

Australian Primary Health Care Research Institute

Conference Sponsorship Policy

Purpose:

The purpose of this policy is to inform the Australian Primary Health Care Research Institute's (APHCRI) stakeholders of the Research Advisory Board's (RAB) parameters by which it will consider conference support funding through sponsorship. It provides the APHCRI primary health care community stakeholders with a set of guidelines as to which of the many conferences the RAB considers fit within the parameters of the APHCRI vision and budget. It provides stakeholders requesting conference sponsorship with a set of guidelines as to the expectations of the RAB should sponsorship be provided.

Relevant to:

Research Advisory Board – to guide its deliberations in assessing requests for conference sponsorship;

APHCRI Director and Institute Manager – to guide their decisions on which applications to bring to the RAB for approval;

APHCRI Stakeholders – to guide them in preparing a request for sponsorship.

Background:

APHCRI was established at The Australian National University (ANU) 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.

The Institute's vision is to develop an innovative research agenda in primary health care and develop strong relationships within the primary health care sector and for providing high quality information to underpin primary health care policy and practice in Australia.

The specific aims of the Institute are to:

- strengthen the knowledge base of primary health care to inform policy and practice through the conduct and support of research
- facilitate the uptake of evidence in primary health care policy and practice
- enhance research capacity in primary health care through strategic partnerships and collaborations with other relevant national and international groups

In pursuing its mission and goals, the Institute seeks to engage policymakers, the research community, practitioners and consumers. The RAB recognises that primary health care focused conferences are an ideal way to bring the above stakeholders together in the effort to disseminate high quality priority-driven research and the support of best practice and is therefore willing to sponsor relevant conferences.

Sponsorship will however be subject to budget constraints and the fact that APHCRI's priority conference sponsorship is directed to the annual General Practice & Primary Health Care Conference.

Principles:

1. The conference where sponsorship is requested should address an APHCRI domain of work. The current and past domains of APHCRI work are:
 - Aboriginal and Torres Strait Islander primary health care
 - access to primary health care
 - adolescent/child health
 - chronic disease management
 - e-health
 - linkage and exchange
 - mental health
 - multidisciplinary teams
 - primary health care models/delivery
 - primary health care performance
 - practice nursing
 - preventive medicine
 - rural and remote primary health care
 - self-help organisations
 - workforce
2. APHCRI Conference Sponsorship will allow conference organising committees to apply for support funding.
3. Sponsorship funding will support the travel and related cost of bringing an international primary health care expert to Australia to contribute to the conference and thereby increasing the knowledge base and research capacity relevant to APHCRI's strategic plan.
4. Applications where the itinerary includes the potential for the international expert to visit more than one location other than the conference and Canberra will be favourably considered as the RAB wishes wherever possible for the wider primary health care sector in Australia to benefit from the expertise of internationally acclaimed academics.
5. Travel to Canberra by the international expert is mandatory and will include a public presentation at the ANU, and, whenever possible, based on the Department of Health and Ageing's commitments, a meeting with relevant parts of the Department.

6. Applicants should wherever possible include links with relevant state and/or territory government(s). These links will be considered favourably by the RAB in its deliberations.

Required information from Conference Organising Committees:

The following information is required to be submitted to the RAB:

- conference details
- statement of proposed benefits of the attendance of the International Expert at the conference locating the expertise of the proposed Internal Expert clearly against one or more of APHCRI's strategic goals, and more specifically against one or more of APHCRI domains of work, past, present or future. This statement (not more than three pages) would address questions such as:
 - Which of APHCRI's strategic goals would a visit by this International Expert address?
 - Which of APHCRI's previous or current domains of activity would a visit by this International Expert address?
 - How would a visit by this International Expert contribute to advancing knowledge and developing policy options for Australia's primary health care sector?
 - How would the International Expert add further insights into APHCRI's linkage and exchange model?
 - How would a visit by this International Expert inform the development of the National Primary Health Care strategy?
- travel itinerary
- budget.

Intended outcomes:

Strengthening research linkages through potential opportunities including:

- opportunities for primary health care researchers and policy makers to confer with international experts at conferences and in other settings
- international experts raising awareness of key primary health care issues through available media opportunities
- international experts engaging in training workshops at conferences
- opportunities for junior and mid-career researchers to establish links with international research groups

Use of Funds and Timeframe:

Applications will be considered by the RAB at its meetings, which are held four times a year. However, applications should be submitted at least 6 months prior to the conference. Funds, once approved, will normally be made available directly to the conference organising committee.

Acknowledgement:

The contribution of the Department of Health and Ageing will be acknowledged in all correspondence, public announcements, advertising material, conference programs, 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 and Ageing.

Submission:

The signed original hardcopy of the application must be submitted to:

Mailing Address

The Director, APHCRI

Building 62

The Australian National University

Canberra ACT 0200

Email Address

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

This policy was approved by the Research Advisory Board at its meeting of 19 November 2009.

Further information:

To discuss the application process please contact:

Rebecca Pallavicini

Institute Manager at: Rebecca.Pallavicini@anu.edu.au