

Closing Date for full applications: 28 June 2021

Introduction and purpose

Cancer Council Western Australia aims to minimize the effect of cancer on our community through research and education and by providing people affected by cancer with support to enhance their quality of life. A key objective of Cancer Council WA is to encourage and support a wide range of research activities into the causes, diagnosis, treatment and prevention of cancer.

Our competitive Research Funding Program aims to support cancer researchers at each step of their career, and develop and retain world class cancer researchers in WA. The Suzanne Cavanagh Early Career Investigator (ECI) Grants of up to \$35,000 are offered to researchers with no more than 5 years postdoctoral experience.

The purpose of the award is to assist talented ECI's to develop and advance their career in cancer related research and to enhance skills and the track record necessary to become competitive in national research grant processes. Cancer Council WA does not view its ECI Grants (under normal circumstances) as a means of creating a long term career structure.

It should be noted that researchers can hold no more than one of these grant at any one time.

Applications are now invited for Cancer Council WA's Suzanne Cavanagh ECI grants in the fields of laboratory, clinical, health services, epidemiological, psychosocial and behavioural science.

Applications in the areas of bowel, ovarian, pancreatic, renal, genetics, leukaemia or Merkel cell cancer are strongly encouraged.

Who can apply for funding?

Applications will be accepted from researchers working in, or affiliated with, publicly funded established research institutions within Western Australia. The work should normally be done in Western Australia. This does not preclude funding the Western Australian component of a project involving interstate or international collaboration. Applicants should contact the Research Administration Officer at their administering institution for further advice regarding the closing date, institutional approvals and processes.

An ECI Chief Investigator (CI) can only be awarded one grant in any year. In circumstances where a CI is under consideration for more than one grant, Cancer Council WA will determine which will be funded (following consultation with the CI where deemed appropriate by the Postdoctoral Research Grants Advisory Subcommittee).

The Cancer Council WA recommends that applicants do not over-commit themselves by submitting multiple applications, to avoid risking their priority project not being funded.

Eligibility

An ECI Chief Investigator (CI) must be an early career researcher.

One of the following qualifications will be required as part of the application:

- A letter advising your PhD thesis was passed and is dated later than 30 June 2016
- A certificate with an admission date later than 30 June 2016 confirming the applicant is a 'Full College Fellow/s' i.e. FRACP, FRAPAL etc.
- PhD students who have submitted their PhD thesis.

Allowance will be made for career disruptions as defined by the NHMRC.

Researchers who have relevant research experience but do not have a PhD and/or are not a full college fellow will have their eligibility assessed on a case-by-case basis. If you have any questions regarding your eligibility please contact us on 9388 4354 or CancerCouncilWA.Research@cancerwa.asn.au .

ECI's are ineligible to apply if they have been:

- a) CIA on an Cancer Council WA Project Grant (using the NHMRC application process)
OR
- b) A CI (CIA, CIB, CIC, ...) on a NHMRC, Australian Research Council (ARC) or similar standard grant of an amount greater than \$100,000. (*This does not include fellowships*).

Several ECI's may apply for an ECI grant as joint CIs. Senior researchers are ineligible to apply as CI's on ECI grants, but may be named as Associate Investigators. The track record of Associate Investigators will be a relatively minor consideration in the assessment of ECI Grants.

Applicants are to hold Australian citizenship or Permanent Residents (PR) status at the time of application.

Please note: Consideration will be given to applications from researchers who do not hold Australian Citizenship or PR. In this instance applicants must have their primary residence in WA and be employed by a Western Australian research institution for the duration of the grant, which includes holding the relevant visa. In the event that a successful applicant no longer complies with these, Cancer Council WA reserves the right to cease payment of funding.

Career disruptions

Extensions to the 5-year limit apply for career disruptions. Career disruption includes pregnancy; major illness; and carer responsibilities including parental leave. This is guided by the NHMRC Relative to Opportunity policy: see Investigator Grant 2020 Peer Review Guidelines, appendix I for details:

www.nhmrc.gov.au/sites/default/files/documents/attachments/investigator-grants-2020-peer-review.pdf

How do I apply for funding?

