Work with us](http://research.unimelb.edu.au/index.html#work) / [How we support your research](http://research.unimelb.edu.au/how-we-support.html) / [NHMRC Funding](http://research.unimelb.edu.au/funding/nhmrc/scheme-list.html)

Early Career Fellowships

[Overview](#overview) [How to apply](#how) [Support documents](#resources) [Contacts](#contact) [Manage your grant](http://research.unimelb.edu.au/funding/nhmrc/manage-your-grant.html)

The information and support documents on this scheme are for reference ONLY and will be updated as soon as the latest versions are available.

**Critical dates**

Wednesday **13 January 2016**

**Applications open in RGMS**

WEDNESDAY **27 January 2016**

**1st Internal date for review by RIC**

Thursday **18 February 2016**

**Final submission due to RIC**

**Overview**

The purpose of NHMRC Early Career Fellowships (ECFs) is to provide opportunities for Australian researchers to undertake research that is both of major importance in its field and of benefit to Australian health.

A major objective of the scheme is to foster career development at the postdoctoral level by encouraging the beneficial experience of a different research environment.

ECFs provide for advanced training in health and medical research either in Australia or overseas (where appropriate), to enable Fellows to work on research projects with nominated advisers. Awards are offered to a limited number of persons of outstanding ability who wish to make research a significant component of their career.

Research, Innovation & Commercialisation (RIC) has a [Submission Policy for Major ARC/NHMRC Grants Rounds](http://research.unimelb.edu.au/funding/submission-policy-major-grant-rounds.html). Please review the full policy prior to submitting your application as it applies to this scheme and will be strictly adhered to.

**Steps to be completed by Chief Investigator A (CIA):**

1. Submit a Notice of Intent (NOI)

The [NOI](http://noi.mro.unimelb.edu.au/) should be completed early to provide RIC with CIA contact details.

1. Complete/update RGMS Profile and CV

The CI will need to obtain access to [RGMS](http://www.rgms.nhmrc.gov.au/) to complete this step.

1. Review the funding documents

The CI should read the NHMRC [Funding Rules](http://www.nhmrc.gov.au/book/nhmrc-funding-rules-2015/early-career-fellowships) and the [Advice and Instructions to Applicants](http://www.nhmrc.gov.au/book/nhmrc-advice-and-instructions-applicants-2015/early-career-fellowships), as well as review the [UoM Lodgement Coversheet](http://research.unimelb.edu.au/funding/docs/nhmrc_ecf_lodgement_form_v3.docm) and [UoM Authority to Submit](http://research.unimelb.edu.au/funding/docs/nhmrc_ecf_2016_authoritytosubmit_v2_doc.docm) form.

1. Complete draft application in RGMS

Complete the draft application in [RGMS](http://www.rgms.nhmrc.gov.au/).

1. Email a draft application to RIC

Email a draft application to [RIC](mailto:nhmrc-people-support@unimelb.edu.au) for review. A hardcopy is not required.

* + Use the ‘Request Latest Snapshot Report’ function in [RGMS](http://www.rgms.nhmrc.gov.au/).
  + Email two snapshot reports, the draft Grant Proposal (as a PDF) and a completed UOM Lodgement Form. A UOM Authority to Submit form is **not** required at this stage.
  + RIC will send an email upon receipt.

1. Complete the application after feedback

Complete application in RGMS after taking feedback into consideration. Applicants should also seek advice from colleagues and Faculty Mentors before finalising the application.

1. Applying for Heart Foundation co-funding?

If **'YES'**, the electronic copy of the Heart Foundation application form must be emailed to [nhmrc-people-support@unimelb.edu.au](mailto:nhmrc-people-support@unimelb.edu.au) as a word DOC with the email subject header *“ECF NHMRC/HF CO FUNDING FINAL”*. Please ensure that all signatures have been completed except for 'Verification by Research Office', which will be arranged by our office prior to submitting to Heart Foundation. This must be submitted before the Authority to Submit form is delivered to our office.

1. Certify the application in RGMS

Use the ‘CI Certification’ function in [RGMS](http://www.rgms.nhmrc.gov.au/). The application, once certified, will be locked and then submitted to RAO.

1. Submit the *UOM Authority to Submit* form

The form must be submitted to RIC in hardcopy before 5:00pm on the final *internal closing date*. This form should include:

* + Signature of the CI and Head of Department/Institute Director.

A hardcopy of the RGMS application is **not** required.

Note that this is an NHMRC requirement and the application cannot be submitted to NHMRC until RIC receives this form.

1. RIC will submit the application

Once the application has been submitted to NHMRC, the CIA will receive RGMS notification.

