

Medical & Scientific Kidney Research Project Grants

Guide for Applicants

Part 1. Overview Information

Participating Organisation	Kidney Health Australia, KHA Research
Funding Category	Medical and scientific research
Description	<p>KHA Research is offering awards to support research focused on improving quality and duration of life for people with chronic kidney disease.</p> <p>Proposals will be accepted from senior researchers currently working in the kidney disease field.</p>

Important dates

Program Launch Date	Monday 14 May 2018
Application Submission Deadline	Monday 11 June 2018
Peer Review	12 June - 9 July 2018
RAC Deliberation Meeting	11 July 2018
Anticipated Award Notification	19 July 2018
Funding Start Date	2018

Part 2. Full Announcement

Section I. Funding Opportunity Description

Description

Kidney Health Australia aims to promote good kidney health through education, advocacy, research and support. Starting in 2018 KHA Research will focus on three research streams, in line with identified consumer priorities.

Stream 1: Improving quality of life and duration of life for those living with chronic kidney disease

Stream 2: Making kidney transplants last longer

Stream 3: Preventing the progression of chronic kidney disease

KHA Research will fund a single stream each year, rotating annually.

In 2018 KHA Research will be seeking applications for Research Stream 1 - **Improving quality of life and duration of life for those living with CKD.**

A Medical and Scientific Kidney Research Project Grant provides financial support for an individual researcher working on a specified topic; the institution in which the researcher does the research is responsible for administration of the award and accepts financial responsibility for the grant. The institution is also responsible for providing basic infrastructure support (e.g. office, phone, computer & internet access, laboratory space) to those involved in the research project. These conditions are outlined on the Certification Page and by signing the representatives of the administering institute are agreeing to them.

Section II. Award Information

Funding Instrument	Award
Funds Available and Anticipated Number of Awards	Please note that the total amount budgeted for this funding opportunity and the number of awards is contingent upon availability of funds and the submission of scientifically meritorious applications.
Award Budget	The Project Grants scheme offers a once only amount of up to a maximum of \$50,000 towards the cost of the project.
Funding conditions	Funding will be allocated in the form of matching funding .
Award Project Period	The project should be able to be completed within a defined time from commencement. This time would not normally be expected to exceed two years. For projects not completed within 12 months a progress report at the 12 month mark and on completion of the project are required.
Project Location	The Project should be primarily conducted in Australia.

Section III. Eligibility Information

Eligibility to Apply

Medical and Scientific Kidney Research Project Grants are open to established investigators in the kidney disease field as well as those working in other areas of research who have a demonstrated commitment to research of at least five years at the commencement date of the award.

Kidney Health Australia Research (KHA Research) provides Project Grants for high calibre broad based multi-disciplinary and collaborative research activities that are in line with the KHA Research agenda as prioritised by the KHA consumers. Teams will be expected to contribute to new knowledge at a leading international level in important areas of health and medical research. KHA Research will prioritise research in three areas

- basic science
- psychosocial
- clinical science/population health

KHA Research will prioritise projects that clearly demonstrate a patient and service user engagement (PSUE) approach to conducting research. This may be during the preparatory, executional and/or translational phases of research. Examples of the different phases of PSUE include but are not limited to

- Preparatory - developing research priorities and research questions based on feedback from patients and other service users, such as carers.
- Executional - seeking input and feedback on study design, data collection and data analysis.
- Translational - involving patients and other service users in the dissemination and implementation of research findings.

To be eligible for a KHA Research Medical and Scientific Kidney Research Project Grants, applicants must:

- hold a PhD or equivalent degree
- have a demonstrated commitment to research of more than five years
- be an Australian citizen or hold permanent residency in Australia and be based in Australia for the duration of the grant
- demonstrate that they will have access to the facilities needed for the proposed research and will be in a research environment that will support their development in accordance with the aims of this award.

Multiple applications from the same investigator will not be accepted. Applicants should submit their most promising research as a single proposal. Likewise, if the Principal Investigator is named as a Co-Investigator on another proposal, any potential for overlap should be explained.

Eligible Institution

To be eligible to apply for a KHA Research Medical and Scientific Kidney Research Project Grants, applicants must be affiliated with an eligible institution.

Eligible institutions must meet the following requirements:

1. The Institution type must fall under one of the following categories:
 - Australian tertiary institutions and their affiliated institutions including hospitals and research institutes.
 - Australian non-governmental, not-for-profit organisations (including community or charitable organisations) with an explicit research or knowledge translation mandate.
2. The institution must be a recognised legal entity.
3. The institution must have the necessary accounting systems and financial controls in place to manage KHA Research funds.
4. The institution must ensure that the applicant will have the time and infrastructure needed to pursue the planned research and the freedom to publish the results.

