



**dementia australia**<sup>™</sup>  
research foundation

## **DEMENTIA GRANTS PROGRAM**

### **PROJECT GRANTS**

**RACE AGAINST DEMENTIA POST-DOCTORAL  
FELLOWSHIPS**

**DEMENTIA CENTRE FOR RESEARCH  
COLLABORATION PILOT GRANT PROGRAM**

**INFORMATION FOR APPLICANTS**

**2020**



**RACE  
AGAINST  
DEMENTIA**

## BEFORE YOU BEGIN

This document contains important information for applicants regarding the process of applying for, and the eligibility conditions of, the 2020 Dementia Australia Research Foundation **Project Grants**, Race Against Dementia (RAD) **Post-doctoral Fellowships** and Dementia Centre for Research Collaboration (DCRC) **Pilot Grants**.

Applicants should read all the information included in this document and liaise with their host institution's research office before contacting the Foundation with any queries regarding the application process or eligibility conditions.

### Key Dates

- **Applications Open:** Wednesday 8 July 2020 (9.00 am AEST)
- **Applications Close:** Friday 21 August 2020 (5.00 pm AEST)

### LATE APPLICATIONS WILL NOT BE ACCEPTED

- **Successful Applicants Notified:** December 2020
- **Funding Commences:** January to March 2021, or by arrangement

## INTRODUCTION

The information in this booklet is designed to help those intending to apply for funding through the Dementia Australia Research Foundation – Dementia Grants Program. Applicants should read this document thoroughly to understand the grant conditions and application procedure. In most cases the answers to the [‘frequently asked questions’](#) are covered in this document.

### **Dementia Australia Research Foundation**

The Dementia Australia Research Foundation (DARF) is the research arm of Dementia Australia. The Foundation provides funding to support new and emerging dementia researchers, works with people living with dementia and carers to ensure that research reflects their concerns and promotes understanding and awareness of dementia research among the general community. The Foundation is entirely funded by donations and support from members of the public and Australian businesses and is managed by Dementia Australia (Barton Office). Further information about the Foundation including previous grant rounds and outcomes can be found [here](#).

### **Race Against Dementia (RAD)**

Founded by Formula 1 racing legend Sir Jackie Stewart, RAD raises and allocates funds to support international research into the prevention or treatment for dementia. To do this, RAD:

- Identifies and financially backs the most talented early-career researchers.

- Provides catalyst funding, enabling researchers to pursue innovative ideas at the highest level that might not get funded by the mainstream.
- Aims to instil a 'Formula 1 attitude' in attention to detail and urgency, to accelerate the pace of solutions development.
- Forms strong alliances with research centres of excellence on a global basis.

Further information including previous fellowship recipients is available on their website [here](#).

### **Dementia Centre for Research Collaboration (DCRC)**

Funded by the Australian Government, the DCRC operates under the governance of the NHMRC to advance the Strategic Roadmap for Dementia Research and Translation. The DCRC's primary research foci within the broader topic of dementia research are prevention, assessment and diagnosis, intervention and treatment, care and living with dementia. The DCRC's primary goals are to increase knowledge and implementation of research findings in these areas and to address the priority research areas as shown [here](#).

The DCRC is funded to support world class research by way of pilot grants, large grants, production of guidelines, scholarships and capacity building. The Pilot projects advertised here are part of this program and are supplemented with funds provided by the Dementia Australia Research Foundation.

## OVERVIEW – 2020 DEMENTIA GRANTS PROGRAM

The total value of the 2020 Dementia Grants Program is over \$1.7 million and includes:

- Project Grants
- Post-doctoral Fellowships

Up to 12 Project Grants are on offer, including five Pilot Grants administered by the DCRC with supplementary funding provided by the Dementia Australia Research Foundation. In partnership with RAD, two Post-doctoral Fellowships will also be awarded. An overview of these awards is presented below (Table 1).

In addition, all successful applicants will be nominated for the **Dementia Advocates' Award**. A small group of people with a lived experience of dementia (dementia advocates) will be invited to review successful applications and decide which is most likely to be of interest to, or yield important outcomes for, people living with dementia, their families, friends and carers. The Dementia Advocates' Award does not carry additional funding.

