



## AUSTRALIAN PRIMARY HEALTH CARE RESEARCH INSTITUTE

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### 2013 International Visiting Fellowships

#### Information for applicants

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#### About the Australian Primary Health Care Research Institute

The Australian Primary Health Care Research Institute (APHCRI) was established at The Australian National University (ANU), Canberra, in 2003. Its mission is to provide national leadership in improving the quality and effectiveness of primary health care through the conduct of high quality priority-driven research and the support and promotion of best practice. It focuses on important sectoral questions relating to the organisation, financing, delivery and performance of primary health care, including its interaction with public health and the secondary and tertiary health care sectors. The intended beneficiaries of APHCRI's work are Australian consumers of primary health care services.

For further information about APHCRI, visit: <http://aphcri.anu.edu.au>

#### About the International Visiting Fellowships

In 2008, APHCRI commenced a funding program for International Visiting Fellows to be sponsored by members of the APHCRI Network and related Australian primary health care research organisations.

International Visiting Fellowships allow Australia's primary health care sector to benefit from the expertise of internationally acclaimed academics. The International Visiting Fellowship program aims to contribute to the knowledge base and research capacity relevant to APHCRI's strategic plan and the national reform agenda. The program also aims to facilitate the establishment of new research collaborations throughout Australia.

#### 2013 International Visiting Fellowships

The 2013 funding program intends to embed international experts in a research group for a period of time to allow collaborative work that is focused on undertaking an aspect of the national reform agenda. The program allows research groups (not limited to previous or existing members of the APHCRI Network) to bid for funds, **not exceeding \$50,000**, to support the travel and related costs of bringing international primary health care experts to Australia. Proposals that are part of an on-going project collaboration will not be supported.

The Research Advisory Board (RAB) of APHCRI anticipates four International Visiting Fellows to visit Australia in 2013. The International Visiting Fellows will spend **up to one month** with their sponsoring institution. This time also includes mandatory visits to *three sites other than the host institution: Canberra; and two separate sites selected from two of the following States/Territory: South Australia, Western Australia, Northern Territory and Tasmania (e.g. a site in South Australia plus another site in Tasmania but not two sites in South Australia). If the host institution is within one of those jurisdictions, a second site should be chosen from one of these jurisdictions and the third site may be from anywhere in Australia (noting that the ACT does not count as an additional site for this purpose).*

The International Visiting Fellows' visit to Canberra is mandatory. It includes a public presentation at the Australian National University (ANU) and a structured program of meetings with relevant parts of the Australian Government Department of Health and Ageing when possible, based on the Department's other commitments. APHCRI ANU will assist in coordinating this program in Canberra.

Sponsoring institutions will also contribute to the cost of the program to encourage true partnership through co-contribution. In general, the sponsoring institution will agree to contribute a minimum of 25 per cent (cash and in kind). This is an important aspect of the program, but there may be flexibility to include smaller sponsor organisations in the program. A clear statement of what cash or in kind costs the sponsor will contribute is required – please see application details at the end of this document.

## **Closing date**

Applications will be accepted up until **COB Friday 19<sup>th</sup> July 2013**.

## **Required information**

For the full application format, see application details given at the end of this document.

A statement of proposed benefits of the visit is required from the sponsor. This statement should be no more than three pages. It should address questions such as:

- Which of APHCRI's strategic goals would a visit by this International Visiting Fellow address?
- Which of APHCRI's past, present or future domains of activity would a visit by this International Visiting Fellow address?
- How would a visit by this International Visiting Fellow contribute to advancing knowledge and developing policy options for Australia's primary health care sector?
- How would the International Visiting Fellow add further insights into APHCRI's knowledge exchange model?
- How would a visit by this International Visiting Fellow inform the national health reform agenda?

- What specific aspects of the reform agenda will the Visiting Fellow contribute to?