For-profit organisations and organisations without an operating base in Australia are not eligible institutions.

Section IV. Guidelines and Review Process

KHA Research Program Policies & Guidelines

KHA policies and guidelines, including the peer review process, as outlined on KHA Research website will apply to the applications submitted and awards made in response to this program announcement. See KHA Research Program Policies [here](#).

Allowable Costs

The following expenditures are allowable from funding received through this funding opportunity:

- Salary and other employment costs
- Costs of research consumables and other legitimate costs of research, including research assistance and one national or international networking activity, including collaborations, planning, and knowledge exchange activities (i.e. attending and presenting at International and national scientific meetings)
- The application must provide a budget to support the salary, and other employment costs, and research costs requested. The institution will be required to detail annually the expenses funded by the allowance for costs of research.

Ineligible Costs

- Institutional overhead costs are ineligible for funding
- Tuition and professional membership dues are not allowable expenses
- The award will not support laboratory equipment or other research infrastructure.

Conditions of Funding

Successful applicants funded through this funding opportunity must fully comply with the following conditions:

- Successful candidates must accept their awards within 21 working days of notification. Failure to do so will result in a cancellation of the offer.
- Acknowledgment of the funder's support in all publications and presentations that result from the funded research. Wording for the acknowledgement will be provided in the letter of offer to successful applicants.
- Immediate notification to KHA Research of all publications resulting from this award when they are accepted for publication.
- Submit to KHA Research interim and final written scientific progress reports that include a list of all presentations and publication resulting in whole or in part from this award.

It is expected that following the funding period, awardees will continue to contribute to the ongoing success of the program by participating in surveys and providing data or reports that will aid program evaluation.

Performance Indicators

Performance, as documented in the Final and 18 & 24 Month Post Completion Progress Reports, will be measured by the following indicators:

1. Number of peer-reviewed publications in medium and high impact journals 18 months after full expenditure of the grant.
2. Additional funding for the innovation leveraged by way of application to other funding sources such as NHMRC, and other national and international competitive grant schemes.
3. Evidence of translation or progress towards translation.

Application Evaluation Criteria

KHA Research Medical and Scientific Kidney Research Project Grants applications will be evaluated based on their excellence as judged against the following evaluation criteria:

- **Alignment and relevance** with the KHA Research agenda.
- **Track record** of investigator team. Please note that applications from senior researchers not working in the field of kidney disease must include an experienced kidney disease researcher as a Co-Investigator.
- **Scientific and technical merit** of the research question, feasibility, design and methodology. A fundamentally sound research plan must be provided.
- **Potential impact on kidney disease**
 - How the idea and the new knowledge generated in the course of the project, and beyond will impact the field?
 - Would any of the anticipated findings be of immediate benefit to people affected by kidney disease and their families?
- **Research environment** i.e. suitability of the scientific environment, overall expertise, collaboration opportunities etc.
- **Level of patient and service user engagement**, i.e. clear demonstration of patient and service user engagement (PSUE) approach to conducting research during the preparatory, executional and/or translational phases of research.

Review Process and Evaluation

Applications will be assessed via a *two-tiered* peer review process as follows:

Phase 1 – At least two Independent External Expert Assessors will review and score each KHA Research Medical and Scientific Kidney Research Project Grants proposal for excellence using the review criteria as described under “Evaluation Criteria”. Applications will be ranked according to their scores.

Phase 2 – Expert Assessor recommendations are ratified by KHA Research’s Research Advisory Group (RAG).

The RAG makes recommendations to KHA’s National Board for final approval.

Section V. Submission Information

Applications for funding to KHA Research MUST be submitted via email to KHA Research via the Research Office of the Administering Institution. Please note that applications submitted directly by the Principal Investigator will not be accepted.

Please read all instructions before applying and provide the following information:

1. Completed application form (Attachment 1)

Naming Convention: [PI Surname] - 2018 KHA Research Medical & Scientific Kidney Research Project Grants Application Form

KHA Research Medical and Scientific Kidney Research Project Grants application which can be found online [here](#).

The following documents must also be attached to the email submission:

2. Research Proposal (Attachment 2)

Naming convention: 1. [PI Surname]-Research Proposal

The research proposal must clearly outline the following elements:

- Central hypothesis or research question
- Specific objectives of the research project to be undertaken
- Background and rationale
- Description of the importance/significance of the central hypothesis or research question for **improving quality of life and duration of life for those living with CKD.**
- Description of methods and proposed analysis, including timelines

The research proposal is a maximum of 4 pages not including references, tables and figures. The tables and figures can either be embedded in or follow the text but the text must not exceed 4 pages.

