**Outline of content for the Suzanne Cavanagh Early Career Investigator Application**

## ADMINISTRATION CRITERIA

**Applicant details**

**Applicant Administering Institution Officer details**

**Early Career Status**

* Upload as PDF qualification documents for Early Career eligibility status *(Naming convention: <applicant surname>\_ECRStatus)*

**Citizenship and Residency Status**

* Upload evidence of citizenship; permanent residence; or work visa (*Naming convention: <applicant surname>\_CitizenshipStatus)*

**Gender**

**Aboriginal or Torres Strait Islander status**

**Research Institution**

## TRACK RECORD CRITERIA

**Track record**

Upload as a PDF the completed Track Record Supplemental Document (*Naming convention: <applicant surname>\_TrackRecord).*

* The template can be found on the website: https://cancerwa.asn.au/research/funding-opportunities/#accordion--4

## APPLICATION DATA

*This is a Cancer Council WA data collection requirement; it informs reporting and strategic direction.*

**Tumor type**

**Broad Research Area**

* Basic Science; Clinical Medical and Science; Health Services Research; Public Health Research; Psychosocial / Behavioural; Patient Care and Survivorship

**Common Scientific Outline**

* The Common Scientific Outlines in Question 13 are the result of collaborative effort between the NCI in the US, the NCRI in the UK, and their partners. It is a classification system organised around seven broad areas of scientific interest in cancer research, plus subgroups. Click on the following link to view category descriptions in full <https://www.icrpartnership.org/cso>

**Age group**

* Children; Adolescent and young adult; Adult; Elderly people; All ages

**Focus**

* Aboriginal and Torres Strait Islander people (ATSI); Culturally and linguistically diverse (CALD); Low SES; Regional and Rural; Rare cancers; Low survival cancers (Low survival cancers are generally defined as those with a five year survival rate of ≤50%)

## RESEARCH PROPOSAL

This section of the application will be assessed by the academic members of the Research Grants Advisory Committee. When answering this section, remember that while the assessors are all cancer researchers, they may not have specific expertise in your area of research.

**Scientific Title**

*Please note that the Application Title becomes the Scientific Title, this cannot be changed without creating a copy of the application. For instructions, please review the Guidelines to Applicants document for ‘easy to follow steps’.*

**Proposal details:**

Upload as a single PDF (*Naming convention: <applicant surname>\_Research Proposal)*

* no more than three pages using 11 point Arial font, 1.5 spacing, and normal margins on the rationale/justification for the research, aims, objectives and research plan (inc. detail on methods). Diagrams, graphs etc., can be included.
* plus one page reference section for references relevant to the program of research.
* plus host institution letter of support

**Proposed Timeline**

The measurable milestones you expect to achieve in each 6-month interval of your funding term. To clearly demonstrate the expected progression of your project, please list every milestone you expect to achieve and when you expect to achieve it, including employment of staff, ethics approval, development of study measures, data collection (e.g. expected recruitment numbers within each 6-monthly interval), data analysis, manuscript preparation etc.

For each section there is the following:

* ***Period Start*** *(date)*
* ***Period End*** *(date)*
* ***Action***
* ***Description*** *(approx. 100 words)*

**Proposal Statements**

**Relevance to Cancer Control in WA Statement**

How is this research relevant to cancer control in WA? Give consideration to the WA Cancer Plan and how your research may be aligned with it. Limit: ~130 words

**Innovation Statement**

Limit: ~120 words

**Outcomes and Impact Statements**

Give consideration to the WA Cancer Plan 2020-2025 and how the research may align with it where appropriate (ww2.health.wa.gov.au/Reports-and-publications/WA-Cancer-Plan)

**Knowledge Production**

Describe how the research will make a significant contribution to scientific understanding, including the impact on and relevance to cancer (likely to result in publications, and invitations to speak at national and international meetings, patents/intellectual property).