## Intended outcomes

This funding stream is considered valuable in building and strengthening research linkages. Therefore, the RAB will develop and encourage the following:

- increased opportunities for primary health care researchers and policy advisers to confer with international experts in primary health care
- International Visiting Fellows to raise awareness of key primary health care issues through available media opportunities
- International Visiting Fellows to visit more than one location. This time also includes mandatory visits to three sites other than the host institution: Canberra; and two separate sites selected from two of the following States/Territory: South Australia, Western Australia, Northern Territory and Tasmania (e.g. a site in South Australia plus another site in Tasmania but not two sites in South Australia). If the host institution is within one of those jurisdictions, a second site should be chosen from one of these jurisdictions and the third site may be from anywhere in Australia (noting that the ACT does not count as an additional site for this purpose).
- International Visiting Fellows to engage in training workshops
- increased opportunities for junior and mid-career researchers to establish links with international research groups
- joint research publications of the host institutions and the International Visiting Fellows
- engagement of the Visiting Fellows with consumer groups, where possible.

## Intended outputs

- Each sponsor is required to write and submit to APHCRI a structured report in the 1.3.25 format summarising the visit, including a plan of how continuing collaboration arising from the visit will unfold, e.g. a joint research program; joint papers; joint grant applications; mentoring and development of research staff.
- Each International Visiting Fellow, in conjunction with their sponsoring group, will commit to produce a discussion paper in collaboration with APHCRI staff, suitable for publication in APHCRI Dialogue or on the APHCRI website.
- Each International Visiting Fellow will give a public presentation at ANU and, when possible, have a meeting with relevant parts of the Department of Health and Ageing.

## Reporting requirements

The report should be submitted **no later than two months** after the completion of the visiting fellowship. The report should demonstrate how the visiting fellowship addressed the statement of proposed benefits and achieved the intended outcomes, as set out above. Authors are

requested to adhere to the APHCRI editorial style guide and the 1.3.25 report template. Both of these documents are found on the APHCRI website under '**Resources**' and can be made available to successful applicants.

Successful teams will also be required to submit a supplementary report 12 months after the completion of the visit. This report will outline outcomes from the visit such as grants, applications, citations and collaborative projects.

## **Selection process**

The RAB will set up a sub-committee to consider applications and give recommendations. The RAB will consider these recommendations at its May 2013 meeting.

After the funding program is announced, some research groups may wish to take this opportunity to seek support for people with whom they have already started negotiating for visiting the groups' respective institutions. This will be supported as the RAB considers that it would give momentum to the scheme and inform the national reform process. However, new opportunities arising from the proposed visit need to be clearly identified in the application.

Successful International Visiting Fellowships cannot be used purely for conference attendance or to support pre-established projects. The RAB is seeking new opportunities for primary health care research in Australia through these visits. Applications will be required to document the proposed benefits of the visit over and above what could be considered as core business, such as conference attendance.

The RAB reserves the right to rank applications independently of the documented criteria to ensure that the APHCRI strategic goals are met through the enhancement of the APHCRI Network. To this end, the RAB may consider applications in light of national geographical spread.

The RAB will favourably consider proposals in which the sponsoring institution seeks to engage the International Visiting Fellow with relevant consumer groups.

The following points will be considered when assessing applications:

**Relevance** - how well the application builds on the goals and objectives of APHCRI

**Research team** - demonstrated commitment of partner institutions and key staff involved in the proposal

**Program** - quality and relevance of proposed program and itinerary

**Knowledge exchange** - quality of networks and linkages, collaborations, etc

**Policy relevance** - current importance to policy and practice on a national level

## Use of funds

The International Visiting Fellowships will provide APHCRI network researchers the opportunity to host an international visitor renowned in their field.

The fellowship will fund the travel, associated accommodation and other costs of hosting the international visitor. This includes costs associated with the presentation in Canberra. The fellowship does not provide support for attendance at conferences.

Funds will normally be made available directly to successful applicants upon acceptance of the award.

Funds must be acquitted within two months of return of the international visitor to their home institution. At that time financial acquittal of all funds must be provided to APHCRI in Australian dollars. APHCRI reserves the right to recoup unexpended funds.

