



Government of Western Australia
East Metropolitan Health Service



RPH Radiology Research Grant Application and Terms and Conditions

COMPLETING THIS APPLICATION

- All sections must be completed.
- Please complete the application electronically in Word.
- To insert text in the answer fields simply click in the box which will automatically extend as you type.
- The completed application should be sent as an email attachment to: RPHImagingResearchCommittee@health.wa.gov.au.
- Ensure that the Declaration on page 7 is signed and dated when submitting the application.
- The Terms and Conditions are attached to the application Page 8-10.

APPLICATION DETAILS

Scientific Title
Lay Title (easily understood by general public)
Lay Summary <300 Words (easily understood by general public)

APPLICANT DETAILS

Principal Investigator	
Name	
Research Affiliation	
Address	
Telephone Number	
Email	
%Time and Role in Relation to this Project	
Tertiary Qualifications	
Employment History (Past 5 years)	
Publications (Provide a list of publications from the past 5 years)	Please attach.
Patents (Provide a list current or provisional patents held)	
Funding Support (Past 5 years)	

Please complete the next section for each additional investigator in this application.

Additional Investigators	
Name of Investigator	
Research Affiliation	
Address	
Telephone Number	
Email	
%Time and Role in Relation to this Project	
Tertiary Qualifications	
Employment History (Past 5 years)	
Publications (Provide a list of publications from the past 5 years)	
Patents (Provide a list current or provisional patents held)	
Funding Support (Past 5 years)	

ADDITIONAL PERSONNEL

Please list all additional support staff (in order of seniority) who will be involved in this research project. Include tertiary qualifications, percentage of time spent on this project and duties in the table provided.

Name	Qualification	Duties	%Time

ASSESSMENT CRITERIA

The following criteria are used in judging the application:

1. Clarity of aims and objectives
2. Soundness of hypothesis
3. Appropriateness of study method and design
4. Relevance of study to radiation clinical medical imaging
5. Track record of the Principal Investigator
6. Track records of Co-investigators

BUDGET

Please provide a comprehensive list of the proposed budget contribution towards salaries, equipment and direct consumables requested in this application in the table provided below.

Salary Level/Consumables	Justification	Cost

PROJECT DETAILS

Do you have appropriate human research ethics approval for this project?

Yes No

If Yes, please attach a copy of the letter of approval to this application.

RESEARCH PROPOSAL

Research Grant Synopsis (Maximum one page)

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Detailed Background and Research Plan (Maximum 5 pages) Please include pilot and feasibility study data. References should be added at the end of the proposal and will not be included in the page limit. Please ensure you include the following headings in your proposal.

Aims:

Hypothesis:

Background:

Preliminary Pilot Studies already completed:

Research Plan – including timeline:

Expected Achievements and Likely Outcomes after 12months:

Medical Literature References (Maximum 2 pages)

Track Record (Maximum one page for each Principal Investigator) Provide details of the significant scientific achievements of each Principal Investigator over the last 10 years excluding information provided in other sections about publications, patents and grants held. Information may include details of invited presentations (national or international), awards and prizes, representation on major scientific bodies and published books, book chapters or reports, or other significant recognition of scientific achievement, etc. Information on any changes in career direction or significant interruptions to career progress etc may also be given, if considered relevant.

Referees

Please list below the names and addresses of three professional referees. The referees should be able to comment on the applicant's personal research contributions, research potential and national/international research standing.

DECLARATIONS

1. Head of Department or Supervisor to sign

I,, hereby declare that I
(print or type name)

accept this application from
(print or type applicant name)

and approve of the work proposed. I agree to provide adequate supervision and facilities for the period concerned, and to provide an appropriate certification of performance when the project is completed.

Signature:..... Date

2. Applicant to sign

I,, *(print or type name)*

on behalf of all investigators associated with this application, confirm and declare that the information provided in this application is true and accurate in every respect.

