
Senior Research Fellowships

Policy and Conditions of Award 2012



Senior Research Fellowships are five-year, fixed term, non-renewable appointments that aim to help build the career of senior researchers with a clear commitment to cancer research.

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1. APPLICATION

Applications are invited annually by way of advertisements in the Courier Mail newspaper, supplied to University research offices, circulated through University and research email lists, and placed on the Cancer Council Queensland website.

Applicants must familiarise themselves fully with the documents listed below. These documents are located in the [Senior Research Fellowships](#) section of the Cancer Council Queensland website:

- Policy and Conditions of Award
- Instructions for Applicants and Sponsors
- Guidelines for Referees' Reports
- Application Form

Applicants are invited from researchers actively engaged in research in cancer. Appointees to the fellowship would be expected to assist with the promotion in the community of Cancer Council Queensland research activities.

Applicants must submit their Applications by the deadline and in the specific format outlined. Late applications will not be accepted. Applicants should note that they will be required to nominate two referees, and organize for those referees to submit a referee report. Please see [Instructions for Applicants and Sponsors](#) for more information.

2. ELIGIBILITY

Applicants must have (or expect to obtain) right of residence in Australia, be medically qualified or a graduate of a scientific or health science discipline, and intend to work in Queensland.

A Queensland institution, qualified to hold research grants, must be willing to house the applicant and their research program for the duration of the fellowship, and the applicant must also have a sponsor, who will normally be the head of the department division or section of the academic institution in which the applicant wishes to work.

It would normally be expected that applicants hold a higher research qualification; have completed at least 6 years of post-qualification research, training and experience and would not generally already hold a tenured position

Persons who are applicants for, or in receipt of, tobacco industry funding are not eligible to apply for, or receive funding from, Cancer Council Queensland. Staff of institutions receiving funding from the tobacco industry will also not be eligible to apply for, or receive funding from, Cancer Council Queensland.

3. ASSESSMENT

3.1. Selection Criteria

Applicants will be assessed against the following selection criteria:

- Demonstrated research success as evidenced by track record relative to opportunity
- Potential for research achievement over the next 5 years
- Relevance of the proposed research work to the field of cancer research
- Congruence of the aims and past efforts of the applicant with the aims of Cancer Council Queensland

In addition, applicants will be assessed according to the advice given to applicants in all the reference documents, and the NHMRC position classification statement for Senior Research Fellow Level A. This statement is outlined in the [NHMRC Research Fellowships Funding Policy](#).

3.2. The Senior Research Fellowship Review Support Committee

The Senior Research Fellowship Review Support Committee will be established by the Medical and Scientific Advisory Sub-committee (MSAC) of Cancer Council Queensland, and will review all applications and make recommendations to MSAC regarding the relative merit of applications for appointment and the process of review of applications.

All matters before MSAC are to be regarded as confidential in perpetuity.

The Support Committee will comprise 5 members, including:

- A chair, who is a member of the MSAC, and who must have no conflicts of interest with the applications being reviewed in that year.
- At least two members from interstate
- At least one member who currently holds a competitively funded research fellowship at SRF level or higher

The membership of the panel will themselves be active in the field of research, though not necessarily in cancer research, and the composition of the committee will be such that there is a fair balance of research discipline (basic and applied) across the fields of research endeavour represented by the applications.

3.3 The functioning of the Support Committee

The NHMRC guidelines regarding conflicts of interest will apply to the functioning of the Support Committee.

Support Committee members will receive a copy of the fellowship application as submitted, together with a copy of reports on the applications from at least two nominated assessors.

All Support Committee members will initially review all applications and assessors reports independently, against the relevant eligibility and assessment criteria outlined above, and grade them as

- (a) ineligible or (b) eligible for consideration.

An application agreed by the Support Committee members to be ineligible will be withdrawn from consideration.

Eligible applications will be ranked by each member independently, and the rankings combined by straight addition, to result in a composite ranking. Up to five top ranked applications will be considered further in any year. One Support Committee member will act as primary spokesperson for each applicant.

The Support Committee will meet for 30 minutes with each of the applicants being further considered; each applicant will speak about their research for 10-15 minutes, followed by a question-answer session. The Support Committee will then prepare a report for MSAC, including rankings for the applicants under consideration, and a recommendation regarding which application should be offered support.

The Support Committee will also prepare a brief report on the process suitable for eventual communication to the applicant.

4. EMPLOYMENT OF STAFF

This grant is awarded on condition that your institution administers the grant and that Cancer Council Queensland is not responsible for any injury to or for the death of any person, or for the loss of or damage to property of whatsoever kind, occasioned by or arising out of your own negligence or the negligence of some other person employed by the host institution, whether funded by Cancer Council Queensland or some other source.

Cancer Council Queensland does not act as an employer and will not be responsible for claims under any statute or at common law, nor will it indemnify the host institution against any claim for compensation or against any other claims for which the host institution may be responsible.

