

## **CANCER COUNCIL SA BEAT CANCER PROJECT TRANSLATIONAL RESEARCH PACKAGES FUNDING GUIDELINES**

**Closing Date for Applications: 22 October 2018 – 5pm ACST**

Applications are invited for a Translational Research Package offered through **Cancer Council SA's Beat Cancer Project**.

The Beat Cancer Project is funded by Cancer Council SA and the SA Government (through SA Health) and administered by the South Australian Health and Medical Research Institute (SAHMRI). Further details are available on the Beat Cancer Project [website](#).

### **Aim of the Translation Research Package**

The Beat Cancer Project Translational Research Package aims to support the objectives of the Beat Cancer Project by promoting a highly collaborative, translational research environment within the South Australian health system. The scheme aims to support practice-based research and evaluation projects, and identify targeted, multidisciplinary translational research that addresses specific State priorities as set out in [Cancer Council SA's South Australian Cancer Research Strategy 2016-2021](#). The scheme aims to support the translation of research into policy and practice for improved health outcomes of the community.

The Translational Research Package will be directly aligned with the deliverables of the Beat Cancer Project and must demonstrate strategies for capacity building of early- and mid-career researchers as well as a strong collaborative approach with other research teams and consumers, policy makers, health administrators and service providers.

### **Objectives**

Key objectives of the Beat Cancer Project Translational Research Package funding scheme are to:

- Translate research results to inform complementary research activity, health policy development and health service delivery for better health outcomes.
- Build teams including early- and mid-career researchers with clear opportunities for career progression and skill development in research translation.

### **Funding Available**

**One** (1) Beat Cancer Project Translational Research Package will be available in this round. Funding will be available for a 3 year period and will support cancer research with a strong knowledge translation/implementation plan, which shows great potential to be translated into policy and/or practice, and will ultimately improve the care and health outcomes of cancer patients.

The research should be directly related to clinical health systems, patient outcomes and/or population health services and be backed by demonstrable evidence to warrant the intended research.

The funding scheme aims to provide financial support through a package of **up to \$150,000 per annum for three years (\$450,000 total)**. The scheme will support cancer researchers who can bring matched dollar-for-dollar funding taking the collective value of the package up to \$300,000 per year (\$900,000 total).

Funding can cover salary costs, including principal and ancillary research/administrative staff, research infrastructure and direct research costs.

### **Matched Funding**

Matched dollar-for-dollar funding must be from sources external to Cancer Council SA and SA Health. Supporting documentation outlining details of the matched funding must be included in the application in the form of a letter of support from the matched funding body signed by an individual with the authority to act on behalf of the Institution. **The matched funding component is essential and can be from more than one source. The matched funding cannot be provided by SA Health or Cancer Council SA.**

**Applicants that are unable to provide matched funding will not be considered.** In-kind support **will not** be considered as matched funding.

### **Eligibility**

To be eligible, applicants must be located and conduct their research in South Australia and be employed by a South Australian institution for the duration of the funding period.

### **Track record**

Applicants will be required to demonstrate a track record through evidence of post-graduate training, peer-reviewed publication, grant acquisition and other research related achievements. Applicants who can demonstrate existing research collaborations and translational research outputs will be highly regarded.

### **Consumer Engagement**

Cancer Council SA's Beat Cancer Project values the input and participation of consumers in health and medical research. Applicants will be required to address criteria relating to consumer engagement activities within their research. These responses will be reviewed and considered by a peer-review panel as part of the selection process.

### **Assessment**

Selection will be based on a written application which addresses the selection criteria (outlined below) and demonstrates innovative aspects and scientific merit of the proposed research and relevance to cancer control.

A peer-reviewed assessment process will be used, and interviews of short-listed applicants will occur for final selection, if necessary.

The Beat Cancer Project reserves the right not to grant funding.

## **KEY DATES**

Applications open: **27 August 2018**

Applications close: **22 October 2018 – 5pm ACST**

Outcomes notified: **3 December 2018**

## SELECTION CRITERIA

Applications will be assessed based on the following selection criteria, giving attention to the Objectives of the scheme above.

Applicants should address each of the **selection criteria** below in the Translational Research Package online application form, and where applicable, provide examples which best demonstrate their strength in the area, with an emphasis on the last 5 years.

