













The confirmation email should be retained as this may be required by NSW Health as evidence of submission. If an email confirming receipt of the application is not available, no further correspondence regarding the application will be entered into.

Please refer to [www.medicalresearch.nsw.gov.au](http://www.medicalresearch.nsw.gov.au) for relevant program dates and updates to the program.

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Any queries regarding this Program may be directed by email to [MOH-OHMRGrants@health.nsw.gov.au](mailto:MOH-OHMRGrants@health.nsw.gov.au).

## Eligibility criteria

Applications must meet all eligibility criteria.

## EMC Researcher Requirements

### Based in NSW

The EMC researcher must reside in or plan to move to NSW for the duration of the grant and must be employed by an NSW-based medical research institute, university, or non-government organisation.

### Submit a complete application

The EMC researcher must fully complete the application form, attach all relevant and required documentation; sign the declaration on the form and include certification from the host organisation.

### Australian citizen, permanent residency status or appropriate visa

The researcher must be an Australian citizen, a permanent resident of Australia or have an appropriate working visa for the full term of the Grant. Researchers who are neither Australian citizens nor permanent residents must provide evidence of residency status and the right to remain in Australia for the duration of the funding period, certified by a Justice of the Peace (JP) or equivalent. Note that for electronic documents, an official VEVO statement is sufficient, JP certification is not required. Australian Citizens and Permanent Residents are not required to provide evidence.

### Classified as an EMC researcher

The EMC researcher must have worked less than 15 years postdoctoral and not reached professorial level.

## Host Organisation Requirements

The host organisation is where most of the research is conducted. The host organisation must be based in NSW and employ the EMC researcher for the duration of the grant. The host organisation must conduct

health and medical research and be one of the following:

- university
- independent medical research institute
- not-for-profit organisation
- NSW Health local health district or specialty health network.

If the host organisation is an NSW Health organisation, grant funds must be paid to an administering organisation that can manage funds across financial years as the full funding amount will be paid upfront. Please refer to Administering Organisation Requirements.

The EMC researcher's host organisation must provide appropriate infrastructure support for the research project, such as wet/dry lab space, computer equipment, and desk space.

An authorised representative of the host organisation is required to sign the application form indicating support from the Research Director and Chief Executive for the application and to certify that the organisation complies with the requirements of the grant.

Clinical Scientists may undertake clinical work separately from where research is undertaken. If the grant is to be used to quarantine research time and backfill a clinical position, the application must also be endorsed by the Chief Executive/Executive Director of the organisation where clinical duties are undertaken.

## Administering Organisation Requirements

An administering organisation is only required where the funds are held by a separate organisation to the host organisation.

In such cases, the administering organisation will enter into the funding agreement with NSW Health, manage the funds, submit financial reports and coordinate other reporting requirements as outlined in the funding agreement.

Grant funds must be paid to an administering organisation that can manage funds across financial years as the full funding amount will be paid upfront.

The administering organisation must be:

- a university
- a medical research institute, or
- a non-government organisation in NSW.

## Selection criteria

All applications for funding that meet the eligibility criteria will be assessed against the following selection criteria. In addressing the selection criteria, applicants should specifically highlight the relevance to the eligible areas of RNA research.

Applications should be written in plain English, as applications may be reviewed by a panel member with expertise in a different area to that of the application.

The proposed research project does not have to address every criterion but must demonstrate strengths in relevant criteria.

### Applicant (40%)

Applicants will be assessed on:

- academic and relevant clinical qualifications
- research, clinical and industry experience, including demonstrated capacity to work in multidisciplinary teams
- skills and experience directly related to the topic area(s) and methodology of the research project
- track record in research and research impact, relative to opportunity
- responsibilities that could reasonably be considered to have had a negative impact on research track record over the previous ten years.

### Research project (40%)

A clear and detailed description and justification for the project is required, including aims, methodology, and expected outputs and outcomes. The research project will be assessed according to the following criteria:

- evidence of a gap in knowledge, provided by prior systematic reviews and/or gap analyses, and a clearly articulated need for the research
- how the proposed project will advance existing knowledge and why this is important
- the extent to which the proposed research is innovative and novel
- strength, rigour and appropriateness of the research methodology
- potential outputs and outcomes of the research and how the research will improve clinical practice and/or patient outcomes in the short or long term
- ability to deliver the research outputs, outcomes and/or objectives within the grant period.

- scalability and generalisability of results
- the skills of the proposed research team that are relevant to the project, and each team member's ability to contribute meaningfully to the research
- relationship to existing research undertaken by the host organisation and the research team
- evidence of engagement with the NSW RNA Production and Research Network and/or international collaborations
- engagement with industry is desirable
- the plan for research translation and impact, including consideration of commercialisation and intellectual property where appropriate
- consideration of priority population groups if relevant.

### Budget

Full details of the budget should be clear in the application. The budget will be assessed on:

- appropriateness of the funding amount and purpose
- existing funding for the research, and how this relates to the additional funding requested
- other contributions and support for the project.

### Skill development and capacity building (20%)

All EMC applicants will be assessed on skill development activities undertaken to date, and proposed skill development during the period of the grant. Activities undertaken should align with the researcher's vision for their research career.

Examples of skill development activities that may be undertaken include:

- leading or participation in clinical quality assurance activities
- receiving regular formal mentoring
- attending training, for example in research skills or research leadership
- taking on leadership roles
- mentoring or supervising junior researchers
- involvement in collaborations, for example with other research groups or policy agencies
- active roles in relevant networks, advisory committees or governance groups



- collaboration with clinicians and others involved in translation of research findings.

## Selection process

### Step 1: Eligibility check

Following the closing date for applications, NSW Health will determine if the application has satisfied all eligibility criteria.

### Step 2: Review by independent expert panel

An independent selection panel of expert reviewers will assess each application against the selection criteria.

### Step 3: Funding recommendation

The independent selection panel will agree on the final ranking of all eligible applications and will make a recommendation for funding to NSW Health.

### Step 4: Decision and notification

NSW Health will determine grant recipients and amounts. All applicants will be informed as to whether they have been awarded funding.

### Step 5: Grant Agreements

NSW Health will contact administering organisations for successful projects to execute a funding agreement. A standard, non-negotiable funding agreement will be used.

## Post Award Requirements

The Administering Organisation will enter into a funding agreement with NSW Health that sets out obligations.

A schedule for reporting will be outlined in the funding agreement and will include a requirement to provide:

- annual progress reports
- annual financial reports
- a final report following the conclusion of the term of the Grant
- Post-grant reports related to research translation and research impact.

## Program evaluation

The grants program will periodically be assessed to ensure it is meeting its objectives. This will be done in collaboration with the host organisations and funding recipients.

Recipients and host organisations may be required to supply information and meet with NSW Health staff to support the evaluation of the program.