**Table 1. Overview of 2020 Dementia Grants Program**

Grant Type	Number Available (up to)	Funding	Total Amount	Details
<b>Project Grants</b>				
1. Dementia Australia Research Foundation	4	\$75,000	\$525,000	New, early and mid-career researchers in any area of dementia research
2. Dementia Australia Research Foundation – Victoria	1	\$75,000	\$75,000	New, early and mid-career researchers in clinical or psychosocial areas of dementia research
3. Dementia Centre for Research Collaboration - Dementia Australia Research Foundation	5	\$75,000	\$375,000	New, early and mid-career researchers in clinical or psychosocial areas of dementia research
4. Hazel Hawke Research Grant in Dementia Care	1	\$75,000	\$75,000	New, early and mid-career researchers in dementia care
5. Dementia Australia Research Foundation Technology Project Grant	1	\$75,000	\$75,000	New, early and mid-career researchers in the area of technology
<b>Post-doctoral Fellowships</b>				
6. Race Against Dementia - Dementia Australia Research Foundation Post-doctoral Fellowship	2	\$405,000	\$810,000	New, early and mid-career researchers, within the broad area of dementia prevention and treatment

## PROJECT GRANTS

### **Purpose**

Research needs bright and talented scientists to focus on the growing challenge dementia poses to current and future generations of Australians. The purpose of the Dementia Australia Research Foundation – Project Grant scheme is to build capacity in the field of dementia research by supporting new, early and mid-career researchers. The Project Grants are intended to help new investigators establish their careers as independent dementia researchers by supporting small, time-limited research projects, or pilot projects.

Project Grants can be used to fund stand-alone research projects or projects that are attached to larger research programs. In such cases, there must be clear demarcation between the activities and the outcomes of the funded project and those of the larger project. The funds may also be used to support pilot projects. If an application is made for pilot study funding, then this should be clearly stated and explained in the application.

Please note that the Dementia Australia Research Foundation will not consider projects that significantly overlap with existing in-house projects of Dementia Australia, or projects that do not align with the mission of Dementia Australia. Examples of the types of research projects funded in the past can be found on the Foundation's website [here](#).

### **Topic and Scope**

#### ***Dementia Australia Research Foundation Project Grants***

The Dementia Australia Research Foundation Project Grants are open to Australian-based dementia researchers undertaking projects across all forms of dementia and in any topic area; biomedical (lab-based), clinical, psychosocial, or knowledge translation research projects will be considered. Topics may include, but are not limited to:

- Gaining a better understanding of the causes of dementia.
- Developing strategies to reduce dementia risk and slow the progression of the disease.
- Providing accurate and timely diagnoses.
- Improving treatment and care options for people living with dementia.
- Increasing the awareness and understanding of rights, needs and experiences of people living with dementia, their carers and families.
- Finding a cure for dementia.

#### ***Dementia Australia Research Foundation – Victoria Project Grants***

Dementia Australia Research Foundation – Victoria Project Grants are open to Australian-based dementia researchers, but priority will be given to projects based in Victoria, or with potential benefits especially relevant to Victorians living with dementia, their carers and families.

Dementia Australia Research Foundation – Victoria Project Grant will be awarded in clinical or psychosocial research areas only. Lab-based biological and/or non-clinical research, including animal studies, will not be considered. Priority will be given to funding research that is likely to directly benefit people living with dementia, their carers and families, especially, but not exclusively, in the six priority areas listed below:

- **The less common forms of dementia**, i.e. non-Alzheimer’s dementias including frontotemporal dementia and dementia with Lewy bodies. Applications for projects addressing the unmet needs of people living with these conditions, their carers and families are invited.
- **Assistive technologies** that can help improve the quality of life of people living with dementia, their carers and families i.e. research about what is needed and what works to inform future service provision planning.
- **Supporting carers and families** i.e. research that addresses how carers and families can be better supported, including those living in rural and remote areas, or how carers and families can better support the person living with dementia, will receive priority for funding.
- **Timely detection and management of medical comorbidities in hospitals and residential aged care** i.e. research addressing models of care describing what hospitals need to do to provide optimal care for people with dementia.
- **Translational research** i.e. moving evidence into practice.
- **Care systems and resourcing in residential care** i.e. research into clinical care practices, pain management, workforce skills and training, specific care systems.

### ***Dementia Centre for Research Collaboration – Dementia Australia Research Foundation Pilot Grants***

The DCRC will offer five Pilot Grants with supplementary funding provided by the Dementia Australia Research Foundation. These Grants will be awarded only in clinical or psychosocial research, population health, epidemiology and policy areas that align with the DCRC research priorities (these can be found [here](#)). These Pilot projects must also have a clear path to translation into practice and the research proposal must include “next steps” and/or plans for leverage. Pure knowledge translation projects will also be considered. Lab-based biological and/or non-clinical research, including animal studies, will not be considered.