## Acknowledgement

The contribution of the Department of Health and Ageing will be acknowledged in all correspondence, public announcements, advertising material, and other material produced by the recipients on behalf of APHCRI.

This acknowledgement will normally be:

*The Australian Primary Health Care Research Institute is supported by a grant from the Australian Government Department of Health and Ageing.*

## Timeframe for 2013 International Visiting Fellowships program

Activity	Date
Announcement of 2012 International Visiting Fellowships Funding	5 <sup>th</sup> June, 2013
Closing date for receipt of applications	19 <sup>th</sup> July 2013
RAB sub-committee convened	August 2013
RAB approval of successful applications and announcement	August 2013
Stream completion	All visits will need to be completed within 12 months of acceptance

## Application details

All text in the application should be single spaced no smaller than 11 point. Fax copies will not be accepted.

For enquiries:

T: (02) 6125 8573

E: [director.aphcri@anu.edu.au](mailto:director.aphcri@anu.edu.au)

## International Visiting Fellow proposal

### Host applicant details

Include name of host and all relevant contact details.

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### International Visiting Fellow's qualifications and experience

Provide details of tertiary qualifications awarded (award name, institution, and year awarded).

Provide details of relevant primary health care experience.

Provide a list of relevant publications in the last five years.

Attach proposed International Visiting Fellows CV.

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### Proposed visit commencement and completion dates

State the proposed dates for commencement and completion of the International Visiting Fellow's visit.

State the proposed dates for the mandatory visits to three sites other than the host institution: Canberra; and two separate sites selected from two of the following States/Territory: South Australia, Western Australia, Northern Territory and Tasmania (e.g. a site in South Australia plus another site in Tasmania but not two sites in South Australia). If the host institution is within one of those jurisdictions, a second site should be chosen from one of these jurisdictions and the third site may be from anywhere in Australia (noting that the ACT does not count as an additional site for this purpose).

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**Travel itinerary**

Provide a proposed schedule for the visit, including:

- the name of the institution/s to be visited
- length of stay at the institution/s
- proposed activities at the institution/s
- the extent of the availability of the International Visiting Fellow to meet with parties apart from the sponsor.

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**Budget requested**

Provide an itemised budget with justification, not exceeding \$50,000, including:

- travel
- accommodation
- other costs related to travel
- allocation of up to \$5,000 for producing a report on the visit, by the sponsor. This can include researcher and research assistant time (the sponsor is expected to arrange payment for these costs. APHCRI will reimburse costs against appropriate tax invoices)
- a statement of what cash or in kind costs are being contributed by the sponsor.

**Statement of proposed benefits of visit**

Describe in no more than three pages the proposed benefits of this International Visiting Fellowship with reference to:

- APHCRI strategic goals
- APHCRI domains of activity
- Advancing knowledge and developing policy options for Australia's primary health care sector
- APHCRI's knowledge exchange model
- Information on the contribution to informing the national reform agenda

(see <http://aphcri.anu.edu.au> and Required information on p. 3 of this document)

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**Letter of support from International Visiting Fellow's home institution and sponsoring (host) institution**

Applicants should attach a letter of support from the International Visiting Fellow's home institution and the sponsoring (host) institution/s.

**Submission**

One signed original hardcopy and one electronic copy of the application and relevant supporting material must be submitted to:

**Mailing address**

The Director, APHCRI  
Level 1, Ian Potter House  
Corner of Marcus Clarke & Gordon streets  
The Australian National University  
Canberra City ACT 0200

**Courier address**

The Director, APHCRI  
Level 1, Ian Potter House  
Corner of Marcus Clarke & Gordon streets  
The Australian National University  
Acton ACT 2601  
(02) 6125 0766

**Email address**

The electronic copy can be emailed to [submissions.aphcri@anu.edu.au](mailto:submissions.aphcri@anu.edu.au).

**Certification**

If successful, by signing the application the host and administering institution are agreeing to accept the conditions of the Award as set out in this document.