



Partnering with community in the Moreton Bay Region

GUIDELINES TO FUND **HEALTH AND MEDICAL RESEARCH** **PROJECTS**

The Redcliffe Hospital Foundation calls for applications for the Foundation's Health and Medical Research Grants. The Redcliffe Hospital Foundation's aim through this call is to promote and encourage research activity. Applications will be accepted once yearly by the end of June. Initially unsuccessful proposals will be kept and reviewed again for a two-year period.

Policy

1. The awards are open to graduates in medicine, science, nursing, and allied health professions. Applicants must be full-time, part time or visiting appointees to the Redcliffe & Caboolture Health Services District or whose research directly affects the residents of the District.
2. In general, grants will be in a range of \$5,000 to \$50,000.
3. The Foundation Business Committee assesses applications received. The committee may also seek opinions from outside assessors. The committee makes recommendations to the Foundation Board.
4. Successful recipients will be required to submit an Expenditure Statement of the activity and be subject to audit.
5. Funding may be made for the total project or as a grant-in-aid and will usually be provided for equipment, consumables or salaries for research assistants.
6. Projects must have the approval of the Redcliffe & Caboolture Health Services Institutional Ethics Committee and any other relevant ethics committees.
7. Successful applicants will be expected to submit results of their research for publication in an appropriate journal. All publications and presentations should acknowledge the Foundation as the funding source. The Foundation is to be provided with reprints of any article or abstract accepted for publication.
8. The successful applicant must provide a full scientific report of his/her work at the expiration of the grant, and at the end of each six-month period if the grant is held for a period longer than six months.
9. A summary of the results of the research in lay language suitable for inclusion in Foundation publications and for release to the media is to be provided at the expiration of the grant and at the end of each six months if the grant is held for a period longer than six months.



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10. Applications should be submitted to the Redcliffe Hospital Foundation Office. Application forms are available from the Foundation Office or electronically on the Redcliffe Hospital Foundation website – www.rhfoundation.com.au
11. All equipment purchased by way of Foundation funds, for an approved research project, is to remain the property of the Redcliffe-Caboolture Health Service District. This equipment will be available for the use of the Investigators during the approved term of the project.
12. You must sign your application and provide details of your line manager/supervisor for sign off. Forward your completed application to the Foundation Manager, Redcliffe Hospital Foundation, Locked Mail Bag 1, Redcliffe Qld 4020.

Prerequisites for funding are:

1. The proposal meets the objects of the Foundation as defined under the Hospitals Foundations Act 1982.
2. The results of the proposals are of benefit to the people of the Redcliffe Health Service District.
3. The chief investigator must have direct links to the Redcliffe District.
4. Proposals are for one-off funding and not for operational, recurrent costs.
5. Grant will be awarded on the basis of the merit of both the applicant and the proposed research.
6. Approval from the Redcliffe Health Service District Institutional Ethics Committee and other relevant ethics committees.

Categories:

The Redcliffe Hospital Foundation awards grants in the categories of:

- Novice Researcher;
- Experienced Researcher.

Novice Researcher Grant – These grants are intended to encourage and develop novice researchers. The Redcliffe Hospital Foundation defines a novice researcher as an individual who:

- Has the knowledge to conduct research but lacks experience in applying for and conducting funded research;
- Has never been a chief investigator in funded research; and



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- Is supported by a mentor who possesses relevant skills and experience
- The maximum amount of any one award is not expected to exceed \$5,000.

Experienced Researcher Grant – These grants are available to researchers experienced in conducting research and in the management of research budgets.

The maximum amount of any one award is not expected to exceed \$50,000
 Assessment of research in this category will be based on the relevance and quality of the research and the experience of the applicant.

Proposals will be reviewed in the light of the following criteria:

Quality of the proposed activity – e.g. aims, design and method	40 points
Originality and innovativeness of the proposal	10 points
Plan to disseminate information.	10 points
Demonstrated or potential competency to complete research	10 points
Referees comments.	10 points
Appropriateness of proposed budget.	20 points.

1. Quality of the proposal – e.g. aims, design, and method
2. Aims are clearly defined, realistic and desirable
3. Analysis relevant literature and demonstrates the need, relevance and significance of the research
4. Research problem/issue is clearly and concisely described. It is also consistent with the need identified from the literature review
5. The hypotheses/questions and expected outcomes are consistent with the research problem/issue and are clearly and concisely documented
6. The research design:
 - 6.1. Clearly describes the research method and/or methodology
 - 6.2. Demonstrates sound research principles
 - 6.3. Addresses the hypotheses/questions and expected outcomes in the research method and/or methodology
 - 6.4. Describes a sampling method that has the potential to answer the hypotheses/questions and expected outcome
 - 6.5. Describes the data collection method and demonstrates its appropriateness to the research method
 - 6.6. Explains the data analysis method clearly and demonstrates the relationship to the hypotheses/questions and expected outcomes
 - 6.7. Demonstrates that the timeframe is appropriate and achievable



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7. Ethical implications are clearly identified and ethical clearance has been sought as appropriate
8. Originality and innovativeness of the proposal
9. Plan to disseminate information:
 - 9.1. Presents evidence of successful dissemination (or of mentor to support dissemination) of results through conferences, seminars, reports, and journal articles
 - 9.2. Dissemination strategy is specified and appropriate to the research topic
10. Demonstrated or potential competency to complete research

Experienced grant applicants

1. The applicant presents evidence of successful completion of previous research including dissemination of results.
2. Demonstrates knowledge, skills and ability in the research method and/or methodology to be utilised.

Novice research grant applicants

1. The applicant demonstrates knowledge in the proposed research method and/or methodology
2. Demonstrates knowledge, skills and ability of the research mentor in the proposed research method and/or methodology
3. Presents evidence of ability of the research mentor to support the researcher in successfully completing and disseminating the results of the research
4. Referees comments
5. Appropriateness of proposed budget
6. Funds requested are clearly specified and are consistent with and relevant to the research design
7. The chief investigator/mentor demonstrates knowledge, skill and ability to effectively manage research budgets
8. The budget proposed is cost effective