

Grants-in-aid - Application Guidelines 2017

Closing date: Friday 25 August 2017, 6:00 pm AEST

Late or incomplete application forms will not be accepted.

Please read these instructions carefully before completing the application form.

1. Introduction

The MND Research Institute of Australia (MNDRIA) funds grants-in-aid (GIAs) to seed innovative projects. 2018 will be an exciting year for MNDRIA, providing support to drive research in the quest for the best possible outcomes for people with MND. This year, MNDRIA will provide support for grants-in-aid in three key strategic areas (i) basic scientific research (ii) translational research and (iii) health care research (including social research).

Knowledge creation through research underpins improvements in intervention and health service delivery. Research can be fundamental in nature, known as 'basic research' or it can be 'applied research' directly addressing clinical problems or how health services are provided. Translational research can be defined as the translation of basic research into clinical research and includes i) developing treatments and interventions ii) testing the effectiveness of treatments. Healthcare research impacts upon patient care as well as translation of knowledge into policy and practice. Each of these "bench to bedside" research categories are vital components of the research pipeline.

2. Objectives of the Grants-in-aid

- 2.1. MNDRIA's GIAs support research that aims to answer new research questions or new aspects of research. They are not intended to act as a funding stream to continue the same projects previously supported by MNDRIA.
- 2.2. The research focus should be directed towards [classical forms of MND](#). Classical MND includes amyotrophic lateral sclerosis (ALS) and bulbar palsies (progressive bulbar palsy and pseudobulbar palsy), progressive muscular atrophy (PMA) and primary lateral sclerosis (PLS). Research investigating other forms of MND should demonstrate a potential benefit to the classical forms of MND.
- 2.3. Grants-in-aid provide seed funding for research that is innovative and has a clear relationship to the causes, treatments and cures of MND, or the support of people living with MND.
- 2.4. MNDRIA GIAs are offered to a maximum value of \$100,000 for a twelve-month project.

3. Application

3.1. Key eligibility criteria

- 3.1.1. The applicant should have a track record in health and medical research.
- 3.1.2. Applicants holding an MNDRIA Postdoctoral Fellowship are not eligible to apply for a GIA in the first year of their fellowship.
- 3.1.3. The applicant must be an Australian citizen or have permanent resident status.

3.2. Application process

- 3.2.1. Applications will only be accepted through [NHMRC administering institutions](#). Applications should be submitted by the institution research office.
- 3.2.2. Applicants can be a Principal Investigator on only one GIA application and a Co-Investigator on no more than three GIA applications. The applicant must be the Principal Investigator.
- 3.2.3. Researchers who have applied for a Betty Laidlaw MND Research Prize for 2018 may also apply as Principal Investigator for a grant-in-aid.
- 3.2.4. Applicants must use the relevant application form on the MNDRIA website.
- 3.2.5. If the **applicant** has received previous funding from MNDRIA **in the past five years**, reports (no more than 2 pages each) on this previously funded work must be sent with the current application.
- 3.2.6. Researchers should not apply if they are unable to provide a financial acquittal for previously funded work before 30 June 2018.
- 3.2.7. All applications will be assessed by the MNDRIA Research Committee against the selection criteria as outlined in these guidelines. Applicants must meet all of the eligibility criteria. Applicants who fail to meet any one of the eligibility criteria will be deemed to be ineligible.
- 3.2.8. The [MNDRIA Research Committee](#) is responsible for assessing applications and making their recommendation for funding approval to the Board of MND Australia.

3.3. **Applications close at 6:00pm AEST Friday 25 August 2017.**

- 3.3.1. Proposals are to be sent to Janet Nash, Executive Officer Research by email to research@mndaustralia.org.au.
- 3.3.2. All sections of the application (except the cover sheet) must be forwarded as a single PDF document.
- 3.3.3. Font must be Arial and at least 11 pt.
- 3.3.4. The cover sheet (including the lay description) should be submitted as a separate Word document.

3.4. **Incomplete or misleading information**

- 3.4.1. It is the responsibility of the applicant to ensure that applications are complete and accurate. If an application is incomplete or inaccuracies are identified, MNDRIA will exclude it from further consideration.
- 3.4.2. If any application is found to have been intentionally completed (or failed to be completed) in such a way as to mislead MNDRIA, or is otherwise false or misleading in any material respect, the applicant will be disqualified from the grant.

