

Children's Hospital Foundation Application Guidelines Woolworths Centre for Childhood Nutrition Research

Eligibility Self-Assessment Checklist

I am affiliated with a National Health and Medical Research Council (NHMRC) Administering Institution and have obtained all necessary approvals from my Administering Institution to submit this application	<input type="checkbox"/>
I have attached a Letter of Support from the Deputy Vice Chancellor, Research of my Administering Institution using the template available at https://childrens.smartygrants.com.au	<input type="checkbox"/>
My administering institution is able to name the Centre the "Woolworths Centre for Childhood Nutrition Research"	<input type="checkbox"/>
I am a Professor (Academic Level E) with appropriate qualifications, experience and expertise in one or more nutrition-related disciplines (Professor of Nutrition), as demonstrated by Track Record, and have achieved a national impact on nutrition-based health outcomes for children and influenced guidelines and/or policies at a national level	<input type="checkbox"/>
I am willing and able to act as a presentable and personable spokesperson to represent the Centre, Woolworths and the Children's Hospital Foundation in media opportunities as required, and collaborate with Woolworths to define effective research dissemination strategies	<input type="checkbox"/>
I have attached a video presentation (maximum 2 minutes) delivering a lay summary of a key research project that I have conducted	<input type="checkbox"/>
I am willing to act as the primary contact for administration of the Award and assume all responsibility for the Centre, meeting reporting requirements and complying with the Funding Agreement	<input type="checkbox"/>
My research proposal does not exceed 5000 words and includes a clearly defined research program plan encompassing overall strategic objectives, milestones, hypotheses, expected patient outcomes and impact on children's health over the initial one year period and a clear vision for the following 2-5 years	<input type="checkbox"/>
My research program clearly demonstrates alignment with the mission, values and strategy of the the Children's Hospital Foundation and Children's Health Queensland Hospital and Health Service (CHQ)	<input type="checkbox"/>
Outcomes from my research program demonstrate support for advancing Children's Health Queensland Hospital and Health Service Research Strategy and clearly benefit children's health and the healthcare delivery provided by CHQ	<input type="checkbox"/>
I am based in Queensland and at least 80% of my research activity will occur in the state of Queensland	<input type="checkbox"/>
I am available to attend an interview on 6 October 2017 and attend an internal Woolworths event announcing the scope of the research program on 14 November 2017	<input type="checkbox"/>

Applications open at 9am on Monday 7 August 2017 and close at 5pm on 6 September 2017. Late applications will not be accepted.

1 About the Children's Hospital Foundation

Our vision is for every child to have the best possible health care, with access to world-class research and clinical treatment in a healing environment. Our mission is to improve children's health by supporting and funding world-class research and clinical treatment, and by providing care and entertainment for children and their families.

Over the past thirty years, the Children's Hospital Foundation has established a strong partnership with Woolworths and together, we recognise the need to invest in childhood nutrition. This aligns with the Queensland Government's proposed Healthy Futures Commission which aims to prevent obesity and chronic disease by supporting children, young people and families to adopt a healthy lifestyle. The Commission will comprise a six-member board, a Chief Executive Officer and up to 15 staff, who will address two key outcomes from the Queensland Health [Advancing Health 2026 plan](#):

- Reduce childhood obesity by 10 per cent; and
- Increase levels of physical activity for health benefit by 20 per cent.

For enquiries about the Children's Hospital Foundation's funding opportunities please email grants@childrens.org.au. It is important that a research grant applicant not contact anyone directly involved in the assessment of their grant application.

2 About the Woolworths Centre for Childhood Nutrition Research

The Children's Hospital Foundation in association with Woolworths are seeking to establish and deliver a program of nutrition research under the banner of a **Woolworths-named** nutrition research centre. The centre should act as a hub for innovative paediatric nutrition and public health research that aims to achieve a measurable impact on health outcomes. We expect that the centre will assume a position of leadership with both the wider nutrition research community and the public through networking, partnering and engagement.

The award should be used to foster collaboration, augment existing nutrition research programs and drive the development of new tools and frameworks to enable a fundamental shift in healthcare systems and policies.

All proposals must convey how they will advance paediatric nutrition research and public health outcomes as well as having a strong focus on the translation of this and any existing research into policy and practice. We expect a clear plan on how the research outcomes/new policies will be implemented in the Queensland community, including the measurement of health and economic impact.

