

Australian Primary Health Care Research Institute

Information for Applicants

Supporting research capacity building in primary health care program

2014 APHCRI foundation grants

Closing Date 8 August 2014

Preamble

The Australian Primary Health Care Research Institute (APHCRI) supports primary health care research focussed on identifying primary health care policies, programs and services which will maximise the health of the Australian population.

This research covers a range of areas relevant to primary health care, including policy, workforce, governance, health service management, technology, personal behaviours, funding, and organisational structure.

APHCRI takes a 'health systems' approach to research and facilitates involvement of the potential research user in the research process from the initial funding to dissemination of findings.

The process – known as knowledge translation and exchange (KTE) - ensures that the research is driven by the health care needs of the Australian community and can directly inform the development and implementation of health policies and services (and vice versa). APHCRI is increasingly focused on implementation research; the scientific inquiry into questions concerning the implementation of health interventions, which strives to understand and work with real world conditions rather than controlling for them or removing their influence as causal effects.

APHCRI research strengthens our primary health care sector and maximises the health and well-being of the Australian population.

APHCRI mission is:

To maximise the health and well-being of the community by leading high quality, priority-driven research and supporting its uptake into primary health care policy, programs and services.

APHCRI's goals are:

- To support priority-driven primary health care research
- To increase the capacity to undertake primary health care research
- To drive the implementation of research into primary health care policy and practice

Background

A main problem for PHC throughout the world is that what is most common is least studied and researched. Biomedical research is by and large driven by the academic tertiary care and laboratory world. As a consequence, the process of implementing PHC policy and practice is hampered by patchy understanding of frequently encountered health problems and/or the effectiveness of their management.

Primary health care (PHC) is directed at all health problems in all patient groups in society. The quality, safety and effectiveness of PHC depend to a large extent on the knowledge of the nature of the health problems and their prevention and management. As a consequence the research needs of PHC are large, yet there are very few funding opportunities in PHC to develop and trial research that will enhance the body of knowledge and increase competitive funding applications.

The Australian Primary Health Care Research Institute's (APHCRI) Foundation grants have been established to increase the potential for the Australian PHC research community to gain access to category one (e.g. NHMRC) grants and to secure a stronger PHC position in competitive research applications.

The APHCRI Foundation grants program allows PHC researchers with policy and practice relevant interventions to pilot test service related interventions and associated evaluation methods. The conditions of the grant are;

- Up to \$50,000 in single grants for pilot primary health care **clinical and health services research** projects targeting demonstrated health issues.
- **A collaborative approach with multi discipline involvement.** Specifically this may include:
 - Primary health care practitioners (including but not limited to; General Practitioners, Allied Health Professionals, Nurses, Midwives, Primary Health Care Administrators, Dental Service Providers) etc;
 - Researchers;
 - Academics;
 - Educators;
 - Service Users/ Consumers, Community Members; and,
 - Health Policy Makers.
- **Pilot research projects with strong scientific methods** with a focus on capacity building and with the **aim of securing future category one and/ or two research funding.**
- **A collaboration of experienced and early career researchers.**
- An 'implementation-preparation' strategy for **future grant funding** (including category one grants).

Eligibility to participate in the APHCRI Foundation grants program

The scheme is open to institutions that meet the following minimum criteria:

1. An applicant must be either an Australian citizen, an Australian permanent resident, or a New Zealand citizen who holds a Special Category Visa. Note that applicants who have not yet been granted permanent residency or a Special Category Visa may apply, provided that such status has been sought. Evidence that this status has been granted must be provided prior to commencement of the Award.
2. Applicants must be residing in Australia at the time of application.
3. Eligible applicants are **not** required to have participated in a previous APHCRI funded research stream.
4. Individual and collaborative bids will be accepted. Collaborative bids of more than one Institution (this may be non-academic institutions) must comprise collaboration between two or more separate institutions. Institutions are defined as separate organisations with a single ABN, not as separate Departments/ Faculties/ Schools/ Institute within a single organisation.
5. The research leader must be an Australian resident with an employment contract with a collaborating institution for the duration of the APHCRI funding. The lead institution must provide the usual overhead support for the project.

Funding

The RAB has determined to fund six (6) projects. Each of the APHCRI foundation grants recipient will be eligible to receive up to \$50,000.

A single administering institution must be identified for each proposal. Institutions administering APHCRI research projects are either required to be NHMRC-registered institutions or, in the case of organisations not registered with the NHMRC, must self-assess according to the NHMRC criteria which can be found at the following linked site

<http://www.nhmrc.gov.au/files/nhmrc/file/grants/policy/policy02.pdf> and submit their assessment to the RAB for consideration.

Funds must be **acquitted within twelve months of the project's completion**. At that time financial acquittal of all funds must be provided to APHCRI in Australian dollars.

Duration of projects

All funded foundation research projects will be required to be completed within **twelve months** of commissioning.

What APHCRI will fund

The funding is being made available to assist institutions to pilot ideas/interventions and subsequently to develop and submit PHC research projects that can compete for category one grants. Acceptable expenditures of these funds, to be itemised in proposals are for:

- Salary support (NOTE that funding will not be used to provide salary support for staff already in receipt of institutional salary or currently employed on ARC/NHMRC Fellowships etc)
- Consultation with target population/s as required, including venue hire, catering and related expenses
- Consultation with service provider/s as required, including venue hire, catering and related expenses
- Direct research costs
- Support for multi-institution collaboration using the most economical means (travel, teleconference, etcetera)
- Support for knowledge translation and exchange (including reasonable research travel for investigator and stakeholders)

What cannot be funded?

