



Australian e-Health
Research Centre

TRI – CSIRO Australian e-Health Research Centre Grant Scheme 2022 Funding Guidelines

TRI - CSIRO Australian e-Health Research Centre Grant – \$100,000 for two years
(three grants available)

More information & Funding Guideline: <https://www.tri.edu.au/csiro-australian-e-health-collaborative-research-grants>

Grant Application: 2022 TRI – CSIRO AEHRC Grant Application Form

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1. TRI - CSIRO AUSTRALIAN E-HEALTH RESEARCH CENTRE (AEHRC) GRANT SCHEME INTRODUCTION

The TRI-CSIRO AEHRC Grant Scheme is a joint initiative of the Translational Research Institute (TRI) and the CSIRO Australian e-Health Research Centre (AEHRC) to support high quality, collaborative research projects aimed at solving a healthcare challenge.

The Scheme supports up to three (3) grants of up to \$100,000 for collaborative research projects running over two years, commencing in 2023.

Through this program, our core aims are to:

- i. Create long-term, collaborative partnerships between researchers - based at TRI, CSIRO AEHRC respectively, and clinicians from Metro South Health (MSH), Mater and Children’s Health Queensland (CHQ) – in order to generate scientific data along with a joint research track-record; and
- ii. Foster research projects with a novel, potentially translatable clinical outcome

Important dates for the 2022 TRI - CSIRO AEHRC Grant Scheme

Date	Actions
8 August 2022	TRI - CSIRO AEHRC Grant Scheme opens
30 September 2022	TRI – CSIRO AEHRC Grant Scheme applications close at 5:00pm AEST
October- November 2022	Peer-review of submitted applications
11 November 2022	Announcement of funding outcomes
23 December 2022	Signed Conditions of Award & Certification forms due
3 February 2023	Completed Grant Payment Request form due
28 February 2025	Final Report due <i>[final milestone payment linked to the report]</i>
25 April 2025	Due date for expenditure of grant funding

2. OBJECTIVES

The TRI - CSIRO AEHRC scheme aims to foster collaborative research projects between researchers based at TRI and CSIRO AEHRC scientists as well as clinicians from MSH, Mater and/or CHQ. The scheme is designed to provide funding over two years for research projects with a focus on addressing translational healthcare challenges. The Scheme’s key objectives are outlined in section 2.1 and 2.2.

2.1 Research Collaboration & Capacity Building

- 2.1.1 Foster genuine, long-term, independent and self-directed research collaborations between CSIRO AEHRC scientists, clinicians from MSH, Mater or CHQ and TRI-based researchers from its partner organisations: The University of Queensland, Queensland University of Technology, Mater Research, and Queensland Health.
- 2.1.2 Build high-quality research capacity between MSH, Mater and CHQ clinicians and CSIRO AEHRC and TRI-based scientists.
- 2.1.3 Nurture research capability in MSH/Mater/CHQ clinicians and CSIRO AEHRC and TRI-based scientists.

2.2 Driving Translational Research

- 2.2.1 Foster new, quality research projects addressing health service, clinical, disease, treatment or consumer-led issues. The projects may challenge or build upon existing understandings, systems, paradigms or assumptions and/or open up entirely new lines of investigation.
- 2.2.3 All projects will have the potential to generate new knowledge to help prevent, improve diagnosis and treat or improve the delivery of health care for health conditions in the community. They will have the potential to be translated into health care policy or clinical practice.

3. FUNDING BODIES

The TRI – CSIRO AEHRC Grant Scheme is supported by two (2) funding bodies:

- Translational Research Institute Pty Ltd as trustee of the Translational Research Institute Trust (“TRI”)
- Commonwealth Scientific and Industrial Research Organisation, Australian e-Health Research Centre (CSIRO AEHRC)

The award of research funds is governed by the regulations associated with each funding body that decide the type and number of grants they support and the level of funding to be provided. Each grant comprises matched funding from TRI and CSIRO AEHRC.

4. TRI – CSIRO AEHRC SCHEME OPERATIONAL MANAGEMENT

TRI and CSIRO AEHRC will work together to manage the grant application and assessment process, offers of grants, and reporting/evaluation processes. The TRI – CSIRO AEHRC Scheme grant application and assessment processes will be in accordance with these Funding Guidelines.