5. FINANCIAL ARRANGEMENTS

The tenure of appointment of the Fellow must be confined strictly to the period of the grant and shall not exceed five years unless the host institution wishes to retain the appointee beyond the period at its own expense.

It is a condition of this appointment that the Fellow should be granted the status and responsibilities of a Level C academic in the department in which he/or she is employed. Routine service duties, including teaching and professional practice, should not occupy more than six hours weekly. He/she would be expected to apply for research grant funding to Cancer Council Queensland and to other bodies in the normal manner.

The fellowship will provide the salary of the appointee on the University of Queensland Academic Level C scale, including oncosts of 26.5%. At the end of each calendar year, the Fellow will move up one Salary Point of the Level C Salary Scale; if they arrive at the final Salary Point of the scale, they remain at that Salary Point until the end of their Fellowship. Funding allocated for the Senior Research Fellow's salary may only be used for the intended purpose.

The Fellowship will be paid each year in four instalments. Payment will be made on receipt of a tax invoice from the administering institution. The first payment of a new grant will not be made until the signed agreement is received by Cancer Council Queensland.

6. LIMITATIONS OF CANCER COUNCIL QUEENSLAND'S LIABILITY

Cancer Council Queensland accepts no responsibility, financially or otherwise, for the expenditure (or liabilities arising out of such expenditure) or liabilities arising out of the work, other than those specifically listed in the formal awarding letter and accompanying notes. The control of expenditure to be funded under this grant must be governed by the normal standards and procedures of the host institution and must be covered by the formal audit arrangements that exist in that host institution.

7. PATENTS

Cancer Council Queensland acknowledges that intellectual property may be generated by Cancer Council Queensland funded Research Fellows, and endorses the NHMRC's policy on intellectual property in which ownership and commercialisation rights are seen to belong to the institute to which the grant is made, as promulgated in the NHMRC policy document "National Principles of Intellectual Property Management for Publicly Funded Research" May 2001.

Cancer Council Queensland has a duty to its donors to ensure recognition of its involvement in any work that is commercialised, and therefore requests that: in any licence granted by the institute, or its commercialisation arm, to a patent covering IP generated in whole or in part with funding from Cancer Council Queensland, a clause is inserted that requires the licensee to ensure that any product produced, which, but for the licence, would infringe the patent, carries a statement on the packaging or wherever the patent protection is acknowledged to the effect that "Development of this product was funded in part by a grant from Cancer Council Queensland"

8. TRANSFER OF A GRANT

The award of a Cancer Council Queensland Senior Research Fellowship is made to enable a Fellow to work in a specified department, or section within an institution. The Fellowship would be transferable to another institution within Queensland only with the prior approval of Cancer Council Queensland (CCQ), and it would need to be demonstrated to CCQ that the transfer was in the best interests of the Fellow and of CCQ. A written request for this transfer must be made to Cancer Council Queensland giving reasons for the transfer. The transfer must not be effected without written agreement of Cancer Council Queensland.

9. REPORTS, PUBLICATIONS AND PUBLICITY

Fellows must submit an annual progress report on the research supported by the Fellowship by 28 February in the following year, as well as a final report within 2 months of the end of the Fellowship. Cancer Council Queensland provides proformas for these annual reports on the website: [Senior Research Fellowship Progress Report](#) or [Senior Research Fellowship Final Report](#)

Any publications resulting from research carried out under the fellowship from Cancer Council Queensland must acknowledge the fellowship provided and state prominently that the study was supported by a fellowship awarded by Cancer Council Queensland. Cancer Council Queensland must be furnished with two copies of each publication.

The authors of the publications are solely responsible for the veracity of the published data.

Cancer Council Queensland's support must similarly be acknowledged when details of the research are released to the media. Researchers should notify Cancer Council Queensland before any media release or statement, and Cancer Council Queensland reserves the right to participate in formulation of the release and its communication to the media.

10. TERMINATION OF GRANT

Cancer Council Queensland may, at its discretion, decide to terminate the award by written notice to the Fellow and the administering institution. The award would only be terminated after a review process which included an interview of the candidate, and the candidate would be given 30 days of notice from Cancer Council Queensland to rectify the problem.

Grounds for termination of the grant would include:

- If the Fellow brings Cancer Council Queensland into disrepute;
- If in the opinion of the Selection Committee and, after due review, it is felt that the fellow is no longer active in research, or that the cancer related component of the fellow's research activities has been markedly reduced from that proposed in the research application.

- If the Fellow should transfer out of Queensland, or be absent from Queensland without prior notice to the Cancer Council Queensland for a period exceeding 2 months.

11. CONTACT WITH CANCER COUNCIL QUEENSLAND

Research Grants Officer
Cancer Council Queensland
PO Box 201
SPRING HILL QLD 4004

Telephone: (07) 3634 5313

Fax: (07) 3259 8473

Email: ResearchGrants@cancerqld.org.au