A full application is invited from all interested candidates, the application form available on the website - www.cancerwa.asn.au/research/funding/.

Timetable

Stage	Date
Advertising and promotion commence	12 May 2021
Deadline for submission of Application	28 June 2021
Outcome notification	November

How does Cancer Council WA decide which research is funded?

The applications are sent to our Postdoctoral Research Grants Advisory Subcommittee for review. The subcommittee consists of around 6 internationally recognised cancer researchers and 3 community representatives who have a personal connection to cancer.

Selection Criteria

Scientific assessment criteria:

- Strategic relevance (25%)
 - Innovation and originality (5%)
 - Impact on cancer (5%)
 - Relevance to cancer control in WA (5%)
 - Current contributions to the research environment in WA (5%); and
 - Collaboration (5%).
- Scientific quality (50%)
 - Research design (30%); and
 - Feasibility (20%).
- Track record, relative to opportunity* (25%)
 - Number, quality and influence of publications and your authorship contributions
 - Grant success as indicated by the number held and significance of your investigator role
 - Number and type of speaking invitations at international and/or national conferences
 - Attainment of prizes and awards
 - Contributions to supervision; peer review; community engagement
 - Where relevant, your role in developing Intellectual Property, role in commercialisation of research and/or contributions to clinical or public health policy, practice or health services development

*Where relative to opportunity is a consideration Cancer Council WA is guided by the NHMRC relative to opportunity policy, details of which can be found in the Investigator Grant 2020 Peer Review Guidelines, appendix I:

www.nhmrc.gov.au/sites/default/files/documents/attachments/investigator-grants-2020-peer-review.pdf

Community Review Criteria:

Community representatives are sent the plain language summary and the community criteria and assess these using a standard scoring system. Please refer to the 'Community Review Criteria Guidelines' available on our website before completing this section of the application.

Additional:

Applications falling outside of the Cancer Council Western Australia's remit will be rejected. Negotiations will not be entered into. Multidisciplinary applications spanning research other than that specifically related to cancer may be considered if the majority of the research relates to cancer control.

From time to time Cancer Council WA receives funds for research to which a donor has attached a specific priority, including but not limited to: tumour type; disadvantaged groups. In any given application round we reserve the right to award these funds to additional applications that fit the specified priority and have been assessed and deemed fundable by the Subcommittee.

Cancer Council WA has the right to make the final decision over which research it funds. This may include making no award, or awarding part of the total funding pool.

Other funding sources

Due to increasing competition for cancer research funding, Cancer Council WA will scrutinize and consider other sources of support that may be available for the proposed research. Applicants accepting an offer of funding from other funding bodies should notify the Cancer Council immediately.

The Tobacco Industry

The Cancer Council will not provide a research grant to any researcher who:

- is an applicant for or is in receipt of funds from the tobacco industry, or organisations deemed by the Cancer Council to be associated with the tobacco industry, regardless of whether the funds are received directly, through collaborators or by other means (the Smoking and Health Research Foundation of Australia is deemed to be associated with the tobacco industry);
- is employed in a research institute or organisation or, in the case of universities, Faculty or School that allows applications or receives funds from the tobacco industry, whatever the use of those funds may be; or
- is employed in a university that accepts funds from the tobacco industry for health related research or services, wherever in the university that research may be done or those services supported.

Cancer Council WA will terminate its support for a research project if the above provisions relating to support from the tobacco industry are breached or it believes that the integrity of the research is threatened by influence from tobacco interests.

Researchers in receipt of funds from other organisations in conflict with the prevention of cancer will be examined closely to determine if a conflict of interest exists.

Guidance on completing your application**Estimating the budget**

ECl grants are available for one year (maximum of \$35,000). Applications for a project which has attracted additional funding from other sources are welcomed where the total size of the project is still achievable within the 12 month timeframe. However, projects which have secured much larger amounts of funding will be deemed to be outside the scope of these

awards and will not be considered. If you are unsure about your particular circumstances, please contact us for clarification.

