

THE ALFRED RESEARCH TRUSTS

The Henry O'Hara Surgical Research Trust Research Award 2019

FOR FUNDING COMMENCING 2019

GUIDE TO APPLICANTS

The Henry O'Hara Surgical Research scheme provides funding for small research studies to be conducted by medical graduates / surgical trainees. The proposed research must be conducted at The Alfred campus within The Alfred hospital / Monash University Department of Surgery under the direction of an experienced researcher who has an Alfred appointment.

Primary aims of the Henry O'Hara Surgical Research Award

- Encourage medical graduates wishing to undertake surgical training and surgical trainees, to undertake surgical research
- Fund a small study that is complete in itself and not merely part of a major study

Grants of up to **\$10,000** are offered to fund projects of up to **one year in duration**.

Eligibility

To be eligible to apply for the Henry O'Hara Surgical Research Award, all of the following criteria must be met:

- The applicant must be a medical graduate wishing to undertake surgical training or a surgical trainee. Priority will be given to those undertaking a higher degree
- The applicant must have received no more than \$10,000 of competitive project support funding during the previous 5 years
- The applicant's proposed research project must take place on the Alfred campus within the The Alfred hospital / Monash University Department of Surgery under the direction of an experienced researcher who has an Alfred appointment.

Investigators

The applicant (Principal Investigator) is considered the lead researcher of the project, who will be responsible for driving the project under the guidance of an experienced researcher (Supervisor). The Principal Applicant will be responsible for all project reporting.

Up to three other Alfred staff members can be nominated as Associate Investigators on the Project. Note that the scheme is not intended to support research that is being conducted primarily by the Associate Investigators.

Budget

Funding will not exceed **\$10,000**.

Funding from The Alfred Research Trusts is to be applied only to the work described in the successful submission. If other funding is granted for the same project, you must notify the Research Office. In this case, funding from The Alfred will only be provided to cover the difference between the external funding and funding offered by The Alfred.

Salaries may be requested for fractional appointments of data mangers, project co-ordinators, etc.

Salary should not generally be requested for the Principal Investigator or Associate Investigators; however, if the PI is a postgraduate student, award funds can be used towards a postgraduate student stipend for the PI.

Note that The Alfred hospital subsidises biostatistical support (via the Monash / Alfred Biostatistics Consulting Platform) for researchers who have at least a 0.40 FTE fractional appointment with The Alfred. As such, funds for biostatistical support should generally not be requested.

Funds may be requested for consumable items needed to conduct the research and small items of equipment. Any equipment purchased will remain the property of The Alfred.

Computers (unless integral to a piece of equipment) will not be funded.

Travel will not be funded.

Publication costs should not be requested up front (although if funds are remaining at the end of the grant, they may be used for journal publication costs).

Infrastructure / indirect costs of research should not be requested.

Ethics

Ethical approval must be obtained **before** commencement of the project, whether or not the project is funded by an O'Hara Surgical Research Grant. Further information on the ethics approval process can be found at <https://www.alfredhealth.org.au/research/ethics-research-governance> for human ethics and <http://amrepaec.bakeridi.edu.au/> for animal ethics.

Grant payments will not be made without evidence of ethics clearances.

For information on ethical standards, consult the National Statement on Ethical Conduct in Human Research (2007: updated 2018): <https://nhmrc.gov.au/research-policy/ethics/national-statement-ethical-conduct-human-research>

Award Term

The grant is awarded for **up one year**.

Awards should commence during the first quarter of 2019. The Research Office must be notified and approval must be sought for any extension in time to the period of a grant at least 2 months before the end date. It will not normally be possible to extend a grant beyond 12 months of the original end date. Exceptions may be considered for personal circumstances. Delays to the commencement of the research project will contribute to the 12-month extension limit. No additional funds will be made available to extend the grant or for any other reason.

These awards are **not** designed to support long-term funding of research projects.

The Alfred reserves the right to terminate funding where progress is deemed unsatisfactory.

Reporting and Grant Payments

Annual scientific and expenditure reporting will be required with a final scientific and expenditure report required 1 month after the conclusion of the grant according to dates to be outlined in the award letter.

Reporting templates will be available on the Alfred Health website at <https://www.alfredhealth.org.au/research/funding> and should be forwarded to Rebecca Erlich, Senior Research Administrator, Research Office (r.erlich@alfred.org.au).

Grant payment will be dependent on receipt of ethics clearances.

The Allocation Process

Applications will initially be assessed for completeness and eligibility. Incomplete or ineligible applications will not be assessed further.

Applications will then be assessed by the selection panel based on merit and scheme fit. The panel may decide to include an interview stage (depending on the applications received) before making their final recommendation for funding.

The panel will pay particular attention to the following when reviewing applications:

- the quality and significance of the research question
- feasibility of the study design and timeline
- applicability of the research to The Alfred and the time frame for improving patient care
- an appropriately costed and justified budget
- the likely impact on the career or activities of the principal applicant

Applicants should avoid submitting projects that are:

- purely of a quality control nature
- determination of normative data only without an hypothesis-driven research question
- development work without a research component, e.g. new assays
- accumulation or acquisition of descriptive data without an outcome

Well written applications should:

- Present a compelling case for the research
- Clearly state the objectives
- Provide a concise relevant background
- Provide a concise research plan
- Include a feasible timeline of the research plan, taking into consideration what can realistically be achieved during the tenure of the grant

It is suggested that new applicants seek the advice of an experienced researcher or a biostatistician when designing their projects. Members of the Monash/Alfred Biostatistics Consulting Platform (BCP) located within the Monash Department of Epidemiology and Preventive Medicine (DEPM) are available to provide biostatistical support to researchers located at The Alfred, who have an Alfred appointment of at least 0.4FTE. This support is subsidised by the Alfred hospital.

The primary BCP contacts for Alfred Departments are as follows:

| Alfred Department | Biostatistician | email | Phone |
|--|------------------------------------|--|--------------|
| AIRMed, Intensive Care and Cardiac Surgery | Eldho Paul, Monash DEPM | Eldho.Paul@monash.edu | 9903 0599 |
| Haematology and all other departments | A/Prof. John Reynolds, Monash DEPM | John.Reynolds@monash.edu | 9903 0641 |

Application Submission

The application should be complete in itself and should not assume that readers will have access to previous applications. If you are unsure of what is required, please contact Rebecca Erlich, Research Office, on 8532 1772 for assistance with your application.

The application should be presented on the correct application form. **Word process** your application in clear straightforward English using **11 point arial** in the spaces provided. Only the attachments indicated will be accepted. An application that does not follow the correct format will not be accepted.

Send an electronic copy (**PDF**) of the application to Rebecca Erlich (r.erlich@alfred.org.au) by **5 pm, 8 February 2019**. Late or incomplete applications will not be considered.

Your Obligations

The conditions for receipt of the Henry O'Hara Surgical Research Award are attached to the Application Form for your signature. Please ensure you have fully understood the conditions before signing.