



**The Institute**

basil hetzel institute for translational health research



**The Hospital Research  
Foundation Group**

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Foundation Group  
Basil Hetzel Institute for Translational  
Health Research,  
The Queen Elizabeth Hospital**

**Michell-McGrath Fellowship  
2022**

**Guidelines v1.0**

**Step 1 (EOIs) close:  
Wednesday 12 January 4:00pm (ACDT) 2021**

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## 1. About The Hospital Research Foundation (THRF) Group

The Hospital Research Foundation Group exists for every South Australian. Our purpose is simple – together, fight for better health and wellbeing for our community through life-changing medical research and improved healthcare.

We are a profit-for-purpose organisation aspiring towards a healthy community and wellbeing for all. We raise funds through community donations, corporate support and proceeds from our lottery program, enabling us to fund and facilitate medical research and patient care services in South Australia.

We are a group of charities united – a collective tribe of causes rallying together to fulfill a mutual purpose and make an impact through efficiency and collaboration. From before birth, to end of life and the many diseases and illnesses in between, The Hospital Research Foundation Group is fighting for you.

THRF Group consists of 10 charities which work together to improve the health and wellbeing of the community, while allowing supporters to choose an area of healthcare which matters most to them.

## 2. About the Round: Michell-McGrath Fellowship

The Michell-McGrath Fellowship will support a senior research fellow at the [Basil Hetzel Institute of Translational Health Research \(BHI\)](#) in any area of health and medical research aligned with the BHI's mission. The Fellowship, valued at \$375,000 per annum for 5 years, is proudly supported by The Hospital Research Foundation Group.

The Fellowship is offered via a competitive, application-based process and is open to research-active clinician/health practitioners and health and medical research scientists of national and international standing who are looking to base themselves at the BHI.

The BHI is a place of excellence that produces high quality, internationally recognised research, and research outcomes, for South Australia. The spectrum of inquiry is broad but is united by a mission to improve clinical care in South Australia through clinical research, therapeutic development, and clinical translation of research outcomes.

The Michell-McGrath Fellowship offers an exceptional opportunity for the chosen candidate to leverage the unique strategic nexus between clinical need and research priorities that characterises the BHI research agenda, made possible by the close interface of research and teaching with clinical activity on the TQEH precinct.

### 2.1 Selection criteria

The Michell-McGrath Fellowship seeks to identify and fund a senior research fellow wishing to join the BHI as active member of the BHI, TQEH community.

The round objective is to find a candidate able to address the following selection criteria. The Michell-McGrath Fellow will:

- Base themselves at the BHI and TQEH and establish their research activities within the hospital and/or TQEH Research Facility. There is an expectation that the BHI, TQEH precinct will be the primary place of work (a minimum of 80% time) and that the Fellow's research program will link with and sit within a clinical activity of the hospital.
- Undertake a program of research which aligns with the translational health research mission of the BHI. The area of research is not restricted, but the successful candidate must be able to demonstrate how their research program strengthens and enhances the existing research

undertaken at the BHI and how their research outcomes can be translated to improve health care.

- Become part of the research community, pursuing productive collaborative links with other research groups working at the BHI, TQEH, and actively participating in the committees and events of the BHI, TQEH.
- Be a leading national and rising international authority in their research area with demonstrated:
  - substantial and original contributions that are of major translational benefit to health and medical research, the health system, economy and/or the health of the population
  - experience in leading an independent research program(s) involving national collaborative networks
  - national and possibly international contributions to their scientific discipline (e.g. research advisory boards, peer review)
  - supervision, mentoring and promotion of early and mid-career researchers
  - successful leadership and mentoring capabilities extending beyond their own area of research.
- Be able to commit or attract additional research support for their program. This includes, but is not limited to, attracting research funding and research trainees.

### 3. Requirements

#### 3.1 *Organisational Affiliation requirements*

The Fellowship Candidate must have an existing or prospective link with one of the following organisations:

- Central Adelaide Local Health Network (CALHN)
- The University of Adelaide
- University of South Australia

Candidates are expected to have discussed their potential appointment as a Fellow with one of these current or prospective affiliated organisation(s) and sought in principle agreement to the Fellowship conditions prior to application. Candidates who will hold more than one formal appointment must nominate the organisation that will be in the position to agree to the time commitment of the Fellow as an employee to be the Administering Institution (AI) for the purposes of this round.