Please note that applicants need not include GST in their final budgets as total grant funding is exclusive of GST.

Personnel

An ECI Grant cannot be used to fund the salary of the CIA, but may be used to employ a research assistant. ECI Grants are intended to support work for which the applicants already have or will have support within their respective administering institutions – Cancer Council WA does not fully fund programs of research.

Grant-supported personnel will be employees of the institution(s) in which the research is carried out and will be subject to the conditions of employment of those institutions. The Early Career Investigator Grant cannot be used for work done outside the project outlined in the approved application.

Funds will not be provided to cover overhead costs levied by the administering institution. Specifically, the indirect costs of research; or research infrastructure; or institutional overheads and administrative charges levied to pay for institutional research; and general infrastructure.

Direct Research Costs

Support for direct research costs, such as postage, phone/fax, printing, stationery, computer hardware and software, can be included.

Equipment

ECI Grants may be used to purchase equipment for a specified research project. The administering institution to which the equipment is entrusted must undertake to maintain purchased equipment in good working condition and in the location where the sponsored research project is being undertaken. Equipment bought with ECI Grant funds remain part of the project but, when the project is satisfactorily completed, the equipment may become the property of the administering institution.

The administering institution must not acquire any equipment other than that proposed in the ECI Grant application without the consent of Cancer Council Western Australia, if that equipment has a purchase price of more than \$1,000.

Obligations of ECI grant recipients & the Administering Institution

All funded grants are offered in accordance with the Cancer Council WA Funding Agreement between Cancer Council WA and the Administering Institution. There will be only one administering institution for each awarded grant.

Publicity and Acknowledgment

The ability of Cancer Council WA to fund research is dependent entirely on its ability to raise money through public donation. Public awareness of the Cancer Council's role in funding research, particularly successful research, is therefore crucial.

Cancer Council Western Australia will publish plain language summary information provided in the full application of successful recipients on the Cancer Council WA website, this information may be shared on social media platforms.

Where a media release or conference is planned, it is the responsibility of both the CI and the Administering Institution's media office to give Cancer Council WA adequate notice of the

Early Career Investigator Guidelines to Applicants

release or organisation of the conference, and to accommodate reasonable requests for the Cancer Council WA's participation in the publicity.

In addition, researchers may be called on to participate in Cancer Council WA's promotional initiatives such as presentations to major donors and the preparation of promotional materials.

Cancer Council WA will invite successful applicants to attend our annual Research Awards Lunch where they will be awarded a Certificate of Achievement recognising their success in this research grant round.

This event will provide an opportunity to showcase leading researchers and to create a forum where researchers and donors can meet. We ask that the CI or a senior member of the research team ensures they are available to attend this event.

Cancer Council WA may also, at its own initiative, ask investigators to participate in release of details of their research to the media. Sensitivities relating to pre-publication release will be respected in such circumstances.

Publications arising from grants

Cancer Council WA encourages the publication of results and the dissemination of other information from the research we fund. Such publications would occur through the normal acceptable scientific channels and there should always be an acknowledgment that Cancer Council WA funding has been provided (with the following footnote included: 'This work was carried out during the tenure of a grant from Cancer Council Western Australia'). A copy of the published paper should also be forwarded to us.

Reporting Obligations

In fulfilment of the conditions of an award, an end-of-project-report of the project shall be submitted within three months of the conclusion of the project. Failure to submit a grant report at this time will render all investigators on the grant application ineligible for further funding from Cancer Council WA until the grant report is received. The reports shall be prepared by the CIA. All reporting templates, including the progress-extensions request template, can be found www.cancerwa.asn.au/research/successfulresearchfunding/ecisuccessfulfunding/ on our website:

The CIA is also required to provide brief annual updates on outcomes from the research for up to five years after the project has completed. Update content is to be added to the final report and re-submitted. This is important for the ongoing monitoring and evaluation of our research funding program.

Successful teams will be expected to present their research outcomes at a local research forum such as the Cancer Council WA Research Day, or Science on the Swan conference.

