



Incubator Grant Funding 2024 Project Grant Funding 2024

GUIDELINES

Applications open Monday 5 June and close Friday 14 July 2023

The Royal Hobart Hospital Research Foundation (the Foundation) has opened its call for applications for 2024 research funding under the annual categories of Incubator and Project grants, as well as a call for expressions of interest for the three-year Major Project grant. In total, the Foundation is expecting to fund approximately \$600,000 in local health and medical research during 2024.

These guidelines are specific to the Incubator grant and Project grant categories.

Incubator grants - up to \$10,000 each

The purpose of an Incubator grant is to develop an idea, enable a research group to pursue a new idea, or to provide seed funding and/or to assess viability of a research idea. An Incubator grant is not designed to be part of a broader research program.

Project grants - up to \$25,000 each

Project grants fund one-year investigations. They may demonstrate successful evolution from earlier funding through an Incubator grant or where evidence suggests a higher level of investment for a one-off grant is warranted.

The Foundation abides by the *Australian Code for the Responsible Conduct of Research* and pursues a rigorous assessment process on all funding applications. Funds are allocated based on merit using a nationally accepted approach predicated on competitive review by the Foundation's Scientific Research Advisory Committee (SRAC). This multidisciplinary committee draws upon diverse membership endorsed by the National Health and Medical Research Council (NHMRC).

Applications measured against Guiding Principles and Strategic Priorities

All applications must meet the Foundation's Guiding Principles and address one or more of the Strategic Priorities in order to be assessed.

The Foundation's Guiding Principles

Principle One: Research applications should demonstrate the potential for benefit to the health and wellbeing of Tasmanians.

Principle Two: Research applications should demonstrate building of local clinical research capacity at the Royal Hobart Hospital.

Principle Three: Research applications should enable research collaboration across disciplines and amongst researchers at various stages of their career path, particularly through alignment/partnership with other research experts/groups/centres/commercial bodies.

Principle Four: Research applications should demonstrate the potential for tangible and measurable benefits arising from proposed work, including one or more of the following:

- a) publication(s) in peer reviewed journals;
- b) a competitive research grant application to an external funding body;
- c) a health service delivery outcome (e.g. translation into clinical practice improvement) or a demonstrated major impact on policy development;
- d) development of a collaboration/partnership with an external research group or industry; and/or
- e) a patent application.

The Foundation's strategic priorities

Research should focus on diseases and conditions relevant to the Tasmanian community or improve health service delivery in the community. This includes:

- Aged care (including diseases of the elderly)
- A healthy start to life (including maternal and child health)
- Chronic disease (including cancer)
- Health service delivery and outcomes (including acute care)
- Social determinants of health including income, housing, education and access to affordable healthcare.

Additional funding opportunities

In 2024 the Foundation is also offering the following targeted funding opportunities for research into:

- a) life-threatening medical conditions of infancy; up to \$25,000
- b) improving the lives of those diagnosed with primary brain cancer; up to \$10,000
- c) improving quality of life for those experiencing, or at risk of, lung disease related to smoking; up to \$10,000. This may include research into public health measures (ie. understanding vulnerable populations and effective regulation/policy), smoking or vaping cessation, or managing conditions such as COPD, asthma, cystic fibrosis or lung cancer.

Submissions for these additional grants must demonstrate alignment with the specific focus as stated above, while still meeting the guiding principles and strategic priorities. This does not preclude the success of other submissions focusing upon a similar area which may be granted through the Foundation's general funding pool.

General funding rules for Foundation grants

All submissions must be made using the relevant grant application form, available on the Foundation's website, and should consider the general funding rules outlined below:

- All submissions will be assessed upon the merit of the proposed project, particularly the extent to which the proposal meets the Foundation's guiding principles; project scientific quality; significance and innovation; and team quality and capability relative to opportunity;
- The research project and intended outcomes must demonstrate alignment with one or more of the Foundation's strategic priorities;
- The project must demonstrate a scientific approach to investigation in terms of its feasibility, rationale, methodology, timeframe and innovation;
- The proposal must identify adequacy of resourcing, either solely through this grant program, or through additional sources of funding/in-kind support;
- It is not the intention of the Foundation's grants program to duplicate funding received from other sources, including the NHMRC, but to support additional work or a new program of works. If the project is part of a larger program of work, applicants must describe additional

funding received from any other funding body in Section 3 of the application form (Budget). Alternatively, if the project is under consideration for funding from any other funding body, applicants must provide details including the funding body, award type, name, category, date when outcome will become known and reference/application number if known in Section 3;

- The proposal must demonstrate how the research findings may result in a health service delivery outcome, either directly or as a consequence of subsequent policy development/adjustment;
- At least 80 per cent of research (including investment of grant funds) must occur within Tasmania involving local health professionals, unless a satisfactory rationale for this is provided, and the CIA must be resident in Tasmania during carriage of the grant;
- The research team must include at least one paid member of staff/formal appointment to the Royal Hobart Hospital and this person must be actively engaged in clinical and/or health service delivery; and
- No more than 25 per cent of grant funding should be applied to purchase of equipment unless a satisfactory rationale for this is provided;

Specific rules for Incubator and Project grants

- A Chief Investigator A must only appear as a CIA on one grant application in each category of Incubator and Project grants. Given that the CIA has to lead the investigation, it would be considered detrimental to that investigation if they were to be involved simultaneously in leading more than one Incubator grant and more than one Project grant in the same year. However, a CIA can appear as CIB, CIC etc on other Incubator and Project grants. Refer to the Foundation's Capping Rules table [here](#);
- Travel expenses may be included in the budget request where travel is essential to the project (e.g. fieldwork for patient visits where the project would not be feasible without this) and where these costs are directly related to the project's methodology; however, travel expenses related to attendance at conferences, investigator meetings and attendance at workshops are not permitted;
- The University of Tasmania (UTAS) will not apply infrastructure costs or Ethics fees in relation to successful applications for funding in 2024 for Incubator and Project grants; and
- The Department of Health will not apply Research Governance fees in relation to successful applications for funding in 2024 for Incubator and Project grants.