2.1 Value of the Award

In this funding round, you can apply for **\$250,000 per annum** to establish the **Woolworths Centre for Childhood Nutrition Research** (the Centre) which is to be led by a suitably qualified and experienced **Professor of Nutrition** (Academic Level E).

The Foundation will provide a five-year Award that will be conditional on passing an annual scientific milestone review and a review of a detailed plan for the following year by the Children's Hospital Foundation's Research Advisory Committee.

To deliver a comprehensive nutrition research program, the Foundation may make available a further \$750,000 per annum for 5 years to support the research activities conducted as part of the Centre. Although the current grant round seeks only to appoint the Professor of Nutrition, the Foundation will consider awarding all or part of the \$750,000 for one or more years to the successful candidate should their application be deemed scientifically valid and feasible. Specific details of fund distribution will be negotiated with the candidate.

Should the Foundation choose not to award all or part of the remaining \$750,000, a separate grant round may be held to select the most appropriate approach of funding distribution. All research funded through this potential separate grant round will be conducted under the banner of the new Woolworths-named nutrition research centre.

2.2 Applications to Other Funding Bodies

If you are applying to other funding bodies at the same time, please note that we cannot accept the same application. If you submit an application to the Children's Hospital Foundation that is already being considered by another funding body, your application will not be considered.

2.3 Assessment Criteria

In evaluating applications, the Research Advisory Committee will consider the following:

1. Professor of Nutrition:

- Strong Track Record with demonstrated success in delivering research projects and programs that have achieved a national and/or international impact on nutrition-based health outcomes for children (including uptake and measurable outcomes) and influenced guidelines and/or policies at a national and/or international level
- Capacity and willingness to act as a Spokesperson for the Centre in media opportunities as required, and competency in delivering research findings and outcomes in a manner that is relevant and of interest to the lay person. A video presentation (maximum 2 minutes in length) should be attached to this application in which the Professor of Nutrition delivers a lay summary of a key research project that he / she has conducted, including the aims, methodology, results, impact on children's health and any future directions. Significance to the Woolworths Centre in Childhood Nutrition Research should also be discussed. The presentation should be delivered in lay terms that can easily be understood by an adult member of the public. Please note that the video presentation will be assessed for content and delivery / presentation skills only (recording quality / standard will not be assessed)
- Willingness to collaborate with Woolworths to determine effective and mutually agreeable research dissemination strategies

2. Research Program and Rationale:

- The proposal should present a defined research program – primarily falling between the T2-T5 phases (See Figure 1 of Section 11) of the translational research pathway – which aims to deliver translational research outcomes that will achieve a significant impact on children's health at a local, state-wide and national level

- The proposal includes a clear vision with defined goals, key milestones and deliverables identified throughout the duration of the award period. While we expect that an overall high-level 5 year vision is outlined for the centre, it is expected that the one-year proposal is clearly defined.
- The proposal defines health outcomes metrics that will accurately measure improved value for children and the broader community, with value defined as health outcomes achieved versus the cost of achieving these
- The outputs of the program will enable the research community to build upon existing knowledge and accelerate progress in childhood nutrition research, ultimately leading to improved health outcomes
- The proposal integrates one or more of the following initial research themes (in order of preference):
 - Increasing fruit and vegetable consumption with measurable outcomes and impact
 - Dietary requirements (i.e. food combinations) to maximise health outcomes at specific ages
 - Impact of diet on brain development and learning, mood and mental health
 - Childhood eating behaviours and habits ("picky eating")
 - Prevention and/or management of food allergies
 - Role of diet on gut health and microbiome and how this affects children's health
 - Infant feeding

Although the applicant may focus more specifically on one or more of the areas listed above, the applicant must demonstrate broad capability across all areas and be willing to deliver key messages on research outcomes to Woolworths and its stakeholders.

Research proposals should not be limited by these research themes; rather, the Professor of nutrition should define the scope of the research program.

