



## 2020 SEEDING GRANTS

### FULL APPLICATION GUIDELINES AND GENERAL INFORMATION

The Physiotherapy Research Foundation (PRF) Seeding Grants are for new researchers working on new or established research projects. The purpose of PRF Seeding Grants is to help new researchers begin a research career.

In 2020, six Seeding Grants are available, each with a maximum amount of \$10,000.

#### **Submission of Full Applications**

**Your full application must be based on the EOI previously submitted. Please incorporate the feedback provided on your EOI.**

Submissions and any relevant documents are to be sent via email to:

[Jenine.Fleming@australian.physio](mailto:Jenine.Fleming@australian.physio)

All submissions must be received by **Friday 10 July 2020, 5 pm AEST**. Late applications will not be accepted, and no extension of the submission deadline will be considered.

Receipt of your application will be acknowledged by return e-mail.

#### **Selection Criteria**

Grants will be allocated by the PRF Committee, whose decisions shall be considered final, on the recommendation of the PRF Grants Review Committee in relation to:

- Scientific quality (40%) - This includes the clarity of the hypotheses or research objectives, the appropriateness of the study design or methodology, evidence of high-quality research practices (such as statements on protocol registration, analysis plan registration and adhering to reporting guidelines for relevant study design) to ensure that the experimental results will be unbiased, reproducible and transparent, and the feasibility of the project.
- Significance of expected outcomes and/or innovation of the concept (25%) - This includes the potential of the project to increase knowledge in the field and have a significant impact on the practice of physiotherapy.
- Knowledge translation (10%) - This includes the applicant's planned process for translating findings to the physiotherapy (and broader) community, and the likelihood that this strategy will lead to influences on practice, policy and / or behaviour change.
- Team quality and capability (25%) - The applicants' research record demonstrates the appropriate research skills, experience, and concern for research rigor, relative to opportunity, required to complete the proposed project. The research record of the team demonstrates appropriate skills, experience and research rigour to support the development of the applicant as a researcher and ensure timely completion of the proposed project.
- Budget – This includes its appropriateness and level of detail provided which should include personnel, equipment, project materials, consumables, travel and incentives. Projects will only be funded if the budget is fully justified.

A sample of the scoring template used by the Grants Review Committee and independent assessors to assess applications is attached at the end of this document (please see page 5). Please ensure that you consult this carefully when preparing your application.

### **Ethical Approval**

For research involving humans and animals, ethical approval from an appropriate body must be gained. Please note that approval can be obtained once you have been notified of the outcome of your application. However, confirmation of this approval must be supplied to the PRF prior to the payment of grant monies.

### **Research Team**

Investigators will be categorised as either the Chief Investigator (Applicant) or Associate Investigators. The applicant must:

- be the Chief Investigator of the project
- hold registration with AHPRA
- be an Australian citizen, or have permanent resident status
- currently reside in Australia
- be a financial member of the Australian Physiotherapy Association (APA) and maintain APA membership for the duration of the grant.

The applicant must not have received:

- a PRF Seeding, Project or Tagged grant previously
- any research grant of more than \$20,000 as a named chief investigator
- more than \$20,000 in maintenance or support funding accompanying a post-doctoral fellowship (total amount over the duration of the fellowship). This amount is exclusive of salary but includes additional funds for items such as travel and research consumables.

The applicant may have received a post-graduate scholarship.

The applicant cannot be a named Associate Investigator on another 2020 PRF Seeding Grant application.

At least one of any Associate Investigators should be an experienced researcher with previous and current research support and publications arising from that support. At least one of the Associate Investigators must be the Lead Supervising Investigator who agrees to support and commit time to developing the applicant as a researcher.

As distinct from the project investigators, personnel are defined as people who are specifically employed in order to carry out the project, e.g. research assistants.

As Seeding Grants are only available to new researchers, the expectation is that the proposal will be predominantly the work of the applicant, albeit with input and support from the lead supervising investigator who does have research experience. Where the applicant's project is part of a larger study, the proposal should state how the proposed project relates to, but is discrete from, the larger study.

### **Budget**

The maximum funding available for a PRF seeding grant is \$10,000.

As a grant made by the Physiotherapy Research Foundation is considered by the Australian Taxation Office as a 'gift' rather than a grant of financial assistance, no GST is payable. There is therefore no need to include GST in your project budget.

Itemise your budget under the following headings: personnel (indicate salary level, on-costs, time involved), equipment / project materials / consumables, travel and incentives.

For budget purposes, the following interpretations will apply:



Personnel – people employed in order to carry out the project, e.g. research assistant. Please note that funding to backfill the clinical workload of the Chief Investigator is typically not appropriate (although may be considered in cases where specific skill sets are required to complete data collection).

