

**Closing Date for Expression of Intent Applications: 4pm, Wednesday 7 July 2021**

## 1. Introduction and purpose

The Collaborative Cancer Grant Scheme (The Scheme) was established by Cancer Council Western Australia (CCWA) in conjunction with the Western Australian Health Translation Network (WAHTN).

The purpose of the Collaborative Cancer Grant Scheme (CCGS) is to support early- to mid-career cancer researchers in WA and in particular to encourage collaboration among early- to mid-career cancer researchers. The scheme aims to improve research quality and increase the competitiveness of this group of researchers by helping them to obtain preliminary data and build collaborative networks.

In April 2021, four Collaborative Cancer Grants of \$50,000 - \$65,000 were awarded to early- to mid-career researchers to fund projects that involve collaboration across at least three institutions in WA. Funding was provided by Cancer Council WA, Cancer Research Trust, Charlies Foundation for Research, Curtin University, Department of Health WA, Edith Cowan University, The University of Western Australia and Telethon Kids Institute.

The Collaborative Cancer Grant Scheme Repechage Round is an opportunity for researchers to apply for funding for **one grant** related to the implementation of the WA Cancer Plan 2020-2025 “Priority Two: Western Australians receive optimal care”. To be eligible for funding, a research project **MUST** support one of the two strategy areas described:

- a) *Priority Two, Strategy 1: Implement Optimal Care Pathways to guide the delivery of consistent, safe, high quality and evidence-based care;*
- b) *Priority Two, Strategy 4: Actively engage primary and community care practitioners as key care providers across the cancer pathway (for the CCGS, particularly in the area of management of the long-term effects of cancer and healthy lifestyle behaviours relevant to cancer survivors).*

## 2. Eligibility

### Individual Eligibility

All Chief Investigators (CIs) must be early- to mid-career researchers (see definition below).

Early-mid career investigators who hold or have held (as Chief Investigator A (CIA) at the time of submission an NHMRC, Australian Research Council (ARC) or similar standard grant of an amount equal to or greater than \$250,000 are ineligible to apply for the these grants.

Researchers can hold no more than one Collaborative Cancer Grant as CIA in any three year period; this does not preclude them from being named in another application as a CI or Associate Investigator (AI).

- In circumstances where an application is successful the CIA will be ineligible to apply, as CIA, for a CCGS in the following two years.

- In circumstances where a CIA is under consideration for more than one grant, the selection panel will determine which (if any) will be funded.

### ***Who qualifies as an early- to mid-career researcher?***

Researchers who can provide the following:

- Letter advising the applicant's PhD thesis was passed and is dated later than 30 June 2009
- A certificate with an admission date later than 30 June 2007 confirming the applicant is a 'Full College Fellow/s' i.e. FRACP, FRAPAL etc.
- Notification that the applicant is a PhD student who has submitted their PhD thesis.

Allowance will be made for career disruptions as defined by the NHMRC: Investigator Grant 2020 Peer Review Guidelines, appendix I: [www.nhmrc.gov.au/sites/default/files/documents/attachments/investigator-grants-2020-peer-review.pdf](http://www.nhmrc.gov.au/sites/default/files/documents/attachments/investigator-grants-2020-peer-review.pdf)

Researchers who have relevant research experience but do not have a PhD and/or are not a full college fellow will have their eligibility assessed on a case-by-case basis. If you have any questions regarding your eligibility please contact via [CancerCouncilWA.Research@cancerwa.asn.au](mailto:CancerCouncilWA.Research@cancerwa.asn.au).

### ***Who qualifies as a clinician?***

Public health system employees:

- working in healthcare disciplines including but not limited to allied health and health sciences, dental, medical, nursing and midwifery professions;
- who are either early or mid-career researchers.

All CIs will need to provide evidence of research activity, including but not limited to publications in the field and research grant funding.

### **Team Eligibility**

The CIA and at least one other CI must be from a funding partner organisation(s).

Each application must have at least one CI from a minimum of three different organisations in WA (with the CIs residence in WA). Additional CIs must be early- to mid-career researchers but may come from non-funding partner institutions including those outside WA.