### ***Hazel Hawke Research Grant in Dementia Care***

One Project Grant has been made available through funding from the Hazel Hawke Alzheimer’s Research and Care Fund. The Hazel Hawke Research Grant in Dementia Care is awarded for research aimed at improving the quality of dementia care across Australia and the services that people living with dementia and their carers and families receive. Further information about the history and aims of the Fund can be found [here](#).

## ***Dementia Australia Research Foundation Technology Project Grant***

One project grant has been made available to support the use of technology in any of the following areas:

- Gaining a better understanding of the causes of dementia.
- Developing strategies to reduce dementia risk and slow the progression of the disease.
- Providing accurate and timely diagnoses.
- Improving treatment and care options for people living with dementia.
- Increasing the awareness and understanding of rights, needs and experiences of people living with dementia, their carers and families.
- Finding a cure for dementia.

Technology has multiple potential applications to dementia and may include platforms for data sharing, communication aids, tele-health, assistive technology, social robots, brain training programs, virtual and augmented reality, web- or app-based education or assessment tools, imaging and the use of tracers, artificial intelligence and machine learning, nanotechnology and so on.

### **Project Team**

The individuals applying for funds must have the research credentials and appropriate strength in their proposal and team. We encourage applications from multi-disciplinary teams including scientists, health professionals and public health researchers. It is highly recommended that people living with dementia, their carers and families are involved throughout the project.

### **Award Funding**

Each Project Grant is worth \$75,000 and may be used over 1 to 2 years.

## POST-DOCTORAL FELLOWSHIPS

### **Purpose**

The purpose of the Race Against Dementia - Dementia Australia Research Foundation Post-doctoral Fellowship is to support talented early career researchers in their pursuit of innovative solutions to the big questions in dementia research. The award aims to attract early-career researchers, who have completed their PhD within the last three years, to the field of dementia research and provide them with an opportunity to fast-track their progress towards becoming independent researchers. Specifically, the objectives are:

- To accelerate progress towards research breakthroughs through innovative and ambitious dementia research.
- To provide outstanding early career dementia researchers with a unique package of flexible funding and developmental opportunities to fast-track their progress towards becoming independent researchers.
- To facilitate diverse secondments that foster interdisciplinary and inter-institutional interactions on a global scale.

RAD offers developmental opportunities for Fellows, including a mentorship scheme where they will be matched with top academics, industry and/or commercial professionals, including from the world of Formula 1 racing. RAD also hosts regular virtual meetings and an annual symposium, where Fellows will have a unique opportunity to participate in a community of expertise, and to interact with a diverse range of stakeholders. A shared focus will be to develop techniques and processes to drive faster progress in dementia research.

Fellows are strongly encouraged to undertake a secondment (for up to six months) to academic or non-academic sectors, to learn skills and develop collaborations that may not be available locally. Although time spent in another institution is encouraged, it is acknowledged that such travel may be restricted due to the ongoing impact of the COVID-19 pandemic.

By the end of the Fellowship period, it is expected that the award recipient can demonstrate an emerging strong track record in dementia research. The applicant will be expected to produce outputs that will improve their competitiveness for further grant or fellowship funding in the field and enable them to conduct further substantial research and activities towards translating their findings into practice.

### **Topic and Scope**

The Race Against Dementia - Dementia Australia Research Foundation Post-doctoral Fellowships are open to Australian-based dementia researchers undertaking projects across the broad areas of dementia prevention and treatment; biomedical (lab-based), clinical, psychosocial, or knowledge translation research projects will be considered. Topics may include, but are not limited to:

- Gaining a better understanding of the causes of dementia.

- Developing strategies to reduce dementia risk and slow the progression of the disease.
- Providing accurate and timely diagnoses.
- Improving treatment options for people living with dementia.
- Finding a cure for dementia.

## **Project Team**

The applicant will need to secure a supervisor at the host institution who is expected to hold a contract (fixed-term or tenure) for the duration of the project. If the supervisor does not hold tenure, the application must include a co-supervisor at the host institution that does. The supervisor will provide the facilities required for the research, have oversight of the Fellow and their research program, contribute actively to the training of the Fellow and be supportive of the Fellow's involvement in the diverse developmental opportunities provided by RAD.

Secondments to other institutions, in Australia or overseas, are encouraged and should be outlined in the application. The Fellowships aim to be flexible; if opportunities for secondment arise after the start date, Fellows should approach the Dementia Australia Research Foundation with their plans.

