Funding for 2018

SYDNEY MEDICAL SCHOOL (SMS) – FACULTY OF ENGINEERING AND INFORMATION TECHNOLOGIES (FEIT)

SMS-FEIT BIOMEDICAL ENGINEERING RESEARCH COLLABORATION SCHEME

CLOSING DATE FOR APPLICATIONS: 28 October 2017

APPLICATIONS MUST BE SUBMITTED ONLINE:
The Sydney Medical School (SMS) and Faculty of Engineering & Information Technologies (FEIT) are committed to strengthen research collaborations in the fields of Biomedical Engineering and Technologies. The **SMS-FEIT Biomedical Engineering Research Collaboration Scheme** is jointly funded by each Faculty and aims to support, on a competitive basis, high quality research projects that foster new collaborations and incubate innovative research ideas that build scope for larger external funding opportunities.

1. **Funding**

Up to six awards, each with a nominal budget of $15,000 seed funding for 1 year, is available.

2. **Eligibility**

2.1 **Employment status**

All applicants must have a formal appointment until 30 June 2019. Applicants who are yet to commence their appointment at the time of application will be considered, however, any offer of a grant may not be taken up until their appointment for the full period of the grant has been confirmed.

Applicants must be:

- 1) members of the **academic staff** of the Sydney Medical School (SMS) or Faculty of Engineering & Information Technologies (FEIT) with at least a 0.4 FTE appointment, and on the payroll of the University of Sydney or;
- 2) have been **formally appointed with an academic title** (including clinical and conjoint appointments) to SMS or FEIT in accordance with the “Honorary Titles” policy;
- **Note**: Adjuncts, Emeritus and Honorary research affiliates, general staff and casual staff may not apply;
- **Note**: Current SMS title holders salaried by independent medical research institutes with a current Memorandum of Understanding (MoU) in place are eligible to apply provided that they have an affiliation to the University and that all the research productivity of that organisation passes through the University of Sydney and is credited to the SMS, and they affiliate with the SMS and/or The University of Sydney in the by-line of all publications and presentations. Similarly, conjoint appointees in FEIT must have all their affiliated research productivity (e.g. grant applications, postgraduate research student supervision, publications) submitted through and administered by the University to be eligible to apply for this scheme.

Research-only or fixed term contract staff are eligible to apply if they meet the eligibility criteria above, but preference will be given to applicants with a continuing appointment.

The following staff may **not** be nominated as a Chief Investigator (CI):

- postgraduate students, regardless of whether they hold an academic appointment;
- academic or research-only staff on long service leave and/or leave without pay for more than three months during the period of the grant;
- persons located overseas for more than six months during the period of the grant. Any proposed absence overseas for a total period between three and six months during the term of the grant must be disclosed and a justification provided as to how the project will be conducted during the absence. Failure to provide appropriate justification will be grounds for exclusion.

2.2 **Project team**

The project team must include at least one researcher from each The Sydney Medical School (SMS) and Faculty of Engineering & Information Technologies (FEIT), and existing collaboration history must be declared. Preference will be given to projects that establish collaborative teams and/or projects.
2.3 Research idea
For non-previous recipients of the SMS-FEIT Biomedical Research Collaboration Scheme, the research project must be based on a novel research idea, not extending current collaboration on existing projects. Preference will be given to research ideas with potential to lead to Category 1 funding. Previously successful recipients are eligible to apply in order to continue their current project. A current project report is required and the project description must include plans for the new funding to support this project.

3. General Guidelines:

Late or incomplete applications will not be considered. It is the responsibility of the Chief Investigator to ensure the application is complete.

3.1 Number of Applications
A CI may be named on more than one application, but can be lead investigator on one only.

3.2 Period of Funding
Grants will be offered for one year only from 1 January 2018. Funds must be spent by 30 November 2018. Any unspent funds as at 30 November 2018 will be recovered.