At least one CI must be a WA public health system clinician (see individual eligibility criteria).

New collaborations are strongly encouraged as are national and/or international collaborators – both will be a major consideration in the assessment of the collaboration component of the applications.

More senior researchers may join the team as AIs. The track record of AIs will not be a major consideration in the assessment.

### ***What do we mean by 'public health system'?***

The entities below and all the hospitals/services within them:

- Department of Health
- North Metropolitan Health Service
- East Metropolitan Health Service
- South Metropolitan Health Service
- Child and Adolescent Health Service
- WA Country Health Service
- PATHWEST
- Health Support Services (HSS)

## Other Eligibility

- To be eligible for funding for the Collaborative Cancer Grant Scheme Repechage Round, a research project **MUST** support one of the two strategy areas described:
  - Priority Two, Strategy 1: Implement Optimal Care Pathways to guide the delivery of consistent, safe, high quality and evidence-based care;*
  - Priority Two, Strategy 4: Actively engage primary and community care practitioners as key care providers across the cancer pathway (for the CCGS, particularly in the area of management of the long-term effects of cancer and healthy lifestyle behaviours relevant to cancer survivors).*
- All applications for funding will need to include and demonstrate engagement with community members. This is crucial and will form part of the assessment of your application. Please read the guidance on community involvement document which is available on CCWA's website: [//www.cancerwa.asn.au/cancer-research/i-am-a-cancer-researcher/funding/](http://www.cancerwa.asn.au/cancer-research/i-am-a-cancer-researcher/funding/)
- The grant will usually be for 12 months but there is some flexibility in the timeframe if required.
- The research should take place primarily in WA. This does not preclude funding the Western Australian component of a project involving interstate or international collaboration. You may request funding for specific activities to take place outside of WA. When doing so, you must justify why the activities need to be done outside WA and why they are central to the project.

## The Tobacco Industry

A research grant will not be provided to any researcher who:

- is an applicant for or is in receipt of funds from the tobacco industry, or organisations deemed to be associated with the tobacco industry, regardless of whether the funds are received directly, through collaborators or by other means (the Smoking and Health Research Foundation of Australia is deemed to be associated with the tobacco industry);
- is employed in a research institute or organisation or, in the case of universities, Faculty or School that allows applications or receives funds from the tobacco industry, whatever the use of those funds may be; or
- is employed by an organisation that accepts funds from the tobacco industry for health-related research or services, wherever in the university that research may be done, or those services supported.

Support for a research project will be terminated if the above provisions relating to support from the tobacco industry are breached or if we believe that the integrity of the research is threatened by influence from tobacco interests.

Researchers in receipt of funds from other organisations in conflict with the prevention of cancer will be examined closely to determine if a conflict of interest exists.

## How do I apply for funding?

The Expression of Intent application form is available on the website - [www.cancerwa.asn.au/research/funding/](http://www.cancerwa.asn.au/research/funding/).

## Timetable

Stage	Date
Advertising and promotion commence	4pm, Wednesday 12 May 2021
Deadline for submission of Expression of Intent	4pm, Wednesday 7 July 2021
Notification of EOI outcomes	26-28 July 2021
Deadline for submission of full application for eligible projects	4pm, Wednesday 6 October 2021
Interviews	22-26 November 2021
Outcome notification	December 2021

## How does Cancer Council WA decide what research is funded?

The assessments will be conducted by the CCGS Grants Advisory Subcommittee using the following selection criteria.

### Selection Criteria

#### **Scientific assessment criteria:**

- Collaborative gain (20%) i.e. the rationale for the chosen collaborations (e.g. what they add to the project, how all relevant skills / disciplines will be used and integrated, potential for continuing collaboration, how the collaboration is new and different, national and/or international collaborators).
- Scientific quality (25%)
- Significance to cancer (10%)
- Innovation (10%)
- Track record (relative to opportunity\*) (20%)
- Contribution to career development / career prospects (10%)
- Alignment with the priorities and objectives of the WA Cancer Plan 2020-2025 (5%)

\*Where relative to opportunity is a consideration Cancer Council WA is guided by the NHMRC relative to opportunity policy, details of which can be found in the Investigator Grant 2020 Peer Review Guidelines, appendix I: [www.nhmrc.gov.au/sites/default/files/documents/attachments/investigator-grants-2020-peer-review.pdf](http://www.nhmrc.gov.au/sites/default/files/documents/attachments/investigator-grants-2020-peer-review.pdf)

#### **Community Review Criteria:**

Please refer to the 'Community Review Criteria Guidelines' available on our website before completing this section of the application.

