#

# Cancer Society of New Zealand

**Canterbury-West Coast Division Inc.**

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**GUIDELINES FOR LOCAL RESEARCH FELLOWSHIP GRANT APPLICATIONS**:

1. The Canterbury-West Coast Division of the Cancer Society of New Zealand will

support a local research fellowship, through the giving of grants which demonstrate a strong relevance for people affected by cancer within the mission of the Cancer Society.

This research will be undertaken by researchers:

* active in clinical work relevant to cancer or who have strong collaborative links to clinicians
* at an early stage of their research “careers” i.e. without an established track record
* who may be in a defined training programme as part of their career
* who are unlikely, or have already failed, to obtain grants from larger granting bodies
* who demonstrate strong personal attributes and mentorship which makes success of their project highly likely.

2. The Cancer Society’s Research Fellowship Grant is available to be applied for every three years.

3. Grant funding to a maximum of $25,000 per annum for 3 years is available. Consideration will also be given to suitable smaller projects of less than $5,000 if appropriate.

4. References and peer review of the proposed project will be sought by the Chief Executive prior to committee review of the applications.

5. The Grants Committee in making their decisions will take into account:

* the total cost of the project
* access to other avenues of funding
* contribution of employer or other funders
* relevance to the Cancer Society and its mission
* contribution to the study of and/or treatment of diseases of cancer
* benefit to the wider community and the Cancer Society

Note: No retrospective approval of research projects will be made.

6. If the grant is not used (fully or in part) the funds should be returned to the Society. The funding will not be extended beyond 3 years.

7. Written reports will be required annually and on completion of the research project, outlining progress, outcomes and benefits to the researcher and the community. There will be an expectation that knowledge gained will be widely shared. Successful applicants must be willing to formally report back to colleagues and/or Cancer Society personnel.

8. The decision of the Grants Committee will be made based on the applications received, the quality of the applications, the relevance to the Cancer Society’s Mission, and available finance.

9. Grant applications must be received by email on the Research Fellowship Grant Application form.

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|   | **Cancer Society of New Zealand****Canterbury/West Coast Division Inc**PO Box 13-450CHRISTCHURCH 8141Telephone: 03 379-5835Email: amanda.warren@cancercwc.org.nz |
| **ANNUAL GRANT APPLICATION****LOCAL RESEARCH FELLOWSHIP GRANT**  |

1. Applicant:

 [Title] [Surname] [First name/s]

 Position:

 [Department] [Hours/week]

 Employer/Institution:

 Mailing Address:

 Work: Phone No:

 Home: Phone No:

 Email:

2. Educational History

 Qualifications Institution Years

3. Recent Employment History as it relates to this application. Include job title and full or part-time.

 Institution Years

4. Research Project Details

Title:

General statement re purpose/aim of this research project.

What academic qualification will successful completion lead to?

…………………………………………………………………………………………………….

Which academic institution will host your project?

…………………………………………………………………………………………………….

Who will supervise this research and/or mentor you?

Name, address, affiliation

…………………………………………………………………………………………………….

Name, address, affiliation

…………………………………………………………………………………………………….

(add more as needed):

5. Provide a detailed outline of the planned project on a separate sheet including, where relevant:

* Introduction/background
* Experimental design or project outline
* Funding required/budget details
* Timeframe
* Success measures

6.Reporting back – The recipients of the Cancer Society Fellowship will be required to report back to the Cancer Society annually and within 3 months of the completion of the research.

7. What other funding or support have you received or are applying for? Please give details of the agency and amount requested/received.

8. Have you applied for funding and been declined? Please give details.

9. What contribution is your employer making?

* Staff salaries [detail]

* Project expenses [detail]

**Note** – it is the responsibility of the applicant to advise the Cancer Society immediately of the outcome of any funding applications detailed above.

10. Have you received any grants from the Canterbury-West Coast Division in the last 5 years? YES/NO

If yes describe purpose, amount and year:

11. What are your career intentions over the next 5 years?

12. What are the benefits for undertaking this project?

 To you:

 To your employer:

 To the community:

13. Please name two referees we can contact to support this application:

 (include email address & phone number)

1.

2.

Name::

Date:

Please refer to **“Grant Guidelines – Local Research Fellowship**” and check that all material is included.

Applications must be received by email on the Local Research Fellowship Application Form.

Email to: amanda.warren@cancercwc.org.nz