

TPCH Foundation 2019 Research Fellowships Advice to Applicants

This document provides information about the application process, eligibility and the conditions of applying for a TPCH Foundation Research Fellowship.

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 in this program prior to submission.

General information

1. TPCH Foundation Research Fellowships have been developed to build research capacity and sustainability by supporting full time researchers on TPCH campus or in significant partnership with TPCH and its associated community programs. The Fellowship is also designed to provide mentoring, support and career development to the applicant.
2. Fellowships are for three years and are not extendable or renewable. They are offered on a full-time basis only. TPCH Foundation Research Fellowships may be held on a part-time basis if the recipient is fulfilling family and/or carer responsibilities and must be negotiated in advance with TPCH Foundation.
3. Research Fellowships are valued at \$100,000 p.a. and must be used for salary and on-costs, and applicants cannot be in receipt of another Fellowship. Any shortfall in salary must be covered by the research group.
4. All research costs, such as consumables, must be provided by the nominated research group.
5. TPCH Foundation Research Fellowships are awarded to the applicant and are not transferrable. The successful Fellow must also remain within or associated with their nominated research group for the duration of the Fellowship. Any changes to circumstances must be discussed with TPCH Foundation, and TPCH Foundation reserves the right to review the Fellowship, and to terminate the Fellowship if deemed appropriate.

Obligations of awardees

Fellows 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.

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 award that successful Fellows will include TPCH Foundation in any publicity surrounding the research. In addition, TPCH Foundation Research Fellows will be expected to provide regular research updates and may be called upon to participate in promotional activities.

Eligibility

1. Applicants must hold a PhD or equivalent research qualification.
2. Applicants will only be considered if the work is being undertaken at, or in significant association with, TPCH Campus and/or in association with a TPCH community-based service.

3. The applicant must not have any outstanding TPCH Foundation progress reports.

Application submission

1. Applications will only be accepted online through the Smarty Grants portal <https://tpchfoundation.smartygrants.com.au/> and must be submitted by 12pm on the due date. Late applications will not be accepted.

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

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

Assessment

Applications will be assessed by an independent research panel convened by TPCH Foundation. TPCH Foundation will review applications for eligibility, completeness and for alignment to TPCH. Applications that do not meet these requirements will not be assessed further. The assessment will be based on two stages, the first stage is a written application and applications will be assessed on

- The research area, innovation and significance of the project (40%)
- Research output, relevant to opportunity, and future research potential of the applicant (40%)
- The research environment, including mentoring and support offered by the broader research team, and alignment to TPCH (20%)

A project plan, maximum of 4 pages excluding reference and figures, must be submitted. The plan must outline the background/rationale for the research, aims and hypothesis, methods, research plan and significance and expected outcomes. A broad timeline should also be included.

The highest ranked applications (indicatively 4) will be invited for an interview in the second stage where 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.

Administering Institution

The Fellowship must be administered by an administering institution, such as Universities and QH Hospitals. The administering institution (or its affiliate) must provide the facilities and services necessary for the Fellow to conduct their research during the term of the award.

Reporting requirements

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

Key Dates

Research Fellowships open – 8 July 2019

Research Fellowships close – 23 August 2019

Applicants notified, and successful applicants invited to interview – 18 September 2019

Interview – to be held between 30 September and 4 October 2019

Applicants notified of the outcome – early November 2019