*Note: It is suggested that applicants prepare their Selection Criteria in a Word document first, before pasting into the online application form.*

### **Research Output and Leadership = 30%** (1000 Words Max)

Applicants should describe their **current** performance and **future plans** in relation to:

- . demonstrated research translation outputs
- . ability to disseminate new knowledge to a range of stakeholders
- . availability of mentoring plans for early-career researchers
- . any development of intellectual property
- . any development of commercialisation activities (*this could include pharmaceuticals, diagnostic tests, medical devices, granted/or lodged patents etc.*)
- . contribution to clinical or public health policy and practice or health services development.

### **Research Team, and Environment to Support Translational Research = 15%** (1000 Words Max)

Applicants should describe:

- . track record of team members who will directly contribute to the research including experience relating to translational research
- . collaborative relationships with other researchers that will impact on the research
- . existing partnerships that can impact on research translation
- . access to research infrastructure and environment
- . the role of early- and mid-career researchers in this application including: clear opportunities for career progression, mentoring and skill development in research translation.

### **Consumer and Community Engagement = 15%** (500 Words Max)

Applicants should describe:

- . track record relating to Consumer and Community engagement activities associated with health research, practice or policy
- . Consumer and Community engagement strategy associated with this research proposal.

## REQUIRED DOCUMENTATION

Copies of the following documents will be required to be uploaded within the online application form:

- . Research Proposal
- . CV's of all CI's
- . Budget
- . Letter of support from matched funding body.

Conformance with page limits and formatting requirements is strictly enforced. Applications that fail to comply with these requirements may be excluded from consideration.

If the assessor cannot read the application due to inconsistency with any of the required formatting, the assessor is not compelled to consider the section in their assessment, or complete the assessment of the application, on the grounds that the application does not comply with the formatting requirements.

## **RESEARCH PROPOSAL = 40%**

*To ensure equity for all applications please follow the guidelines below for your Research Proposal.*

- *Layout*
  - *portrait orientation on A4 paper*
- *Font*
  - *minimum **11 point Arial**. Applicants must ensure that **all** font is readable when printed, including diagram/figure and image text.*
- *Pages*
  - *6 pages maximum including references.*

*Applicants are encouraged to include in their Research Proposal details outlining:*

- . *the proposal's appropriateness for generating innovative and significant evidence for policy and/or practice*
- . *the anticipated impact on cancer prevention, patient care or health service delivery*
- . *the importance to cancer control*
- . *detailed strategies around research design and translation*
- . *collaborations with other researchers, policy makers, service providers*
- . *dissemination strategies of research outputs*
- . *references (1 page).*

## **CURRICULUM VITAE**

An up-to-date Curriculum Vitae for each CI, with up to 10 publications relating to this research, must be provided. Each CV must be no more than 4 pages in length and detail:

- . *Present employment arrangements and position*
- . *Relevance of expertise to the proposal, including track record of prior collaboration*
- . *Past grants and publications of relevance to the proposal.*

## **BUDGET**

The budget for this application should be clearly itemised and ranked in terms of priority. It is anticipated that this funding scheme will be highly competitive and the number of applications will exceed funding capacity. **The budget must include a breakdown of Beat Cancer Project funding and the additional matched funding, along with a clear description of how all funding will be utilised.**

Funding will only be for the direct cost (as defined by the [NHMRC Direct Research Costs Guidelines](#)) of research activities and research workforce development. Items not covered will include, but not be limited to, office space and services such as telephones, internet and basic IT facilities such as computers, faxes.

It is the responsibility of the grant holder to manage salaries and other expenditure within the limits of the grant.

The funds offered will not be supplemented. No additional claims may be made to extend awarded packages. Funding provided will apply for the duration of the award. Amounts granted are exclusive of GST.

## **SUPPORTING LETTER FROM MATCHED FUNDING BODY**

Matched dollar-for-dollar funding must be from sources external to Cancer Council SA and SA Health. Supporting documentation outlining details of the matched funding must be included in the application in the form of a letter of support from the matched funding body signed by an individual with the authority to act on behalf of the Institution.

**Applications that are unable to provide matched funding will not be considered.**

## **GENERAL INFORMATION**

### **Career Disruption**

Where applicable, applicants may wish to claim a career disruption for consideration by the review panel. Details regarding this should be included in the relevant section of the online application form.