3. Operational Efficacy

Applications submitted by eligible applicants must clearly describe how the funds offered by the Foundation will be used to maximise the impact of the research program on children's health outcomes. This may include the following:

- Clear benefit to Children's Health Queensland Hospital and Health Services
- Utilisation of existing networks and collaborations with CHQ, communities and other Hospital and Health Services (HHS)
- Opportunities for co-funding and leverage of funds awarded by the Foundation including but not limited to:
 - The Administering Institution:
 - Dollar-for-dollar matching of funds available in the current call for an application (i.e. \$250,000)
 - Provision of in-kind support e.g. people-support *via* salaries, PhD studentships infrastructure (laboratory/clinical research space), equipment, IT support and other cross-functional capacities
 - Grants acquired through NHMRC and/or other funding bodies

Where the proposal contemplates a multi-institutional collaboration, that in bringing these people and institutions together, a synergistic proposal has been put forward that would not be possible in isolation and draws upon the capabilities and expertise of external researchers and/or infrastructure. Applications proposing multi-institutional collaborations will be highly regarded.

- Consideration has been given to how the additional \$750,000 being offered by the Foundation could be integrated with, and support outcomes in, the Centre's proposed strategy and research objectives
- Consideration has been given to realistic sustainability of the program and plans to support the outputs of the proposal beyond the funding period
- It is expected that the applicant's administering institution will have committed to the naming rights for Woolworths to the centre prior to submission

3 Who can apply?

The Woolworths Childhood Nutrition Centre should comprise a Professor of Nutrition who is suitably qualified and experienced to lead the program of research. The applicant may choose to submit a proposal to deliver the program of nutrition under the banner of a single NHMRC-approved Administering Institution or a network of institutions. Multi-institutional collaborations will be highly regarded. We would anticipate that the Centre would typically be made up of:

- The lead Professor of Nutrition (i.e. principal investigator based in Qld) who must be able to demonstrate that they can lead the proposal effectively, be engaged throughout the duration of the award and meet their research commitments
- A number of co-investigators that are making a major scientific contribution to the proposal and may be in receipt of a portion of funding from the award budget. The Foundation will consider funding the co-investigator contribution as a part of this application (if defined) or as a separate grant round. Co-investigators would be responsible for the scientific and technical direction of their work stream/contribution to the award and as such any financial, contractual or other obligations that fall under their remit.
- A number of collaborators who are working within or across the proposed work packages and who are critical to, but not leading, any part of the proposal. They may be based at a commercial organisation, outside Queensland, within government or other not-for-profit research organisations. Collaborators are expected to bring specialist expertise and are not in receipt of significant funding from the award budget. Collaborators would be expected to deliver on their agreed commitment to the proposal

The team should:

- Build on existing knowledge
- Incorporate existing infrastructure where possible and build capacity, for example through training programs
- Create platforms for research to enable the nutrition research community to accelerate progress towards child benefit, including through networking and collaboration. Collaborations with public health professionals and primary health care workers, to ensure implementation of research outcomes into the community, is strongly encouraged
- Have a clear program of management for the proposal

- Be able to adapt to internal and external challenges and opportunities
- Work to build a sustainable resource (e.g. by leveraging other available resources and sources of funding)

NHMRC-approved administering institutions may have more than one Professor of Nutrition who is suitably qualified and experienced to apply as the principal investigator and lead the Woolworths Centre for Childhood Nutrition Research. In these cases, more than one applicant from the same administering institution is welcome to apply as long as the administering institution is willing to provide the support outlined in section 2. Only one candidate will be awarded the Professor of Nutrition (principal investigator) role.

The successful awardee will be subject to the Foundation's Application Assessment (refer to Section 6 - Translation Plan) and the Monitoring and Evaluation Framework (refer to Section 7 - Indicators and Metrics).

4 Eligibility Criteria

Applications interest submitted to the Foundation for the **Professor of Nutrition** to lead the **Woolworths Centre for Childhood Nutrition Research** are subject to the following eligibility requirements:

1. The Applicant must be affiliated with a [National Health and Medical Research Council \(NHMRC\) Administering Institution](#)
2. The Applicant's administering institution must be able to name the Centre the "Woolworths Centre for Childhood Nutrition Research" and provide sponsor recognition (Woolworths – Children's Hospital Foundation lock-up) in all Centre marketing
3. The Professor of Nutrition must have appropriate qualifications, experience and expertise (as demonstrated by Track Record) who has achieved a national impact on nutrition-based health outcomes for children and influenced guidelines and/or policies at a national level
4. The Professor must be willing and able to act as a presentable and personable spokesperson to represent the Centre, Woolworths and the Children's Hospital Foundation in media opportunities as required, and collaborate with Woolworths to define effective research dissemination strategies
5. The Professor must be responsible for meeting the Centre's reporting requirements in a timely and effective manner and comply with all other requirements and responsibilities as defined in the Funding Agreement
6. The Professor must ensure that all team members comply with the Terms and Conditions of the award
7. The Professor must act as the primary contact for the administration of the award
8. The proposal submitted must include a clearly defined research program plan encompassing overall strategic objectives, milestones, hypotheses, expected patient outcomes and impact on children's health over the initial one year period and a clear vision for the following 2-5 years. Proposals with higher maturity levels will be regarded favourably
9. The research program must demonstrate alignment with the mission, values and strategy of Woolworths, the Children's Hospital Foundation and Children's Health Queensland
10. Outcomes from the research program must:
 - (i) Demonstrate support for advancing [Children's Health Queensland Hospital and Health Service Research Strategy](#);
 - (ii) Benefit children's health and the healthcare delivery provided by Children's Health Queensland Hospital and Health Services including but not limited to:
 - Lady Cilento Children's Hospital
 - Other Qld Hospitals and paediatric/Children's Facilities

E.g. Logan Hospital, Gold Coast University Hospital, Redland Hospital, Caboolture Hospital, Redcliffe Hospital, The Prince Charles Hospital, Ipswich General Hospital.

- Child and Youth Community Health Service
- Child and Youth Mental Health Service
- Statewide Paediatric Outreach and Telehealth Services
- Centre for Children's Health Research

11. Funding must be used in accordance with the Funding Agreement
12. The successful candidate must be based in Queensland and at least 80% of the research activity must occur in the state of Queensland
13. The Professor (and supporting applicant members) must be available to attend an interview on 6 October 2017. The successful awardee will also be required to attend an internal Woolworths event announcing the scope of the research program on 14 November 2017.

5 Submitting an Application

Eligible applicants must submit a Letter of Support from the Deputy Vice Chancellor, Research confirming that the eligibility criteria specified in section 4 are met, with particular consideration to the requirement for naming rights and institutional support provided.

Applications must be submitted online via the SmartyGrants website at <https://childrens.smartygrants.com.au>.

Applicants must first create an account with SmartyGrants. Account details are used for the purpose of completing the application form and for ongoing communications from the Foundation relevant to our research scheme.

Applicants can return to <https://childrens.smartygrants.com.au> at any time to view their application. Please note your application cannot be changed once it has been submitted.

5.1 Application Form

Please complete all sections of the application form. Incomplete forms will not be processed. The following notes will assist with completing the online form.

Page 1 – Professor of Nutrition

Provide details of the Professor of Nutrition who will lead the Woolworths Centre for Childhood Nutrition Research. The applicant should attach a Track Record / Curriculum Vitae (maximum 10 pages). There

is no template available. **Applicants must ensure that the Track Record is relevant to the current proposal and that the Assessment Criteria defined in section 2.3 are considered.**

The applicant should provide up to 5 publications that are most relevant to the current application, including Impact Factor of the journal and number of citations to date.

Research metrics for the Professor of Nutrition should be provided in the table.

The applicant should provide a list of proposed co-investigators who will be involved in the research program and attach their Track Records (maximum 2 pages per co-investigator). Refer to section 3 of the guidelines for definition of a co-investigator.

The applicant should provide a list of proposed collaborators who will be involved in the research program (Track Record not required for the application, but may be requested if applicant is shortlisted for interview). Refer to section 3 of the guidelines for definition of a collaborator.

Page 2 – Research Proposal Summary

In no more than 40 words, the applicant must provide a statement outlining the intended impact of the proposed research. Please clearly articulate what difference your research will make to children's health (i.e. what you hope to accomplish), what population of children will benefit (including the number of children who are expected to benefit) and the expected timeframe. The Impact Statement must be as specific as possible. Note the Impact Statement may be modified by the Foundation and used for public release.

In no more than 150 words the applicant must provide a **lay statement** describing their research program and its impact on patients. This may be used for public release or for fundraising purposes.

Page 3 – Detailed Research Proposal

In no more than 5000 words, the applicant must provide a detailed research proposal which comprehensively addresses the Assessment Criteria defined in Section 2.3 of the Guidelines. There is no template available and no specific format that should be followed, however applicants must clearly respond to the assessment criteria in detail.