4. Proposals should include:

4.1. Principal Investigator and Co-Investigators.

- 4.1.1. They should be identified by their role in the research.
- 4.1.2. The Principal Investigator should provide a brief CV (no longer than two A4 pages). Publications included in the CV should be restricted to the past five years. This list should not include publications 'in preparation' or 'submitted'.
- 4.1.3. Do not include CVs for Co-Investigators.
- 4.1.4. If the **applicant** is named as an investigator on other proposals for MNDRIA funding for 2018, list the project title and principal investigator for those other applications.

4.2. Aims and hypotheses (maximum 1 page).

- 4.2.1. The aims of the research must be clear to the MNDRIA Research Committee and relevant to the development of an understanding of the causes, treatments or cures of MND. Causes, treatments and cures will be interpreted broadly and may include proposals studying palliative care and the epidemiology of the disease.
- 4.2.2. Hypotheses should be explained in terms of the current theories about the causes, treatments or cures of MND.

4.3. Background and research plan (maximum 4 pages)

4.4. Reference list (maximum 2 pages)

4.5. Justification for the requested funding (maximum 1 page).

The budget must be directed to the aims of the project.

4.5.1. Budget items up to \$100,000 can include:

- 4.5.1.1. Salaries
- 4.5.1.2. Direct research costs (reagents and consumables)
- 4.5.1.3. Attendance at the International Symposium on ALS/MND in Glasgow, December 2018 (max. \$4,000).

4.5.2. Budget items cannot include:

- 4.5.2.1. Travel (other than 4.5.1.3 above)
- 4.5.2.2. Equipment (except small items included in 4.5.1.2 above)
- 4.5.2.3. Indirect or overhead costs.

4.5.3. Other sources of funding to support the project must be disclosed.

4.6. Completed cover sheet

- 4.6.1. Applicants must complete the cover sheet and send with the grant application as a Word document.

5. Review process

- 5.1. Applications will be reviewed by a minimum of three independent reviewers as part of a competitive, peer review process.
- 5.2. Applications will be scored according to (i) track record of the applicant, (ii) strength of the research plan and (iii) its relevance to MND.
- 5.3. Funding decisions will be made by the MNDRIA Research Committee at a Grants Allocation Meeting on 9 November 2017. Successful applicants will be notified after this meeting.
- 5.4. The decision of the Research Committee is final and no correspondence will be entered into.

6. Commencement of the grant-in-aid from 1 January 2018

6.1. Successful applicants must commence their GIA no later than 30 June 2018 or the grant will lapse.

6.2. Payment and reporting

6.2.1. The grant will be paid in two equal amounts. The grant will commence with the first payment at the beginning of 2018 on signing a contract with MNDRIA. The second payment will be made on receipt of a satisfactory six-month progress report.

6.2.2. If the progress report is not concordant with the grant proposal, then no further funds will be forthcoming. If the grantee wishes to change the emphasis of the study, then that must be with prior approval of the MNDRIA Research Committee.

6.2.3. A final report and financial acquittal must be submitted on completion of the project.

6.2.4. Lay reports may be included on MNDRIA's website and newsletters to members, patients, carers, the MND Associations and others who provide funds.

6.3. Alterations to the GIA

6.3.1. Grant-holders must adhere to the approved project.

6.3.2. Any proposed alterations should be submitted in advance for approval by the MNDRIA Research Committee.

6.3.3. MNDRIA must be notified immediately if circumstances change during the tenure of the GIA, particularly if this affects the ability to undertake the project. MNDRIA retains the right to review the GIA in light of these changes and reserves the right to terminate the GIA should this be deemed appropriate.

6.4. Publications, presentations and acknowledgements

6.4.1. The successful applicant will be expected to publish their findings in an appropriate scientific journal.

6.4.2. Publications and presentations must acknowledge MNDRIA and the name of the grant.

7. Privacy of individuals/ confidentiality

7.1. All personal information provided in the application and assessment details will be kept by MNDRIA and only be used for the purposes of administering this application, and if successful, the GIA.

7.2. Applicant's personal information will be disclosed to reviewers as noted above.

7.3. Some details of successful applications will be published on the MNDRIA website, including name, location, project title and a brief description of the project.

7.4. Information contained in applications will be regarded as confidential except as stated in 7.1.