

**MONASH HEALTH EMERGING RESEARCHER FELLOWSHIP 2022
APPLICATION FORM**

This application form is for Monash Health employees applying for an Emerging Researcher Fellowship. Before you start this application, please read the Monash Health Emerging Researcher Fellowship Guidelines.

The Application is to be submitted as a single PDF file with the information/documents in the following sequence:

- Application
- Curriculum Vitae of Applicant
- Proposal
- Budget
- Supervisor's report
- Referee's reports

SECTION A: APPLICANT'S DETAILS

1.1 Name and details of the applicant

Title and name	
Professional discipline	
Appointment	
Department	
Institution	
Mailing address	
Phone	
Fax	
Mobile/pager	
Email	
Employing department and campus at Monash Health	

1.2 Curriculum Vitae

Please attach up-to-date curriculum vitae (two pages only) that include the following information:

- a. Qualifications - Please list all degrees and qualifications and attach a transcript of results obtained;
- b. A brief description of the duties and responsibilities associated with your current employment;
- c. Previous research, publications and/or contribution to the profession.

1.3 Have you previously received research grants? (Yes/No)

If Yes, please provide details and dates.

1.4 Why do you want to undertake a research fellowship at Monash Health?

SECTION B: ORGANISATIONAL DETAILS

2.1 Name of the proposed host department that will provide the appropriate infrastructure support.

Please include department and program name.

2.2 Nature of support from department.

2.3 Nature of infrastructure support to undertake the project.

Please describe the nature of any infrastructure support eg funding and facilities to be made available to undertake the translational research project within the specified timeframes.

3. Project Budget

Prepare the budget for the translational research project. *Please include the arrangements for time release from usual duties to undertake the translational research project within the specified timeframes or how your time fraction will be increased if you are part time staff member. Please note the funds are paid into a Monash Health cost centre and not paid to an individual.*

In assessing applications, the selection panel will attempt to make as many awards as possible within set budget while also allowing sufficient funds to conduct a project. Applicants should take into consideration that the maximum amount of funding available is \$20,000 and usually funds awarded are in the range of \$10,000 - \$15,000.

4. Funding

Has any other funding been sought or awarded for this translational research project?

Yes/No

If Yes, please detail the funding source (name and address of each agency) and the amount requested.

SECTION C: PROJECT DETAILS

5.1 Project Proposal

Please provide, a description of the translational research project to be undertaken including the following:

a. Aims and Hypotheses and Translational Research Capacity;

Specific aims and ability to bring health outcomes to the population of interest, influence policy, reorient health services, build capacity and be generalisable in benefit to like populations, groups or communities.

b. Method;

Details of how study will be conducted.

c. Outcomes;

Details of expected outcomes.

d. Feasibility;

Indication of how feasible the project will be to complete within 12 months. Please include time-lines.

e. References;

SECTION D: APPLICANT'S SUPERVISORY DETAILS

6.1 Name and details of Supervisor

Title and Name	
Appointment	
Department	
Institution	
Mailing address	
Include a brief summary of relevant role as supervisor	
Phone	
Fax	
Mobile/pager	
email	

6.2 Curriculum Vitae of Supervisor

Please attach an up-to-date copy of the supervisor's curriculum vitae no more than 2 A4 pages incorporating the following:

- a. Personal Details: name, title, current position
- b. Education: degrees/qualifications, year, institution
- c. Experience: postgraduate professional and research positions held in last 5 years
- d. Support: details of current and past (last 6 years) grants held
- e. Publications: list in chronological order of up to 10 recent publications (last 5 years) authors, titles and complete citation of publications (of the proposed supervisor).

6.3 Details of the Supervisory Arrangement (Limit to 200 words)

6.4 Supervisor's Report

The supervisor is requested to provide comments (in the Report field below) on the following:

- a) Previous contact with applicant;
- b) Applicant's ability in research, suitability for research training, future career potential in research;
- c) Relevance of applicant's research plan to Monash Health;

- d) Facilities and funding to support this proposal;
- e) Feasibility, originality and quality of translational research project; and
- f) Ability to comply with the Monash Health Supervision of Research Trainees Procedure.

Supervisor's Report – Please provide your report (maximum of one page allowed) in line with the instructions outlined above.

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SECTION E: REFEREES

7.1 Name and details of two referees.

Please provide the names and contact details of two professional referees. The referees nominated cannot be the same as the nominated Supervisor.

Referee 1

Title and Full Name	
Institution/Organisation	
Position	
Mailing address	
Phone Number	
Fax	
Mobile/pager	
email	

Referee 2

Title and Full Name	
Institution/Organisation	
Position	
Mailing address	
Phone Number	
Fax	
Mobile/pager	
email	

7.2 Referee's Reports

This report is to be completed by the applicant's referee. The referee is requested to provide comments (in the report field below) on the following:

- a) Applicant's qualities of intellect – as demonstrated through academic achievement;
- b) Applicant's qualities of leadership – as demonstrated by professional achievements to date;
- c) Applicant's potential for research career development and professional development;
- d) Potential of the project to enhance the career development of the applicant.

Referee's Report 1 – Please provide your report (maximum of one page allowed) in line with the instructions outlined above.

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Referee's Report 2 – Please provide your report (maximum of one page allowed) in line with the instructions outlined above.

SECTION F: MONASH HEALTH EMERGING RESEARCHER FELLOWSHIP 2022 DECLARATIONS

8.1 Declaration by applicant

I, the applicant agree:

- To do all things necessary to complete the translational research project within a one year period from the grant of the fellowship;
- To make arrangements with my head of department for time release from usual duties in order to complete the translational research project;
- To attend all professional development program sessions as part of the fellowship program;
- To provide additional information as requested by the selection committee;
- To provide progress reports (including financial acquittances) to the selection committee as requested, including a final report and a copy of any published material at the end of the translational research project;
- To present the findings of the research and participation in the fellowship program at conferences and during Monash Health Research Week;
- To notify the selection committee in writing immediately if any change to the project is proposed and await approval before proceeding with the proposed change;
- Agree to comply with the Supervision of Research Trainees Procedure;
- Agree to comply with the conditions of the Monash Health Emerging Researcher Fellowships in the event that Monash Health awards a fellowship to me.

Name of applicant

Signature

Date

8.2 Certification by the applicant's Head of Department

- I certify that I have read this application and my signature indicates that I support this applicant; and
- I certify that the proposed translational research project is appropriate to the general facilities of my department; and
- I am prepared to have the translational research project carried out within the department; and
- I agree to release the applicant from usual duties to undertake the translational research project and participate in the fellowship in the specified timeframes.

Name of Head of Department (or appropriate person):

Name of Department (or relevant section):

Signature

Date

Please ensure that the completed application, in pdf format, together with supporting documentation, is emailed to research@monashhealth.org Research Support Services by **Wednesday 16 March 2022.**

CONFIDENTIAL

Research Support Services,
Monash Health
Level 2, I, Block
Monash Medical Centre
246 Clayton Rd
Clayton VIC 3168

research@monashhealth.org

Applications received after this date will not be taken into consideration.