

TPCH Foundation Emerging Researcher Grants Advice to Applicants

This document provides information about the application process, eligibility and the conditions of applying for a TPCH Foundation Emerging Researcher Grant.

All documents are available on line at www.tpchfoundation.org.au. Further information can be obtained from Dr Stephanie Yerkovich, Research Development Manager, by calling 3139 4118 or emailing Stephanie.Yerkovich@tpchfoundation.org.au. Applicants are strongly encouraged to discuss their interest and eligibility for this program prior to submission.

General information

1. TPCH Foundation Emerging Researcher Grants have been developed to provide researchers who have successfully completed a small research grant the opportunity to further develop their skills and experience, while building research capacity at TPCH.
2. The grant is awarded for a project that must be completed within 12 months and the maximum amount that can be requested is \$25,000.
3. The grant may be used to provide salary support, purchase consumables and other research-related expenses. It cannot be used to fund basic computer equipment, such as personal laptops.
4. TPCH Foundation Emerging Researcher Grants are awarded to the applicant and are not transferrable. Successful applicants must also remain within or associated with their nominated research group for the duration of the grant. Any changes to circumstances must be discussed with TPCH Foundation who reserves the right to review the grant award, and to terminate it if deemed appropriate.

Obligations of awardees

Grant recipients are expected to disseminate their results through the normal scientific channels. The support of TPCH Foundation must be acknowledged in any publication, media or presentation arising from the research. Any publications or media releases should be sent to TPCH Foundation.

The ability of TPCH Foundation to support research is dependent on our ability to raise funds through donations. Therefore, the ability to engage with potential donors is critical to our success, and it is a condition of accepting the grant that recipients will include TPCH Foundation in any publicity surrounding the research. We ask that TPCH Foundation be notified **before** publications go to press, conference presentations are made or media releases are generated. In addition, TPCH grant recipients will be expected to provide regular research updates and may be called upon to participate in promotional activities.

Eligibility

1. To be eligible for an Emerging Researcher Grant, the applicant must
 - Have been awarded a small project grant, such as a TPCH Foundation New Investigator Grant or another similar scheme, where the applicant was a named Chief Investigator. For external grants, a small grant is defined as one that was valued between \$2,000 and \$50,000.





- Have successfully completed the grant, including all reporting and acquittal requirements.
- Have not been named as a Chief Investigator on a grant awarded more than \$50,000.
- Have not been awarded a Fellowship or any other salary support grant over \$50,000.

2. Equipment and travel grants are not viewed as project grants for eligibility, similarly, having been awarded an equipment or travel grant, to any value, does not deem an applicant ineligible.

3. Applicants will only be considered if the work is being undertaken at, or in significant association with, TPCF and/or in association with a TPCF community based service. However, it is not necessary to be employed by Queensland Health or Metro North Health and Hospital Service.

4. Any relevant Ethics approvals must be obtained prior to commencement of the research project. Approval is not required prior to submitting your application. It is the successful applicant's responsibility to ensure Ethics approval is received in a timely manner.

Application submission

1. Applications will only be accepted online through the Smarty Grants portal <https://tpcfoundation.smartygrants.com.au/> and must be submitted by 4pm on the due date. Late applications will not be accepted.

2. Signatures must be obtained from the applicant and mentor.

3. The administering institution must also be notified prior to lodging the application and any relevant approvals obtained.

Application process and assessment

The grant will be assessed by an independent research panel convened by TPCF Foundation. TPCF Foundation will review applications for eligibility, completeness and for alignment to TPCF. Applications that do not meet these requirements will not be assessed further.

The application process will be completed in two-stages. The first stage is an expression of interest, and the highest ranked applications (indicatively 10) will be invited to submit a research plan and budget, and to attend an interview. At the interview the applicant will verbally present their research plan for 10 minutes and will then have 10 minutes discussion time with the panel. The panel will rank the applicants based on both their written application and interview.

The EOI will be assessed on

- The research area, innovation and significance of the project to TPCF
- Research output, relevant to opportunity, and future research potential of the applicant

Those invited to submit a research plan in the second stage will be required to outline the background/rationale for the research, aims and hypothesis, methods, significance and expected outcomes. A broad timeline should also be included. The research plan will be a maximum of two pages. A justified budget must also be presented with the research plan. The applicant is strongly recommended to explain each line in the budget and to provide specific and detailed information to justify the expense.





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Administering Institution

An Emerging Researcher Grant may be administered through a University, however grant funds will fully remain within The Prince Charles Hospital Foundation and will not be transferred in full to another institution. Funds will only be transferred in arrears, and the invoice must break down the expenditure before payment will be made.

Reporting requirements

Grant recipients will be required to submit six monthly progress reports, due in April and October each year. It is the responsibility of the grant holder to submit these in a timely manner. Failure to submit a progress report may affect future funding with TPCH Foundation.

Conditions of application

1. Applicants authorise The Prince Charles Hospital Foundation to make any enquiries it considers necessary in relation to the proposed research project.
2. Applicants are bound by The Prince Charles Hospital Foundation's research grants policies which can be found online with the grants information at www.tpchfoundation.org.au
3. Successful applicants will only be able to access grant funds after signing an Acceptance Document and the Terms & Conditions. An example of the Terms & Conditions and Information documentation is on the Foundation website.

Key Dates

Emerging Researcher Grants EOI open – 16 August 2017

Emerging Researcher Grants EOI close – 11 September 2017

Applicants notified and successful applicants invited submit a research plan and attend an interview – 2 October 2017

Research plan due – 27 October

Interview – to be held between 6- 10 November 2017

Applicants notified of the outcome – 24 November 2017

