

Research management external funding and infrastructure support

Department of Health Guideline

QH-GDL-013-1:2022

1. Statement

The Department of Health (the Department) shall manage funding investment for all research and research infrastructure it supports by:

- considering the Queensland Government Decision Rules for Investment (R.E.D.S rules) <https://www.chiefscientist.qld.gov.au/strategy-policies/decision-rules-for-investment> in assessing decisions to fund and support research projects/infrastructure
- assessing funding proposals against guidelines specific to a funding program (where applicable)
- exploring all possible funding options and ensuring that when support is provided it is time-limited
- using research funding contracts that include information about intellectual property, research outcomes, timeframes, progress reports, agreed funding amounts, financial reporting, payment methods, performance indicators, evaluation criteria and which are time limited and include clear exit points for the Department, and
- liaising with Health Capital Division for matters relating to infrastructure planning and development

2. Scope

This guideline applies to all Department work areas proposing to undertake and/ or fund research or research infrastructure including the provision of in-kind support.

3. Requirements

3.1 Consideration of Funding

All Department work areas proposing to fund research projects/infrastructure should use the criteria listed at 3.2 to inform funding decisions.

3.2 Criteria for Investment

3.2.1 All funding options are explored

Evidence must be provided that all non-Department funding options have been investigated and exhausted.

3.2.2 There are clearly identifiable and measure able outcomes and deliverables

All potentially fundable research proposals must demonstrate to the Department:

- a focus on health, social and economic outcomes that can deliver measurable improvements to Queenslanders within the next five years
- a clear link to the priorities and objectives of Queensland Health and Queensland Government strategic plans
- clear deliverables that are beneficial for Department and regular reporting on progress towards the deliverables over the duration of the funding.

3.2.3 Evidence that the research team has a proven capacity to deliver outcomes

- applicants must demonstrate experience of delivery of research outcomes on time and on budget
- the project/program must have a comprehensive budget

3.2.4 The research is realistic, build capacity and strengthens Queensland's research base

Project should meet the following criteria:

- involve collaboration and partnerships between the Department, Queensland Health, industry, research institutions and cross disciplinary boundaries as appropriate
- provide opportunities to leverage funds, including national funding sources such as the National Health and Medical Research Council and Medical Research Future Fund, which will build on the Queensland Government's investment in research
- promote a competitive strength with a realistic possibility of developing and commercialising new knowledge and health service delivery models that give Queensland a competitive and sustainable advantage nationally and/or internationally
- plan to communicate or otherwise make research outcomes available to the public.

3.2.5 Planning for funding sustainability

- Funding contracts should include a clear plan for funding sustainability and include step down funding arrangements where required
- All research income and expenditure is to be recorded in a research cost centre to enable financial acquittal reporting, audit and review.

3.3 Form and duration of support

Funding and support from the Department can be provided as:

- direct cash operational or capital investment in a project
- provision of in-kind expertise and services, or
- a mixture of direct and in-kind support.

3.4 Roles and Responsibilities

Role	Responsibilities
Executive Director, Office of Precision Medicine and Research	This position is accountable and responsible for providing advice to the Director-General and Minister for Health on research investments, support and funding matters
Director, Office of Precision Medicine and Research	This position oversees the development and revision of the Research Management Policy and Standards

4. Supporting documents

Queensland Advancing Health Research 2026 Strategy -

https://www.health.qld.gov.au/_data/assets/pdf_file/0042/675996/QLD-Advancing-Health-Research-web.pdf

5. Definitions

Term	Definition
Department of Health	The Department of Health comprises all Divisions listed under the organisational chart for the Department at: https://www.health.qld.gov.au/system-governance/health-system/managing/org-structure

Version control

Version	Date	Comments
1	09/12/2010	Implementation standard [QH-IMP-013-5:2010]
2	23/06/2015	Policy Rationalisation Project – downgraded to Guideline
3	17/8/2022	Guideline reviewed and updated by the Office of Precision Medicine and Research

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Division Name
Guideline owner
Effective date

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