

Queensland Health

Targeted Clinical Research Fellowships – Round 1

Funding Rules



Queensland
Government

Queensland Health Targeted Clinical Research Fellowships – Round 1 – Funding Rules

Published by the State of Queensland (Queensland Health), 2023



This document is licensed under a Creative Commons Attribution 3.0 Australia licence. To view a copy of this licence, visit creativecommons.org/licenses/by/3.0/au

© State of Queensland (Queensland Health) **2023**

You are free to copy, communicate and adapt the work, as long as you attribute the State of Queensland (Queensland Health).

For more information contact:

Office of Research and Innovation, Department of Health, GPO Box 48, Brisbane QLD 4001, email ORI_Fellowships@health.qld.gov.au, phone 3708 5088.

An electronic version of this document is available at:

<https://www.health.qld.gov.au/research-reports/research/researchers/grants-support/clinical-research-fellowships>

Disclaimer:

The content presented in this publication is distributed by the Queensland Government as an information source only. The State of Queensland makes no statements, representations or warranties about the accuracy, completeness or reliability of any information contained in this publication. The State of Queensland disclaims all responsibility and all liability (including without limitation for liability in negligence) for all expenses, losses, damages and costs you might incur as a result of the information being inaccurate or incomplete in any way, and for any reason reliance was placed on such information.

1 Introduction

In line with the Queensland Government's [Queensland Advancing Health Research 2026](#) strategy (Strategy), the Office of Research and Innovation (ORI) supports and encourages health and medical research and its translation into better healthcare across the Queensland Health system. ORI also works to turn health and medical innovation into commercial opportunities, economic growth and knowledge-based jobs.

These Funding Rules describe the provision and distribution of funding for the Targeted Clinical Research Fellowships (Round 1) offered by the Department of Health (Department).

The Funding Rules will be supported by the Queensland Health Research Fellowship Funding Agreement Terms and Conditions (generic version 2023.11) (Agreement) between the Department and the successful administering organisation (Recipient).

These Funding Rules provide information for applicants who are considering applying for a Targeted Clinical Research Fellowship.

2 Targeted Clinical Research Fellowships

Since 2019, the Queensland Health Clinical Research Fellowships (CRF) program has awarded over \$13.2 million over 4 rounds to 60 Queensland clinician researchers. The CRF program delivers on a key commitment by Queensland Health in the Strategy, "to design, develop and fund new Fellowships programs with a clear focus on translation into clinical practice and improved health outcomes".

The CRFs are intended to support Queensland Health clinician researchers undertake research linked to their practice. The program recognises that clinician researchers (including but not limited to doctors, nurses, dentists, allied health practitioners and clinical scientists) are uniquely placed to identify clinical issues that can benefit from further research, lead patient focused research discoveries and facilitate improved patient care through research translation.

The Targeted CRF program sits along-side general CRF program and is designed to support researchers and their high impact research projects within the following four streams:

- First Nations Targeted CRF
- Rural & Remote Targeted CRF
- Women's Research Targeted CRF
- Genomics Targeted CRF

Objectives

The Targeted CRF program shares the following key objectives with the general CRF program:

- Support the career development of Queensland Health's emerging clinician researchers and research leaders, particularly toward securing competitive research funding from national agencies and other funding sources.
- Support health and medical research projects that have real potential to lead to better health outcomes for Queenslanders
- Build collaborative linkages between Queensland Health and the wider Queensland health and medical research sector to support the translation of research discoveries into frontline healthcare.
- Develop systems, structures and processes that bridge the gap between research and implementation.
- Build health and medical research capacity across all of Queensland, including in regional, rural and remote areas.

In addition to these shared objectives, each stream has additional specific objectives as outlined below:

First Nations Targeted CRF

- Support career development and extend the capacity and capability of First Nations' researchers working in applied roles.
- Engage First Nations' knowledge in cross-disciplinary research.
- Ensure the research needs of First Nations' Communities are met and support health and medical research projects that have real potential to lead to better health services and health outcomes for Queenslanders, especially First Nations' Communities.
- Develop systems, structures and processes that provide culturally empowering and responsive research environments.

