

Advice to Applicants

End of Life and Palliative Care 2024 Grant Round

This document provides information about the application process, eligibility, and conditions to apply for a TPCH Foundation End-of-Life and Palliative Care Grant. Further information can be obtained from Dr Megan Grace, Research Manager (Megan.Grace@tpchfoundation.org.au), or on The Common Good [Researcher Hub](#).

General information

1. This grant scheme has been designed to provide a funding opportunity to support research into End-of-Life and Palliative Care projects that address a clinical need relevant to The Prince Charles Hospital (TPCH). Projects are expected to be small, standalone studies that can be completed within 1-2 years.
2. Grants will be awarded based on the idea, knowledge gain and significance of the research area, not on the track record of the Chief Investigators (CIs). However, the CIs must show that they can perform the research outlined in the proposal to ensure the research is feasible.
3. Grants are provided for up to 2 years, and extensions must be approved by TPCH Foundation.
4. The maximum amount that can be requested is \$50,000. Budgets and projects will be assessed for appropriateness.
5. Funding may be used for any direct research expense, such as salary costs (including on-costs), consumables or other reasonable research requirements. Equipment must be specific to, and of a nature essential for the needs of, the research activity. The Administering Institution must meet all service and repair costs for the equipment funded.
6. The grant cannot be used to fund equipment for personal use, or institutional overheads.
7. The research team must 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.
8. 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.

Obligations of awardees

Grant recipients are expected to disseminate their results through the normal channels, such as peer reviewed publication, conference presentations, consumer/stakeholder workshops and media. The support of TPCH Foundation must be acknowledged in any publication, media or presentation arising from the research.

It is a condition of accepting the grant that recipients will include TPCH Foundation in any publicity surrounding the research. 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. Applications will only be considered if the work is being undertaken at TPCH Campus, or in significant association with TPCH.
2. Applications must address end-of-life or palliative care.
3. Applicants who have outstanding TPCH Foundation progress reports are ineligible to apply.
4. Applications will only be accepted online through [TPCH Smarty Grants portal](#) and must be submitted by 1pm on the due date. Late applications will not be accepted.
5. Signatures must be obtained from all named Investigators.
6. Applicants are required to nominate an administering institution. Any relevant departmental or institutional approvals must be obtained prior to lodging the application.

Assessment

End-of-Life and Palliative Care Grants will be assessed by an independent research panel convened by TPCH Foundation. TPCH Foundation will review applications for eligibility, completeness, and alignment to TPCH. Applications that do not meet these requirements will not be assessed further.

The application will be assessed on:

- Relevance of the project to TPCH
- Knowledge gain and significance of the proposed research
- Study design
- Potential clinical impact and plan for translation or implementation
- Feasibility of the project and ability of the research team to perform the described research
- An appropriate and well justified budget

Progress Reports

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 will result in all CIs being ineligible for future funding from TPCH Foundation.

Key Dates

Applications open	20 November 2023
Applications close	15 January 2024
Notification of outcomes	February/March 2024