Page 4 – Budget


In this section, it is **mandatory** for all applicants to submit a budget specifying how the \$250,000 per annum for 5 years being offered by the Foundation will be expended. This budget should also specify how any confirmed co-funding or leverage opportunities will be used to support the activities of the Woolworths Centre for Childhood Nutrition Research.

An additional budget breakdown must be submitted if the applicant has outlined a program of research that considers all or part of the additional funding being offered by the Foundation to support the activities of the Centre (i.e. up to \$750,000 per annum).

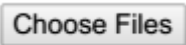
A budget template is not available.

Page 5 – Attachments

A Letter of Support from the Deputy Vice Chancellor, Research (or equivalent) confirming that all

eligibility criteria are met must be attached. Click on  to attach the letter.

A video presentation (maximum 2 minutes in length) should be attached in which the Professor of Nutrition delivers a lay summary of a key research project that he / she has conducted, including the aims, methodology, results, impact on children's health and any future directions. Significance to the Woolworths Centre in Childhood Nutrition Research should also be discussed. The presentation should

be delivered in lay terms that can easily be understood by an adult member of the public. Please note that the video presentation will be assessed for content and delivery / presentation skills only (recording quality / standard will not be assessed). Click on  to attach the video.

Page 6 – Declaration and privacy statement

The Foundation records your personal information to assist with the provision of services related to research and grant funding opportunities to you. We also like to keep you informed about Foundation-related activities. We respect your privacy and embrace the principles contained in the Privacy Act.

The Foundation can provide further information on request or in our Privacy Policy.

Please familiarise yourself with the Privacy Policy by contacting our Privacy Officer via PO Box 8009 Woolloongabba, QLD 4102, privacy@childrens.org.au or by calling 1300 7425 5437.

Our Privacy Policy sets out and details how you may complain about privacy issues and how we would deal with that complaint. It also explains how you can access, correct or update information we hold about you. A copy of our Privacy Policy is available at <http://www.childrens.org.au/privacy-policy/> or on request.

Review and submit

The last page of the application opens a review screen that includes the three application pages collated onto a single page. The applicant should study the content for accuracy before submission.

Once an application has been submitted it cannot be recalled for further editing or amendments.

6 Assessment, Monitoring and Evaluation

6.1 Translation Plan

The Foundation has a strong focus on the translation of research into outcomes that improve children's health. The table below outlines the relative weighting of the three monitoring and evaluation criteria for applicants.

Criteria	Research Grants
Deliver	30 points
Disseminate	30 points
Impact	40 points

6.2 Reporting Requirements

During the course of a research program, progress reporting will be required on agreed milestones and deliverables including Research Delivery, Research Dissemination and Research Impact. These reporting requirements will need to include what the research has accomplished to date and reconfirm its

direction. An annual review of the research program will be conducted by the Foundation who reserves the right to discontinue funding should it deem that the research conducted does not comply with the proposal submitted and the assessment criteria. Evaluation on the research program's success on completion is also required to assess its quality and verify its completion

The following information provides greater detail and context regarding each criteria and associated performance indicators for applicant consideration prior to an application submission. Appendix A provides applicants with a greater detail of information regarding indicators and associated metrics.

6.3 Research Delivery

Research Delivery will be assessed using the following performance indicators:

- Achievement of stated aims, hypotheses, time dependent milestones and deliverables.
- Delivery of outcomes according to the original project timeline.
- Compliance of the project within the projected budget.
- Identification of sound alternative strategies for problem and issue resolution.
- Compliance with ethical conduct throughout the project.

6.4 Research Dissemination

In order to increase the potential of the research project having the greatest impact on children's health, researchers may need to include key performance indicators and publish and promote their work in:

- Peer reviewed publications;
- Technical papers, research report, policy documents;
- Conference presentations and posters;
- Dissemination workshops, including beneficiary / targeted community engagement activities;
- Dissemination to the general community in order to advance public understanding of science;
- Media coverage;
- Other public engagement activities.

6.5 Research Impact

The Children's Hospital Foundation requires researchers to better understand the specific needs and concerns of their targeted clinical and community groups in order to maximise the impact of their research. Researchers must demonstrate their progress towards impacting behaviours or health care practice as a result of their research. Both quantitative and qualitative tools are expected to be used by researchers in order to demonstrate the value of their translational work. This may include the following performance indicators:

- Informing policy development
- Improvements in health care practices and behaviours
- Increase in public understanding of science
- Improvement in outcomes and / or quality of life for beneficiaries
- Potential to attract further research income
- Likelihood of commercialisation e.g. patents, product development.