#### **Interviews:**

Shortlisted Applicants will be expected to attend a short interview either in person or via video conference. The expectation is that all CIs will attend, in the instance where this is not possible an adequate explanation must be provided.

#### **Additional:**

CCWA recommends that applicants do not over-commit themselves by submitting multiple applications. Submission of multiple applications by one applicant may run the risk of an applicant's priority project not being funded.

Applications falling outside of the CCWA's remit will be rejected. Negotiations will not be entered into. Multidisciplinary applications spanning research other than that specifically related to cancer may be considered if the majority of the research relates to cancer control.

Cancer Council WA has the right to make the final decision over which research application it funds. This may include making no award, or awarding part of the total funding pool.

Only applications deemed fundable by the CCGS Grants Advisory Subcommittee will be considered for funding.

### Guidance on completing your application

#### **Estimating the budget**

One grant is available for a maximum of \$65,000. Applications for a project which has attracted additional funding from other sources are welcome where the total size of the project is still achievable within the 12-month timeframe.

Please note that you do not need to include GST in your final budget. Grant funding is exclusive of GST.

### ***Personnel***

The grants cannot be used to fund the salary of the Chief Investigator A but may be used to employ a research assistant. Applications must be accompanied by a letter of support from the administering institution or the CIA's primary institution.

Grant-supported personnel will be employees of the institutions in which the research is carried out and will be subject to the conditions of employment of those institutions. The Collaborative Research Grant cannot be used for work outside the project outlined in the approved grant application.

Funds will not be provided to cover overhead costs levied by the administering institution. Specifically, the indirect costs of research; or research infrastructure; or institutional overheads and administrative charges levied to pay for institutional research; and general infrastructure.

### ***Direct Research Costs***

Support for direct research costs, such as postage, phone/fax, printing, stationery, computer hardware and software can be included.

### ***Equipment***

Grants may be used to purchase equipment for a specified research project. The Administering Institution to which the equipment is entrusted must undertake to maintain purchased equipment in good working condition and in the location where the sponsored research project is being undertaken. Equipment bought with grant funds remains part of the project but, when the project is satisfactorily completed, the equipment may become the property of the Administering Institution.

The Administering Institution must not acquire any equipment other than that proposed in the Grant application without the consent of CCWA if that equipment has a purchase price of more than \$1,000.

## **Grant holder obligations**

There can only be one Administering Institution for each awarded grant. CCWA will make grant payments to the Administering Institution. That institution will be held responsible for the proper administration and expenditure of the grant and for ensuring that all reports are provided on time.

The Administering Institution must also guarantee to provide the infrastructure necessary to support the research. Its explicit support for and commitment to the proposed work is therefore essential before any application can be considered.

### **Other funding sources**

The Administering Institution of applicants accepting an offer of funding from other funding bodies for this research should notify CCWA immediately.

### **Publicity and Acknowledgment**

Where a media release or conference is planned, it is the responsibility of both the CIA and the Administering Institution's media office to provide adequate notice to CCWA of the release or organisation of the conference.

Participating organisations may, at their own initiative, ask investigators to participate in an event or release details of their research to the media. Sensitivities relating to pre-publication release will be respected in such circumstances.

It should be noted that CCWA will publish plain language summary information provided in the full application of successful recipients on the CCWA website, this information may be shared on social media platforms.

