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

**SECTION 1 – Certification (Organsation)**

**WRITTEN EVIDENCE FOR LINKAGE PROJECTS (LP23)**

**(For evidence of agreement from application participants and organisations)**

**The Administering Organisation is required to obtain written evidence of all parties necessary to allow the proposed project to proceed as specified in the** [***Linkage Program Grant Guidelines (2023 edition): Linkage Projects***](https://www.grants.gov.au/Fo/Show?FoUuid=018f17e3-81f6-4001-8393-132af3271466)**(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 the Head of Department/Centre Director if applicable**

1. I agree that the project can be accommodated within the general facilities in my Department/Centre/School/Institute and that sufficient working and office space is available for any proposed additional staff;
2. I am prepared to have the project carried out in my Department/Centre/School/Institute under the circumstances set out in the application; and
3. I agree that the project will not be permitted to commence until there is an ethics plan in place to ensure that the appropriate clearances or other statutory requirements will be met before the part/s of the project that require those clearances commence.

**Certification by organisation/s contributing to the Project (CEO/DVCRI or their delegate) if applicable**

I certify that:

1. my organisation supports the application and will contribute the resources outlined in the application; and
2. I have complied with the grant guidelines, and if the application is successful I agree to abide by the relevant Commonwealth grant agreement.

**In the section below, for each organisation please obtain the signature(s) of the Head of Department/Centre Director (if applicable) and organisation DVCRI/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).**

Please tick one box: **[ ]** Head of Department/Centre Director  **[ ]** Organisation (DVCRI/CEO)

|  |  |  |  |
| --- | --- | --- | --- |
| **Full name:** |  | **Position:** |  |
| **Signature:** |  | **Date:** |  |

Please tick one box: **[ ]** Head of Department/Centre Director  **[ ]** Organisation (DVCRI/CEO)

|  |  |  |  |
| --- | --- | --- | --- |
| **Full name:** |  | **Position:** |  |
| **Signature:** |  | **Date:** |  |

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

**SECTION 2 – Conflict of Interest (CoI) Declaration (Investigator if applicable)**

As per Section 10 Probity of the ARC [***Linkage Program Grant Guidelines (2023 edition): Linkage Projects***](https://www.grants.gov.au/Fo/Show?FoUuid=018f17e3-81f6-4001-8393-132af3271466)*:*

**Conflict of interest**
10.5. You will be asked to certify, as part of Your application, any perceived or existing conflicts of interests or that, to the best of Your knowledge, there is no conflict of interest. Each individual or organisation named in an application must declare any conflict of interest that exists or is likely to arise in relation to any aspect of the application or project to You at the date of submission.

10.6. If a conflict of interest exists or arises, You must have documented processes in place for managing the Conflict of Interest for the duration of the project. Processes must comply with the *Australian Code for the Responsible Conduct of Research* (2018), the *ARC Conflict of Interest and Confidentiality Policy* and any relevant documents.

10.7. We will handle any conflicts of interest as set out in Australian Government policies and procedures.

Refer to the Conflict of Interest and Confidentiality Policyon the ARC website.

**If an Investigator/Candidate/Participant on the Application has a Conflict of Interest to declare, please complete the following:**

|  |  |  |
| --- | --- | --- |
| Title: | Full Name: | Application ID: |
| Briefly describe the Conflict of Interest and how this will be managed: |
| Signature: |

*Copy and paste table for several CoIs.*