Appendix A

7. Indicators and metrics

Criteria	Indicators	Metrics
Deliver	Aims	<ul style="list-style-type: none"> Percentage of research project completed to plan. Milestones met. Deliverables submitted on time.
	Budget	<ul style="list-style-type: none"> Percentage of planned expenditure disbursed according to original budget.
	Ethical Conduct	<ul style="list-style-type: none"> Approvals are in place and current.
Disseminate	Publications	<ul style="list-style-type: none"> Number and quality (impact factor) of peer reviewed articles. Number of clinical guidelines, policy briefs etc.
	Presentations	<ul style="list-style-type: none"> Academic conference. Dissemination workshops. Presentations and workshops for targeted communities and beneficiaries. Presentations and workshops for general community to make progress towards public understanding of science.
	Media	<ul style="list-style-type: none"> Social media interest. Media releases. Media appearances.
Impact	Health care practice and policy	<ul style="list-style-type: none"> Evidence of uptake of research findings and outcomes. Evidence of impact on beneficiaries e.g. disease outcomes and quality of life. Evidence of impact on policy. Invitations to or participating on, advisory boards, government think tanks etc.
	Commercialisation	<ul style="list-style-type: none"> Number of patents. Contract funding.

	Beneficiaries / target group	<ul style="list-style-type: none"> • Presentations to target groups and subsequent questionnaires to measure perceived impact of research. • Evidence of wider awareness of health issue. • Advances made in the public understanding of science.
	Further research and funding	<ul style="list-style-type: none"> • Follow on research. • Potential PhD students. • Subsequent external grants received.

Appendix B

8. The following outlines the key stages in the assessment and award process:



Appendix C

9. Children's Hospital Foundation – Research Grant Terms and Conditions

In submitting this grant application, we the Investigators agree that should this research project be funded by the Children's Hospital Foundation (the Foundation) we will abide by the following terms and conditions in conducting the research:

1. We certify that all the information given in this application is correct, and we will accept the decision of the Foundation Grants Committee as final.
2. Upon an offer of funding from the Foundation, the recipient's administering organisation will have 30 business days to return a signed funding agreement to the Foundation, or the offer of award may be forfeited.
3. The Funding Agreement outlines all conditions of the Award, including provisions for the protection and ownership of Intellectual Property and commercialisation interest, in line with the Foundation Privacy Policy, which is available on the Foundation's website.
4. If any of these documents are not provided within 30 business days, the offer of award may lapse, and applicants may re-apply in the next funding round.
5. The research project will be conducted as described in the proposal submitted for review, unless the Foundation is advised otherwise in advance in writing, and approves the changes.
6. The research project will be conducted by those Investigators named in the proposal submitted for review, unless the Foundation is advised otherwise in advance in writing, and approves the changes.
7. All relevant Ethical and site specific Governance approvals will be sought, and followed, in conducting the research. Initial Funding will be contingent on all Ethics and site specific Governance approvals being obtained. Continued funding will be contingent on all Ethics and site specific Governance approvals being adhered to.
8. The research project must be carried out in a manner that complies with all relevant legislation governing research in Australia, including but not limited to: *National Health and Medical Research Council Act 1992*, *National Statement on Ethical Conduct in Human Research (2007)*, *Australian Code for the Responsible Conduct of Research (2007)*, *Note for Guidance on Good Clinical Practice (CPMP/ICH/135/95)*, *Privacy Act 1988*, *Archives Act 1983*, *Public Health Act 2005*, *Transplantation and Anatomy Act 1979*.
9. The Recipient will own any equipment purchased with grant monies. The Recipient will be fully responsible for, and bear all risks and costs relating to the use or disposal of the equipment both during the project and subsequent to the project's completion. If the equipment is sold prior to the end of the research project the Recipient must notify the Foundation who may require a proportion of the funds be returned.
10. The research project must be completed within the time specified in the Funding agreement from of execution of the Funding Agreement, unless a no-cost extension request is submitted to the Foundation in writing prior to the end of this term, and approved.
11. At agreed milestones and upon completion of the research project the Recipient shall provide a written report and/or presentation to the Foundation, in a format as prescribed by the Foundation, regarding the conduct of the research, and the results and findings. Periodic review of the research project will be conducted by the Foundation who reserves the right to terminate funding should the research outcomes fail to meet the assessment and evaluation criteria.
12. A brief summary of the project, including results, will be published on the Foundation website.
13. The Foundation may request that the Recipient present project results at relevant conferences and forums, the Recipient shall make all reasonable endeavours to honour these requests.

