

ANFF Frater Award Guidelines

2024 Staff Development Awards

Guidelines for funding in 2024-2025

ANFF Frater Award for Staff Development 2024 timetable

<i>Closing date for applications</i>	<i>20 September 2024</i>
<i>Announcement of funding</i>	<i>18 October 2024</i>
<i>Reporting deadline and program close</i>	<i>19 September 2025</i>

Important advice for applicants

The ANFF Frater Award for Staff Development is funded by ANFF Ltd and will be administered by the applicant's host Node.

1. Objectives

The Frater Award supports any activities for staff that will benefit their personal professional development, the capabilities of their Node's laboratories or the ANFF network. Grants will be comprised of (but not limited to):

- *Cash funds;*
- *Facility time; and/or*
- *Worktime allocated to the proposed project.*

As a suggestion, such activities could include (but are not limited to):

- *Registration/tuition/educational costs for an online conference, workshop, training or professional development course;*
- *Limited travel to an ANFF facility, another laboratory or Australian technical supplier;*
or
- *Resources to carry out independent laboratory work.*

2. Eligible applicants

Applicants must hold a position at least partly funded by ANFF and must hold that position when the work is carried out.

Applications need to outline:

- *The activity they wish to pursue;*
- *Details of the resources required;*
- *Details of co-contributions to the activity, if any;*
- *How the activity will aid in:*
 - *their personal professional development;*
 - *the capabilities of their Node's laboratories; or*
 - *the ANFF network.*

If applicants require facility time from another Node, they will need a letter from the Node in question supporting the application and submit it as part of the application process.

Applications require permission from their supervising Node Director.

3. Number of successful applications and level of funding

Applications, including the level of funding requested, should be discussed with your Node Director and facility manager and the final submission requires the node director's signature. The number of successful applications will be decided by the ANFF Board based on the quality of applications.

4. Budget items not allowed

The following budget items are not allowable:

- *Salaries;*
- *Budget items which should reasonably be supplied by the Nodes; and*
- *Infrastructure funding.*

5. Application process

Completed and signed applications are required to be submitted by email to Matthew Wright by **5pm Friday 20 September 2024**: matthew.wright@anff.org.au .

Applications will be reviewed and ranked by the ANFF Board.

Applications will be judged on the expected benefits for:

- *the applicant's professional development and/or*
- *the capabilities of their host Node and/or*
- *the ANFF network*

Co-contributions will be regarded favourably.

Successful applications will be announced on **Friday 18 October 2024**.

6. Duration of funding

Funds are required to be spent by **5pm 29 August 2025**. Funds will be provided based on a suitable invoice from the administering Node.

7. Reporting requirements

A short report on the outcomes of the activities will be required either on **completion of the activity** or at latest **5pm 12 September 2025**. A template will be provided.

8. Additional information

For any queries or to request additional information, please contact ANFF Administration Manager, Matthew Wright.

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