Further, the applicant must have the research credentials and appropriate strength in their proposal and supervisory team. We encourage applications from multi-disciplinary teams including scientists, health professionals and public health researchers. It is highly recommended that people living with dementia, their carers and families are involved throughout the project.

## **Award Funding**

Each Post-doctoral Fellowship is three years in duration and includes a salary component of \$110,000 per annum. Level of appointment and salary is to be negotiated between the host institution and the recipient; the host institution will be required to cover salary and on-cost expenses above \$110,000 per annum. Fellowships are intended to be undertaken on a full-time basis, however, part-time (with salary pro-rata) may be negotiated under special circumstances. The Fellowship also includes a \$75,000 project grant, to cover research expenses and costs associated with secondments. Any excess salary can also be put towards research expenses. RAD will cover additional costs relating to the development opportunities provided to successful applicants.

## ELIGIBILITY CRITERIA

### **To be eligible for a Project/Pilot Grant:**

1. At the time of acceptance and for the duration of a grant, the Applicant (Chief Investigator (CI)) must be an Australian or New Zealand citizen, a permanent resident of Australia, or have an appropriate work visa in place at the time of acceptance and for the duration of the project. The CI must also be based in Australia for at least 80% of the funding period. All applicants must provide evidence to their host institution to support this criterion. Host institutions are responsible for certifying and ensuring that these requirements are met. The Dementia Australia Research Foundation may request further information in relation to these requirements, including evidence of residency and/or citizenship.
2. The CI must hold a PhD or equivalent (DPhil or M.D. by research), or have submitted a PhD thesis for examination (the thesis must be passed prior to the proposed commencement date of the project). There are no restrictions as to when the PhD was awarded.
3. The CI must hold an academic position at or below Level C seniority (i.e., below the level of Associate Professor or equivalent if not employed within the university system).
4. The research must be conducted in Australia and address the topic and scope of the funding round.
5. The research must be approved by an authorised ethics committee, if applicable. Please note that grant payments may be withheld until ethics approval has been obtained.

### **To be eligible for a Post-doctoral Fellowship:**

1. At the time of acceptance and for the duration of a grant, the Applicant (Chief Investigator (CI)) must be an Australian or New Zealand citizen, or a permanent resident of Australia. All applicants must provide evidence to their host institution to support this criterion. Host institutions are responsible for certifying and ensuring that these requirements are met. The Dementia Australia Research Foundation may request further information in relation to these requirements, including evidence of residency and/or citizenship. Applicants who hold a temporary work visa are not eligible to apply.
2. The CI must not have more than three years post-PhD experience at the time of applying, adjusted for career interruptions i.e. the CI was awarded a PhD or equivalent (DPhil or M.D. by research) on or after 6 July 2017 or has submitted a PhD thesis for examination (the thesis must be passed prior to the proposed commencement date of the project).
3. The CI must hold an academic position at or below Level C seniority (i.e. below the level of Associate Professor or equivalent if not employed within the university system).
4. The CI must identify an experienced dementia researcher as a supervisor, who is based at the same institution as the CI.

5. The research must be conducted in Australia and address the topic and scope of the funding round. However, the Fellowship may include a 6 month secondment that may be taken within or outside Australia.
6. The research must be approved by an authorised ethics committee, if applicable. Please note that grant payments may be withheld until ethics approval has been obtained.

For both **Project Grant** and **Post-doctoral Fellowship** applications, the CI must demonstrate that:

1. People living with dementia, their carers and families and/or the wider public (if appropriate) have been or are involved throughout the project (beyond a role as participants). This may be achieved in any number of ways including:
  - a. Consultation about the research proposal – to ensure that it addresses an identified area of priority for people living with dementia, their carers and families.
  - b. Inclusion as joint grant holders or co-applicants on the research proposal.
  - c. Membership of a Steering Committee or Advisory Group or as a ‘research buddy’ for the researcher.
  - d. Providing comment on and/or developing patient information leaflets or other research materials.
  - e. Involvement in the dissemination of research outcomes and the development of plain language project summaries. Further information on involving members of the public in research is available [here](#).
2. Appropriate language and terminology is used throughout the application. For example, many people living with dementia prefer not to be referred to directly or indirectly as a ‘dementia sufferer’. A guide to dementia-friendly language is available [here](#).

### **Eligibility for multiple awards**

Applicants are welcome to submit more than one Project Grant and/or Post-doctoral Fellowship application. However, successful applicants can only be awarded one grant or fellowship from any given Dementia Grants Program Round where they are listed as the CI. If a researcher has submitted an application as a CI and also appears as an Associate Investigator (AI) on another application, both may be awarded.