Applicants are also strongly encouraged to discuss their intention to apply for the Fellowship with either the BHI's Director of Research [Professor Guy Maddern](#) or Scientific Director [Associate Professor Joy Rathjen](#) prior to submitting an application. Such discussions are necessary to ensure strong alignment of the proposed program of research to the BHI mission and to establish that adequate resources are available to support the Fellow.

#### 3.2 *Fellow Eligibility requirements*

An applicant may submit a maximum of one (1) EOI.

All applicants must:

- Have employment rights via:
  - Australian citizenship, or
  - Permanent residency in Australia, or a valid visa for the entirety of the Fellowship period
- Hold a PhD. Current and non-conferred PhD candidates are not eligible to apply.

### 3.3 *Incomplete, false or misleading information*

All information submitted to THRF Group (including EOIs, grant applications and reports) must be complete, current and accurate at the time of submission, and free of false or misleading information.

Examples of false or misleading information include, but are not limited to:

- Providing a dishonest statement regarding time commitments to the research for which support is being sought;
- Providing incomplete or inaccurate facts regarding other sources of funding;
- Falsifying claims in publication records; *and/or*
- Providing incomplete or misleading information of ethics and governance requirements or other factors that may impact the researcher's ability to commence the research program in a timely manner.

If THRF Group believes that omissions or inclusion of misleading information were intentional, it may choose to exclude an application from assessment, withdraw funding, and/or refer the matter to the Administering Institution.

### 3.4 *Terms and Conditions for funding*

If a project is selected for funding, THRF Group and the Administering Institution will enter into a formal funding agreement detailing funding terms and conditions including that:

- Unless otherwise agreed, the project must commence within six months of receiving the award letter. The project cannot commence before all ethics approval and collaborative agreements are in place and the funding agreement is fully executed.
- THRF Group's standard Intellectual Property Agreement Clause will apply.
- THRF Group funding is not to be used to support Intellectual Property and Patent costs.
- Fellows agree to:
  - Provide regular reports on the progress of the research through SmartyGrants as requested. Progress will be monitored against agreed milestones, and evidence of outputs and outcomes will be required;
  - Report any unexpected delays or changes to the research plan to THRF Group in a timely manner;
  - Acknowledge THRF Group funding support in all presentations of the work;
  - Provide updates upon request to THRF Group Communications and Marketing teams;
  - Participate in media opportunities coordinated by THRF Group where necessary, including local radio and local and national media announcements. Relevant media advice and preparation will be available via THRF Group's Communications team;
  - Ensure THRF Group is consulted regarding any media opportunities relating to the project; and
  - If a first-time awardee of THRF Group funding, attend an induction meeting at THRF Group premises within 6 months of award.

## 4. Funding

The Fellowship provides set funding of \$375,000 per annum for 5 years. Funding will support the Fellow's salary (see below), with the remainder to be used towards salaries for research support staff and direct research costs. The funding cannot be used to support organisational indirect costs or infrastructure levies.

### 4.1 *Salary support*

All salary support will include the base salary and statutory on-costs, such as accruals for annual leave, carers leave and the superannuation guarantee contribution. On-costs are limited to a maximum 30% of the base salary request. Applicants must verify the rate of on-costs of their AI before finalising budgets in their application form. All staff will be appointed at standard award conditions, commensurate with experience, as determined by the AI.

Support available for the Fellow's salary differs depending on their professional situation.

**Health and Medical Research Scientist Fellows:** The Fellow may request up to 1.0 FTE of salary support as a health or medical research scientist, and must devote at least 80% of their time to the Fellowship research. It is expected that the Fellowship is the primary employment of the candidate and it is not intended to be taken up in conjunction with other research positions.

**Clinician/Health Practitioner Fellows:** Research-active clinician/health practitioners may request up to 0.5 FTE of their salary. This arrangement is intended to allow researchers to conduct research while maintaining their clinical activities. The Fellow's employer must agree to release the recipient for the time specified in their grant application to conduct the Fellowship research. The combined time spent on research and on other professional activities by the Fellow must not exceed 1.0 FTE.