Equipment, project materials and consumables – items used during the course of the project, e.g. paper or film.

Travel – normally only travel related to data acquisition will be funded, not conference travel.

In general, the PRF will not fund items which are usually funded or provided by an administering organisation such as a university or a hospital.

The PRF will not fund administering organisation's infrastructure costs, as this would substantially impact on the amount of funds remaining for research.

If funding is requested for subject payment or reimbursement, please include with your application a copy of the consent form or plain language statement referring to payment/reimbursement arrangements. Compensation for healthy student volunteers from within the Administering Organisation will not normally be approved.

### **Milestones**

Please ensure that the milestones are feasible. Please note that the project does not need to be completed within one year. While there is no specific limit to when the project needs to be completed and funds expended, the proposed milestones will be evaluated relative to each individual project.

### **Certifications**

The Chief Investigator (applicant) must verify the contents of the application and his or her eligibility for a PRF Seeding Grant.

The Lead Supervising Investigator (Associate Investigator 1) must verify their commitment to supporting and developing the Chief Investigator throughout the project.

The Head of Department/Unit Director in the Administering Organisation must verify the contents of the application and confirm that the Administering Organisation is willing to support and resource the proposed research project.

### **Legal Agreement**

Applicants are required to sign a formal agreement prior to receiving any grant monies.

### **Release of Information**

All information provided on a PRF grant application form is private and confidential and will be used in accordance with the [APA's Privacy Policy](#). In the event that your grant application is successful, information including the names of investigators, grant amount, project title and project summary will be published on the PRF webpage of the APA website.

If you have any questions about this policy, please contact the privacy officer at [privacy@australian.physio](mailto:privacy@australian.physio)



**DEADLINE: Friday 10 July 2020, 5pm AEST**

The PRF must receive submissions via email by the above-specified deadline.

**Late applications will not be accepted, and no extension of the deadline will be considered.**

**Queries:**

For queries please contact Jenine Fleming, PRF Administration Officer on (03) 9092 0852 or via email [Jenine.Fleming@australian.physio](mailto:Jenine.Fleming@australian.physio)

SAMPLE ONLY



## 2020 Seeding Grants and Jill Nosworthy Grant – EOI Evaluation SAMPLE

### 1. Project Identification

Application No.:	
Title:	
Chief Investigator (Applicant):	

### 2. Project Overview (minimum of three key points)

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### 3. Scientific Quality (40%) score out of 12

This includes the clarity of the hypotheses or research objectives, the appropriateness of the study design or methodology, evidence of high-quality research practices (such as statements on protocol registration, analysis plan registration and adhering to reporting guidelines for relevant study design) to ensure that the experimental results will be unbiased, reproducible and transparent, and the feasibility of the project.

- 12. Outstanding:** Well-defined, near flawless study design. Strong evidence of high-quality research practices. Highly feasible with expertise, tools and techniques established.
- 10. Excellent:** Clearly defined, strong, well-developed study design. Very good evidence of high-quality research practices. Feasible with expertise, tools and techniques established.
- 8. Very Good:** Generally clear in scientific plan with only very few minor concerns with study design. Good evidence of high-quality research practices, required techniques and tools established or nearly established.
- 6. Good:** Plan is generally solid but may lack clarity of intent and focus. Some evidence of high-quality research practices. Several minor concerns in design or feasibility.
- 4. Marginal:** Research plan is somewhat unclear in scientific approach and goals, with some major design flaws and major concerns about feasibility and likelihood of successful completion. Little evidence of high-quality research practices.
- 2. Poor:** Research plan is unclear in scientific approach and goals, with several major design flaws and several major concerns about feasibility and likelihood of successful completion. No evidence of high-quality research practices, and strong potential for bias.
- 0. Unsatisfactory:** Major flaws in the study and unlikely to be feasible or successfully completed. No evidence of high-quality research practices, and strong potential for bias.

**Comments:**

#### 4. **Significance of Expected Outcomes and/or Innovation of the Concept - (25%) score out of 8**

This includes the potential of the project to increase knowledge in the field and have a significant impact on the practice of physiotherapy.

8. **Excellent:** Will result in a significant advance in knowledge in this field and is likely to translate into transformative outcomes downstream. Will most likely result in highly influential publications and invited presentations. The work is highly innovative in concept.
6. **Very Good:** Will advance knowledge in this field and may translate into transformative outcomes downstream. Will likely result in very strong publications and could be the subject of invited presentations. The work is innovative in concept.
4. **Good:** May incrementally advance in knowledge in this field but is unlikely to translate into transformative outcomes downstream. May result in some good but not excellent publications but is unlikely to be the subject of invited presentations. The work is solid in concept.
2. **Marginal:** May result in some publications. The work may have some innovative or novel aspects.
0. **Unsatisfactory:** Unlikely to result in publications and/or influence practice. The work is not innovative or novel.