5. 2022 TRI - CSIRO AEHRC GRANT SCHEME OVERVIEW

All grant applications for the TRI - CSIRO AEHRC grant scheme must demonstrate the components outlined in 5.1 to 5.3.

5.1 Eligibility: Principal Investigators (PI)

A TRI - CSIRO AEHRC grant application requires three equal Principal Investigators.

The **PI A** must be employed by a TRI partner institution (The University of Queensland, Mater Research Ltd, Queensland University of Technology, Queensland Health) or be enrolled PhD student within a TRI partner institution and within the last year of their PhD completion. PI A applicant must be based at TRI at least 20% of their time. The PI A of an academic or other research-related employment, following completion of postgraduate research degree or within the last year for submission of their PhD thesis (relative to opportunity)*.

The **PI B** must be a scientist from one of the five groups of the CSIRO Australian e-Health Research Centre. PI B applicant must be based at CSIRO AEHRC at least 20% of their time. The PI B of a research-related employment, following completion of postgraduate research degree or within the last year for submission of their PhD thesis (relative to opportunity)*.

The **PI C** will hold a clinical appointment (of any clinical discipline e.g.: doctor, nurse, allied health professional, etc.) with MSH, Mater or CHQ, and will have an interest in research (drawn from any department). The applicant is to be post an undergraduate degree conferring the ability to work in a clinical setting (e.g., MBBS, BN, BOT etc.). PI C applicants who have recently completed or are embarking on a research higher degree (e.g., PhD, MPhil, MMed, MSc etc.) are encouraged to apply.

*** Relative to opportunity** as stated by the NHMRC is whereby *“researchers’ outputs and outcomes should reflect their opportunities to advance their career and the research they conduct”*. The NHMRC Relative to Opportunity Policy includes that peer reviewers should assess an applicant’s research productivity and contribution, considering both career disruption and other considerations (personal and professional).

[NHMRC Relative to Opportunity Policy](#) Examples:

- *Career Disruption – time away from work due to pregnancy, illness/injury and/or carer responsibilities*
- *Other considerations – any other personal or professional circumstances affecting research productivity*

Please note: Any disputes regarding an applicant’s relative opportunity eligibility will be reviewed by an independent probity advisor.

Please see Appendix 1 for the complete NHMRC Relative to Opportunity Policy.

5.2 Co-Investigators

Co-Investigators and Associate Investigators can be named in the grant application (in addition to the required PI A, B and C). Co-Investigators and Associate Investigators may be employed by MSH, Mater, CHQ, AEHRC or TRI respectively or external to MSH, Mater or CHQ if the field of research determines the expertise lies outside both organisations.

5.3 Research Project

The TRI – CSIRO AEHRC grant scheme is designed to foster collaborations between AEHRC scientists, clinicians and researchers and the development of a collaborative research project. For this reason, the TRI – CSIRO AEHRC grant application requires applicants to include only an outline of a potential collaborative research project. The project outline will be assessed against the criteria outlined in *Section 8* of these Funding Guidelines.

6. TRI – CSIRO AEHRC GRANT APPLICATION PROCESS

6.1 Application Timeframe

TRI - CSIRO AEHRC Scheme

Opens: 9:00am AEST, Monday 8 August 2022

Closes: 5:00pm AEST, Friday 30 September 2022

Application review: October - November 2022

Grants announced: 11 November 2022

6.2 Application Form

The TRI - CSIRO AEHRC scheme grant application must be prepared using the Application form named: 2022 TRI – CSIRO AEHRC Grant Application Form.

and submitted to via email to funding@tri.edu.au

6.2.1 Certification Page

The certification page, section 13 of these Funding Guidelines, must be included as part of the application:

- The Head of Department (HoD) at MSH, Mater or CHQ, the TRI Partner Group Leader/Program Leader and the AEHRC Department Group Leader are required to sign the certification page. Allow sufficient time to gain these signatures, or escalation of the signature if the HoD/Leader is involved in the research

6.2.2 Submission of Application

Applications must be submitted via email to funding@tri.edu.au:

- no later than 5:00pm AEST Friday 30th September 2022
- under no circumstances will late submissions be accepted
- hand delivered applications will not be accepted
- If difficulties with signatures occurs, this should be declared at time of submission and a timeframe provided for the provision of signatures.