## 4.2 *Direct research costs*

Direct Research Costs may include research reagents, consumables and services, therapeutic agents, computer programs, travel for the purposes of the research program and small equipment (≤\$10,000 unit cost).

# 5. Grant application steps and assessment process

This round will follow a three step process as outlined below. THRF Group reserves the right to modify or amend these steps at its sole discretion.

- Step 1. Expression of Interest (EOI)
- Step 2. Full application (by invitation based on EOI assessment)
- Step 3. Final interview

These steps are described in further detail below.

## 5.1 *Step 1: Expression of Interest (EOI)*

Applicants will submit a short EOI with a two-page biosketch and AI endorsement through THRF Group's SmartyGrants platform.

EOIs submitted by the due date will be reviewed for eligibility, evaluated by a selection panel and then a shortlist of top-ranked EOIs will be invited to submit full applications.

Please note that assessors will follow the NHMRC Relative to Opportunity policy (<https://www.nhmrc.gov.au/about-us/policy-and-priorities#download>), and will be required to deal with applications and assessment matters confidentially.

## 5.2 *Step 2: Full application (by invitation)*

Shortlisted applicants will be invited to submit a full application in the specified format through the THRF Group's Smartygrants platform. Full applications will particularly need to provide further detail on scientific merit, feasibility and budget considerations, as well as expanding on how their Fellowship program will deliver beneficial impacts. Full applications will normally be expected within 3-4 weeks of the notification of shortlisting, and must include endorsement by the AI in the specified format. THRF Group expects applicants to provide all necessary information to make the evaluation

possible on the SmartyGrants full application form, but reserves the right to request additional information if needed.

Eligible full applications will be distributed for review by the selection committee and expert reviewers, as required, against the selection criteria. In the case that none of the invited submissions are deemed worthy of funding, assessors may return to the EOI pool and issue further invitations.

### 5.3 Step 3: Final interview and seminar

Before the final decision is made, shortlisted applicants will be asked to deliver a research seminar at the BHI and be interviewed by the selection committee. Interviews provide a forum for the applicant, members of the BHI and of the funding body to meet and develop a common understanding of the proposed research, alignment with the BHI, TQEH, and the aims and goals of THRF Group. The interview may include a review of proposed milestones, budget, terms of conditions of funding, and a two-way question and answer session. The selection committee or THRF Group may request further information or detail from the applicant and/or AI.

The final funding decision will be made by THRF Group, informed by the selection committee and the assessor reviews. This decision will be final and no further negotiations will be entered into.

### 5.4 Administering Institutions (AIs)

It is the applicant's responsibility to ensure that the nominated AI certifies the EOI and, if applicable, full application, in the specified format as part of the submission (refer Appendix A for details). If an application is successful, THRF Group will enter into a funding agreement with the nominated AI.

## 6. How to apply

EOIs must be completed and submitted through THRF Group's online application portal SmartyGrants.

**Only electronic submission through the SmartyGrants system will be accepted.**

Applicants will receive a confirmation of receipt of the application by email following submission to the SmartyGrants platform. If the email is not received (after checking junk/spam folders) applicants should assume the submission has not been received and re-attempt submission.

Applicants are advised to **not** use Internet Explorer with SmartyGrants due to incompatibility issues.

<b>SmartyGrants link:</b>
<b>EOIs (Step 1) close on Wednesday 12 January 2021 at 4:00 PM (ACDT)</b>
<i>All queries should be directed to <a href="mailto:savelives@hospitalresearch.com.au">savelives@hospitalresearch.com.au</a></i>
Incomplete or late applications will not be considered

## 7. Round timetable (indicative)

<b>Step 1: EOI Open</b>	<b>Monday 6 December at 12 noon (ACDT)</b>
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<b>Step 1: EOI Close</b>	<b>Wednesday 12 January 2021 at 4:00 PM (ACDT)</b>
<b>Step 2: Invitation to Full Application for Shortlisted EOIs</b>	<b>Approx 4 weeks after Step 1 closes</b> <i>EOIs not shortlisted will be notified at this stage</i>
<b>Step 2: Full Application Close</b>	<b>Approx 3-4 weeks after Invitation</b>
<b>Final Outcomes</b>	<b>Late Q1 2022</b>

