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# **ISLHD & IHMRI Collaborative health professional Research Grants 2021**

Grant information and application form

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| **INSTRUCTIONS TO APPLICANTS** |

## OVERVIEW

We are very happy to announce the first round of ISLHD & IHMRI Collaborative Health Professional Research Grants.

These research grants are open to any ISLHD Health Professional employee, and it is recommended that applicants are IHMRI affiliates. **Health professionals can apply for funding up to $30,000 per grant, from a total pool of $90,000.**

The objectives of the ISLHD & IHMRI Collaborative Health Professional Research Grants are to:

* support excellent applied clinical research led by ISLHD Health Professionals
* advance promising ISLHD Health Professional researchers and promote enhanced opportunities for diverse career pathways
* enable research and research training in high quality and supportive environments
* contribute to the outcomes of District's Strategic Priorities, including expanding ISLHD’s knowledge base and research capability, and enhancing the scale and focus of research across ISLHD
* provide opportunities for ISLHD Health Professionals to develop both research and leadership skills

**ISLHD Strategic Priorities & Plans**

In pursuit of its vision for *Excellent Services, Quality Partnerships, Healthy Communities*, the Illawarra Shoalhaven Local Health District will place particular importance on research projects which are aimed at improving Patient Outcomes, Safety, Quality, and Sustainability.

Research projects that are able to demonstrate how they align to the District’s Strategic Directions, Health Care Services Plan, and/or 2020 Operational Focus Areas in order to deliver such improvements will be well regarded.

A summary of the District’s Strategic Directions priorities and current operational focus areas is provided in the following table; the five Health Care Services Plan focus areas are also listed below, for reference.

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| Strategic Priority | Related 2021 Operational Focus Area |
| 1. Excellence in models of care, health programs and health services | * Emergency Department Transformation * Bed Optimisation * Surgery Service Optimisation * Virtual Community Care |
| 1. An engaged and high performing workforce for the future | * Staff Safety * Leadership and Culture |
| 1. Innovation, agility and learning for continuous improvement | * Research Outcomes * Research Leadership |
| 1. Efficient, effective, sustainable financial operations | * Savings and Efficiency * Financial Accountability * Value-based Care |

ISLHD Health Care Services Plan 2020-2030 Focus Areas

* A: Promote, protect and maintain the health of the community.
* B: Strengthen care in the community.
* C: Address the cultural and health needs of Aboriginal people.
* D: Commit to high value care.
* E: Strengthen partnerships and engagement.

For more information on the District’s Strategic Directions 2017-2020 and Health Care Services Plan 2020-2030, refer to our Health Plans, under About Us, on the [internet](https://www.islhd.health.nsw.gov.au/about-us/health-plans).

## ELIGIBILITY CRITERIA

Please ensure that the application meets the following eligibility criteria.

* Health professional staff must be employed by ISLHD currently and remain so for the duration of the grant. The project must be completed within ISLHD.
* The research project must be developed and led by an ISLHD Health Professional.
* The research project must align with the overall aim to improve patient care within ISLHD.
* The research project must be methodologically rigorous and achievable within the maximum $30,000 budget as well as a two year time frame.
* The project should align with the ISLHD Strategic Priorities.

The funds can be used to purchase consumables, equipment or staffing.

Further information on how to become an IHMRI affiliated researcher can be found [here](https://www.ihmri.org.au/researcher-services/become-an-affiliated-researcher/).

Each application will be assessed by a panel comprising senior ISLHD and IHMRI staff with clinical and/or research expertise. Any time frame applied will take into consideration the applicant’s circumstances so that it is assessed relative to opportunity.

## SUBMISSION

To apply please complete the application, as per the guidelines outlined in this document, and **send to** [**ISLHD-Research@health.nsw.gov.au**](mailto:ISLHD-Research@health.nsw.gov.au) **by 5pm Monday 9th August 2021**. No late applications will be accepted.

All applicants will be notified of the outcome of their application by email and within four weeks of the closing date.

## ASSESSMENT CRITERIA

The grant applications will be assessed against the following criteria:

**Research Strategy and Quality** *Weighting 50%* (Questions 2, 3, 4, 5 & 8)

Applicants should demonstrate a high-quality proposal for a research project which addresses a significant research question, is ethically sound and has the potential to enhance/improve practice. The benefits and impact should be clear, and the project should provide excellent opportunities for research capacity building.