Signature:..... Date

TERMS AND CONDITIONS

By submitting an application, applicants agree to be bound by these terms and conditions:

1. FUNDING

- 1.1 The Royal Perth Hospital Radiology Research grant will not fund:
 - a) Food – catering for meetings,
 - b) Resources that would be routinely funded by the Institution.
- 1.2 PhD Funding
 - a) The Royal Perth Hospital Research Grant fund will fund the Turab Chakera Research Grant Fellowship annually for a maximum of 3 (three) years dependent of The Committee endorsing an annual report.
 - b) Additional funding
 - I. UPA/APA scholarships are acceptable,
 - II. Funding from another granting body must be disclosed for the committee to consider.

2. ASSESSMENT

- 2.1 The Committee together with two external senior clinical academic reviewers will assess applications for grants and fellowships based on merit and the information contained in the application.
- 2.2 The Committee reserves the right to vary the amount of the grant or fellowship as deemed appropriate, taking into account funding available and merit of the application.

3. REJECTION

- 3.1 The Committee may, in its sole discretion, reject any application at any time during the assessment process. Reasons for rejection may include, but are not limited to:
 - a) the application not meeting the eligibility criteria for the grant or fellowship,
 - b) the application containing inaccurate or misleading information,
 - c) the application being incomplete,
 - d) failure to complete progress reports on previous grants.

- 3.2 The ultimate authority for the deferment or rejection of an application lies with the Committee.

4. AMENDMENTS

- 4.1 Any request to amend any term or condition for any grant or fellowship must be made to the Committee in writing and must:
- a) present the reasons for the request; and
 - b) be supported by substantial relevant additional information to justify the amendment.
- 4.2 Requests will be considered by the Committee on a case by case basis and a decision will be made by the Committee in its sole discretion.

5. NO OBLIGATION

- 5.1 The Committee is under no obligation to offer any grant and may withdraw a grant at any time for any reason in its sole discretion.

6. ACCEPTANCE

- 6.1 Grants and fellowships must be taken as offered and are not transferable.
- 6.2 To take up a grant, the principal recipient must accept the grant or fellowship in writing. By accepting the grant or fellowship in writing the recipient agrees to comply with these terms and conditions.
- 6.3 The recipient must provide the Committee with an invoice from their institution and a signed form giving confirmation that:
- a) the recipient's proposal has been accepted by the institution,
 - b) the institution agrees to administer the funds; and
 - c) the institution has been provided with the Terms and Conditions: Royal Perth Hospital Radiology Research Grants,
 - d) no more than 10% of the grant will go towards administration fees.
- 6.4 Any change to the research project or program of study, including budget variations and other financial support, must be put in writing for Committee approval in accordance with clause 3.
- 6.5 Annual reports on progress, including final report at the completion of funding are mandatory to continue funding and to receive future funding.
- 6.6 PhD Offers - The Turab Chakera Radiology Research Fellowship
Candidates are required to:

6. ACCEPTANCE (CONT'D)

- a) Commence their PhD within six months of the award offer and acceptance, extensions will only be granted by the committee on application,
- a) Proof of commencement of the PhD to be confirmed by:
 - I. Enrolment in a University as a minimum by a given date,
 - II. A letter from the Supervisor to support that the project has commenced.

7. PAYMENT

- 7.1 Any recipient of a grant must seek their own advice on matters relating to tax. The Committee will not provide tax advice under any circumstances.
- 7.2 Grant amounts on the application should be exclusive of GST.

8. WITHDRAWAL

- 8.1 A grant may be withdrawn by the Committee if the recipient:
 - a) does not achieve the purpose of the grant;
 - b) is found to have provided inaccurate or misleading information in their application;
 - c) fails to comply with these terms and conditions;
 - d) fails to comply with the Public Sector Code of Ethics
<https://publicsector.wa.gov.au/conduct-integrity/promoting-integrity/code-ethics>
and
Western Australian Department of Health research policy
<https://ww2.health.wa.gov.au/About-us/Policy-frameworks/Research>
 - e) is found to be guilty of serious misconduct.
- 8.2 If a grant or fellowship is withdrawn, the Committee may, in its sole discretion, require that the recipient repay the full amount to the Committee.

9. PRIVACY

The Committee is committed to the protection of applicant personal information and acts in accordance with the Australian Privacy Principles in the Privacy Act
<https://www.legislation.gov.au/Details/C2019C00241>.