The Beat Cancer Project has chosen to align with the NHMRC definition of career disruption as outlined below:

*A career disruption involves a prolonged interruption to an applicant's capacity to work, due to:*

- *Pregnancy;*
- *Major illness/injury; or*
- *Carer responsibilities.*

*Interruptions **must** involve either a continuous absence from work for periods of 28 calendar days or more and/or a long-term partial return to work that has been formalised with the applicant's employer.*

*The period of career disruption may be used:*

- *to determine an applicant's eligibility for a scheme;*
- *to allow for the inclusion of additional track record information for assessment of an application; or*
- *for consideration by the panel during their deliberations.*

### **Changes to applications**

Modifications to applications submitted will not be allowed. The Beat Cancer Project, Project Manager must be notified of any changes that may impact on the application such as withdrawal of matched funding. If an applicant's employment circumstances change the Beat Cancer Project, Project Manager must be notified immediately in writing.

### **Commencement Date**

Commencement date is negotiable but must be within 3 months of the formal date of offer.

### **Ethics, Compliance and/or Safety Approvals**

If Ethics, Compliance and/or Safety Approvals are required, the applicant must ensure their Administering Institution has received all clearances required for the research activity before invoicing of funds can commence. Copies are to be provided upon request.

### **Final decisions on funding**

The final funding decision will be made by the Beat Cancer Project's Executive Management Group.

### **Other sources of funding**

Applicants must advise of additional funding relevant at the time of application and be able to demonstrate its complementary value. Funding from additional sources would be welcomed during the term of the package and is required to be reported on during the funding term.

### **Payment of funds**

Payments will be made to the South Australian Administering Institution nominated in the application, and will be paid in quarterly instalments upon receipt of a tax invoice.

### **Publicity**

Successful applicants may be asked to assist with promotion of funded research and of Funding Parties of the Beat Cancer Project. The applicant's capacity to act as an ambassador for the Cancer Council SA's Beat Cancer Project will be considered. There will be requests to provide media publicity through interviews or other means and we ask that successful applicants participate when these opportunities arise. We also ask successful applicants to advise the Beat Cancer Project, Project Manager if promotion of the funded work is planned through their administering institution.

Successful applicants will be required to include the following statement in all communication activities relating to the funded research:

*'Undertaken with the financial support of Cancer Council SA's Beat Cancer Project on behalf of its donors and the State Government through the Department of Health.'*

Successful applicants cannot make any public announcement in respect of the Project or the Beat Cancer Project without the prior written approval of the administering body, SAHMRI (and acknowledges that SAHMRI may need to obtain the approval of the Funding Parties for any such announcement), unless such announcement is required by law or a regulatory body.

Successful applicants are required to adhere to all obligations required of SAHMRI, as the administering body, by the Funding Parties with regard to acknowledgement and announcements, and shall use their best endeavours to assist SAHMRI to adhere to any contractual obligations in this regard.

### **Reporting Requirements**

The Beat Cancer Project, Project Manager will liaise with researchers to provide further details on reporting requirements. A final report will be required, plus other reports on research progress and financial status as requested by the Beat Cancer Project. Failure to submit requested reports may make researchers ineligible for further funding.

The information provided in reports will be made available to the Beat Cancer Project, Project Manager and the Funders.

### **Successful applicants**

An agreement with Administering Institutions will be finalised setting out terms and conditions of funding including specific reporting requirements.

### **Tobacco Policy**

Funding will not be offered for individuals or institutions that receive support directly or indirectly from, or are involved with organisations that are part of or funded by, the tobacco industry. Applicants are asked to disclose any current or recent relationship with the tobacco industry. Unless counter-evidence is supplied, such relationships will be taken as conflict of interest and render applicants ineligible.

## **Unspent Funds**

At the completion of the funding term, unexpended money must be returned to SAHMRI as the administering body to manage on behalf of the Beat Cancer Project.

## **APPLICATION CHECKLIST**

Late or incomplete applications will not be accepted.

The online application form will be available here from 27<sup>th</sup> August.

Applications must include:

- Online Application form including responses to selection criteria
- Full Research Proposal
- CV's of all CI's
- Itemised Budget table, including an indication of how any matched funding will be spent
- Letter of support from matched funding body

### **Contact for further information**

Project Manager - Cancer Council SA Beat Cancer Project  
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