

Victorian Cancer Agency  
Early Career Seed Grants  
Guidelines for Applications  
2007-08



## **Background**

The Victorian Cancer Agency is a Consultative Council to the Minister for Health, created to link cancer research with patient care for improved patient outcomes. The first priority of the Victorian Cancer Agency is the development of a cancer research strategy for Victoria. This will guide the future work of the Agency. Broadly, the function of the Agency includes:

- setting strategic priorities for cancer research across Victoria
- fostering collaborative relationships between key stakeholders
- adding value to existing statewide initiatives and programs
- building cancer research capacity and capability in Victoria
- providing high level, strategic advice to stakeholders and Government on all aspects of cancer research.

One of the key areas for exploration during the development of the cancer research strategy is the identification of opportunities to build capacity and capability in cancer research across Victoria.

## **2007-08 Early Career Seed Grants**

The Victorian Cancer Agency is offering Early Career Seed grants in 2007-08.

The Early Career Seed Grants are designed specifically to facilitate and encourage early career researchers in the field of cancer to gain research momentum.

The objectives of the Early Career Seed Grants are to:

- Support high quality cancer research conducted by early career researchers who are able to demonstrate clear evidence of high research capacity
- Provide limited seed funding as a means of enhancing competitiveness of early career researchers to enable leverage of further funding from granting bodies or from industry.

In 2007-08, the Victorian Cancer Agency will provide four one-off Early Career Seed Grants of up to \$50,000.

## Guiding Principles

The 2007-08 Victorian Cancer Agency Early Career Seed Grants are designed to be complementary to other funding schemes such as the National Health Medical Research Council (NHMRC) and the Australian Research Council. This funding program will be provided to applicants who are able to demonstrate that they have not received funding from other sources for the proposal and / or that the proposal is novel.

For further information on funding program areas, please visit our website on [www.victoriancanceragency.org.au](http://www.victoriancanceragency.org.au).

## Eligibility Criteria

- The Early Career Seed Grants are open to laboratory researchers, clinician-researchers or psychosocial researchers to undertake cancer research.
- The primary definition of early career researcher for the purposes of this scheme is a person holding a PhD or equivalent research doctorate, awarded within five years of submitting an application for an Early Career Seed Grant.
- The Early Career Seed grants will support investigators that are able to show clear evidence of high research capacity.
- Consistent with the priorities of the Victorian Cancer Agency, grant requests that demonstrate collaboration, translational cancer research or building capacity in the field of cancer research in Victoria will be viewed favourably.
- Applicants must be Australian Citizens or have permanent residency status.
- Applicants must reside in Victoria during the period of the grant.
- The proposed projects should have specific aims and outputs that are achievable in a one-year timeframe.

## Criteria for the Victorian Cancer Agency 2007-08 Early Career Seed Grants

### *Generic criteria*

Applications will be reviewed and supported based on specific criteria for each program and their adherence to the following generic criteria. Applicants must clearly demonstrate:

- how the research proposal or project will result in improved patient outcomes;
- that the project or proposal is collaborative in nature (demonstrates collaboration across multidisciplinary approaches and / or multi site and / or that key researchers in this field are involved in the project and also demonstrate the involvement of consumers in the conduct of the research project.); and,
- how the project or proposal will benefit Victorians and build cancer research capacity and capability in Victoria.

### *Specific Criteria*

The following specific criteria must be addressed as part of the application for funding for through the 2007-08 Victorian Cancer Agency Early Career Seed Grants program.

- *Significance of the research proposal and relevance of the proposed project to cancer*  
  
Demonstrate that the research focuses on early detection, prevention, diagnosis, prognosis, treatment and / or screening of cancer.
- *Quality of the research proposal*  
  
Demonstrated quality of the research proposal, based on the project feasibility, rationale, design, methodology and timeframes.
- *Communication*  
  
Demonstrated ability to communicate the results of the research proposal to other researchers, students, consumers and decision makers.
- *Research institution support*  
  
A supportive environment for the research in terms of infrastructure should be demonstrated by the host organisation. It is expected that the host organisation will ensure that there is effective supervision and mentoring of individuals supported through the Agency, and have a process for evaluating the effectiveness and suitability of supervisory/mentoring arrangements.
- *Other funding sources*  
  
This funding program will be provided to applicants who are able to demonstrate that they have not received funding from other sources for the proposal and / or that the proposal is a new research project or concept.