**Research Performance of the Chief Investigator (CI) and Research Team** *Weighting 30%* (Question 6)

Applicants should provide evidence of research performance/training, relative to opportunity. Applicants have outlined appropriate mechanisms and/or mentors to support them in undertaking the research project.

**Feasibility of the proposed project** *Weighting 20%* (Questions 7 & 9)

Applicants should demonstrate that the proposed project is feasible and can be successfully completed on time, within budget and with available facilities and resources.

## TERMS AND CONDITIONS

**Acknowledgement of funding source and collaborators**

The CI and Research Team must acknowledge ISLHD and IHMRI as the funding source for projects in all publications, media releases and social media. All ISLHD staff listed as authors on any publication arising from the research are required to list ISLHD and IHMRI as their affiliations, in that respective order.

**Management of funds**

Funding provided by this ISLHD and IHMRI Research Grant is awarded for 24 months from the notification of successful applicants. All funding received must either be spent or committed by the end of the timeframe. Situations which are seriously affecting the progress of a funded project should be discussed with the Chair (or designate) of the Research Committee prior to the end of the timeframe. Any unused funding will be recovered by ISLHD.

**IHMRI affiliation**

In the spirit of collaboration, successful applications will be encouraged to become IHMRI affiliates.

**Interim reports**

Six-monthly reports on project progress will be provided to the Research Committee.

**Final Report**

A final report is required within six (6) months of the completion of the grant. Reports must include:

* an account of expenditure of funds;
* how the objectives of the research strategy are being addressed;
* details of any outcomes (including changes in practice, publications, presentations, capacity building, grant applications), as well as areas of research translation and impacts beyond the study site which have directly resulted from the funded project.

**INSTRUCTIONS TO APPLICANTS**

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| **SECTION A – CHIEF INVESTIGATOR** |

## Chief Investigator Details

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| Full Name |  |
| Position |  |
| Contact phone number |  |
| Email |  |
| IHMRI affiliate? | Yes / No |

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| **SECTION B – PROJECT DESCRIPTION (4 PAGES MAXIMUM, FONT ARIAL SIZE 11)** |

## 1. Project Title

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## 2. Aims and Background

Include a clear and concise statement of the aims of the project, identifying anticipated results and outcomes, and provide a brief background section.

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## 3. Significance, Innovation and Benefit

Describe why the research and the problem it addresses are significant, and why the project aims and concepts are novel and innovative. Outline the intended benefits and impact of the project.

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## 4. Approach and Methodology

Briefly outline the conceptual framework (e.g. Glovers Recovery Model 2012), study design and methods, and demonstrate that these are adequately developed, well integrated and appropriate to the aims of the project.

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## 5. Ethical Implications

Outline the ethical considerations for the study. Please indicate whether an ethics application has been submitted or approved.

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## 6. Research Team

Describe the roles (and experience) of the Chief Investigator (CI) and research team members, collaborators, and other personnel associated with the project. Outline what support mechanisms/mentorship are in place for novice researchers as well as how undertaking this research builds research capacity for self or others.

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## 7. Timetable

Outline the time-frame for the project and specific activities to be undertaken.

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## 8. Collaboration and Flow-on Expectations

Describe how the project will contribute to a strategy for enhanced research productivity (e.g. health policy/health service/health system impact and publications) and research culture (e.g. research capacity building and future competitiveness for external research funding).

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| **SECTION C – BUDGET (1 PAGE MAXIMUM)** |

## 9. Justification of the Budget

Clearly explain WHY the project requires the resources and associated costs outlined in the budget table.

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| PROJECT BUDGET ITEMS | YEAR 1 | YEAR 2  *If deemed necessary* |
| Salary Costs (backfill for staff)  *Include Award/Agreement increases, applicant salary increments and adjust for FTE requested* |  |  |
| Allowance Costs  *Include Award/Agreement increases and adjust for FTE requested* |  |  |
| Salary On-Costs  *17% applied to salary and allowances costs* |  |  |
| TOTAL SALARY COSTS | | |
| Training Costs |  |  |
| Equipment/Consumables - details required |  |  |
| Other Expenses (itemised) |  |  |
| TOTAL COSTS (per year) | $ | $ |
| TOTAL OVERALL | $ | |