



SEED FUNDING & PARTNERSHIP GRANT POLICY

PURPOSE

This policy confirms that the Wesfarmers Centre of Vaccine and Infectious Diseases (WCVID) is committed to supporting high quality research by providing support in terms of seed funding for researchers to undertake research activities of high priority to the WCVID and in doing so, enable researchers to develop good ideas and grow them into fundable competitive grants. This funding scheme has been expanded to include scientist and clinician partnerships to highlight the importance of these relationships to the development of research within WCVID.

SCOPE

This Policy applies to any researcher who applies for seed & partnership grants through the WCVID.

DEFINITIONS

General definitions can be found on the Policy Library website [here](#).

Definitions specific to this document:

TERM	DEFINITION
Director	Director of Wesfarmers Centre of Vaccines and Infectious Diseases. Use of terms <i>Director</i> and <i>co-Director</i> are interchangeable.
Seed & Partnership Grant	Funding for seed activities that will support a major competitive grant application, not for support of a complete project and/or Seed activities that commence under a new partnership of scientist and clinician or a seed project for a current ongoing partnership of scientist and clinician
GRP	Grant Review Panel
WCVID	Wesfarmers Centre of Vaccines and Infectious Diseases
IDCRG	Infectious Diseases Community Reference Group
Current application	The application form for that grant round and year that outlines key questions, due date and required attachments.
Scientist	A scientist is engaged in scientific research, including, but not limited to, laboratory research, qualitative research, epidemiological research, health data research or other research techniques.
Clinician	A clinician is a health professional engaged directly with caring for patients in a hospital or other care setting.

PRINCIPLES

1. GENERAL PRINCIPLE

- 1.1. Seed & Partnership Grants are available to researchers to provide opportunities to develop ideas into fundable competitive grants to assist the WCVID in achieving its vision and mission.
- 1.2. Seed & Partnership Grants are for new research activities to encourage and develop new projects and/or new or existing collaboration between scientist and clinician. It may be used to further develop a previous seed funding project.

2. ELIGIBILITY CRITERIA

To be considered eligible the application and applicant must meet the following criteria.

2.1. ELIGIBILITY OF THE APPLICANT

- 2.1.1. The project team as outlined in the application must include at least one member who is a student, employee, or honorary researcher of the Telethon Kids Institute.
- 2.1.2. It is essential that the project team are able to demonstrate that at least one investigator on the team has contributed to WCVID through participation in WCVID meetings, involvement in the IDCRG, supervision and mentorship of students, and participation in internal peer review. Opportunity to contribute will be considered as part of this assessment.
- 2.1.3. Previous recipients of seed funding are only eligible to apply for further funding to build on earlier seed activities on provision of evidence of previous deliverables being met.

2.2. ELIGIBILITY OF THE APPLICATION

- 2.2.1. The project proposal must consist of research that aims to reduce the burden of important childhood infectious diseases by finding better prevention and treatment options.
- 2.2.2. The research must directly align to the WCVIDs [mission and vision](#).
- 2.2.3. The application form must be complete. All sections of the current application must be complete, and any attachments outlined as required within the application form must be attached.
- 2.2.4. Set word limits within sections of the application form must be strictly adhered to and any response over the prescribed limit will not be considered.
- 2.2.5. To be considered eligible, the application must be received on time. The due date is outlined in the current application form.
- 2.2.6. To be considered eligible, the application must be received in the format as outlined in the current application form and via the method outlined.
- 2.2.7. The budget for the project outlined in the applications must not exceed \$25,000.

2.3. APPEAL FOR ELIGIBILITY

- 2.3.1. An appeal against a decision of ineligibility of an application according to 2.1 or 2.2 must be made in writing to the WCVID Business Manager.
- 2.3.2. The decision to consider the appeal will be made by the GRP or their representative. The decision to consider or uphold the appeal will be solely at the discretion of the chair or their representative and their decision will be based upon Rules of Procedural Fairness.

3. AWARD AND POST-AWARD MANAGEMENT

- 3.1. Successful applicants will be advised in writing of the outcome.
- 3.2. Feedback will be provided to unsuccessful applications. Resubmissions in subsequent rounds are encouraged.
- 3.3. Award of funding will be contingent upon completion of actions as identified in item 4.4 and 4.5 of the *Application for Seed & Partnership Grant Procedure*.
- 3.4. Successful applicants will be published on suitable internal Telethon Kids Institute communications.
- 3.5. To ensure continued support for the duration of the seed project, successful applicants must comply with the *Application for Seed & Partnership Grant Procedure* compliance and reporting obligations.

RELATED DOCUMENTS

INTERNAL DOCUMENTS

Application for Seed & Partnership Grant Procedure
Wesfarmers Centre Call for 2021 Seed & Partnership Grant Applications
Wesfarmers Centre 2021 Seed & Partnership Grant Application Form
Wesfarmers Centre Seed & Partnership Grant Scoring Guide
Budget Template for Research Funding Applications
Wesfarmers Centre of Vaccines & Infectious Diseases Governance Structure and Terms of Reference
Telethon Kids Institute Wesfarmers Centre of Vaccines and Infectious Diseases Logo Guidelines
WCVID Funding Financial Acquittal

EXTERNAL DOCUMENTS

Australia Code for the Responsible Conduct of Research

FURTHER INFORMATION

Further information about this policy can be obtained by contacting Kylie Sullivan, the Wesfarmers Centre Business Manager, via email: Kylie.Sullivan@telethonkids.org.au.

VERSION HISTORY

Version	Approved by	Approval date	Review date	Sections modified	Owner	Author
1.0	Kylie Sullivan	19/11/2020	19/11/2021	New policy	WCVID	Marie Nadal-Sims