Rural & Remote Targeted CRF

- Support career development and extend the research capacity and capability of rural & remote clinician researchers.
- Ensure the research needs of rural & remote Communities are met and support health and medical research projects that have real potential to lead to better health services and health outcomes for Queenslanders living in rural & remote communities.
 - To achieve this objective, also support researchers located in regional areas undertaking research that benefits rural & remote communities.

Women's Research Targeted CRF

- Support career development and extend the capacity and capability of women researchers.
- Improve the participation, retention and progression of women in health and medical research.
- Support health and medical research projects that have real potential to translate to better health services and health outcomes for Queensland women.

- Enhance gender equity, diversity and inclusion in clinical research.
- Recognise women researchers may have their research career disrupted due to maternity leave and responsibility for young family.

Genomics Targeted CRF

- Support research in genomics, genomic medicine, population health analytics and microbial genomics
- Nurture a proactive and efficient healthcare ecosystem that not only prioritises patient centred care but also anticipates and mitigates public health threats at the population level.

2.1 Targeted CRF Streams

The four targeted CRF streams provide support for clinician researchers from diverse backgrounds and in different research areas.

Targeted CRF	Maximum Award Range (GST exclusive)	Fellowship duration	Anticipated number of awards*
First Nations Targeted CRF	\$20,000 - \$100,000	1-2 years	4-6
Rural & Remote Targeted CRF	\$50,000 - \$125,000	1-2 years	2-4
Women's Research Targeted CRF	\$50,000 - \$125,000	1-2 years	2-4
Genomics Targeted CRF	Up to \$125,000	1-2 years	4-6

**Subject to funding and application quality.*

2.2 General Eligibility

Prospective Fellows **must** meet the following general eligibility requirements:

- Must continue to be employed, reside and conduct research in Queensland for the duration of the Fellowship (note different requirement for Genomics Targeted CRF).
- The targeted CRF streams and duration requirements outlined in Section 2.1 must be met.
- Hold a salaried appointment* with Queensland Health or other publicly funded healthcare facility in a clinically related role for a minimum of 0.2 FTE over the duration of the Fellowship.
- At the commencement of the Fellowship and throughout its duration, individuals should possess, if applicable to their position, current registration with the relevant professional registration board or eligibility for membership/accreditation with a professional association.

- The employing Queensland Health Hospital and Health Service or other publicly funded healthcare facility must be named in the application as either the administering organisation **or** partner organisation.
- Except for First Nations Targeted CRF, applicants must have in place a collaboration with a Queensland-based research organisation external to Queensland Health. A research organisation could include a Queensland university or medical research institute, not-for-profit entity and/or industry. A research organisation can assume the role of administering organisation or partner organisation in the application.
- The researcher must have an administering organisation which could be their employing Queensland Health Hospital and Health Service or other publicly funded healthcare facility or a university or a research organisation.
- Must not hold an active CRF from a previous round that would extend past 30 June 2024 (the maximum commencement date for Fellowships under this round).

**A salaried appointment is defined as holding a payroll number with, and being paid directly by, Queensland Health or other publicly funded healthcare facility. Applicants who hold formal conjoint appointments between a Queensland HHS (Hospital and Health Service) and a Queensland research institution or university, including those where the academic partner is the employer, are eligible. Such applicants need to provide confirmation in the relevant HHS letter of support confirming the HHS's financial contribution to the conjoint appointment and the clinical elements of the role. These criteria must be met at the time of application and apply for the duration of the Fellowship.*

2.3 Specific Eligibility for Targeted streams

First Nations Targeted CRF

❖ *Mandatory criteria:*

- Researcher must identify as First Nations (and be able/willing to provide confirmation if requested).
- Researcher must be a clinician or in a sub clinical workforce role including: medical - practitioners, nurses, midwives, allied health professionals, epidemiologists, health promotion officers, public health officers, environmental health officers, population health officers, demographers, health economists, clinical educators, trainers and researchers, Aboriginal and Torres Strait Islanders health practitioners, Aboriginal and Torres Strait Islanders health workers, Aboriginal and Torres Strait Islanders hospital liaison officers and cultural advisors.