- Any administrative overhead for supervision, university services or office, IT and related support;
- Operational and administration costs will not be funded (e.g. rent, utilities, regular wages, loan repayments);
- Capital or building works;
- Established research projects funded from other sources including APHCRI CREs/ NHMRC/ ARC;
- Projects seeking to evaluate services, other than in circumstances where they are part of a new, innovative research-based, service level intervention;
- Conference attendance;
- Projects seeking funding for continuation or expansion of services currently planned or provided.

Project selection criteria

APPLICANTS ARE EXPECTED TO PROVIDE INDICATIVE OUTLINES OF THEIR RESEARCH PROJECT PRIORITIES. THE OUTLINES MUST ADDRESS THE FOLLOWING CRITERIA:

1. The current gaps in clinical and health services information in primary health care and how the research will address this
2. How completion of the work will contribute to improvements in PHC services and health services information;
3. Demonstrate identified strategies for engagement with consumers and key stakeholders;
4. Demonstrate collaboration with primary health care organisations; this may include; Practice-based Research Networks and/or Primary Health Organisations and/or Aboriginal Medical Services and/ or Regional Training Providers;
5. Demonstrate multi-disciplinary and cross-sectoral involvement;
6. Demonstrate pilot research/ novel ideas requiring funding for a discreet project that has the potential to develop further;

7. Scientific quality of the approach and methodology;
8. That the project can be achieved in an efficient and effective manner with feasible and appropriate budget and timeframes and a duration of up to one year;
9. A collaboration of experienced and early career researchers;
10. Research projects with effective implementation approaches, suitable for broader implementation and transferable to other relevant setting / systems; and,
11. A demonstrated intent to apply for future category one and/or two funding

Assessment and decision making process

Expert Review Committee (ERC)

- > **An APHCRI ERC will assess candidates' applications in the week 11 – 22 August 2014.** This committee will include Members of the RAB, national and international experts.
- > The ERC will rank shortlisted applicants and provide the rank order list, comments and recommendations to the Research Advisory Board (RAB).

Research Advisory Board

The RAB will decide the successful projects. The projects will be **announced the week of 25 – 27 August for commencement in October/November 2014.**

Application process

Applications for APHCRI foundation grants program will involve a **one stage** process:

- > Proposal
 - o Submission of proposal using proposal proforma
 - o Assessment of the proposals by the Expert Review Committee.

The RAB reserves the right to not fund any projects under this funding Stream if the applications are not deemed to be of a sufficient standing.

Preparation and Submission of Proposals

The closing date for receipt of the proposals is **5 PM AEST on 8 August 2014**. Proposals are to be submitted using the proposal proforma. An electronic version (in .pdf format) and signed hard copy version must be submitted.

Please note the following:

- > **One topic area can be addressed in each proposal**
- > **The same institution may submit more than one proposal**
- > **A Chief Investigator may be named on more than one proposal**

All text in the application should be no smaller than 11 point and single line spaced. Applicants should succinctly address all requested information. Stated page limits must not be exceeded. Fax copies will not be accepted. For enquiries, please call: **Dr Chilandu Mukuka on (02) 6125 0782** or e-mail using: submissions.aphcri@anu.edu.au

The electronic version should contain the completed application form as a single Adobe Acrobat PDF file. It should be e-mailed to the Head of Programs through submissions.aphcri@anu.edu.au with the filename format:

Surname lead investigator, initial(s) lead investigator, file extension (e.g. brown.mf.pdf).

MAILING ADDRESS: Head of Programs, APHCRI Building 63 Cnr. Mills & Eggleston Rd The Australian National University CANBERRA CITY ACT 0200	COURIER ADDRESS: Head of Programs, APHCRI Building 63 Cnr. Mills & Eggleston Rd The Australian National University Acton ACT 2601 (02) 6125 0766
EMAIL ADDRESS: The electronic copy can be emailed to submissions.aphcri@anu.edu.au .	

Summary of Process for the APHCRI foundation grants

Activity	Date
Announcement of foundation grants	Tuesday 1 July 2014
Closing date for receipt of Expressions of Interest	Friday 8 August 2014
ERC assessment of Expressions of Interest against Selection Criteria	18-22 August 2014
Research Advisory Board decision making	18-22 August 2014
Announcement of Awards	25-29 August 2014
Foundation Grants project period	1 November 2014-30 October 2015
Foundation Grants present Final Report to APHCRI.	30 November 2015
Foundation Grants presentations in Canberra	November 2015-March 2016

Funding Agreement

All successful applicants will be required to have entered into a signed funding agreement between the administering institution and the Australian National University (ANU) within 30 days of a formal offer having been made by the ANU or the offer may be withdrawn. A generic draft is available at <http://aphcri.anu.edu.au/resources>.

This generic agreement enables the ANU to comply with its contractual obligations to the Department of Health with respect to the PHCRED funding agreement. Applicants are strongly advised to ensure that their administering institution is prepared to accept the generic agreement as this component of the Funding Agreement cannot be varied.

Acknowledgement

The contribution of the Department of Health 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 of the form:

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

Publication of APHCRI Research

Acknowledgement of the Institute's role in publications of the recipient's research will normally be of the form:

The research reported in this paper [or presentation] is a project of the Australian Primary Health Care Research Institute, which is supported by a grant from the Australian Government Department of Health, under the Primary Health Care Research, Evaluation and Development Strategy. The information and opinions contained in it do not necessarily reflect the views or policy of the Australian Primary Health Care Research Institute or the Australian Government Department of Health.

On notification by a publisher of intent to publish an article or research report submitted by a recipient, the researcher will advise the APHCRI ANU of the paper's acceptance for publication and send APHCRI ANU a copy of the final version of the paper or report, embargoed from further dissemination until publication.