### **Eligibility of previous Dementia Australia Research Foundation award recipients**

Previous recipients can apply to the Dementia Grants Program, as long as they meet all relevant eligibility criteria.

### **Resubmission of previous applications**

Applicants are welcome to resubmit previously unsuccessful applications, which will be assessed on their merits alongside all other applications. It should be noted, however, that

the Dementia Grants Program is becoming increasingly competitive, and applications that have been unsuccessful in previous years are very unlikely to progress to the final stages of assessment in subsequent years, unless substantial improvements have been made with respect to the assessment criteria and any feedback that has been received.

## **Notification of additional funding**

Applicants must notify the Dementia Australia Research Foundation if they receive funding from another source for a project that is the subject of a grant application to the Foundation.

## **Acknowledgement of support**

Successful applicants must acknowledge the support of the Dementia Australia Research Foundation and its funding partners in all publications, presentations, summary findings and media announcements relating to the awarded research. Grantees must also provide progress reports on the research and be prepared to assist the Dementia Australia Research Foundation and its funding partners, if required, by speaking at functions, attending specified conferences, hosting laboratory visits, or being featured in media articles/releases.

## **APPLICATION PROCEDURE**

### **Online application form**

Applications must be submitted via an online application portal available through the Dementia Australia Research Foundation website [here](#). The portal will close at the advertised closing date, after which applicants will not be able to upload or modify any part of their application.

To start an application, applicants will click on the link provided. Please note applicants need to create an account prior to completing the application form. Log-in details will be sent to the email address provided.

To ensure that all relevant information is entered, each page of the application form needs to be completed in full before moving onto the next. Applicants may download a template to work on the application offline and to view each section of the application form [here](#).

If there are any technical errors when uploading an application please contact [foundation@dementia.org.au](mailto:foundation@dementia.org.au).

Late applications and applications sent by mail or email will not be accepted.

The online application form includes a number of required fields, including:

- Details of the CI and the research team (up to 3 AIs/supervisors are permitted on the application form; details on the expertise and activities that the AIs will be undertaking must be provided).
- Contact details of the host institution.

- Project title.
- Abstract (200 word limit).
- How research findings will be translated into practice, including how the research will be applied in the real world (over the short, medium or long term) to achieve the stated benefits (250 word limit).
- Lay project summary, including reference to topics such as gaps in current knowledge how your project looks to fill those, aims, method and intended impact of the research (200 word limit). Please ensure that this summary is free of scientific jargon and is presented in a way that someone without scientific knowledge will be able to understand. Below are some good links on writing a lay summary:
  - The Academy of Medical Sciences – [tips](#) and [what a lay should look like](#).
  - Elsevier – [how to write a lay summary](#).
  - Plain English Campaign – [how to write in plain English](#).
- Implications of the research, outlining the outcomes, significance, innovation and/or intended impact of the research (250 word limit).
- How people living with dementia, their carers, families and/or the wider public will be involved in the research (250 word limit).

Please note that dementia advocates will review the last four sections of the online application outlined above. As such, it is important that these sections are clear and ‘stand-alone’ (i.e. these sections should not refer the reader to content provided as part of the research proposal).

When planning research in which people living with dementia will be participants, applicants should make sure that they are familiar with the principles of and requirements for getting informed consent from people who may lack cognitive and/or legal capacity to provide written informed consent themselves. Further, recruitment is sometimes slower than anticipated and significant time and effort may be required to reach a desired sample size. The impact of COVID-19 may also change the way dementia research is conducted. As such, please consider appropriate and feasible recruitment strategies in your proposal.

If the application proposes to involve Dementia Australia staff or our dementia advocates in the project in an advisory capacity, this must be discussed with the Foundation prior to submitting the application.

## **Supporting documents and required attachments**

As well as completing the online application form, applicants must provide the following supporting documents (in PDF format) on the application portal. Applications that do not include the required documentation will be considered ineligible and will not be assessed. Please note that attachments cannot be amended or added to the application after the application closing date.

### **1. Evidence of Australian or New Zealand citizenship, permanent residency or appropriate work visa (required for CI)**

A scanned copy of a birth certificate, passport, visa documentation or official documentation from the Department of Immigration and Border Protection does not need to be uploaded onto the online portal, but must be provided to the applicant's host institution (the institution may already have this information on file). If applicable, an appropriate work visa must be in place at the time of acceptance and for the duration of the project. A Statutory Declaration, Medicare card, Australian drivers' licence or other documents will not be accepted as proof of permanent residency or citizenship.