❖ *Desirable criteria: (Attracts additional weighting – refer selection criteria table)*

- Research benefits First Nations communities (+5%).
- Research with First Nations communities on cultural safety and security of the health service delivery environment, especially linked to the priority areas mental health, substance use disorders and suicide (+10%).

Rural & Remote Targeted CRF

❖ *Mandatory criteria: (at least one of)*

- Researcher located in rural & remote* HHSs undertaking any research; **or**
- Researcher located in a regional* area undertaking research that benefits rural & remote communities and partnering with researchers/clinicians located in rural & remote* HHSs.

❖ *Desirable criteria: (Attracts additional weighting – refer selection criteria table)*

- Research benefits rural & remote* communities **and** is conducted by researchers at Rural & Remote* HHSs (+15%).

**Rural and remote is defined as areas covered by: Central West HHS; North West HHS; South West HHS; Torres and Cape HHS.*

**Regional is defined as areas covered by: Cairns and Hinterland HHS; Central Queensland HHS; Darling Downs HHS; Mackay HHS; Townsville HHS; West Moreton HHS; Wide Bay HHS.*

Women's Research Targeted CRF

❖ *Mandatory criteria:*

- Woman researcher or research benefits women's health

❖ *Desirable criteria: (Attracts additional weighting – refer selection criteria table)*

- Research benefits women's health conducted by a woman researcher (+15%).

Genomics Targeted CRF

❖ *Mandatory criteria:*

- Applicants must continue to be employed and conduct research for Queensland for the duration of the fellowship.
- Researcher must be a doctor, nurse, midwife, allied health practitioner, public health researcher, scientist, epidemiologist, health promotion officer, public health officer, population health officer, health economist, data scientist or bioinformatician.

❖ *Desirable criteria: (Attracts additional weighting – refer selection criteria table)*

- Priority Research themes:
 - Translational research
 - Technology and Data science
 - Workforce
 - Education and Training

Translational Research	Technology and Data science	Workforce	Education and Training
Research aimed at maximising the utility	Research that is aimed at enhancing the assimilation of	Research that aims to enhance workforce and service models	Research that supports clinical education and

of genomics in disease prevention, diagnostics, screening, prognostics, monitoring, therapeutics, and population health initiatives that lead to improved healthcare delivery, policy, and practice.	genomic technologies, data, and information within the current healthcare system, with a particular emphasis on elevating standards, streamlining operations, and broadening accessibility.	within the broader multidisciplinary healthcare team to support mainstreaming of genomics and ensure the delivery of effective, efficient, and person-centred care.	training to build the capabilities of our emerging, new, and existing workforce to optimise scope of practice and effectively deliver genomic medicine.
--	---	---	---

The applicant and administering organisation must ensure the application meets all eligibility requirements. Departmental staff will not make eligibility rulings before an application is submitted.

2.4 Conditions of funding

- The level of active research participation by successful Fellows (the time a Fellow will spend on the Fellowship research project) is expected to be at least 0.2 FTE averaged over the duration of the Fellowship.

Applicants should ensure their time commitments are sufficient to ensure the viability of the Fellowship.

- The Fellowship eligibility requirements remain for the duration of the Fellowship.
- Applicants may be considered for multiple streams of the targeted fellowships but will only be awarded up to one stream. This maybe achieved by selecting multiple streams of the application or different applications for different streams.
- Applicants and successful Fellows may apply or hold other grants outside of this scheme. However, the other grants must not:
 - duplicate funding for the Fellowship research,
 - duplicate funding of the Fellow's salary, or
 - impact the Fellow's time commitment on the Targeted Fellowships research project.
- Fellowships are non-renewable and must be completed within the term of the Fellowship. No additional funds will be provided by the Department.
- Ethics and governance approvals should be in place within 3 months and no later than 6 months of the agreement being signed. If these timeframes are not met, the Department has the right to withdraw the offer.
- To expediate Queensland Health Ethics and Governance approvals, we recommend a parallel submission of ethics and governance approvals (as recommended in cl. 1.4 of the QH Research Governance Officers SOPs). We recommend that you talk to the HREC coordinator and Research Governance Officers for the committees that you are applying

to at an early stage in your application process. Guides and link to contact details can be found here:

- [Apply for ethics approval](#)
- [Apply for governance authorisation](#)
- [Researcher User Guide](#)
- Fellowships are awarded to develop the careers of specific individuals, in line with program goals, and are not transferable.
- The successful Fellow must take the lead role in conducting and progressing the Fellowship research.
- Applicants must nominate at least one research supervisor (except for researchers with >5 years of active research participation).

Research participation years refers to research participation on a continuous basis full time or greater than half time. Equivalency should be considered for those that have engaged in research halftime or less or not continuously.

2.5 Funding Use

Funding may be used for the following eligible project costs:

- Fellow salary costs, including standard on-costs (leave loading, superannuation contributions, worker's compensation contributions and payroll tax). Where the funding is used for salary costs, the Fellow's total salary (drawn from all sources) is not to exceed the salary the Fellow would have received in their substantive clinical position for the same FTE percentage. That is, the Fellow cannot use Fellowship funds to pay for a stipend that increases their substantive clinical position salary.
- Salary costs for other dedicated Fellowship research/technical staff, including post-doctoral research staff.
- Project costs directly related to the proposed program of research including consumables.
- Travel costs, for the Fellow only, that are essential to the Fellowship as outlined in the application (excluding relocation) up to \$5,000 in total. This includes economy class travel only, reasonable accommodation and per diem expenses, and conference registration in accordance with Queensland Health travel policies.
- Equipment costs directly related to the proposed program of research up to a total of \$10,000 (including maintenance).
- Only eligible expenditure incurred on or after the commencement of the Fellowship can be claimed.
- Publication costs for the primary publication arising from the Fellowship.

Items not eligible for funding include:

- Institutional on-costs above standard salary on-costs.

- Institutional overheads and operational costs, including general facility and accommodation related costs.
- Travel and conference attendance costs for dedicated Fellowship staff, other than the Fellow as outlined above.
- Costs associated with non-Fellowship projects/programs of the administering or partner organisations.
- Salary costs related to the non-Fellowship activities of the Fellow or other dedicated Fellowship staff.
- Costs associated with administrative support staff.
- Contract research for services that can be performed by the applicant or administering organisation.
- Computers and laptops, unless highly specialised and essential to the project.
- Costs incurred outside of the duration of the Fellowship.

The funds provided by the Fellowship may not cover the total cost of the research and it is the responsibility of the Fellow to ensure that sufficient funding is available to demonstrate the success of the project. This must be described in the application.

3 Application process

It is the administering organisation and the proposed Fellow's responsibility to read and familiarise themselves with these Funding Rules and all other documents referred to within these Funding Rules.

Applicants must download and complete the Targeted Fellowships Application Form and the Funding Agreement Application Declaration page. Please submit these documents to ORI_Fellowships@health.qld.gov.au before **11:59pm AEST, 19 February 2024**.

Late applications will not be accepted.

The application must be submitted using the naming convention **Targeted CRF R1 application_Firstname_Surname.pdf** as a single, consolidated PDF file in the following order:

- Application form
- A reference list (if required)
- Letters of support
- Funding Agreement Declaration page

The application cannot be revised after submission. However, applicants must advise the Department of any changes that are likely to affect eligibility.

If an applicant's circumstances change after submission of an application for a Fellowship, the Recipient must notify the Department immediately.

Applicants may withdraw an application at any time by notifying the Department in writing at ORI_Fellowships@health.qld.gov.au.

All costs and expenses incurred by applicants in any way associated with the preparation and submission of an application will be borne entirely and exclusively by the applicant.