**Comments:**

#### 5. **Knowledge Translation (10%) score out of 3**

This includes the applicant's planned process for translating findings to the physiotherapy (and broader) community, and the likelihood that this strategy will lead to influences on practice, policy and / or behaviour change.

3. **Excellent:** Clearly defined translation strategy. Process is clearly outlined. Strategy indicates that findings are likely to influence practice, policy and / or behaviour change. Feasible with expertise of the team.
2. **Good:** Translation strategy is generally solid but may lack focus. Several minor concerns regarding the likelihood that using this strategy will result in influences on practice, policy and / or behaviour change. Several minor concerns regarding feasibility.
1. **Poor:** Translation strategy is unclear. Unlikely to be feasible.
0. **Unsatisfactory:** No translation strategy provided.

**Comments:**

## 6. Team Quality and Capability (25%) score out of 7

The applicants' research record demonstrates the appropriate research skills, experience, and concern for research rigor, relative to opportunity, required to complete the proposed project. The research record of the team demonstrates appropriate skills, experience and research rigour to support the development of the applicant as a researcher and ensure timely completion of the proposed project.

**7. Outstanding:** Over the last 5 years, the applicant has a combined record of outstanding research achievement in their research field, relative to opportunity. The applicant (and/or team) has expertise that specifically targets all elements of the project. The applicant (and/or team) has an outstanding track record of implementing reproducible research practices. Strong evidence of a framework to support the applicant as an early career researcher.

**6. Excellent:** Over the last 5 years, the applicant has a combined record of excellent research achievement in their research field, relative to opportunity. The applicant (and/or team) has expertise that is highly relevant to all elements of the project. The applicant (and/or team) has an excellent track record of implementing reproducible research practices. Very good evidence of a framework to support the applicant as an early career researcher.

**5. Very Good:** Over the last 5 years, the applicant has a combined record of research achievement that is above average in their research field, relative to opportunity. There are only minor concerns about the expertise of the applicant (and/or team) relevant to the project. The applicant (and/or team) has an above-average track record of implementing reproducible research practices. Good evidence of a framework to support the applicant as an early career researcher.

**4. Good:** Over the last 5 years, the applicant has a combined record of research achievement that is average in their research field, relative to opportunity. There are some concerns about the expertise of the applicant (and/or team) relevant to the project. The applicant (and/or team) has a satisfactory track record of implementing reproducible research practices. Some evidence of a framework to support the applicant as an early career researcher.

**3. Marginal:** Over the last 5 years, the applicant has a combined record of research achievement that is average by peer standards in their research field, relative to opportunity. There are major concerns about the expertise of the applicant (and/or team) relevant to the project. The applicant (and/or team) has a below average track record of implementing reproducible research practices. Little evidence of a framework to support the applicant as an early career researcher.

**2. Poor:** Over the last 5 years, the applicant has a combined record of research achievement that is below average by peer standards in their research field, relative to opportunity. There are major concerns about the expertise of the applicant (and/or team) relevant to the project. The applicant (and/or team) has a below average track record of implementing reproducible research practices. No evidence of a framework to support the applicant as an early career researcher.

**1. Unsatisfactory** Insufficient details provided

**Comments:**

**Total score = x out of 30**



## 7. Budget

How appropriate is the budget? This should be itemised under the following headings on the EO: personnel (indicate salary level, on-costs, time involved), equipment / project materials / consumables, travel and incentives.

**Excellent:** The budget is well considered and applicable for both the project and use of PRF funds. Itemised headings used. All detail/calculations provided as appropriate.

**Good:** The budget is adequately considered and applicable for both the project and use of PRF funds. Itemised headings generally used. Some detail/calculations provided as appropriate.

**Marginal:** There are minor concerns about the budget and use of PRF funds. Limited use of headings. Minimal detail/calculations provided.

**Unsatisfactory:** Unrealistic budget provided. Inappropriate use of PRF funds. Insufficient details provided.

**Comments:** Please outline what adjustments should be made to the budget and if there are components that the PRF should not fund.

## 8. Feasibility

8.1 Based on the information provided, is this project feasible? Please consider timelines, the budget and already collected data.

Yes / No

**Comments**





## 9 Applicant feedback

9.1 Key strengths of project (2 – 4 points)

9.2 Key weaknesses of project (2 – 4 points)

9.3 Areas for improvement / limitations (if applicable)

Reviewer's name: \_\_\_\_\_

Date:

Please submit this form to Jenine Fleming, PRF Administrative Officer

[Jenine.Fleming@australian.physio](mailto:Jenine.Fleming@australian.physio)