3. Principal Investigator’s CV (Attachment 3)

Naming convention: 2. [PI Surname]-PI CV

A free-form, CV must be attached for the PI (maximum 3 pages not counting pages listing papers published in peer-reviewed scientific journals); include training and education, degrees, positions and honours and information on grants and awards held (source, type, title, amount/year, duration) over the past 5 years. The

publications list should include ONLY peer reviewed papers that are relevant to this proposal and were published within the last 5 years. Do not include abstracts, only publications or reviews.

4. CVs for all co-investigators merged as a single PDF file (Attachment 4)

Naming convention: 3. [PI Surname]-Co-I CVs

CVs must be provided for each named Co-Investigator (maximum 1 page); include training and education, degrees, positions and honours, top 5 publications relevant to the proposed research and a clear statement outlining their contribution to the project.

5. Signed certification page (Attachment 5)

Naming convention: 4. [PI Surname]-Certification Page

The certification page can be found online [here](#).

The attached documents must adhere to the following instructions for presentation and content:

- PDF format
- A4, (21 cm X 29 cm)
- Arial font (regular), minimum 11-point
- Single-spaced text
- 2.54 cm margin on all sides of each page

Completed KHA Medical and Scientific Research Application Form and accompanying documents should be submitted by email to **research@kidney.org.au**. **Please note:** All application documents must be sent attached to a **single email**. Any documents sent separately will not be accepted.

Alternatively, forward applications to: KHA Research Project Officer, Kidney Health Australia, GPO Box 9933, Melbourne, VIC 3001.

Application deadline: the application and all relevant documents must be submitted via email to research@kidney.org.au by **5:00 PM (AEST) on Monday 11 June 2018**.

Terms and Conditions

- 1) KHA does not make any representation that it will, and disclaims any obligation to, proceed with or to commit to any particular future actions in relation to the subject matter of program call, including without limitation: a) accepting any application or shortlist any applicant; and b) considering, not considering, accepting or rejecting any application.
- 2) KHA reserves the right, at its sole discretion, to initiate another selection process, enter into negotiations with a person or persons who have not been invited to respond to this call for programs or to cancel the program.
- 3) Applicants must pay their own costs and expenses incurred in preparing and submitting an application.
- 4) To the extent permitted by law, KHA excludes all liability for any loss, costs (including legal expenses) or damages, suffered or incurred by an applicant or any person, arising out of the applicant's participation in the application process.
- 5) The Applicant warrants that it has no actual or potential conflict of interest in relation to its participation in the application process or its delivery of the Project other than that which is disclosed in the application.
- 6) No legal or other obligation arises between an Applicant and KHA in relation to the outcome of the application process, unless and until KHA executes a contract with the applicants.

7) KHA is not obliged to a) accept any notice of intent to apply and full application or b) enter into any contract with any applicant or c) give reasons for not considering or accepting or rejecting all or any part of any full application, or for cancelling the full application process. KHA may, at its sole discretion, consider for acceptance a response that does not comply with the requirements of this request for applications.

8) The Applicant grants KHA, a non-exclusive license to use for the purpose of this application process, any information, processes, sketches, calculations, drawings, or other data or information submitted with or included in, the response submitted by the Applicant.

9) Each Applicant agrees to indemnify KHA against third party claims arising out of any use of any proprietary information submitted with or included in, the full application.

10) Should the Applicant find any material discrepancy, error or omission in this call for applications, the applicant must immediately notify KHA in writing of the nature of the discrepancy, error or omission.

11) The Applicant and team members of the program acknowledge that their details, including any personal details may be disclosed to third parties including peer reviewers, for the purposes of this application process and any related purposes.

12) KHA reserves the right to fund lower rated projects based on specific areas of interest in the requested themes.

Variations

KHA may vary the requirements set out in this call for full applications and seek further information from the Applicants. Applicants shall supply this information on reasonable request.

KHA's Rights

KHA reserves the right to subject the Applicant to a "due diligence" enquiry, which may comprise of:

A) Verifying whether the represented resources and skills are actually available; and

B) Assessing experience and integrity.

KHA, at its sole discretion, reserves the right to depart from any method of evaluation set out in this call for proposals.

Reliance on Information

KHA will rely on information provided by, or on behalf of the Applicants at all stages of the application process. In providing information, Applicants represent to KHA that the information is complete and accurate in all material respects, that it is not misleading and that in preparing the information, reasonable skill and care has been exercised by the Applicant and its personnel and acknowledges that KHA may rely on that information.

Publicity

Applicants are not to make any public statement in relation to, the notice of intent to apply or full application process, their response, or their participation in the application process, or contract negotiation process without PCFA's prior written consent.

Further information

Contact the KHA Research Project Officer by phoning 03 9674 4308 or email research@kidney.org.au for further information.