No applicant will be entitled to claim compensation or loss from the Department for any matter arising out of the application process, including but not limited to, any failure by the Department to comply with the Funding Rules.

The Department will not provide advice to applicants or administering organisations on the competitiveness of an application at any stage during the application and assessment stages.

3.1 Letters of support

The application **must** include letters of support from the administering organisation and partner organisation/s. The applicant's employing Health and Hospital Service (HHS) or other publicly funded healthcare facility must be either the administering or a partner organisation.

Each letter of support (maximum 2 pages per letter) must include:

- Details of the clinical and/or research strengths of the organisation, and the alignment of the proposed Fellowship and Fellowship research activities with these strengths.
- Support for the Fellowship, including any cash and in-kind commitments.
- Letters from HHSs or other publicly funded healthcare facilities (whether acting as administering organisation or partner organisation) must also confirm the Fellow's current employment arrangements and the Fellow's proposed employment arrangements for the duration of the Fellowship, having considered any clinical service delivery implications. Applicants who hold formal conjoint appointments between a Queensland HHS and a Queensland research institution or university, including those where the academic partner is the employer, must provide confirmation of support confirming the HHS's financial contribution to the conjoint appointment and the clinical elements of the role.
- Each letter must be formatted on organisational letterhead and signed by the relevant person with appropriate authority to support the application and any commitments. For a HHS, the letter should be signed by the Chief Executive or other appropriately authorised delegate. *Please note: The Department cannot provide advice on who has authority to sign – please liaise directly with your administering and partner organisation/s for advice.*

Failure to comply with the letter of support requirements will make an application ineligible.

4 Assessment process

The applications will be assessed by Department staff for completeness and eligibility. The Department has the right to remove applications that are not in keeping with the Targeted CRF Funding Rules or clearly non-competitive, and to provide preliminary advice to the expert review panel.

Exclusion of applications may take place at any time during the selection process, including under the following circumstances:

- the application contravenes or is inconsistent with the Targeted CRF Funding Rules and associated documentation
- the application was not submitted through [ORI Fellowships@health.qld.gov.au](mailto:ORI_Fellowships@health.qld.gov.au)
- the application includes any false or misleading information
- the application is incomplete or late
- if the applicant attempts to give or offer any inducement, gift or reward, which could in any way influence the Department's actions in relation to an application.
- if the applicant, or a person on their behalf, attempts to contact members of the independent review panel in relation to the assessment of their application or the peer review process.

Applications will be assessed under a competitive, merit-based process against selection criteria by an expert review panel, which will provide recommendations on Fellowship award recipients to the Department. However, the Department of Health has absolute discretion in making the final decision on awarding recipients.

The Department will advise each applicant in writing of the outcome of their application. No information will be released verbally.

The outcomes are final. The Department will not enter into any oral or written correspondence about selection decisions.

Limited feedback can be provided to applicants who request this in writing from the Department. Feedback will only be provided if the written request is received within three months of applicants being advised of the outcome.

4.1 Selection criteria

The following selection criteria will guide the assessment:

Selection Criteria	First Nations	Rural & Remote	Women's Research	Genomics
1. Applicant Track Record and Potential	Weighting			
Strength of <ul style="list-style-type: none"> research outputs (publications, grants, invited speaker, awards and prizes, patents, supervision and mentoring) in the targeted research areas, clinical/health impact of research (contributions to improved clinical practice, policy change and/or better health outcomes). 	10%	5%	10%	10%
Research career vision and development plans for the next four years.	15%	15%	15%	15%
2. Research Project and Potential	Weighting			
The innovation, scientific quality and feasibility of the proposed research project including strength of partnerships.	35%	35%	35%	35%
Potential for the Fellowship project to deliver better health outcomes for Queenslanders through impact to policy and practice taking into account: <ul style="list-style-type: none"> Anticipated impact to health outcomes of target populations. Strength of the plan to translate the research in to practice. Health Consumers involvement. 	40%	45%	40%	40%
3. Additional weighting for desirable criteria (optional)				
First Nations: <ul style="list-style-type: none"> Research benefits First Nations communities (+5%). Research with First Nations communities on cultural safety and security of the health service delivery environment, especially linked to the priority areas mental health, substance use disorders and suicide (+10%). 	Additional 15%	N/A	N/A	N/A
Rural & Remote: Research benefits rural & remote and is conducted by researchers at rural & remote HHSS.	N/A	Additional 15%	N/A	N/A
Women's Research: Research benefits women's health conducted by a woman researcher.	N/A	N/A	Additional 15%	N/A
Genomics: Priority themes.	N/A	N/A	N/A	Additional 15%