3.3 Ethics
Work may not commence on any funded project until the appropriate Ethics or Biosafety Clearance has been obtained. It is the applicant's responsibility to obtain and submit the approved clearances through Research Portfolio

3.4 Final Report
Grantees are required to submit a brief final report on the project by 30 March 2019 for review by the relevant Associate Deans Research. The final report (a template will be provided closer to the due date) will include Project Aims; Research Completed; Research Outcomes; Budget & Actual Expenditure; Follow-up (including a statement on how the awarded funds helped in preparing follow-up large external grant applications).

4. Application Process:

Applications which do not include all required information submitted by the due date will not be considered.

4.1 Timetable
Applications close 28 October 2017. Late applications will not be accepted. Applications will be assessed in November 2017 and the results will be announced as soon as possible thereafter.

4.2 Endorsement of Head of School
In order for an application to be considered, the signature of all relevant Heads of School must appear on the original copy certifying that:
• the research can be accommodated within the general facilities of the School;
• to the best of their knowledge the Chief Investigator will be employed at the University for the duration of the grant.

4.3 Project team
The lead Chief Investigator (CIA) is responsible for the design, conduct and completion of the project and the communication of the results and outcomes. CIA will be the contact person for all administrative matters. Also include the number of any research or honours students that will work on this project.

4.4 Project Title
Should be brief and comprehensible for researchers outside your field.

4.5 One hundred-word project summary
Presented in a clear and easily understood style so that the selection committee with broad but not specific expertise can determine why the project is of significance and whether it is likely lead to Category 1-4 funding.
4.6 Keywords
Up to five keywords or phrases which best describe the subject area of the proposal (20 characters maximum per keyword). Also choose up to three FOR codes and percentages for each.

4.7 Budget
The following financial information is required:
- specification of the various items requested under the headings equipment, maintenance, travel, personnel and other
- a costing of each of the items at prices that apply in 2017 (GST exclusive); and
- brief justification for each item requested.

Items for which funding is NOT provided:
The scheme does not provide funding for:
- attendance to or hosting of seminars or workshops;
- conference expenses;
- abstracting services;
- publication and cover image costs
- the production of teaching materials, even though some research may be involved in their production;
- the salary, or part salary, of any Chief Investigator;
- teaching relief;
- the short-term participation of an eminent scholar on sabbatical leave;
- air fares for overseas visitors;
- a researcher’s travel or living expenses when on a Special Studies Programme. Travel to special facilities away from the base where an investigator is spending his or her Special Study Program is part of the normal cost of study leave and is not allowable under this scheme.

4.8 Project description and collaboration
The research plan should make clear the scope and limitations of the project and give an indication of the timetable. Include, where appropriate, the experimental design. Bibliographic references are not essential.

4.9 Expected outcomes
Clearly outline the research objectives and alignment to existing inter-Faculty Biomedical Engineering Collaboration initiative

4.10 Curriculum Vitae
Full CVs are not required. Applications must include a one A4 page (12 point font) summary per CI listed:
- top 10 refereed publications in last five years. A short 20 word maximum statement explaining why each publication is significant is optional;
- statistics on all refereed publications, e.g. a table of numbers of publications per category of books, book chapters, journals, conference proceedings, and ‘other’. Unpublished papers not subject to peer review or conference abstracts should not be included;
- all current (or to commence in 2017/18) grants, including the granting agency, title, amount granted, project term and names of co-investigators; and
- periods of any notable career interruptions.

4.11 Research Data Management Plan (RDMP)
For all projects a RDMP is required to be uploaded to the application. This not only enables access to free digital data storage space on the University's Research Data Store; documents the data management, retention, access, and sharing requirements of your research project; it covers the requirements of the Research Data Management Policy and Local Provisions in one step. The completed RDMP must be submitted, using the University RDMP template, as an addendum to your application. The Research Data team can help with any RDMP enquiries.

5. Assessment Criteria:
Applications will be assessed by a selection committee appointed by SMS and FEIT Associate Deans Research. Importance will be given to the project and the track record of the project team, relative to opportunity. The weightings for assessment are:
(a) Strategic alignment to inter-Faculty Biomedical Engineering Collaboration initiative: 20%
(b) Significance and innovation: 20%
(c) Potential to lead to Category 1-4 funding: 20%
(d) Applicants track record (relative to opportunity): 25%
(e) Collaborative strength of project team: 15%