### **2. Qualifications (official record of PhD or equivalent higher degree, required for CI)**

A scanned copy of an academic transcript, letter of completion or degree showing PhD or equivalent higher degree. Applicants who are currently completing a doctorate degree at the time of applying must provide proof of submission to the Foundation as soon as this becomes available. It is the responsibility of the applicant to ensure that confirmation of thesis approval is provided before funding can commence.

### **3. Academic CV (maximum 10 pages, required for CI)**

Include publications, grants (funding body, amount and investigator status), awards, conference presentations and service to the academic community. Personal information such as date of birth or residential address is not required.

### **4. Research proposal**

The research proposal should not exceed 5 pages (not including references), using Times New Roman, Arial or Calibri font, minimum size 11 and standard margins. Any additional pages, or any explanatory appendices, will not be assessed. The research proposal should include details on each of the following sections:

- a. Aims:** List specific aims and potential significance of the project. Clearly state the research question and hypothesis to be tested, as well as the rationale and objectives of the project.
- b. Background:** Summarise previous work in this field which provides the basis for the proposed research project.
- c. Research methodology:** A clear description of methods and design, including the following, if applicable: participant recruitment strategy; participant inclusion/exclusion criteria; study design; intervention or manipulation; outcome measures; statistical analysis plan and rationale; safety and risk considerations; drug regimens; and special equipment or measures.
- d. Budget including justification and timeline:** Provide a high-level budget and project timeline, noting the amount of funding available from the Foundation and timeframe. Identify any other confirmed funding for the project. Funds can only be applied to costs that are directly related to achieving the objectives and outcomes of the project, including reimbursements to people living with dementia, their carers and families and/or the wider public for reasonable costs

associated with their involvement in the project (e.g. their time, travel costs, phone calls). It is also recommended that applicants include recruitment costs in the budget (e.g. funding for advertising and participation incentives).

Post-doctoral Fellowship applicants are permitted to include the costs associated with a secondment to another institution (in Australia or overseas) in their budget, such as visa, relocation and travel expenses.

University infrastructure costs or levies should not be included in the budget and will not be covered by the Dementia Australia Research Foundation. As the Dementia Australia Research Foundation is considered Category 1 – Australian Competitive Grant Income, such costs should be covered by the Australian Government's Research Block Grants scheme. Further information on the self-assessment system for universities to determine which of their R&D income can be classified as Category 1 – Australian Competitive Grant Income is available [here](#).

- e. **Career progression (Post-doctoral Fellowships only):** Describe how the applicant's current work fits within the team, the support or mentoring the applicant will receive (including whilst undertaking secondments to other institutions), the type of secondment that the applicant will be seeking (provide details if a secondment has already been arranged) and how the fellowship will enable the applicant to develop their career as a researcher.
- f. **Key references:** Please include a list of up to 20 key references cited in the proposal.

## 5. Ethics approval (if available)

Evidence of approval of the proposed project by an authorised Human Research Ethics Committee, if available. If not available at time of application, funding agreements (for successful applicants) will be conditional upon ethics approval.

## 6. Endorsement form (template available [here](#)) signed by:

- Each investigator named in the application, confirming their contribution to the project as described in the application
- The Head of Administering Institution (or nominee) in which the research will take place.

## ASSESSMENT PROCESS

The assessment process for all grant types involves the following stages:

### **1. Eligibility check**

Foundation staff will check all applications after the closing date to ensure compliance with eligibility criteria and conditions of the award. It is the applicant's responsibility to ensure that they meet all eligibility criteria and conditions of the award prior to submitting an application. The Foundation reserves the right to rule out of contention any application that does not include proof of eligibility without further assessment. Please note that applicants must inform the Foundation if their eligibility against the stated criteria changes in any way during the assessment process. Funding will not commence until all relevant requirements, including eligibility, have been met.

### **2. Initial review of applications**

Academic members of the Scientific Panel will review all eligible applications (unless where a potential conflict of interest has been identified) to determine those which are highly unlikely to receive an award due to weakness in one or more of the assessment criteria or feasibility and/or other issues. Applications that are ranked in the bottom half of all applications for a particular award by at least two members of the Scientific Panel are removed from the application process.

### **3. External review (if required)**

National or international expert external reviewers may be approached for selected comment and/or rating against the assessment criteria if required. Applicants are invited to nominate external reviewers if desired on the application form, but the decision on external reviewers is made by the Scientific Panel.

### **4. Final review and ranking by members of the Scientific Panel**

Academic and dementia advocate members of the Scientific Panel will consider and rank all remaining applications for each category of award after reviewing the feedback from external reviewers.