Appendix D

10. Glossary of Terms

In this document, unless the contrary intention appears,

1. **Administering Institution** means the institution that is responsible for all aspects of administration of the grant including the financial aspect.
2. **National Health and Medical Research Council (NHMRC) Administering Institution** means the administering institution affiliated with NHMRC. A list of NHMRC affiliated institutions is available [here](#).
3. **Professor of nutrition** means a Professor (Academic Level E) who has qualifications, experience and expertise in one or more nutrition-related disciplines
4. **Applicant** means any user registered with an applicant account type who submits an application on their own behalf. This is usually the principal investigator who is the responsible for the research program.
5. **Recipient** means the entity that receives a Children's Hospital Foundation award and is responsible for the completion and reporting of the research stipulated in the corresponding application as per the Funding Agreement.
6. **Funding Agreement** means the legal instrument of financial assistance between the Children's Hospital Foundation and the Administering Institution.
7. **Eligibility Criteria** means the statements of the standards that applicants/institutions must meet in order for their grant application to be assessed by the Research Advisory Committee.
8. **Research Advisory Committee** means the group of reviewers responsible for assessing the scientific validity and feasibility of the research project.
9. **The Foundation Board** means the Board members of the Children's Hospital Foundation.
10. **SmartyGrants** is the online grants management system used by the Children's Hospital Foundation to manage the entire grants cycle from application to evaluation.
11. **Research Management Office (RMO)** refers to the administering institution's governance structure responsible for research funding administration, management and strategy. The RMO provides support for research awards and incorporates compliance with animal welfare and human ethics requirements.
12. **Grant Period** refers to the period of time when Children's Hospital Foundation funding is available for obligation by the recipient.

Appendix E About the Children's Hospital Foundation

The Children's Hospital Foundation is the official charity of the Lady Cilento Children's Hospital, the Centre for Children's Health Research, and for all sick kids throughout Queensland. We work wonders for sick kids by funding life-saving medical research, investing in vital new equipment, and providing comfort, entertainment, family support and care programs for sick kids.

Advances in medical research can replace fear with hope in some miraculous and life-changing ways to improve the quality of life for children everywhere. Through the generosity of our supporters, the Children's Hospital Foundation funds research that has a strong focus on translational outcomes that improve children's health and leads to faster diagnoses, better treatments and ultimately cures for some of the most devastating childhood illnesses and injuries. The Children's Hospital Foundation is also focused on funding Queensland-based research that supports Children's Health Queensland's research strategy and themes.

Together, we can give our kids the best possible healthcare in the world.

11.1 Our values

Everything we do at the Children's Hospital Foundation is driven by our internal values. These values underpin all our work and allow us to continue making a real difference to sick kids and their families.



Accountability

We aim to deliver high impact results, **are accountable for our actions** and resources and communicate this openly and honestly



Recognition & Respect

We are respectful in all our interactions and committed to **recognising others and valuing their contributions**



Care

We care for everyone we impact – **the children always come first**



Working together

We selflessly support and trust each other and our teams, **share our ideas and goals**, work hard, have fun and celebrate our achievements



Excellence & Innovation

We strive for excellence, encourage innovation and **develop our skills to be our best**

11.2 Children's Hospital Foundation Grant Schemes and Funding Priorities

What matters most is for children to live healthy and happy lives today and tomorrow. The purpose of the Children's Hospital Foundation (the Foundation) is to provide financial assistance that enables the delivery of world-class, evidence-based health outcomes that matter most to children and their families across Queensland.

11.3 Priority areas

As the official charity of Children's Health Queensland (CHQ), The Foundation partners with CHQ to fund research and other grant initiatives that adhere to the research strategies and priorities identified in the [Children's Health Queensland Hospital and Health Service Research Strategy](#).

CHQ has identified eight key priority areas for research on the basis that advances in these areas will have the greatest impact on child mortality and morbidity:

- Obesity and diabetes
- Infant mortality
- Cancer
- Respiratory disease
- Infectious disease
- Injury and trauma
- Neuro-development and disability

Psychiatric and behavioural disorders. These eight priority areas reflect national research priorities based on children's mortality data and the burden of disease. The Foundation requires that all research grant applications be aligned to at least one of these eight key priority areas.

