**Cancer Research Project Grant application template**

For guidance on how to apply, please download the [Guidelines to Applicants](https://cancerwa.asn.au/research/funding-opportunities/#accordion--1) form on our website.

## ADMINISTRATION CRITERIA

**Applicant personal details**

**Applicant administering institution officer details**

**Early career status**

* Upload as PDF qualification documents for Early- and/or Mid-Career eligibility status *(Naming convention: <applicant surname>\_E/MCRStatus)*

**Gender**

**Aboriginal or Torres Strait Islander status**

**Research institution**

Note: content from this section will be available to assessors for both the Expression of Intent (EOI) and Full Application assessments. All information in this application may be provided to the Western Australian Future Health Research and Innovation Fund (FHRI Fund) and Department of Health, if requested.

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## APPLICATION DATA

*This is a Cancer Council WA data collection requirement; it informs reporting and strategic direction and is required for the EOI. This data may also* *be provided and/or utilised in reporting for the FHRI Fund and Department of Health.*

**Tumour 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; Culturally and linguistically diverse; Low SES; Regional and remote; Rare cancers; Low survival cancers (low survival cancers are generally defined as those with a five-year survival rate of ≤50%)

Note: content from this section will be available to assessors for both the EOI and Full Application assessments.

**Priority area**

* Yes / no (if yes, select ONE from Aboriginal research; clinical research; public health research; or regional and / or remote research)

Briefly explain how this research will address the priority area/s (see Appendix, Guidelines to Applicants) (~ 250 words)

## RESEARCH PROPOSAL

This section of the application will be assessed by the academic members of the Research Grants Advisory Committee. When answering this section, please note that while all assessors are 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’.*

**Expression of Intent**

* Research details (~700 words): Rationale/Justification, Research objectives, Research methodology;
* Relevance to cancer (~150 words): Give clear details of the direct relevance to Cancer research proposal details;
* Innovation (~150 words): What is innovative about the research? Include an explanation on what new evidence this research will provide and how it addresses a current gap in cancer research;
* Research team: Team member, current position/s, and 90 words on relevant background and expertise.

Note: except for Research team, the information you provided in your EOI for this section will *not* be made available to assessors for the Full Application assessment.

**Full application**

* Proposal design – rationale / justification, aims, objectives and plan
* Proposed timeline
* Expected outcomes
* Capacity building
* Budget
* Research team

**Proposal design**

Upload the following as a single PDF:

* no more than four pages using 11 point Arial font, 1.5 spacing, normal margins on the rationale/justification for the research, 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.

*Naming convention: <applicant surname>\_ResearchProposal*

***Proposed Timeline***

Broadly detail the measurable milestones you expect to achieve in each 3-month interval of your funding term (150 words for each 3-month period).

***Expected Outcomes*** *(~200 words)*

Describe how the research will make a significant contribution to scientific understanding (likelihood of resulting in publications; invitations to speak at national and international meetings; patents/intellectual property).

***Capacity Building*** *(~200 words)*

Describe how the research will maximise the prospect of attracting additional resources to the research area in the future, and help build workforce capacity specifically in terms of early to mid-career researcher/s involvement in the project.

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

**Research Team**

Team member, current position/s and relevant expertise (provided in the EOI), plus their role and expertise as it relates to the research being conducted (~200 words per team member).

*Listed options include: Associate Investigators; Chief Investigators; Collaborators; Postdoctoral Fellows; Postgraduate students; Research assistants; Undergraduate students; Supervisors; Health Consumers.*

***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 (~200 words).

Note: for the Research Proposal section, with the exception of the Research Team data, the information you provided in your EOI will not be made available to assessors for the Full Application assessment.

***Ethics and Other Approvals***

* Submission to a Human Research Ethics Committee? Yes / No
* Submission to an institution’s Animal Ethics Committee responsible for animal research? Yes / No
* Organisms being genetically manipulated such that they fall under current guidelines issued by the Office of the Gene Technology Regulator? Yes / No
* The use of carcinogenic or highly toxic chemicals? Yes / No
* The use of human stem cells? Yes / No

## PLAIN LANGUAGE TITLE, SUMMARY AND AIM

**(to be completed for the EOI only)**

**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/wp-content/uploads/2022/07/2020-03-10-CCWA-plain-language-summary-guide-v4-Final-1.pdf) before completing the next two sections and using the checklist within the document to ensure you have completed this section correctly.

**Plain language title**

* Provide a title for your project 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; and what the benefits of the research will be. Limit: ~250 words

**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

## CONSUMER AND COMMUNITY INVOLVEMENT 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/wp-content/uploads/2022/07/2020-01-24-Guidance-on-community-review-criteria-for-applicants-v11.pdf) available on our [website](https://cancerwa.asn.au/research/funding-opportunities/#accordion--1) to complete this section.

**Plain language title**

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

**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. In addition, in reference to the [WA Health and Medical Research Strategy 2023-2033](https://www.health.wa.gov.au/~/media/Corp/Documents/Reports-and-publications/Strategies/State-Health-and-Medical-Research-Strategy.pdf) and [FHRI Fund Strategy](https://fhrifund.health.wa.gov.au/About-us/FHRI-Fund-Strategy), describe how the outcomes have the potential to benefit the health and medical research sector. This includes short, medium, and long-term outcomes. Limit: ~500 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: ~500 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: ~300 words

**Consumer and Community Involvement (CCI) (EOI and Full Application)**

* Expression of Intent (~200 words): 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.
* Full Application (~300 additional words to support the EOI content)

Note: content from this item will be available to assessors for both the EOI and Full Application assessments.

## CERTIFICATIONS

**Certification by applicant**

**Certification by responsible officer at administering institution**