Limit: ~120 words

**Research Team / Supervisor Team:**

*Listed options include: Associate Investigators; Chief Investigators; Collaborators; Postdoctoral Fellows; Postgraduate Students; Research Assistants; Undergraduate students; Supervisors*

* Team member; current position; qualifications; relevant background expertise Limit: ~240 words

**Budget**

Year: 1 (only 1 year)

* Funds Requested: Budget type (Personnel; Consumables; Equipment; Maintenance; Other); Budget item submission description; Budget Item Cost,
* In-Kind Contributions: Funds Requested: Budget type (Personnel; Consumables; Equipment; Maintenance; Other); Budget item submission description; Budget Item Cost,
* Cash Contributions: Funds Requested: Budget type (Personnel; Consumables; Equipment; Maintenance; Other); Budget item submission description; Budget Item Cost,
* Budget Justification (~400 words).

**Ethics and other approvals**

Does the research proposal submitted to the Cancer Council require/involve:

* Submission to a Human Research Ethics Committee,
* Submission to an institution’s Animal Ethics Committee responsible for animal research,
* Organisms being genetically manipulated such that they fall under current guidelines issued by the Office of the Gene Technology Regulator,
* The use of carcinogenic or highly toxic chemicals,
* The use of human stem cells,

## PLAIN LANGUAGE TITLE, SUMMARY AND AIM

**Important Information**

* The next two sections will be assessed independently of the rest of the grant application. Responses to these criteria should be written so they can be read without reference to the rest of the application.
* Answers should take into consideration that reviewers are members of the community who have been trained to assess research grant applications but are not researchers and do not have expertise in the specific field of the proposed research.
* We recommend reading Cancer Council WA’s [Plain Language Summary guide](https://cancerwa.asn.au/research/funding-opportunities/general-guidance-documents/) before completing the next two sections and use the checklist within the document to ensure you have completed this section correctly.

**Plain Language Title**

* Provide a title for your fellowship using plain language that can be understood by the general public.

**Plain Language Summary**

* Provide an outline of your research proposal, this should be brief but include key information in a way that can be understood by the general public. Your plain language summary should include: An explanation of the type of cancer you are investigating and its impact; Aims and purpose of the research; How you will do the research; What the benefits of the research will be. Limit: ~250words

**Plain Language Aim**

* Provide a brief outline of your research aims using plain language that can be understood by the general public. Limit: ~50 words

## COMMUNITY REVIEW CRITERIA

* All questions are compulsory. A written response addressing each question must be provided. Any application that does not respond to a question or indicates that any question is ‘not applicable’/‘not relevant’ (or equivalent) or uses the response to the question to justify why the proposed research does not address the criteria will score zero for that criteria and risks being deemed ineligible for funding.
* **Refer to the** [**Community Review Criteria Guidelines**](https://cancerwa.asn.au/research/funding-opportunities/general-guidance-documents/) **available on our** [**website**](https://www.cancerwa.asn.au/cancer-research/i-am-a-cancer-researcher/funding/) **to complete this SECTION.**

**Research outcomes and the extent of potential benefit (impact)**

* Describe the anticipated direct outcomes of your proposed research, and with reference to the WA Cancer Plan 2020-2025 describe how these outcomes have the potential to have a direct, beneficial impact on either the incidence or impact of cancer on the Western Australian community. This includes short, medium, and long-term outcomes. Limit: ~650 words

**Pathway for realising the benefit (translation)**

* Provide a clear description of the steps required to reach the stated benefits of the research. This may include further steps beyond the scope/timeframe of the proposed research. Limit: ~650 words

**Equity**

* Explain which patient group(s) will benefit the most from your research for (e.g., type or stage of cancer) and any equity implications. For research involving people, justify the selection of the study sample and explain why you have included and excluded particular groups who could potentially benefit from the outcomes of this research. If relevant, outline how the proposal addresses an under-studied or under-served population and/or a population with a high burden of disease or poorer outcomes. Limit: ~400 words

**Community involvement**

* Outline how community representatives (consumers) have been involved during the development of the research proposal and the plan for ongoing community involvement in the research. Explain how this/these community representative(s) are ‘qualified’ to be involved. Limit: ~650 words

## CERTIFICATIONS

**Certification by responsible officer at administering institution**

**Certification by applicant**