6.3 General Instructions

- 6.3.1 Applicants seeking to participate in the TRI - CSIRO AEHRC grant scheme must comply with these Funding Guidelines, instructions on the Application Form.
- 6.3.2 The applicant submitting the application via email must be the PI A, PI B or PI C.
- 6.3.3 A PI may submit multiple applications, but a maximum of one (1) grant will be awarded to any individual PI A, PI B or PI C.

- 6.3.4 TRI, AEHRC, MSH, Mater and CHQ actively discourage the practice of experienced researchers making multiple applications in the names of independent researchers.
- 6.3.5 There is no limit on the number of Co-Investigators or Associate Investigators applicants can name.
- 6.3.6 When preparing the research proposal, applicants must adhere to the formatting requirements specified in the application form. This includes font size/type, line spacing and page margins. Research proposals that do not comply with formatting requirements may be withdrawn from assessment.
- 6.3.7 All details in the application must be current and accurate at the time of submission.
- 6.3.8 All applications will be assessed for completeness and eligibility prior to review. TRI, CSIRO AEHRC, MSH, Mater and CHQ may remove at their discretion applications, which are incomplete, ineligible, not consistent with the guidelines, or non-competitive.
- 6.3.9 Once submitted, the application will be considered final, and no changes will be permitted.
- 6.3.10 TRI and CSIRO AEHRC will not duplicate funding. You will not be eligible for the TRI - CSIRO AEHRC Scheme if your project has been funded by any other funding body or is subsequently awarded funding prior to the announcement of the TRI - CSIRO AEHRC Scheme recipients.

7. EVALUATION PANEL

TRI and CSIRO AEHRC will assemble a peer-review panel to assess TRI – CSIRO AEHRC scheme applications, for recommending fundable grant applications. The Review Panel will be comprised of representatives appointed by TRI, CSIRO AEHRC, and as well as independent members.

All members will be assigned to applications in which they have declared that they are without conflict of interest. Conflict of Interest is managed in consultation with an independent Probity Advisor. The Panel will have a designated spokesperson who will act on behalf of the panel at the Grants Recommendation Meeting.

7.1 Initial Assessment for Eligibility

A nominated CSIRO AEHRC and TRI representative will undertake an initial administrative assessment of eligibility.

7.2 Confidentiality

All details of a funding application and associated materials will remain confidential upon receipt by TRI, CSIRO AEHRC, and other panel members. The review panel members agree to keep all details of applications confidential. Outcomes of applications may only be discussed with named investigators. Proposed funding outcomes will remain confidential until approved. Membership of the review panel will not be disclosed to applicants.

8. EVALUATION CRITERIA AND WEIGHTING

8.1 Scoring

Each of the Evaluation Criteria will be scored on a scale of 1 to 7, where:

1 = No evidence

2 = Unsatisfactory

3 = Fair

4 = Good

5 = Very Good

6 = Excellent

7 = Outstanding by national standards.

8.2 Evaluation Criteria

The TRI – CSIRO AEHRC grant applications will be assessed against six (6) Evaluation Criteria:

1 25%	2 25%	3 20%	5 20%	6 10%
Collaborative potential	Clinical/Public health significance	Project feasibility	Translation potential	Justification of budget
(Score 1 to 7)	(Score 1 to 7)	(Score 1 to 7)	(Score 1 to 7)	(Score 1 to 7)
It is a new collaboration	Does the project have clinical or public health relevance?	Clearly articulated outline for a scientifically sound project?	Does this project have the potential to change clinical practice, healthcare policy or service delivery?	To what extent is the budget justified, appropriate and able to be managed?
Each PI can appropriately contribute to their field of research relevant to the proposed research	Will it address the burden of disease or clinical issue of importance or consumer identified need?	Acknowledgement of potential risks and barriers to the project being developed	Is there a concept for a 'product'* which will address an unmet or poorly met healthcare issue?	
Nominated PIs have the capacity to effectively collaborate across the project	Does it have the potential to progress clinical or public health outcomes through new ideas/diagnosis/ procedures/ technologies/ programs/health policy?	Thought put into potential design and methodology to achieve preliminary proof-of-principle or extension data	Is the 'product' novel or are there competitors? Is there a point of market difference?	
	Will it progress clinical knowledge (originality)?	Is it likely the project design can be completed in Year 1?	Is there any understanding of the market for the 'product'?	
		Is it likely that the ethics approval & governance authorisation plus the project study can be completed within the year 1?	Has there been consumer consultation/ clear articulation of the end consumer and how they will benefit?	

