

Queensland Health Clinical Research Capacity Building Grants

2025 Grants – Frequently Asked Questions

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1. Eligibility

1.1. Who can apply for a Clinical Research Capacity Building Grant?

The Applicant along with their research group must be employed by a Queensland Health healthcare facility for the duration of the grant.

1.2. Are staff with conjoint appointments eligible?

The intent of the Grant is to support research capability in Queensland Health. Applicants who hold formal conjoint appointments between a Queensland Health and Hospital Service (HHS) and a Queensland research institute/university may be 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. The Administering Organisation for the application must be the HHS, not the research institute/university.

1.3. Can we apply if we already hold a research capacity grant from a HHS?

Yes, but a justification must be provided demonstrating there is no duplication of funding and the need of requirement of the research support.

1.4. What is considered a salaried appointment with Queensland Health or other publicly funded healthcare facility?

A salaried appointment is defined as holding a payroll number with, and being paid directly by, Queensland Health. 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, 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. This criterion must be met at the time of application and applies for the duration of the fellowship.

1.5. Does any proposed dedicated research/technical staff to be funded through the Grant have to be recruited to the proposed role at the time of application?

No, but the application must clearly define the required skills and role of the proposed staff.

1.6. Can non-clinical staff be employed under this Grant?

Yes. The funding supports dedicated research and technical staff, which may include project officers, ethics/governance officers, data managers, statisticians, etc.

1.7. If I have applied for a Clinical Research Fellowship (CRF) Round 7, can I also apply for the Clinical Research Capability Building Grant?

Yes. Applicants may apply for both grants in this round, and if successful may be awarded for both provided the applications are for distinct purposes (i.e., one supports an individual fellowship and the other supports research capacity building) and there is no duplication of funding proposed. Applicants may also apply for both grants for the same purpose; however, if both applications are successful, funding will only be awarded for one.

1.8. Can PhD students apply for this Grant?

Yes. PhD students who are Queensland Health employees (minimum 0.2 FTE) are eligible, provided their proposal aligns with the grant objectives and focuses on building research capacity across a team of clinician researchers.

2. Funding and Use

2.1. What can the funding be used for?

The funding can be used for salary costs for dedicated research/technical support staff or other costs not captured in the list of items not eligible for funding as per Funding Guidelines.

Any proposed dedicated research/technical staff funded through the Grant funding can be employed by Queensland Health or a partner organisation (Queensland-based).

2.2. Can the funding be used to pay investigator salaries?

No. Salary costs for investigators are not eligible for funding under this Grant.

2.3. Are institutional overheads, administrative staff, or conference travel covered?

No. Institutional overheads, general operational costs, administrative staff costs, travel, and conference attendance are not eligible.

2.4. Can funding be used for specific research training, for example, training in using statistical software?

The primary intent of the Grant is to build the research capability of clinicians through undertaking clinical research activities.

If specific research training is essential to successfully deliver the proposed program of research, applicants may include these costs as a component of the budget (not the majority of the budget). All elements of the proposal, including budget items, will be assessed against the objectives of the Grant.

2.5. Is there a maximum amount I can apply for, and over what period?

Yes. The maximum funding per application is \$250,000 over three years.

2.6. What does “modest equipment costs” mean?

Modest costs mean a reasonable amount within the scope of the overall funding request. It can mean small-scale or project-specific items essential to the research program, justified by demonstrated need and direct relevance to the project objectives.

2.7. Can the Grant be used to fund evaluation or quality improvement activities?

The fund is to support a program of research. The proposed activity must meet the NHMRC definition of research and clearly contribute to building research capacity. Pure evaluation or quality improvement projects are not eligible.

2.8. Can the duration of the proposal be 2 years rather than 3 years?

The funding available for this Grant is up to \$250,000 over up to 3 years. Applicants can put in a proposal for a 2-year program. The sustainability post the Grant will also be considered in the assessment process.

3. Application Process

3.1. Can external (non-QH) partners be involved?

Yes, but the Applicant and their research group must be employed by Queensland Health.

3.2. Can I submit a paper-based application?

No. All applications need to be submitted via REDCap. Please contact the Fellowships team if you have any concerns.

4. Outcomes and commencement

4.1. When will outcomes of this round be announced?

We anticipate outcomes will be communicated in April/May 2026.

4.2. My application was unsuccessful. Am I able to request feedback?

Feedback can be provided to applicants who request this in writing from the Department. The written request must be received within three months of applicants being advised of their outcomes.

4.3. If I am notified my application is successful, what are the next steps?

You can commence your proposed program of activity once a fully executed Queensland Health Research Funding Agreement is in place. Shortly after issuing your award letter, our office will contact your Administering Organisation's research office or equivalent to reconfirm the proposed project budget and plans. Our office will then finalise the Agreement and will ask for the Agreement Schedules to be checked.

Once the Schedules are confirmed by the Administering Organisation as being correct, Departmental execution will be arranged followed by execution by the Administering Organisation and the successful applicant. The Agreement will then be considered fully executed and activity can commence.

4.4. Can I make a change to the program of research after it has started?

Changes are only allowed in exceptional circumstances. If you anticipate a change to the agreed activity (such as timeframes, funding use or scope), you must advise the research office (or equivalent) at your Administering Organisation, who will submit a detailed variation request in writing to the Department. Any approved changes will be formalised through a variation, effective once signed by both the Department and the Administering Organisation. Delays in advising the Department may result in suspension or termination of the Grant.