11.4 Grant schemes

The Foundation secures funds through a variety of fund-raising activities (e.g. individual giving, community fund-raising campaigns, and corporate and philanthropic gifts) and, as the custodian of donor funds, the Foundation partly discharges these funds via two grant-making schemes:

1. The **Competitive Research Grant Scheme** that funds translational research initiatives through the following research opportunities:
 - a. Preclinical and Clinical Research
 - b. Health Services Research (*replaces old clinical innovation grants*)
2. The **Services and Support Grant Scheme** which aims to improve the quality of patient care by supporting:

- a. Patients and their families
- b. Health and medical services

Preclinical and Clinical Research funds translational research projects and activities that fall within the T1 to T4 phases of the translational research pathway (i.e. basic and preclinical research, clinical studies and clinical practice). These research activities focus on improving health outcomes for patients within the CHQ priority areas for research.

Health Services Research aims to improve the way healthcare is delivered, ensuring systems and processes are effective and efficient. In this program, the Foundation aims to fund clinical research that improves healthcare delivery and access to care. The Health Services Research grants replace the old clinical innovation grants.

The **Services and Support Grant Scheme** funds non-research activities and equipment that support hospital infrastructure for improving paediatric health care services and developing the clinical, research and allied workforces specialising in paediatric care.

The Foundation also receives some funding from donors and supporters directed to specific purposes. These funds may be allocated outside of the schemes outlined above to ensure the Foundation honours its donors' wishes.

11.5 Grants Governance Structure

The Foundation has a strong commitment to ensuring a strict funding assessment process governs all its grant making activities. Grant applications undergo scrutiny and challenge via a stringent review process to ensure the best outcomes for children's health in Queensland.

The Foundation Board is responsible for the Children's Hospital Foundation's activities, policies and strategies. Board members oversee our operations and affairs on behalf of our supporters, and ensure the expectations of the community are met. Each of our Board members has elected to contribute in an honorary role. The overall governance processes relating to our grants scheme are depicted in Figure 1 below.

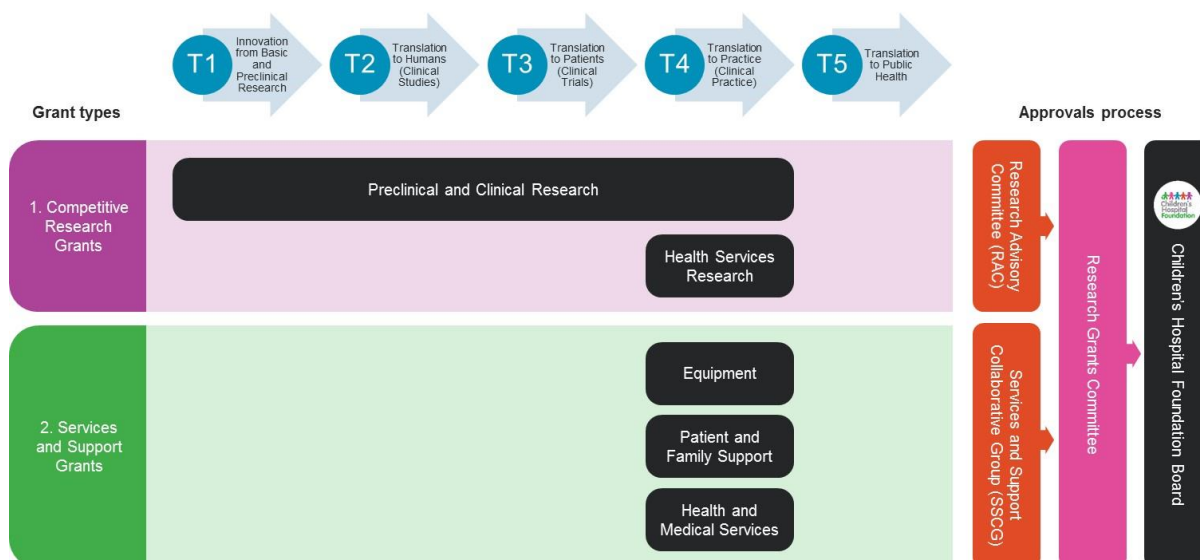


Figure 1: Children's Hospital Foundation Grants Governance Structure