* Product can refer to a diagnostic test, device, therapeutic, new clinical procedure, new treatment regimen/drug combination, policy

9. RANKING AND RECOMMENDATION

Applications are scored according to the Evaluation Criteria and ranked in order of merit. Scores will reflect the relative strength of the application in terms of how well it addresses and meets the criteria. All applications will be determined to be fundable or otherwise. At any time, an application may be considered not for funding if alignment with the TRI, CSIRO AEHRC, MSH, Mater and CHQ objectives has not been demonstrated.

The merit of applications will be discussed by the Review Panel at a Grants Recommendation Meeting in November 2022.

In the event that multiple applications obtain equal scores, the Review Panel will determine a ranking and order of merit, based on assessment by members present.

9.1 Awarding of Grants

Recommendations for funding will be considered by the authorised delegates of TRI, CSIRO AEHRC, MSH, Mater and CHQ, who will make the final decision on the award of grants. The decision of the authorised delegates is final.

Award of grants will be via a letter of offer, accompanied by grant conditions.

Prospective grant recipients will be required to accept the offer and conditions in writing by the date identified in the grant award letter. Failure to provide written acceptance of the grant by the due date may result in forfeiture of the grant offer.

In the event that a grant cannot be awarded to, or accepted by the initial recommended applicant, the grant may be awarded to the next ranked application eligible for a particular grant on the order of merit, at the sole discretion of the authorised delegates of TRI, CSIRO AEHRC, MSH, Mater and CHQ. None of TRI, CSIRO AEHRC, MSH, Mater or CHQ are obliged to award the maximum number of grants available.

9.2 Feedback & Issues/Disputes

Feedback on the TRI – CSIRO AEHRC grant scheme processes, or outcomes should be directed to the TRI Research and Clinical Translation Manager (funding@tri.edu.au) in the first instance. Issues and concerns will be managed in consultation with an independent Probity Advisor.

9.3 Milestone reporting

Three milestone reports are required:

Milestone 1: A research plan must be submitted for a scientifically sound, collaborative research project, within 6 months of funding as designated in the grant Terms and Conditions.

Milestone 2: Provision of ethics and governance approval for the research project by the end of the first year of funding as designated in the grant Terms and Conditions.

Milestone 3: A final report is required within three (3) months of the end of the grant period. A final report template will be provided by TRI.

A delegated TRI representative will review all Milestone reports. Failure to submit either report and adequately meet the reporting requirements may result in the rescinding of the grant.

10. DISBURSEMENT OF GRANT FUNDING

The TRI – CSIRO AEHRC Scheme funding will be awarded in its entirety at the start of the grant period following receipt of a fully signed copy of the terms and conditions.

Please note the following stipulations around the awarding of funding for the TRI – CSIRO AEHRC scheme:

All TRI – CSIRO AEHRC grant Funding will be administered by TRI with either CSIRO AEHRC, MSH, Mater Research Ltd or CHQ invoicing TRI for its contribution on the approval of each Milestone.

- For auditing purposes and to determine compliance with the grant, the Grant Recipient and the Recipient's Institute agree to provide TRI and CSIRO AEHRC with information as requested, including financial statements detailing the final costs (income and expenditure) for each financial year the Project has been active and also at the completion of the Project.
- If the Grant Recipient and the Recipient's Institute are for any reason unable to undertake the Project, or meet a Milestone, the Recipient's Institute must notify TRI immediately and cease to undertake any Project activities until a new Project plan is agreed in writing. If the Project is terminated, the Grant Recipient and the Recipient's Institute must immediately repay reimburse TRI and CSIRO AEHRC the balance of Funding that is unspent or uncommitted at the date of notification.
- The Grant Recipient and the Recipient's institutions will be required to agree that the Funding must be completely expended on the Project within 24 months from the start date and any unexpended Funding must be paid back to TRI and CSIRO AEHRC at the end of the 24 months unless otherwise agreed by TRI in writing.

