The investment criteria shall be used to assess and guide all decisions to fund and support research projects/infrastructure.

All possible funding options shall be explored, and where funding support is provided, it will be time-limited.

A research funding contract shall be completed and will include information about research outcomes, timeframes, progress reports, agreed funding amounts, payment methods, performance indicators and evaluation criteria.

Research Management Policy - Implementation Standard for External Research Funding and Infrastructure Support

1. Purpose
This Implementation Standard identifies the minimum (and auditable requirements) that evidence the implementation of the Research Management Policy regarding Queensland Health funding investment for all research (collaborative and other research projects and infrastructure support) and infrastructure support using Whole-of-Government investment criteria to guide funding decisions.

2. Scope
The standard applies to all Queensland Health employees (including visiting medical officers, visiting health professionals, contractors, consultants and volunteers) proposing to fund research for or by an external agency, including collaborative research, infrastructure support and research projects.

3. Definition of Terms
Definition of all key terms used in this standard are listed in the glossary of policy terms (attachment to the Research Management Policy).

4. Supporting Documents

Legislative or other Authority
- Public Health Act 2005
- Financial Accountability Act and management Standard 2009

Related policy or documents
- Queensland research and development investment strategy 2010-2020.
- Queensland Health Research Management Policy (24938)
5. Requirements

External agencies who can receive support

All Queensland Health staff proposing to fund research for or by an external agency (including collaborative research, infrastructure support and research projects), shall use the following investment criteria to assess and inform all funding decisions. Queensland Health shall only fund research that will have a direct and measurable benefit on the health of Queenslanders and the delivery of health care services over a 3-5 year period or sooner. The research team or organisation requesting the funding or support is required to provide a written proposal, providing information addressing the investment criteria below.

Criteria for Investment

The investment criteria described below has been adapted from the *Queensland research and development investment strategy 2010-2020* and endorsed for use across all Queensland government departments. All decisions to fund or re-fund any research and development activity (collaborative and other research projects and infrastructure support) shall be assessed on these criteria.

1. All funding options are explored:

Evidence shall be reviewed to ensure all other non-Queensland Health funding options has been investigated and exhausted.

Where a request for block funding is received, it shall first be determined whether Queensland Health can directly purchase research outputs instead of block funding, or if funding can be obtained from alternate sources for a better price.

2. There are clearly identifiable and measurable outcomes:

All potentially fundable research proposals shall demonstrate to Queensland Health a focus on health, social and economic outcomes that can deliver measurable improvements to the health of Queenslanders in the next three to five years or sooner.

All potentially fundable research proposals shall demonstrate that there is a clear link to the priorities and objectives of Queensland Health and Queensland Government - Toward Q2: Tomorrow’s Queensland Research for a healthier future: 2020 Health and Medical Research and Development Strategy or other local strategic planning documents.

3. There is evidence that the research team have a proven capacity to deliver the outcomes:

When assessing the technical expertise of the research team, there must be evidence to support a track record to deliver research outcomes. The assessment of the technical expertise of the research team shall include a review of the academic standing of the group, the Chief Investigator and other members of the research team.
4. The research is realistic and shall build capacity and strengthen Queensland's research and development base:

Research projects that involve collaboration, cooperation, linkages, alliances and partnerships between Queensland Health, industry and research institutions (universities etc) across disciplinary boundaries will be regarded favourably.

Research collaborations that engage Queensland Health employees will be well regarded.

Opportunities to leverage funds from other sources including Australian Government, industry and philanthropic sources, which will build on the Queensland Government's investment in research and development, shall be encouraged.

Research promoting a competitive strength with a realistic possibility of developing new knowledge and health service delivery models and gives Queensland a competitive and sustainable advantage nationally and/or internationally will be regarded favourably.

A plan to communicate research outcomes to the wider community to influence community health promoting behaviour, improve public understanding of the benefits of health research will be regarded favourably.

5. Planning for funding sustainability to ensure that future funding is based on a position of self-reliance and a clear 'exit point' for Queensland Health

A clear plan for funding sustainability prior to any commitment by Queensland Health shall be negotiated, agreed upon and documented in all research funding contracts.

A plan for step-down funding (i.e. decreasing each year) shall be in place.

Funding shall be time-limited (i.e. pre-determined length of time for funding and no extensions). The timeframes shall be negotiated and recorded in all funding contracts between Queensland Health and the research team.

Form of and duration of support

Support from Queensland Health can be provided in any number of ways. Support can be a direct cash investment, provision of in-kind expertise and services or a mixture of cash and in-kind. Funding can be provided as a block grant or ‘infrastructure’ (operational) support payment or through a direct research purchase model where the research is provided on a contractual basis. Support shall be time-limited and documented in all funding contracts.

Evaluation of funding outcomes

Regardless of the level of funding or the method of providing those funds (cash or in-kind), there shall be a clear process to evaluate all projects funded by Queensland Health. Progress and final reports shall be scheduled for the full funding period and all proposed performance indicators and evaluation criteria agreed upon by parties and documented in a funding contract. All research expenditure is to be recorded in a State Research cost centre to enable audit and review.

Evaluation guiding principles
Clear objectives and an evaluation process shall be established at the outset and documented in the funding contract.

Review periods shall be set at the mid-point or negotiated at key delivery point of the funding period and with sufficient time to allow a proper decision on current and future funding.

6. Review

This Standard is due for review on: 01/07/2011.

7. History

<table>
<thead>
<tr>
<th>Date of new / revised policy</th>
<th>Amended to</th>
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<tbody>
<tr>
<td>9 December 2010</td>
<td>New Queensland Health Implementation Standard: Research and infrastructure support.</td>
</tr>
<tr>
<td>31 January 2011</td>
<td>Minor administrative changes</td>
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8. Responsibilities

<table>
<thead>
<tr>
<th>Position</th>
<th>Responsibility(ies)</th>
<th>Accountabilities/Audit Criteria</th>
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<tbody>
<tr>
<td>Director/Manager Program Units (Divisions, Districts)</td>
<td>Decisions to fund projects are to be informed by using the investment criteria and checklist according to existing financial and procurement delegations.</td>
<td>Review collaborative research project submissions against the investment criteria and checklist. Record all research investment in a State Research Cost centre to enable audit and review.</td>
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<tr>
<td>Director, Office of Health and Medical Research (OHMR)</td>
<td>OHMR will operate as a ‘clearing house’ to coordinate incoming funding requests where appropriate. OHMR will provide support to Divisions and Districts in assessing funding requests. OHMR will provide advice to the Director-General and Deputy Premier on research support matters where the delegation of these individuals is required for major projects. The investment criteria will be used as a yardstick to assess the appropriateness of the support in these circumstances.</td>
<td>Considers and approves only funding requests that meet the investment criteria. Prepare briefing notes for the Director-General and Deputy Premier on research support matters as required.</td>
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Dr Tony O’Connell, Chief Executive Officer, Centre for Healthcare Improvement

Approval Date: 31 January 2011

Implementation Date: 31 January 2011