### **Grant Conditions**

- This grant will be made available to support salary, direct research costs or to facilitate collaboration on the defined project.
- Grants are tenable for one calendar year only and if successful, applicants must take up the award by June 2008.
- The administering research organisation must have in place policies and procedures for the management of public funds and policies for the proper conduct of research in relation to ethics and good scientific conduct. The administering research organisation must also provide adequate infrastructure to allow the research to be completed.
- Awardees are required to submit a report within 30 days of the completion of the funded year describing the research that was enabled through the seed grant and an assessment of the benefits they derived from the grant, together with a statement on how the grant was spent.

- The recipient should acknowledge the support of the Victorian Government in all publications and any public announcements pertaining to the research, or funding program.

## **Assessment Process for all Applications**

The Victorian Cancer Agency Consultative Council will review all applications for the Early Career Seed Grants. The Agency reserves the right to enter into direct negotiations, or to request further information, from all applicants to assist in the assessment process.

## **Conflict of Interest**

The Victorian Government requires its assessment panel members to act in an ethical manner, declare conflicts of interest and to withdraw from considering applications where such conflict exists.

## **Privacy and Confidentiality**

All information contained in applications will be regarded as confidential. Documents containing personal information will be handled and protected in accordance with the provisions of the *Privacy and Personal Information Protection Act 1998*. Personal information will only be disclosed with the permission of the individual to whom it relates or where the Act allows.

Applicants consent to the information supplied as part of their application being disclosed for the purposes of the assessment and administration of the grant. Such disclosure includes but is not limited to: disclosure to members of the selection panel, independent readers/assessors requested by the selection panel to provide advice on the application, relevant employees of the Victorian Government involved with the research grant process.

Applicants acknowledge that announcement of the funding grants will involve the dissemination of information to the public about the general nature of the funding grants.

## **Appeals**

The decision of the assessment panel is final. Appeals will only be considered against process issues and not against the panel's decision. Appeals on the process can be made to Charlene MacLeod, Program Manager on 03 9635 5457.

## How to Apply

All applicants must complete the 2007-08 Victorian Cancer Agency Early Career Seed Grant application form. This is available from the website ([www.victoriancanceragency.org.au](http://www.victoriancanceragency.org.au)) or by contacting the Agency on 03 9635 5481 or by emailing [victorian.canceragency@dhs.vic.gov.au](mailto:victorian.canceragency@dhs.vic.gov.au).

## Format and closing date

Please use Verdana 10 point font in your application and submit your application electronically to [victorian.canceragency@dhs.vic.gov.au](mailto:victorian.canceragency@dhs.vic.gov.au) **by 2 pm Monday 29 October 2007**. Note that late applications will not be accepted.

Further information can be obtained from contacting the Agency on 03 9635 5481 or via email on [victorian.canceragency@dhs.vic.gov.au](mailto:victorian.canceragency@dhs.vic.gov.au)

## Incomplete and Misleading Information

It is the responsibility of the applicant to ensure that the applications are complete and accurate. It is completely within the assessment panel's discretion as to whether it will request the applicant to provide further information after the closing date.

## Key Timeframes

The following dates apply to the submission of applications to the 2007-08 Victorian Cancer Agency Early Career Seed Grants:

Process	Date
Call for applications	Late September 2007
Close of applications	2 pm 29 October 2007
Assessment of applications	November 2007
Notification of successful applicants	December 2007

**Incomplete or late applications will not be accepted**

# **Appendix 1: Obligations of individuals funded by the Victorian Cancer Agency**

Successful applicants will be required to enter into a funding agreement with the Department of Human Services, on behalf of the Victorian Cancer Agency.

## **Intellectual Property**

The Victorian Government has a standard approach to the management of possible intellectual property (IP) generated from research funded by the Agency. Successful applicants for research proposals will be requested to agree to this approach when signing the funding agreement. An overview of the approach is outlined below and further detail is available by contacting the Agency on 9635 5481.

- All IP owned by the organisations that the Department funds
- Organisations providing the Department with a non-exclusive, perpetual, irrevocable, world-wide, royalty free licence (including a right to sub-licence) over the IP, for non-commercial use.
- A licence specifically excluding commercialisation by Government unless the funded organisation defaults on its minimum performance criteria requirements.
- An expectation that organisations meet the minimum performance criteria in that they must undertake commercialisation of the project intellectual property in a manner that ensures such fair and reasonable access to products for the benefit of the Victorian public as DHS, acting reasonably, deems appropriate including that the price or terms of supply of the Product are fair and reasonable.

## **Reporting**

The funding agreement will set out the reporting requirements for each research grant and the level of reporting will depend on the value and type of proposal funded.

## **Recognition of support**

The recipient should acknowledge the support of the Victorian Government in all publications and any public announcements pertaining to the research, or funding program.