- Any failure to use the Funding for the Project as outlined in the Application will lead to immediate termination of the Funding and the Grant Recipient and the Recipient's Institute agree to TRI and CSIRO AEHRC all unspent or uncommitted Funding within 60 days of the date of termination.

11. INTELLECTUAL PROPERTY[^]

With regards to intellectual property rights and commercialisation arising from the Project:

- a. management of IP will be as negotiated and agreed between the parties and will be in accordance with relevant institutional policies and procedures.
- b. the Grant Recipient and the Recipient's Institute may publish and otherwise disclose the results of the Project in accordance with all relevant institutions' procedures having regard to confidentiality and protection of intellectual property, provided:
 - i. TRI and CSIRO AEHRC funding is acknowledged; and
 - ii. authorship and contributions are addressed and acknowledged in all publications based on academic and scientific merit as determined in accordance with the relevant policies and procedures of the institutions contributing to the Project IP.

[^] TRI recommends that parties consult with their relevant technology transfer office prior to engaging in the research collaboration.

12. ACKNOWLEDGEMENT

TRI and CSIRO Australian e-Health Research Centre must be acknowledged on all publications, presentations, social media posts and media releases pertaining to research funded through the TRI – CSIRO AEHRC Scheme.

For example: *This research was funded through a TRI – CSIRO AEHRC grant awarded by TRI and CSIRO Australian e-Health Research Centre.*

TRI, CSIRO AEHRC, MSH, Mater or CHQ communication/media teams are to be advised of any publications, under embargo, before they are made public to allow TRI, CSIRO AEHRC and MSH/Mater/CHQ the opportunity to work with the PI's institution with regard to any publicity opportunities.

13. CERTIFICATION PAGE

CERTIFICATION BY THE INVESTIGATIVE TEAM

We accept and agree to adhere to the Conditions of Award for a 2022 TRI – CSIRO AEHRC Scheme Grant funded by the Translational Research Institute and CSIRO Australian e-Health Research Centre for the research study entitled “XXXX”.

Signatures:

CSIRO Australian e-Health Research Centre

Principal Investigator A

Name: _____

Signature: _____ Date: _____

Translational Research Institute

Principal Investigator B

Name: _____

Signature: _____ Date: _____

Metro South Health, Mater Research or Children’s Health QLD

Principal Investigator C

Name: _____

Signature: _____ Date: _____

CI1: _____ Date: _____

CI2: _____ Date: _____

CI3: _____ Date: _____

CI4: _____ Date: _____

CI: Co-Investigator

CERTIFICATION BY THE HEAD OF DEPARTMENT/DIVISION

(IF THE PI IS HEAD OF DEPARTMENT, THIS SECTION MUST BE SIGNED BY THE LINE MANAGER, OR SUITABLE AUTHORITY WITHOUT CONFLICT OF INTEREST)

For Principal Investigator A:

I certify that I have read the research proposal and I am prepared to have the research study *entitled "XXXX"* carried out in my Department/Division by Dr *"XXX"*.

Name: _____

Signature: _____ Date: _____

Official Title: _____

For Principal Investigator B:

I certify that I have read the research proposal and I am prepared to have the research study *entitled "XXXX"* carried out in my Department/Division by Dr "XXX".

Name: _____

Signature: _____ Date: _____

Official Title: _____

For Principal Investigator C:

I certify that I have read the research proposal and I am prepared to have the research study *entitled "XXXX"* carried out in my Department/Division by Dr "XXX".

Name: _____

Signature: _____ Date: _____

Official Title: _____

APPENDIX One: NHMRC Relative to Opportunity Policy

[NHMRC Relative to Opportunity Policy](#)

12 January 2021

Purpose

NHMRC's goal is to support the highest quality research that will lead to improvements in health over the short or long term. Peer review by independent experts is used to identify well-designed feasible projects that address a significant question and are undertaken by researchers with demonstrated capacity to perform high quality research.

In most NHMRC grant schemes, peer reviewers are asked to assess the track record of the applicants as well as the proposed research. However, NHMRC recognises that not all research careers are the same and therefore peer reviewers are asked to assess track records "relative to opportunity", taking into account circumstances that have affected the applicant's research productivity.

The purpose of this document is to outline NHMRC's Relative to Opportunity Policy with respect to:

- peer review of applicant track records
- eligibility to apply for Emerging Leadership Investigator Grants.