Awards are allocated to applicants in order of ranking within each category and according to their eligibility for particular awards. Consideration is also made to supporting approximately equal numbers of applicants in biomedical and psychosocial research fields, where applications are of comparable quality. Applicants whose projects are considered fundable but are not allocated one of the available awards are placed on a reserve list and may be offered other funding opportunities in the future, for example, in the event that an applicant with a higher-ranked project turns down an award.

### **5. Interviews (Post-doctoral Fellowships only)**

Applicants shortlisted to receive a Post-doctoral Fellowship may be required to complete a short interview with RAD and DARF representatives in December 2020, via Zoom. Prospective Fellows will be asked to give a 10-15 minute PowerPoint presentation on their work, followed by questions. Further details will be provided ahead of the interview.

## **6. Final decision**

The final decision on awards is made by the Dementia Australia Research Foundation Board on the basis of recommendations made by the Scientific Panel. Further, recommended Pilot Grants and Post-doctoral Fellowships will require approval from the DCRC executive and RAD, respectively.

Please be advised that all decisions are final, and there is no mechanism for appeal.

## **Notification of successful and unsuccessful applicants**

Successful and unsuccessful applicants will be notified of the outcome of their application by email during December 2020; unsuccessful applicants may be notified earlier in the year, depending on the stage of assessment at which the decision is made. To facilitate notification, applicants must ensure that their contact details are filled in correctly on the application form.

## **Announcement of awards**

An official announcement of the 2020 award winners will be made on the Dementia Australia Research Foundation website by January 2021. This announcement will detail each successful applicant's name, type of award, project title and institution. Award winners will be expected to assist the Foundation, if required, by being featured in media articles/releases and public announcements related to an award from the Foundation.

## **Feedback to unsuccessful applicants**

Unsuccessful applicants will be provided with individual feedback upon request. Feedback is provided for the purpose of helping unsuccessful applicants improve the quality of subsequent applications to the Foundation or other funding bodies. No correspondence regarding the accuracy or merits of feedback will be entered into.

## **ASSESSMENT CRITERIA**

### **Academic Assessment**

The following assessment criteria will be used for rating applications:

#### **1. Scientific merit and quality (40% weight)**

This criterion considers the significance and value of the proposed research, along with the clarity of the research aim(s), hypotheses or research objectives, and the suitability of the research methodology and research plan in achieving the research aim(s). The general scientific relevance should be evident in the project proposal, and the research methodology should be sound and clearly presented. Projects must also be feasible and realistic within the available timeframe and budget. The roles of the AIs to support the project will also be considered.

**2. Track record and independence of the applicant (30% weight)**

This criterion considers whether the applicant's previous research experience demonstrates they are capable of successfully undertaking the proposed research and publishing the outcomes. Track record (research training, publications, supervision, awards and other relevant experience) will be assessed relative to opportunity, including career stage.

**3. Innovation and originality (20% weight)**

This criterion considers the novelty and originality of the proposed research and the extent to which it has the capacity, if successful, to introduce innovative and new research directions, treatments, interventions or models of care etc. to the field.

**4. Knowledge Translation (10% weight)**

This criterion considers whether the applicant has articulated how their research findings will be translated into practice and/or how the research will be applied in the real world (over the short, medium or long term) to achieve the stated benefits.

## **Dementia Advocate Assessment**

The following assessment criteria will be used by dementia advocate members of the Scientific Panel for rating those applications that have been shortlisted:

**1. Importance of the research and potential benefit (40% weight)**

This criterion considers the rationale for, and importance of, the proposed research and the potential for it to have a direct, beneficial impact on the lives of people impacted by dementia and/or the wider public.

**2. Innovation and originality (20% weight)**

This criterion considers the novelty and originality of the proposed research and the extent to which it has the capacity, if successful, to introduce innovative and new research directions, treatments, interventions or models of care etc. to the field.

**3. Knowledge Translation (10% weight)**

This criterion considers whether the applicant has articulated how their research findings will be translated into practice and/or how the research will be applied in the real world (over the short, medium or long term) to achieve the stated benefits.

**4. Involvement of the people impacted by this research (30% weight)**

This criterion considers whether and how people living with dementia, carers, family members or friends of someone diagnosed with dementia, or other relevant members of the public have been involved in the research.