Submission

Applicants must submit their application using the relevant Foundation application form, for either an Incubator grant or a Project grant, available online from 5 June 2023 at www.rhhresearchfoundation.org/research/grants

In preparing their submission, applicants are urged to closely consult with research colleagues, including UTAS grants officers or relevant Department Business Managers (BMs) from within the THS/DoH. The aim of involving a grants officer/BM is to ensure that your application fully considers all aspects associated with Ethics approval, budget items, current and future capacity, associated resource needs, other sources of support etc. A grants officer/BM can then also support successful grant recipients in undertaking the various administrative elements associated with implementation and reporting against the project. Your grants officer/BM is welcome to contact the Foundation for further information and advice about our grants program prior to submission.

Once completed and signed by each member of the intended research team, the application must then also have certified support from a representative of the CIA's nominated institution with appropriate delegated authority (e.g. Head of Department, Head of School or Head of Institute).

Ensure you allow enough time for sign-off by the appropriate delegated authority before the submission deadline.

The application must be submitted as a single pdf document via email to research@rhhresearchfoundation.org by **5.00pm on the closing date, Friday 14 July 2023**.

Competitive review

Applications will be subject to independent review and assessment by the Foundation's SRAC which will then make a recommendation to the Foundation's Board.

Each application will be reviewed against the funding rules above and then assessed against the following criteria:

- Research quality (including significance and innovation) (40%);
- Potential for outcomes to benefit the health and wellbeing of Tasmanians (20%);
- Potential to build local research capacity at the Royal Hobart Hospital (15%);
- Team composition including feasibility and capacity to enable research collaborations across disciplines and stages of career (15%); and
- Budget (10%).

The SRAC will meet in September 2023 to reach a collective view arising from individual assessment of the applications, undertaken using a formal protocol. Any further details requiring clarification will be sought following that time. The SRAC will then make a recommendation for funding of 2024 Incubator and Project grants for submission to the Foundation's Board.

Outcome

The decision of the Board is final. It is intended that outcomes will be communicated to applicants by early October 2023.

For successful applicants, a formal grant agreement (the Agreement) will be drawn up between the Foundation and the applicant's nominated institution (i.e. UTAS or the THS/DoH). Funds can only be released by the Foundation once the Agreement is fully executed and upon provision of evidence of Ethics approval wherever this may be required. To achieve this in a timely manner, the following timeline should be noted:

- The Agreement will be issued by the Foundation in mid-November
- The Agreement should be fully executed within 90 days of its issue
- The researcher must provide evidence of Ethics approval to the Foundation by 31 March 2024, noting that the Agreement makes provision for an extension to this deadline if required and subject to approval
- The researcher should apply for DoH Research Governance (if required) as soon as is practicable upon receipt of the Agreement
- The nominated institution should invoice the Foundation for the full amount of funds nominated in the Agreement within 90 days of its execution.

Unsuccessful applicants will be notified in writing and may seek feedback on their application upon request.

Carriage of Grant Projects

Grant projects should be completed over the twelve-month period following execution of the contractual agreement, ideally over the twelve-month period from January 2024 once the Grant Agreement is signed, Ethics approval is gained and funds have flowed from the Foundation to the researcher's nominated institution.

Researchers may be asked to provide details of progress for promotional purposes and will be required to submit a formal report soon after the conclusion of their grant project for receipt by the SRAC.

Should any aspect of the intended project change at any time, the Foundation must be formally advised and approval sought from the SRAC. Extensions of time can only be given at the discretion of the SRAC. Any application for extension should be made at the earliest opportunity and no later than six weeks prior to intended project completion, as outlined under the Grant Agreement.

It should be noted that evidence of any subsequent publications, presentations, and/or additional funding will be sought as part of the Grant Agreement, together with formal acknowledgement of the Foundation's involvement in funding the research project.

Promotional opportunities

The Foundation may ask the CIA and/or other members of the project team to assist in its promotional activities by participating in media, publicity, stakeholder and fundraising events from time to time. This may include being a guest speaker at one of the Foundation's fundraising events, participating in a media interview or featuring in marketing collateral.

Assistance

Applicants requiring assistance to complete their grant application should consult their UTAS grants officer/THS Business Manager in the first instance. Should you require any clarification of these guidelines or need further assistance, contact with the Foundation can be made at any time Monday to Friday before 4.30pm.

Closing date

Applications close at 5.00pm on Friday 14 July 2023.

More information

Online: www.rhhresearchfoundation.org/grants

Email: research@rhhresearchfoundation.org

Phone: (03) 6166 1320