



## Doherty Collaborative Seed Grant Scheme 2019

---

### GUIDELINES

#### AIM AND SCOPE

##### **What is the aim of the Doherty Collaborative Seed Grant Scheme?**

The aim of the Doherty Collaborative Seed Grant Scheme is to encourage collaborative partnerships amongst Doherty researchers and seed the development of larger scale collaborative projects.

##### **What projects will be considered for funding?**

Grants will be awarded on a competitive basis to collaborative groups within the Doherty Institute whose proposals explore an important research question that satisfies the vision of the Institute. The application must state a clear vision and timeline of how the seed grant will lead to submission of a larger scale collaborative proposal to external or national funding agencies. This is open to all research staff at the Doherty Institute. Competitive proposals will be those that demonstrate excellence and include an early career researcher. Projects are required to involve greater than one Doherty research team. When expertise is required outside the Doherty, projects involving key external partners will be equally considered. Projects ranging from laboratory-based discovery research to translational clinical research are encouraged to apply.

#### FUNDING AVAILABLE

##### **How much funding is available?**

Funding is available for two projects up to \$20,000 each.

##### **What are the conditions of funding?**

Projects should run between October 2019 and October 2020. Funding is subject to ethics approval being granted if required, and the project timeframe can be adjusted accordingly. Projects should meet the essential criteria;

- Address an important research question
- Demonstrate excellence
- Satisfy the vision/mission of the Doherty Institute
- State a clear vision and timeline of how the seed grant will lead to further external or national funding
- Involve greater than one Doherty research team
- Include an early career researcher\*

\*An early career researcher is defined as within 10 years post PhD graduation (taking into consideration career disruption and relative to opportunity)

## APPLICATION PROCESS

### What is the application process?

The following documents must be submitted electronically to [doherty-grantscheme@unimelb.edu.au](mailto:doherty-grantscheme@unimelb.edu.au) by 5pm June 17th, 2019

- Completed application form
- Research proposal (2 pages)
- Budget form (1 page)
- Principal investigator CV; and
- Compiled PDF document of co-investigator email confirmations

Incomplete applications and applications submitted after this time will not be considered. All correspondence to applicants will be via email.

### What should be included in the research proposal?

The research proposal is limited to 2 pages and should be completed on the “research proposal template” provided. To assist in completing your research proposal, the following outlines what should be considered for inclusion.

- **Rationale:** A concise outline of the rationale for the application to support the scientific merit and importance of the proposed research
- **Objective:** A statement of the specific aims
- **Preliminary data:** Relevant and project-specific preliminary data that provide a basis of, or support the need for, the project (if available).
- **Approach:** A description of the approach.
- **Outcomes and significance:** Description of how this project could potentially increase knowledge about human health, immunity or biology of agents that affect human health. Description of how the project is innovative. Description of how this seed grant will lead to further external or national funding.
- **References:**
- **Ethics (if required):** Confirmation of the need for ethics approval and estimated timelines for approval, or evidence of approval

### What budget information is needed?

A brief budget and justification is required on the budget form (1 page). Please note that the Grant Scheme will only provide funding for direct research costs (ie. this does not include salaries). Tabulate budget items, justification, amounts and total amount.

### What is the format of the principle investigator’s CV?

The principle investigator’s CV should be 2 pages and completed on the “investigator CV template” provided.

### How do PIs provide confirmation of collaboration?

Each co-investigator needs to provide an email to the PI confirming their

involvement in the project. The PI should submit the collated emails with the application. The email should state;

I certify that:

- i) I agree to be named as a co-investigator on this application
- ii) I agree to the final application being submitted on my behalf by the principle investigator

### **What is the process post-submission?**

Once the application closing date has been reached, all applications will be screened to ensure they have met the essential criteria. Applications will then be reviewed by an external selection committee.

Applications will be assessed according to;

- Scientific merit
- Importance of the proposed research in relation to the vision/mission of the Doherty Institute.
- Likelihood that the project will lead to submission of a larger scale collaborative proposal to external or national funding agencies

## **SUCCESSFUL APPLICANTS**

### **What if my application is successful?**

News of successful applicants and a project summary will be made available in the Monday minutes and on the Doherty website. All successful applicants will be notified by email in September 2019 and asked to sign a grant agreement. This will summarise the core requirements of the grant award, the amount of grant allocated and the responsibilities for each party. If applicable, the grant agreement will also include a clause relating to the ethics approval of the project and the expectation of compliance with the relevant ethics guidelines. Funds will not be made available until all ethics and regulatory requirements are met. Legal liability and insurance requirements will also be confirmed for each project at the grant agreement stage. An end of funding progress report will be required 3 months after completion of funding.

### **When will funding be provided?**

On the successful award of a grant, the grant agreement will state the total amount of funding that will be provided. Specific timings will be agreed upon at the start of each individual project.

## **KEY DATES**

**Applications CLOSE:** June 17th 2019

**Notification of Outcomes:** September 2019

## **FURTHER INFORMATION**

### **Who do I contact with queries?**

Jasminka Sterjovski

PDI, 4<sup>th</sup> Floor, Rm 4051, 834 43331, [doherty-grantscheme@unimelb.edu.au](mailto:doherty-grantscheme@unimelb.edu.au)