

Early-mid career fellowships cardiovascular health (2017-2020)

Application guidelines



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Further copies of this document can be downloaded from the EMC Fellowships webpage www.health.nsw.gov.au/ohmr/emc

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Call for Applications

NSW Health invites eligible individuals to apply for Early-Mid Career Fellowships (EMC Fellowships) in cardiovascular health, offered as part of the NSW Government's 2015 election commitment to boost support for early-mid career researchers in NSW.

Funding for this fellowship will be distributed from 2017-2020. Researchers from culturally and linguistically diverse backgrounds, Aboriginal and Torres Strait Islander origin and primary carers who have experienced career disruptions are encouraged to apply.

Application process

The process includes two stages

1. Expressions of Interest
2. Full applications

Indicative program timeline

EMC Fellowships (2017-2020)

EMC Fellowships (2017-2020)	Date
Stage 1	
Call for Expressions of Interest (EOI)	23 August 2017
Workshop	September 2017 see EMC website
Information session	September 2017 see EMC website
EOIs close	3 October 2017
Invitations to progress to Full Application	15 November 2017
Stage 2	
Full Applications close	4 January 2018
Announcement of successful Fellows	April 2018
Funding commences	April 2018

Submission of applications

Applications must use the EMC Fellowships Application Forms and include any supporting evidence. The forms are available at: <http://www.health.nsw.gov.au/ohmr/Pages/emc.aspx>

All applications should be submitted by email to emc@doh.health.nsw.gov.au. See below for submission dates.

For queries regarding EMC Fellowships, please email emc@doh.health.nsw.gov.au. Answers to frequently asked questions are available on the EMC Fellowships webpage. Please check the website regularly.

EMC Fellowships

Purpose and objectives

NSW Health Early-Mid Career Fellowships (EMC Fellowships), Cardiac Health provide funding to early-mid career health and medical researchers in NSW. Together with PhD scholarships and the Translational Research Grants Scheme, EMC Fellowships will help strengthen the NSW health and medical research sector.

The purpose of EMC Fellowships is to promote the participation of early-mid career researchers in high quality research projects across the spectrum, from basic sciences through to clinical research, health services and population health research.

The objectives of EMC Fellowships are to:

- Build a strong, vibrant and highly skilled research workforce
- Attract new researchers to the health and medical research sector in NSW
- Retain existing talented early-mid career researchers
- Bridge the gap between research, and policy and practice.

Participation in an EMC Fellowship and the application process may also assist NSW researchers to be more competitive in attracting Australian Government career support grants.

Cardiovascular Health

The current round of funding will support Fellows working in cardiovascular health. Within the theme of cardiovascular health, applications will be considered for Fellows working in the following areas:

- Heart disease;
- Vascular disease;
- Stroke;
- Hypertension;
- Renal disease as related to cardiovascular disease; and
- Diabetes as related to cardiovascular disease.

Note that prevention, as well as management, is in scope.

Skill development

EMC Fellowships should aim to develop skills. Fellows must indicate areas of skill development, including in one or more of the following areas.

- Health service and systems design;
- Implementation science;
- Epidemiology;
- Medical informatics and bioinformatics;
- Health economics;
- Biostatistics;
- Health Policy development;
- Specific basic biomedical techniques including
 - Discovery science to clinical therapy translational development
 - Regulatory affairs liaison and new therapeutics submission development
 - Commercial investment networking
 - Intellectual property development
- Other skills

Types of Fellowships

Funding will be available under two categories for this round.

1. Full Fellowship (Fellowship and Project Funding)

- Between \$80,000 – \$115,000 (excl. GST) per annum (1 FTE) for up to three years towards salary costs (inclusive of on-costs of up to 15%). Fellowships awarded at a less than full-time basis (0.6 -0.8 FTE) will be allocated pro-rata.
- Up to \$250,000 to support the Fellow's direct research costs,¹ publication costs and identified formal training activities as part of the skill development plan,² over the duration of the Fellowship.

2. Project funds for existing Fellows with at least two years left on the Fellowship

Funding may be provided to up to two applicants who have existing salary support from other source(s) and have at least two years left in their Fellowship. In this instance, the Fellow will be eligible to apply for up to \$250,000, to support research and professional development costs. Applicant will need to provide details of non-salary costs that have been awarded or funded from fellowships/other funding bodies.

Funding conditions and exclusions

EMC Fellowship funding must not be expended on capital works, general maintenance costs, organisational infrastructure or overheads, telephone/communication systems, basic office equipment such as desks and chairs, rent and the cost of utilities.

Funding is conditional on the Fellow's Host Organisation signing the declaration on the application form, which outlines the Host Organisation's obligations to the Fellow.