Policy approach

NHMRC considers Relative to Opportunity to mean that peer reviewers should assess an applicant's track record of research productivity and professional contribution in the context of their career stage and circumstances, by taking into consideration whether the applicant's productivity and contribution are commensurate with the opportunities available to them.

The policy has two components:

- Career Disruption – a prolonged interruption to the ability to work due to pregnancy, illness/injury and/or carer responsibilities. Career Disruptions are taken into account in track record assessment and in determining an applicant's eligibility to hold an Emerging Leadership Investigator Grant (in terms of years since they received their PhD).

- Other Relative to Opportunity considerations – any other personal or professional circumstances affecting research productivity. These circumstances are taken into account in track record assessment.

In addition to NHMRC’s Principles of Peer Review, particularly fairness and transparency, the following principles support this objective:

- **Research opportunity:** Researchers’ outputs and outcomes should reflect their opportunities to advance their career and the research they conduct.
- **Fair access:** Researchers should have access to the funding available through NHMRC’s grant program consistent with their experience and career stage.
- **Career diversity:** Researchers with career paths that include time spent outside academia should not be disadvantaged. NHMRC recognises that time spent in other sectors, such as industry, may enhance research outcomes for both individuals and teams.

NHMRC expects that peer reviewers will give clear and explicit attention to these principles to identify the highest quality research and researchers. NHMRC recognises that life circumstances can be varied and therefore it is not possible to implement a formulaic approach to applying Relative to Opportunity considerations during peer review.

Consideration of career circumstances during peer review of grant applications

Under the Relative to Opportunity policy, researchers’ career circumstances are considered during track record assessment. This aims to take into account salient research opportunity considerations over the course of a research career and is not intended to address minor changes to life circumstances.

Circumstances considered during peer review include, but are not limited to:

Research

- research role(s) and responsibilities, career stage, and amount of time spent as an active researcher

Resources and facilities

- available resources and facilities, including:

- the extent to which any additional research personnel and/or collaborators contribute to the applicant's research program
- situations where research is being conducted in remote or isolated communities

Professional responsibilities

- clinical, administrative and/or teaching workload
- time employed in other sectors
- building relationships of trust with Aboriginal and Torres Strait Islander communities over long periods

Personal circumstances

- disability (including mental health conditions and psychosocial disability) or illness
- caring responsibilities that do not interrupt the applicant's career for an extended period (that would meet the definition of a Career Disruption) but still affect research productivity
- for Aboriginal and Torres Strait Islander applicants, community obligations including 'sorry business'
- any other personal circumstances

Other circumstances

- relocation of an applicant and their research laboratory or clinical practice setting
- periods of unemployment
- calamities, such as pandemics, bushfires or cyclones.

Relative to Opportunity considerations do not include:

- minor (or short-term) changes that occur during the normal course of conducting research, e.g. broken equipment or delayed ethics approval
- minor (or short-term) medical conditions
- recreational leave or general administrative activities related to research, such as preparation of grant applications and publications or committee-related activities.

Consideration of Career Disruption during peer review and in determining eligibility for Emerging Leadership Investigator Grants

A Career Disruption is defined as a prolonged interruption to an applicant's capacity to work, due to:

- pregnancy
- major illness/injury
- carer responsibilities.

The period of Career Disruption may be used:

- to determine an applicant's eligibility for an Emerging Leadership Investigator Grant
- to allow for the inclusion of additional track record information for assessment of an application
- for consideration of track record relative to opportunity by peer reviewers.

A period of Career Disruption is defined as:

- a continuous absence from work for 90 calendar days or more, and/or
- continuous, long-term, part-time employment (with defined %FTE) due to circumstances classified as Career Disruption, with the absence amounting to a total of 90 calendar days or more.¹

In determining eligibility of Emerging Leadership Investigator Grant applicants, the 10-year limit on the number of years post-PhD may be extended commensurate with the period of the Career Disruption.

NOTE: For the purposes of peer review, circumstances not meeting the definition of Career Disruption may be considered under the career circumstances provisions above.

¹ For example, an applicant who is employed at 0.8 FTE due to childcare responsibilities would need to continue this for at least 450 calendar days to achieve a Career Disruption of 90 calendar days.