

## **TPCH Foundation Team Grants Advice to Applicants**

This document provides information about the application process, eligibility and the conditions to apply for a TPCH Foundation Team Grant.

All documents are available on line at [www.tpchfoundation.org.au](http://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](mailto:Stephanie.Yerkovich@tpchfoundation.org.au). Applicants are also strongly encouraged to discuss their interest in this program prior to submission.

### **General information**

1. TPCH Foundation Team Grants are designed to provide a level of sustained support to drive research programs faster and to mitigate concerns over the tenure for key researchers. The grants are broad program based (eg Early detection of lung cancer) rather than specific components – and will be regarded as a holistic funding partnership between the Team and The Prince Charles Hospital Foundation.
2. The intent is to give greater certainty to researchers, reduce the time spent on application processes and ultimately enable the program to increase its effectiveness. In return the support allows TPCHF to market the achievements and be recognised as a sponsor in its entirety, and to inspire and engage community support throughout this relationship.
3. Additionally Team Grants are designed to
  - Create knowledge that will be of national and international importance
  - Build research capacity and sustainability by providing training opportunities and career development within the research group
  - Create a partnership between the Research Team and TPCH Foundation
3. Team Grants are for three years and are not extendable or renewable. To retain the grant and to receive the subsequent year of funding, Teams must be able to show progress and outcomes, and have acquitted at least 80% of the funding at the end of each year.
4. Team Grants are valued at \$200,000 p.a. and funding may be used for any research expense, as outlined in the application, such as salary costs, consumables or other reasonable research requirements.
5. TPCH Foundation Team Grants are awarded to the named Chief Investigators. Any changes in key personal must be discussed with TPCH Foundation. The research team must also remain within or associated with TPCH. Any changes to circumstances must be discussed with TPCH Foundation, and TPCH Foundation reserves the right to review the grant, and to terminate it if deemed appropriate.

### **Obligations of awardees**

Team Grants are provided as sponsorship to highly productive, successful teams. Sponsored teams are expected to partner with TPCH Foundation to discuss their outcomes and help to promote their research. The ability of TPCH Foundation to support research is dependent on our ability to raise funds through donations and to engage with potential donors. It is a condition of accepting the award that successful



Teams will partner with TPCH Foundation, and provide regular research updates, participate in promotional activities and 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. Any publications or media releases should be sent to TPCH Foundation. Research teams are expected to disseminate their results through the normal scientific channels, and the support of TPCH Foundation must be acknowledged in any publication, media or presentation arising from the research.

### **Eligibility**

1. 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.
2. Applicants are only allowed to be named on one Team Grant.
3. CIs are not required to be employed by Queensland Health or Metro North Health and Hospital Service. The focus is on supporting research that is taking place at TPCH or in significant association with TPCH and its associated communities.
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://tpchfoundation.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 all Chief Investigators.
3. An administering institution must also be notified prior to lodging the application and any relevant approvals obtained.

### **Assessment**

Team Grants 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 research being conducted
- Research output and future research potential of the team
- Building research capability and capacity, such as the inclusion of early-mid career researchers, and providing career pathways, mentoring and support within the research team.
- Linkages with TPCH Foundation.



A broad project plan, maximum of 4 pages excluding reference and figures, must be submitted. The plan should describe the research area, research plans over the next three years, potential outcomes, how these can contribute to better patient care and what measures of success will be used.

The highest ranked applications (indicatively 6-8) will be invited for an interview in the second stage. The Teams will verbally present their research for 10 minutes and will then have 10 minutes discussion time with the panel. The panel will rank the Teams based on both their written application and interview.

### **Administering Institution**

Team Grants may be administered by an administering institution, such as Universities and QH Hospitals, 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 tax invoice must break down the expenditure before payment will be made.

### **Reporting requirements**

Team 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 holders to submit these in a timely manner. Failure to submit a progress report may affect future funding of the grant and further grant opportunities 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](http://www.tpchfoundation.org.au)
3. Successful applicants will only be able to access grant funds after signing an Acceptance Document and the Grant Funding Agreement.

### **Key Dates**

Team Grants open – 23 August 2017

Team Grants close – 29 September 2017

Applicants notified and successful applicants invited to interview – 23 October 2017

Interview – to be held between 6- 10 November 2017

Applicants notified of the outcome – 24 November 2017