**Supporting documents**

**NHMRC**

* [ECF Fellowship](http://www.nhmrc.gov.au/grants-funding/apply-funding/early-career-fellowships)
* Funding Rules: [All Schemes](http://www.nhmrc.gov.au/book/nhmrc-funding-rules-2015) and [ECF Fellowship specific](http://www.nhmrc.gov.au/book/early-career-fellowships-scheme-specific-funding-rules-funding-commencing-2016): applicants must refer to both
* [Grant Proposal Template](http://www.nhmrc.gov.au/_files_nhmrc/file/grants/apply/fellowships/2015/grant_proposal_template_ecf_funding_commencing_2016.doc) (mandatory use)
* Advice and Instructions to Applicants: [All Schemes](http://www.nhmrc.gov.au/book/nhmrc-advice-and-instructions-applicants-2015) and [Scheme Specific](http://www.nhmrc.gov.au/book/early-career-fellowships-scheme-specific-advice-and-instructions-applicants) – applicants must refer to both
* [Guide to Peer Review](http://www.nhmrc.gov.au/book/guide-nhmrc-peer-review-2015-0)
* [ECF Guide to Researchers](http://www.nhmrc.gov.au/_files_nhmrc/file/grants/apply/fellowships/ecf_guide_for_researchers_141114.pdf)
* [RGMS Character Count online tool](http://www.nhmrc.gov.au/_files_nhmrc/rgms_charcount/rgms_char_count.html?utm_medium=email&utm_campaign=NHMRC+Research+Tracker+-+6+February+2015&utm_content=NHMRC+Research+Tracker+-+6+February+2015+CID_18f41afa614855d6a629096152b72f52&utm_source=Mailbuild&utm_term=NHMRC%20website)
* [RGMS Offline Forms](http://www.nhmrc.gov.au/grants-funding/research-grants-management-system-rgms) (review via RGMS entry only)
* [RGMS User Guides](http://www.nhmrc.gov.au/grants-funding/research-grants-management-system-rgms/rgms-training-program)
* [ECF Fellowship CV requirements](http://www.nhmrc.gov.au/book/nhmrc-advice-and-instructions-applicants-2015/1-cv-requirements-1)
* [Research Classification Guides](http://www.nhmrc.gov.au/grants-funding/policy/australian-standard-research-classifications-and-nhmrc-research-keywords-and-p)
* Co-Funded ECF's [Co-Funding Partners](http://www.nhmrc.gov.au/_files_nhmrc/file/grants/apply/fellowships/2015/early_career_fellowships_co_funding_partners_2015.pdf)
* [ECF Supervisor Report Template](http://www.nhmrc.gov.au/_files_nhmrc/file/grants/apply/fellowships/2015/ecf_supervisor_referee_report_template_without_rgms_profile_150202.doc) (NO RGMS profile)
* [ECF Supervisor Report Template](http://www.nhmrc.gov.au/_files_nhmrc/file/grants/apply/fellowships/2015/ecf_supervisor_referee_report_template_with_rgms_profile_150202.doc) (WITH RGMS profile)

**RIC**

* [UoM Lodgement Coversheet](http://research.unimelb.edu.au/funding/docs/nhmrc_ecf_lodgement_form_v3.docm)
* [UoM Authority to Submit form](http://research.unimelb.edu.au/funding/docs/nhmrc_ecf_2016_authoritytosubmit_v2_doc.docm)

**Other**

* Heart Foundation Postdoctoral Fellowships [Webpage](http://www.heartfoundation.org.au/research/funding/Pages/postdoctoral-fellowships.aspx), [Application Form](http://www.heartfoundation.org.au/SiteCollectionDocuments/HF_PdF_Application_Form_2015.doc) , [Instructions to Applicants](http://www.heartfoundation.org.au/SiteCollectionDocuments/HF_PdF_Instructions_2015.pdf) & [Facts Sheet](http://www.heartfoundation.org.au/SiteCollectionDocuments/HF_Factsheet_postdoctoral%20fellowship_090113.pdf) -      (ONLY applicable to HF co funding applicants)
* MSRA Postdoctoral Fellowship [Webpage & Instructions to Applicants](http://www.msra.org.au/fellowships), [Application Form](http://www.msra.org.au/fellowships) (available 13th February - ONLY applicable MSRA co funding applicants)

For copies of previous successful ECF Fellowship applications held in the (RI&C) library please contact us via [nhmrc-people-support@unimelb.edu.au](mailto:nhmrc-people-support@unimelb.edu.au)

[List of Faculty Grant Coordinators/Mentors](http://research.unimelb.edu.au/funding/faculty-grant-coordinators.html)

Questions and primary email [nhmrc-people-support@unimelb.edu.au](mailto:nhmrc-people-support@unimelb.edu.au)

**Key contacts**

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| **Frank Anastasopoulos** | 8344 8208 |
| **Emily Fero** | 8344 0821 |

* [Staff Intranet](https://staff.unimelb.edu.au/research)
* [Contact us](http://research.unimelb.edu.au/contact-us.html)
* [Find an expert](http://findanexpert.unimelb.edu.au/)

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* [Study with us](http://research.unimelb.edu.au/index.html#study)
* [Partner with us](http://research.unimelb.edu.au/)
  + [Research engagement](http://research.unimelb.edu.au/partner/research-engagement.html)
  + [Technology licensing & IP](http://research.unimelb.edu.au/partner/technology-licensing.html)
  + [Customised programs](http://research.unimelb.edu.au/partner/programs.html)
* [Work with us](http://research.unimelb.edu.au/)
  + [Working at Melbourne](http://research.unimelb.edu.au/index.html#work)
  + [Funding and support](http://research.unimelb.edu.au/how-we-support.html)
* [Contact us](http://research.unimelb.edu.au/contact-us.html)