# APPENDIX A - Institutional Endorsement Details

## Step 1: Expression of Interest (EOI) Endorsement

At EOI stage, the prescribed form (to be provided) will require sign off by DVCR or their authorised delegate of the Administering Institution, to confirm that the signatory:

- Has read, understood and complied with the relevant THRF Group Grant Guidelines (the grant guidelines) and, to the best of their knowledge, all details provided in this application form and in any supporting documentation are true and complete in accordance with the grant guidelines.
- Consents, on behalf of all the parties, to this application being referred to third parties for confidential assessment purposes.
- Consents, on behalf of all the parties, to THRF Group copying, modifying and otherwise dealing with information contained in this application for the purpose of conducting the funding round.
- Certifies that the application is being submitted with the support of, and on behalf of, the Administering Institution, and it is acknowledged the application may be excluded from consideration by THRF Group if found to be in breach of any requirements.

## Step 2: Invited Full Application Endorsement

At Full Application stage, the prescribed form (to be provided) will require sign off by DVCR or their authorised delegate of the Administering Institution, to certify and confirm the following:

- They have read, understood and complied with the relevant *THRF Group Grant Guidelines* (the grant guidelines) and, to the best of their knowledge, all details provided in this application form and in any supporting documentation are true and complete in accordance with the grant guidelines.
- Proper enquiries have been made and they are satisfied that the participants and organisations listed in this application meet the requirements specified in the grant guidelines.
- The listed participants are responsible for the authorship and intellectual content of this application, and have appropriately cited sources and acknowledged significant contributions to this application.
- To the best of their knowledge, all personnel contributing to the project activity have familiarised themselves with the *Australian Code for the Responsible Conduct of Research*, the *National Statement on Ethical Conduct in Human Research*, the *Australian code for the care and use of animals for scientific purposes* and other relevant policies concerning the conduct of research, and have agreed to conduct themselves in accordance with those policies.
- To the best of their knowledge, all material personal and financial interests and Conflicts of Interest relating to parties involved in or associated with this application have been disclosed to the Administering Institution, and, if the application is successful, they agree to manage all Conflicts of Interest relating to this application in accordance with the *Australian Code for the Responsible Conduct of Research* (2018), and any relevant successor documents.
- They have obtained sufficient written agreement of all the relevant persons and organisations necessary for this application to be submitted. This written evidence has been retained and will be provided to THRF Group if requested.
- If this application is successful:
  - The project can be carried out as set out in this application and in accordance with the terms and conditions of the grant guidelines and the relevant funding agreement.
  - The project can be accommodated within the general facilities of this Institution and if applicable, within the facilities of other relevant organisations specified in this application and sufficient working and office space is available for project personnel.
  - This Institution and relevant participating organisations will make the financial and/or in-kind contributions to the project as set out in this application.
  - Access to privileged data or resources, such as patient data or patient samples, or workspaces, such as clinics, can be accommodated by this Institution or by other relevant Institutions specified in this application.
  - Approval of the project activity by relevant institutional committees and approval bodies, particularly for ethics and biosafety, will be sought and obtained prior to the commencement of the research, or the parts of the research that require their approval.
  - Arrangements for the management of the project will be agreed in writing between all participating organisations associated with the application before the project can commence.
  - In carrying out the project, the Administering Institution will comply, and require the participating organisations to comply, with the provisions of any applicable statutes, regulations, by-laws, and requirements of any applicable Commonwealth, State, Territory or local authority.
- They consent, on behalf of all the parties, to this application being referred to third parties for confidential assessment purposes.
- They consent, on behalf of all the parties, to THRF Group copying, modifying and otherwise dealing with information contained in this application for the purpose of conducting the funding round.

The application is being submitted with the full authority of, and on behalf of, the Administering Institution, and acknowledge the application may be excluded from consideration by THRF Group if found to be in breach of any requirements.