## FREQUENTLY ASKED QUESTIONS

### **Do you have to nominate within the application which award/scheme (e.g. Hazel Hawke Research Grant in Dementia Care) you are applying for or is this automatic?**

All Project Grant applications will be automatically assessed for eligibility for each scheme and only one application needs to be submitted. However, there is a section in the online application form where you can highlight how your project meets the aims and objectives of a particular scheme. For example, if your project focuses on improving the care of people living with dementia, you can indicate that the application is suitable for consideration for the Hazel Hawke Research Grant in Dementia Care. You can justify your suitability for other awards as well (e.g. DCRC).

### **Can a senior researcher be a member of the research team as long as the CI is a new, early or mid-career researcher?**

Yes, the AIs and/or the applicant's supervisors can be senior researchers (e.g. at the level of Associate Professor or Professor).

### **Can overseas collaborators be listed as AIs who are not Australian citizens or permanent residents?**

Overseas collaborators can be listed as AIs, however, the project must be conducted in Australia.

### **Could a sessional academic apply as a CI?**

Sessional Academics are eligible to apply as the CI, however, they would need to have a contract with the university that states employment for the duration of project.

### **Can an AI apply on multiple applications with different CIs?**

If successful, a CI can only hold one grant or fellowship as the CI. However, it is possible for AIs to be on one or more projects or a CI to be an AI on another successful project.

### **Is the eligibility based on position at the time of submission? If I receive a promotion after applying, would this make me ineligible to receive an award?**

Eligibility with regards to academic status will be assessed at the time of submission.

### **Is there a limit on the amount of time since PhD completion for the CI?**

If applying for a Project/Pilot Grant, there is no limit as to how much time has passed time since PhD was completed. Applicants who are applying for a Post-doctoral Fellowship must not have more than three years post-PhD experience at the time of applying, adjusted for career interruptions.

### **Is there a place to upload the proof of residency status?**

The applicant is not required to upload proof of citizenship in the online portal – the research branch at your university or institution should site this information to ensure that the requirements are met prior to signing the endorsement form.

**The CI will join the university from overseas for a 3-year period. The Visa application has been submitted but has not yet been granted. Can they apply for a grant?**

At the time of acceptance and for the duration of a grant, the applicant must be an Australian or New Zealand citizen, a permanent resident of Australia, or, for project grant applications only, have an appropriate work visa in place. As the university will need to sign off on this, you will need to provide them with the appropriate immigration documentation, as they are responsible for certifying and ensuring that the requirements are met.

**Is ethics approval required at the date of the application?**

Ethics approval is not required on the date of application but if the application is successful, ethics approval will be required before any funds will be released. If ethics approval is confirmed at the time of applying, please upload the approval letter from the HREC as part of the online form.

**Can data from overseas studies be used in the research?**

Researchers may use data or samples from overseas studies but the analyses must be undertaken in Australia.

**Can meeting costs (e.g. travel costs, catering) be included in the budget? Can the budget also include future conference presentations and journal publications?**

Yes, the costs associated with organising meetings with policy makers or advisory group members can be included in the budget, where they directly relate to a specific project activity. Conference travel cannot be included in the budget, however, costs associated with open access publications can be included.

**Can the salary of the CI be requested in the budget?**

Project Grants can be used to cover the salary of lab and/or research assistants. If the applicant of a Project Grant is seeking a salary, it must be well justified in the budget and directly linked with achieving the research outcomes. Further, the applicant must not have another source of salary and it must not make up 100% of the budget as other project costs would need to be considered. The Post-doctoral Fellowships include a salary component.

**Can pilot studies be a subject of research within the Dementia Grants Program?**

Yes, we accept and encourage applicants to submit pilot studies.

**For my Post-doctoral Fellowship application, do I need to have a secondment, either in Australia or overseas, approved at the time of application?**

Although time spent in another institution is encouraged, it is acknowledged that such travel may be restricted due to the ongoing impact of the COVID-19 pandemic. If you have already made arrangements to visit another institution during the Fellowship, please provide the details in the Research Proposal. However, secondment opportunities can be worked out after the Fellowship commences. Please outline in your proposal details about the type of secondment that you might be seeking.

**Do we retain intellectual property (IP) relating to the grant upon submission of the proposal and awarding of funds?**

The Dementia Australia Research Foundation (or the DCRC) will enter into an agreement with the successful applicant's host institution. Nothing in the agreement will affect background IP and any IP resulting from the project will remain with the host institution.

**FURTHER INFORMATION**

For any enquiries please email: [foundation@dementia.org.au](mailto:foundation@dementia.org.au). Funding opportunities are also listed on the Dementia Australia Research Foundation website (see <https://www.dementia.org.au/research/grants>).