Once completed, the Grant Agreement will include a revised copy of the application, incorporating any amendments required by NSW Ministry of Health, to act as a record of the planned activities.

Supporting Resources

1. Information sessions

Information sessions will be delivered via a face-to-face workshop and a teleconference in August/September 2017 to provide an opportunity to clarify the intent and scope of the Fellowship and to answer questions about the application process. Register your interest and availability to attend one of these sessions by emailing EMC@doh.health.nsw.gov.au.

2. Early- Mid Career Fellowship Website

The EMC website contains further information about the Fellowship for applicants in Frequently Asked Questions (FAQs).

- 1 Direct research costs include: transcription services, research software licenses, travel and accommodation related to fieldwork, research assistant salaries/costs, venue and facility hire, incentive payments for research participants, patent costs, experimental consumables and animal costs.
- 2 Professional development relates to activities that develop the Fellow's skills and competencies needed to produce high quality research including: formal training, coursework, and conferences.

Eligibility Criteria

Applications must meet **ALL** eleven eligibility criteria, which relate to the Host Organisation as well as the prospective Fellow.

Prospective Fellow

1. Host Organisation support

The Fellow must be a current employee of, or have negotiated their potential employment with, an eligible Host Organisation (as defined in Host Organisation eligibility criteria, below).

2. PhD from recognised university

The Fellow must have been awarded a PhD (or equivalent) from a recognised university within the 10 years prior to the application closing date, unless career disruptions (e.g. carer responsibilities) exist.

3. Cardiovascular research

The Fellow must satisfy the requirement that their research is in the field of cardiovascular health, including:

- Heart disease;
- Vascular disease;
- Stroke;
- Hypertension;
- Renal disease as related to cardiovascular disease; and
- Diabetes as related to cardiovascular disease.

4. Nominate areas for skills development

The Fellow must articulate at least one research directed professional development during the EMC Fellowship from skill development areas listed in this document.

5. Agreed arrangements for supervision and mentorship

The Fellow must have negotiated supervision by an employee of their proposed NSW Host Organisation and mentorship for the term of the fellowship.

6. Australian citizen, permanent residency status or appropriate visa

The Fellow must be an Australian citizen, a permanent resident of Australia or have an appropriate working visa for the full term of the fellowship. Fellows 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 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.

Host Organisation

7. Located in NSW

The Fellow's Host Organisation must be located in NSW.

8. Organisation conducts health and medical research

The Fellow's Host Organisation must conduct health and medical research, and be one of the following organisations: a department or research centre within a University; a NSW Health entity; an independent Medical Research Institute; or a not-for-profit organisation.

9. Legally compliant and committed to providing appropriate support

The Fellow's Host Organisation must meet all standard employer responsibilities required by law, accommodate and support the Fellow for the term of their fellowship.

10. Gender equity policies and practice

The Fellow's Host Organisation must demonstrate gender equity policies and practice e.g. Science in Australia Gender Equity (SAGE).

11. Commitment to include Fellow in relevant project grants

The Fellow's Host Organisation must commit to include the Fellow in relevant, priority driven projects. These projects should ensure continuous engagement with delivery arms of the health system where appropriate, to ensure research outcomes can be translated and implemented. This may include involvement of the Fellow in any projects funded through the Translational Research Grants Scheme.

For basic biomedical projects, involvement of the fellow in clinically relevant basic research would be an advantage.

Selection Criteria

All applications for funding that meet the eligibility criteria will be assessed against the following selection criteria.

Prospective Fellow (50%)

The following criteria relate to the prospective Fellow and account for 50% of the total available score.

1. Academic and relevant professional qualifications

Prospective Fellows will be required to list their academic qualifications and any relevant professional qualifications with the year awarded the awarding body, and country.

2. Research, clinical and industry experience, including demonstrated capacity to work in multidisciplinary teams

Prospective Fellows will be required to list any research, clinical and industry appointments and positions held for the previous ten years and highlight the different disciplines they engaged with through each role.

3. Skills and experience directly related to the topic area(s) and methodology of the research project

Prospective Fellows will be asked to describe their existing skills and experience that:

- directly relates to the topic area(s) and/or methodology of the research project, or
- relates to the nominated area(s) for development (and how participation in the project will help to address these skills).

4. Track record in research, relative to opportunity

As evidence of their track record in research, prospective Fellows will be asked to provide the details of their top career journal articles; books, reports or patents; and conferences. In addition, details of any funding awarded to previous projects will also be requested. To assess track record relative to opportunity, prospective Fellows will be asked about any significant career disruptions or clinical responsibilities that could reasonably be considered to have had an impact on their research track record over the previous ten years.

5. Future vision

Prospective Fellows are asked to provide strategies for future vision of their research career and future potential for the research project.