## **Publications arising from grants**

The publication of results and dissemination of other information from research funded by this initiative are encouraged. Such publications would occur through the normal acceptable scientific channels and there should always be an acknowledgment that the research was funded by this grant (with the following footnote included: 'This work was [partially] funded by the Cancer Council WA Collaborative Cancer Grant Scheme). A copy of the published paper should also be forwarded either with the final report, or the short update report (see Reporting Obligations).

## **Reporting Obligations**

In fulfilment of the conditions of an award, a final report, which is to include a financial acquittal report, shall be submitted within 6 months of the conclusion of the project. Failure to submit this report at the specified time may render all investigators on the grant application ineligible for further funding from CCWA until this report is received. The final report shall be prepared by the CIA. A reporting template can be found on our website: [www.cancerwa.asn.au/cancer-research/i-am-a-cancer-researcher/cancer-council-wa-report-templates-for-research-projects-and-people-to-receive-funding/](http://www.cancerwa.asn.au/cancer-research/i-am-a-cancer-researcher/cancer-council-wa-report-templates-for-research-projects-and-people-to-receive-funding/)

The CIA is also required to provide brief annual updates on outcomes from the research for up to five years after the project has completed. Update content is to be added to the final report and re-submitted. This is important for the ongoing monitoring and evaluation of our research funding program.

Successful teams will be expected to present their research outcomes at a local research forum such as the Cancer Council WA events, or Science on the Swan conference.

## **Intellectual Property Policy**

CCWA makes no claim on any intellectual property (IP) resulting from this funding. It is considered that the IP remains the property of the researcher and the institution in which they work.

## **What if there is a change in circumstances directly relating to the chief investigators?**

Changes in circumstances for, or resignation of, a CI (including change of research location or institution, changes in time commitment, or relocation to another state/country) during the tenure of a grant may result in termination of a project before expiration of the approved term of support. Because of the importance of the CIs in the initial grant review, it is essential that the commencement or continuation of the grant is re-assessed. The CIA must advise in writing regarding what, if any, arrangements will be made to complete the research for which the grant was offered and give a written report of progress to that date. A decision to continue funding will be made on the basis of the information supplied and following any other investigations that are deemed necessary.

## **How do I claim funding if my application has been approved?**

- 1) Payments in respect of any grant shall be within the terms and conditions specified in the grant offer.
- 2) The successful research project must commence within a 6 month period from the date that funds are made available.
- 3) Projects with commencement delays of more than 6 months and less than 18 months from the date of fund availability will require reassessment and approval to proceed.
- 4) Research not commenced after 18 months of the date of fund availability, will forfeit the grant.
- 5) Once the project has commenced, all research must be completed within a 12 month period. Commencement of the research will be signified by the first request for payment. The final report is required within three months of the time of completion.
- 6) Amounts granted are exclusive of GST. All claims are to be made via a tax invoice from the Researcher's GST registered Administering Institution. Invoices must include the institution's ABN and GST on top of the total grant amount (i.e. your invoice must include 10% extra for the GST).
- 7) Grants are paid in quarterly instalments on receipt of a tax invoice from the Administering Institution. The initial invoice must be generated at the commencement of the research project.
- 8) In exceptional/extenuating circumstances, and upon formal application, a variation to the payment method outlined above may be approved.
- 9) A financial acquittal report is to be provided with the final report or at any other time reasonably requested by CCWA

- 10) At the submission of the final report any funds that are uncommitted must be repaid unless permission is sought and obtained in writing to use any residual funds to complete work specified in the original application.
- 11) The grant must be spent wholly for the purposes for which it was requested and so certified by the investigators and the Administering Institution.
- 12) In the event where a need arises for the administration of a grant to be transferred from one institution to another, a written request for this transfer must be made giving reasons for the transfer. The transfer must not be made without formal approval.

### **3. Matters not otherwise specifically addressed**

For matters relating to process and policy not covered in detail in this guide to applicants the policies and processes applied by the National Health and Medical Research Council will be used as a reference point. The prime objective remains to operate a fair and open process.

#### **Further enquiries:**

Research Admin Officer, Telephone: 08 9388 4343;

E-mail: [CancerCouncilWA.Research@cancerwa.asn.au](mailto:CancerCouncilWA.Research@cancerwa.asn.au)