



Australian Primary Health Care Research Institute

Call for Expressions of Interest to establish a national support service for Practice Based Research Networks (PBRNs) that support primary health care policy and system improvement in Australia

Preamble

The Australian Primary Health Care Research Institute (APHCRI) was established at the Australian National University 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>

APHCRI is funded by the Department of Health and Ageing. The current contract that will run until 2014 is focused on supporting the research and innovative priorities of the National Primary Health Care Strategy.

Pursuant to this, APHCRI invites organisations to submit expressions of interest to establish a secretariat that will link and support PBRNs in Australia.

Objectives

The objective of the scheme is to establish a secretariat to link and support a national network of PBRNs. The secretariat will have the following features:

1. Be national in characteristic and not limited to a particular region or state;

2. Supports research that is related to the national reform agenda and is intended to improve primary care services for consumers based on research at the practice level; and
3. Engages with new structures, including Medicare Locals (MLs) and Local Health/Hospital Networks (LHNs), to improve access, quality of care (including coordination between primary care and specialist/acute care) for health consumers.

PBRNs that are supported under the scheme should have the following features:

- > Demonstrate engagement between a university, primary care practices, consumer and community organisations. Engagement between universities should be a longer term aim;
- > Where appropriate, link with APHCRI Centres of Research Excellence or other APHCRI-funded research programs;
- > Build research literacy and capacity and where possible provide opportunities for university-based researchers to improve research capacity in relevant disciplines;
- > Are funded from other sources to meet the costs of research being undertaken;
- > Disseminate research findings through the peer-reviewed literature, research forums and the public media.

The scheme

The scheme will fund a national coordination and support capacity. It will not fund research costs, direct or indirect, nor will it fund researchers' salaries, student stipends or allowances, or payments to practices for research time or other resources.

The scheme will fund up to \$50,000 per annum for two years to a national body to support a network of PBRNs that meet the above criteria. It is envisaged that funding could be used to support the daily running costs of the secretariat including video and teleconferencing and the support of local activities. Budget decisions will need to be justified through the application process.

Eligibility

Applications will be considered from organisations that meet the following criteria:

1. Are national bodies that are incorporated with an appropriate governance structure;
2. Demonstrate the capacity to establish and run a PBRN network that fits the features under the 'Objectives' above and collaborate with other groups;
3. Have a demonstrated track record in linking with researchers and the various elements of the health system nationally.

Application process

Applicants should submit an Expression of Interest of no more than three pages that demonstrates the following:

- > The organisational incorporation and governance structure;
- > A plan for each year of the grant to generate and maintain a national research network that would be self-sustaining after the period of APHCRI funding;
- > Clear deliverables for the first year, by the end of which it is expected that at least three PBRNs have joined the endeavour;
- > Sound leadership of the network.
- > A detailed budget for year one with indicative budgets for years two and three, noting the spending restrictions set under 'The scheme' above.

Selection process

An Expert Review Committee (ERC) will review the Expressions of Interests and rank them based on the extent to which they align with the scheme objectives and address the selection criteria. Expressions of Interest will be shortlisted and some may be asked to provide more clarity and/or details to assist the ERC to make a decision.

Preparation and submission of proposals

The closing date for receipt of the three page Expression of Interest is 5.00pm (Australian Eastern Time) **Friday 12 October 2012**. To submit the Expression of Interest use the *Expression of Interest Proforma* attached. An electronic version (in PDF format) and a signed hard copy version must also be submitted.

Email:

The electronic copy can be emailed to: submissions.aphcri@anu.edu.au

The electronic version should contain the completed application as an Adobe Acrobat PDF file with the filename format:

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

Mailing Address:

The Director, APHCRI
Level 1, Ian Potter House
The Australian National University
Streets Canberra ACT 0200
University
Australia

boom

Courier Address:

The Director, APHCRI
Level 1, Ian Potter House
Corner of Gordon & Marcus Clarke
The Australian National

Acton ACT 0200
(Enter through Marcus Clarke Street

gate)

Certification

By signing the Expression of Interest, the researcher and administering institution agree, if successful, to accept the conditions of the award as set out in this document.

Summary of the process for the scheme

Activity	Date
Announcement of Scheme	17 September 2012
Closing date for receipt of Expressions of Interest	12 October 2012
ERC assessment process against selection criteria	October-November 2012
Research Advisory Board decision	November 2012
Successful applicants announced	November 2012
Scheme project period	January 2013 to December 2014
Scheme presentation of Final Report to APHCRI	January 2015

Questions on the scheme should be addressed in writing to: director.aphcri@anu.edu.au.

Written responses to the questions will be posted on a Frequently Asked Questions (FAQ) section at: <http://aphcri.anu.edu.au>.

Funding agreement

All successful applicants must enter into a signed funding agreement between the administering institution and the Australian National University (ANU) within 30 days of a formal offer being made by the ANU or the offer may be withdrawn. A generic draft is available at:

http://aphcri.anu.edu.au/sites/aphcri.jagws03.anu.edu.au/files/panel/178/standard_agreement_april_2012.pdf This generic agreement enables the ANU to comply with its contractual obligations to the Department of Health and Ageing with respect to the Primary Health Care Research, Evaluation and Development (PHCRED) Strategy 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.