Cash or in-kind contributions to the Fellowship from the administering or other partner organisation/s will be highly regarded.

4.2 Career disruption

A career disruption is considered to be a prolonged interruption to an applicant's capacity to work due, for example, to pregnancy and childbirth, major illness and carer responsibilities (including parental leave).

The period of career disruption may be used to determine eligibility and to allow for inclusion of additional track record information for assessment of an application by the review panel.

Where relevant, applicants should nominate periods where their career has been disrupted over the last ten years for a period of 90 days or more and provide a brief explanation of the reason in their application.

4.3 Relative to opportunity

Applications will be assessed within the framework of 'relative to opportunity' where significant academic, clinical responsibilities or industry work placements have impacted on the applicant's ability to conduct research over the last five years.

4.4 Confidentiality and privacy

The Department will use supplied information for the purpose of assessing Fellowship applications. All information provided during the application process is received and accepted by the Department in confidence, subject to any applicable statutory exception.

Information comprising the names of successful Recipients and Fellows, partner organisations, funding awarded, project title, project description and area of research may be made publicly available by the Department.

Details of unsuccessful applicants will remain confidential. Documents held by the Queensland Government are subject to the Right to Information Act 2009 (Qld) and will be retained as required under the Public Records Act 2002 (Qld).

5 Contractual Arrangements

If successful, the Fellow must confirm an administering organisation ('the Recipient') to which the funding is paid.

The Recipient must be a Queensland-based agency that has an Australian Business Number and is registered for GST. This includes Hospital and Health Services (HHSs), universities and research institutes. A University that is incorporated interstate but has a campus in Queensland is not considered a Queensland-based agency for the purposes of the Targeted CRF Program. There can be only one Recipient for each Fellow.

The Fellowship is offered in accordance with the conditions specified in the Agreement, which is an agreement between the Recipient and the Department.

In signing the Agreement, all parties agree to the conditions contained in the Agreement and Schedules, including that research complies with relevant laws, guidelines and statements.

The Recipient and the Department do not enter into a binding legal relationship unless and until a subsequent Agreement is executed between the Department and the Recipient.

Please note that the Queensland Health Fellowship Funding Agreement terms and conditions will not be negotiated or altered on an individual basis.

5.1 Dissemination and Publicity

Successful Fellows must acknowledge the Queensland Government's funding in all relevant published material, media releases and public statements.

Successful Fellows should actively promote their research, provide broad Fellowship information if required, and attend media/promotion events if requested.

It is expected that the Fellow will make time available during the Fellowship to publicly present their research findings or other outputs to audiences including the Department, the Queensland public health system and external researchers.

Successful recipients must not make any public announcement or advertisement in any medium in relation to the application process or outcome without the prior written approval from the Department.

6 Further information

A Frequently Asked Questions document is available at

<https://www.health.qld.gov.au/research-reports/research/researchers/grants-support/clinical-research-fellowships>

Further information or specific queries regarding the Targeted CRF, which are not covered in this document or the Frequently Asked Questions document, should be directed, via the administering organisation (Recipient), to:

Office of Research and Innovation
Department of Health
Phone +61 (0) 7 3708 5088
Email ORI_Fellowships@health.qld.gov.au

Please direct all queries regarding eligibility to your administering organisation for advice as the Department of Health is unable to provide eligibility rulings to applicants prior to the submission deadline. Research Offices or equivalent may contact the Department for clarification of the Funding Rules on behalf of applicants.