Research environment and skill development (25%)

The following criteria relate to the Host Organisation, nominated Supervisor and project team, and account for 25% of the total available score.

6. Host Organisation's track record in health and medical research

As evidence of the Host Organisation's track record in health and medical research and are relevant to this application, the application form asks for a current annual report or equivalent document that includes a description of the Host Organisation's recent research achievements.

7. Quality of the skill development plan

Prospective fellows are asked to clearly articulate their skill development plan for nominated skill development areas. This will include formal training, courses, conferences, mentorship and other activities.

8. Nominated Supervisor with appropriate qualifications and experience to supervise the Fellow

The application form asks for a brief overview of the nominated supervisor's relevant qualifications and experience. This description should highlight the supervisor's qualifications and experience in relation to the Fellow's nominated area(s) for development.

9. Demonstration of career support and mentoring opportunities

Evidence of a plan to provide the Fellow with career support and mentoring is required. This might include access to schemes provided by the Host Organisation as well as any specific support offered by the Supervisor, members of the project team, or from external organisations understood to be centres for excellence in the Fellow's nominated area for development.

Research project (25%)

Each Fellow must be attached to a specified research project and team. The following criteria relate to the quality of the proposed research project, and account for 25% of the total available score.

10. Proposed methodology is appropriate for the purpose and objectives of the research project(s)/programs

Description of the proposed research project(s)/programs including the research question(s), the evidence gaps the research will explore, purpose and objectives and detailed study methodology should be provided, importantly what will be achieved in the fellowship period.

11. Ability to deliver research outcomes and/or objectives within the fellowship period

A list of key project milestones and related deliverables with an indication of when each will be completed is required. There is an expectation that at the completion of the Fellowship it will be possible to report on meaningful outcomes for the Fellow and to demonstrate how the findings from the research project are being disseminated and translated into policy and practice.

The application form asks for a list of project team members, their roles and FTE allocated to the project. This information will be used as context for interpreting the information provided in relation to selection criteria three, eight, ten and twelve.

It is expected that the majority of EMC Fellowships will be full-time (or part-time of at least 0.6 FTE), and if the Fellow's participation in the fellowship is expected to be less than full-time, this should be declared and explained.

12. Feasibility and quality of the knowledge translation plan and demonstrated appropriate partnerships

A list of planned activities to support the translation of knowledge from the research project into policy and/or practice is required where relevant. Each activity should include information on who will be engaged, when, and how, as well as the intended impact of each engagement and how it will support successful implementation of the research findings. An overview of potential translation should be provided for basic biomedical research projects.

13. Proposed budget is appropriate, given the purpose and objectives of the research project

The proposed budget should include details on the funding requested from NSW Health through the EMC Fellowship, and funding to be provided from the Host Organisation and other sources.

Selection Process

Expression of interest review

STEP 1: Initial eligibility appraisal

Following the closing date for applications, the NSW Ministry of Health will make an appraisal as to whether or not each Expression of Interest has satisfied ALL of the eligibility criteria.

STEP 2: EOI review

Expressions of Interest will be assessed by the EOI Review Panel. The EOI Review Panel may contact applicants in order to clarify or confirm information contained in the Expression of Interest.

STEP 3: Recommendation of applicants progressing to Full Application

All applicants will be informed as to whether they have been selected to progress to Full Application stage. The EOI Review Panel's decision is final.

Full application review

STEP 1: Scoring against the selection criteria

An Independent Selection Panel of expert reviewers, chaired by the Executive Director of the Office for Health and Medical Research, will assess each application against the selection criteria and identify applications where clarification is required.

These applications and any specific questions for the Fellow and their Host Organisation will be referred to NSW Ministry of Health so that follow up teleconference may be scheduled.

The Panel will also be provided with information on any additional skills nominated for development, to make a decision as to whether the need for a proposed skill is justified.

STEP 2: Teleconference

Fellows may be invited to participate in a 30 minute teleconference with the Panel, to clarify information received in the application form.

STEP 3: Recommendation for funding

The Independent Selection Panel will agree on the final ranking of all eligible applications and will make a recommendation for funding to the NSW Ministry of Health.

STEP 4: Grant Agreements initiated

The NSW Ministry of Health will make contact with successful Fellows' Host Organisations to establish Grant Agreements.

Reporting Requirements

The Host Organisation will enter into a Grant Agreement with NSW Health that sets out obligations.

A schedule for reporting will be outlined in the Grant 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 Fellowship.

Evaluation

The NSW Health Early-Mid Career Fellowships scheme will be evaluated against its intended purpose and objectives. This evaluation will be done in collaboration with the Host Organisations and the Fellows. This may include face-to-face meetings. Feedback received will be used to inform the future directions of EMC Fellowships.