Intellectual Property Policy

In the event of any discovery with a potential for commercial exploitation that arises as a result of research supported by Cancer Council WA grants, the Applicant is bound by the conditions of the award to notify the Cancer Council WA accordingly. Award Intellectual Property will be owned by and immediately vest upon the administering institution, or with whoever they assign it to. The Applicant agrees to disclose in confidence to the Cancer Council WA, any inventions or discoveries that arise in the course of the research.

What if the chief investigator resigns from the project?

Resignation of a CI (including change of institution or relocation to another state) during the tenure of a grant may result in termination of a project before expiration of the approved term

of support. Because of the importance of the CI in the initial grant review, it is essential that the commencement or continuation of the grant is assessed by the Postdoctoral Research Grants Advisory Subcommittee.

Cancer Council WA must be advised in writing regarding what, if any, arrangements will be made to complete the research for which the grant was offered and give a written report of progress to that date. Cancer Council WA's Postdoctoral Research Grants Advisory Subcommittee will decide, on the basis of the information supplied and following what other investigations it deems necessary, whether the grant should be continued in full, at a reduced level, or not at all.

When do I need to submit ethics approval clearance forms?

The first payment of a new grant will not be made until confirmation has been received from the administering institution's research office that all necessary approvals have been obtained (i.e., human ethics, animal ethics and biosafety).

How do I claim funding if my application has been approved?

- 1) Payments in respect of any grant shall be within the terms and conditions specified in the grant offer.
- 2) The successful research project must commence within a 6 month period from the date of fund availability.
- 3) Projects with commencement delays of more than 6 months and less than 18 months from the date of fund availability require endorsement from the Cancer Council WA's Postdoctoral Research Grants Advisory Subcommittee.
- 4) Research not commenced after 18 months of the date of fund availability, will forfeit the grant.
- 5) Once the project has commenced, all research must be completed within an 18 month period and claims outside that period will need to be approved by Cancer Council WA's Postdoctoral Research Grants Advisory Subcommittee. The grant report is required within three months of the time of completion.
- 6) Amounts granted are exclusive of GST. All claims are to be made via a tax invoice from the applicants GST registered administering institution, including the institution's ABN. This is to avoid paying withholding tax which would effectively reduce the overall grant by 48.5%. Please keep in mind that you must also invoice us for GST on top of the total grant (ie your invoice must include 10% extra for the GST).
- 7) Grants are paid in quarterly instalments on receipt of a tax invoice from the administering institution. The initial invoice for claims must be generated at the commencement of the research project.
- 8) It is a requirement that Cancer Council WA be advised if the project is receiving funding from other sources.
- 9) In exceptional/extenuating circumstances, and upon formal application, a variation to the payment method outlined above may be approved.
- 10) A financial acquittal report is to be provided with the final report or at any other time reasonably requested by CCWA
- 11) At the submission of the final report any funds that are uncommitted must be repaid unless permission is sought and obtained in writing to use any residual funds to complete work specified in the original application.
- 12) The grant must be spent wholly for the purposes for which it was requested and as certified by the Administering Institution and the investigators in the application.
- 13) In the event where a need arises for the administration of a grant to be transferred from one institution to another, a written request for this transfer must be made giving reasons for the transfer. The transfer must not be made without formal approval.

Matters not otherwise specifically addressed

Early Career Investigator Guidelines to Applicants

For matters relating to process and policy not covered in detail in this guide to applicants, the Cancer Council WA Postdoctoral Research Grants Advisory Subcommittee will use the policies and processes applied by the National Health and Medical Research Council (NHMRC) as a reference point. The prime objective remains to operate a fair and open process which seeks to allocate the funds in a way consistent with the values of Cancer Council WA so as to allocate donors funds in the most effective manner in pursuing the mission, goals and strategies of Cancer Council WA.

Further enquiries:

Michelene Petrofski/Research Administration Officer

Telephone: 08 9388 4343/ E-mail: CancerCouncilWA.Research@cancerwa.asn.au