RES-DISS Research Funding Program

Application Process and Form

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**TERMS AND CONDITIONS OF PROGRAM**

The RES-DISS research funding program provides small funding allocations to support SESLHD staff to better disseminate their findings from research undertaken in SESLHD, with opportunities to provide financial support towards:

(a) presentation of papers at conferences

(b) payment of online peer-review journal fees

(c) other activities that contribute to research dissemination

Applicants must submit a completed application form, including Head of Department endorsement, for review by a panel from the SESLHD Collaborative Research Committee. RES-DISS research fund program provides funding support up to $5,000 per application from the SESLHD Collaborative Research Committee.

**ELIGIBILITY**

Candidates:

* Must be a SESLHD employee
* Must provide sufficient evidence of the costs involved (ie. quotes and invoices)
* Can only receive funding once per financial year
* Must have Head of Department endorsement of the application.

**GENERAL** **INFORMATION**

* RES-DISS funding is available to support expenses related to the dissemination of research findings undertaken in SESLHD, including funding for payment of fees for online peer-review journal publications, and for staff to present at conferences. RES-DISS program aims to redress the limited funding opportunities that are available to SESLHD staff to disseminate research findings.
* For applications relating to expenses related to conference attendance:
  + Funding can be sought for conference registration fees only. Due to MOH travel restriction, funding cannot be provided for travel or accommodation costs.
  + Applicants must demonstrate the amount of funding requested with evidence of a quote/invoice for the expense.
  + Applications must demonstrate evidence they are presenting at the conference on research undertaken within SESLHD, and their SESLHD affiliation listed in the conference paper.
* For applications relating to journal publication:
  + The applicant must be a SESLHD employee and their SESLHD affiliation listed in the paper.
  + The applicant must be named as the Corresponding Author of the paper.
  + The research must have been undertaken in SESLHD (including evidence of SESLHD HREC or SSA approval).
  + The application must demonstrate the amount of funding requested, and proof of acceptance of the article by the journal.
  + The applicant must confirm that that no other funding source for publication is available (ie UNSW, USyd have accounts with most publishing houses, and many studies have allocated budget for publications).
  + Authors should acknowledge funding support from SESLHD CRC in the journal submission
* The assessment of applications and decisions of SESLHD in awarding funds in the RES-DISS research funding program will be final and no correspondence will be entered into.
* SESLHD reserves its rights with respect to ownership of intellectual property resulting from commercialisation or other uses of projects in proportion to its direct and indirect contributions, in line

with the *NSW Health Intellectual Property Policy PD2005\_370* or equivalent policy document.

**FUNDING**

* The RES-DISS research funding program provides up to $5,000 in funding per application.
* Funds will not be provided directly to the applicant but will be allocated to an appropriate Departmental SESLHD cost centre, or by payment of invoice directly to an appropriate vendor.
* If the project requires funding greater than the awarded amount, it is the responsibility of the applicant to secure any extra required funding.
* SESLHD retains the right within its absolute discretion to terminate all or part funding and/or approval of any supported projects at any time.
* The applicant must seek and provide evidence of authorisation from the relevant facility manager to ensure the purchase, hire or lease of any equipment can be accommodated and meets local Work Health and Safety requirements.

APPLICATION FORM

Please complete this application form for the RES-DISS research funding program. A panel will review this application, preferring clear and concise details. Applications must comply with specified word limits and forwarded to [SESLHD-CollaborativeResearchCommittee@health.nsw.gov.au](mailto:SESLHD-CollaborativeResearchCommittee@health.nsw.gov.au).

If you have any questions or require further information, please contact [SESLHD-CollaborativeResearchCommittee@health.nsw.gov.au](mailto:SESLHD-CollaborativeResearchCommittee@health.nsw.gov.au).

**Section 1: RES-DISS Applicant Contact Details**

|  |  |
| --- | --- |
| Full name |  |
| Position |  |
| Department or Service |  |
| Academic Discipline |  |
| Head of Department |  |
| Phone |  |
| Email |  |
| Other organisation or affiliations |  |

**Section 2: RES-DISS Project Details**

**Title of Research Project:**

**SESLHD HREC / SSA Number or attach evidence of HREC exemption[[1]](#footnote-1):**

**Section 3: RES-DISS Funding Sought**

**Amount of RES-DISS Funding sought:**

*Please ensure relevant evidence to support this funding amount is included with your application*

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**Type of RES-DISS Funding sought:**

Presentation at conference

Publication fees

Other

**Attendance and presentation at conference:**

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| --- | --- |
| Conference Name |  |
| Conference Venue/location |  |
| Conference Date |  |

**Provide details of the paper to be presented:**

*Including title and authors and identify SESLHD affiliated authors*

**I confirm that**

I have attached evidence that my presentation has been accepted

I have attached evidence, ie quote/invoice, for the expense

I confirm that no other funding opportunities are available for my attendance and presentation (including TESL, research grant allocations, university affiliation of corresponding author)

**Publication Fees:**

|  |  |
| --- | --- |
| Name of Journal |  |
| Name of journal paper and authors  *Please highlight SESLHD affiliated authors* |  |
| Timeframe for payment |  |

**I confirm that**

I have attached evidence that the paper has been accepted, including invoice for publication.

the corresponding author is a SESLHD emplooyee.

no other funding source for publication is available.

**Other:**

Provide details of the nature of expense

**I confirm that**

I have attached relevant evidence to support this request.

**Section 4: Acknowledgement and Acceptance**

The applicant hereby agrees to abide by the Terms and Conditions of the RES-DISS research funding program.

The applicant confirms they have attached all relevant evidence to support their application.

The SESLHD Head of Department endorses this application to the RES-DISS research funding program.

**Applicant:**

|  |  |
| --- | --- |
| Full Name |  |
| Position |  |
| Department or Service |  |
| Signature |  |
| Date |  |

**Head of Department:**

|  |  |
| --- | --- |
| Full Name |  |
| Position |  |
| Department or Service |  |
| Signature |  |
| Date |  |

1. All research involving SESLHD patients and/or staff must have been approved by SESLHD RGO (as either HREC or SSA application), or have HREC exemption from SESLHD HREC. Applicants must demonstrate approval or exemption from SESLHD HREC. [↑](#footnote-ref-1)