2023 Research Grant Round

Expression of Interest Guidelines

Research Projects

Contents

[1. Introduction 2](#_Toc120102533)

[1.1 Document purpose 2](#_Toc120102534)

[1.2 About the Cancer Society of New Zealand 2](#_Toc120102535)

[1.3 Contact information 3](#_Toc120102536)

[2. Scope 3](#_Toc120102537)

[3. Eligibility 3](#_Toc120102538)

[4. Application process and timelines 4](#_Toc120102539)

[4.1 Submission 5](#_Toc120102540)

[4.2 Reporting 5](#_Toc120102541)

[4.3 Privacy provisions 5](#_Toc120102542)

[5. Assessment criteria 6](#_Toc120102543)

[6](#_Toc120102544)

# Introduction

## Document purpose

The aim of the Cancer Society’s National Grant Round is to fund high-quality research across the cancer continuum (including prevention, diagnosis, treatment, and supportive care). This guide is for those who wish to apply for a research project grant through the National Grant Round. There are separate application forms and guidelines for post-doctoral fellowship expressions of interest and PhD scholarships.

## About the Cancer Society of New Zealand

The Cancer Society’s mission is to improve community wellbeing by reducing the incidence and impact of cancer. Our activities include:

* Supporting and funding research within New Zealand across the cancer continuum.
* Providing supportive care and information to people affected by cancer, their families/whānau and carers.
* Promoting education about cancer for health professionals and publicising progress made in research and treatment.
* Delivering health promotion programmes focusing on cancer prevention.
* Leading advocacy across the cancer continuum.
* Working collaboratively with organisations who share similar goals to the Cancer Society.

The Cancer Society receives no direct government funding and is reliant on funding support from the communities in which it works.

The Cancer Society is made up of six Divisions and a National Office (that operate in a federal structure). The six Divisions are:

* Auckland Northland
* Waikato/ Bay of Plenty
* Central Districts
* Wellington
* Canterbury-West Coast
* Otago and Southland

## Contact information

Please contact the Cancer Society’s National Advisor: Research Programme & Policy, Dr. Nicole Stanton, with any questions during the grant application process at [research@cancer.org.nz](mailto:research@cancer.org.nz) or 021 915 975.

# Scope

The Cancer Society will consider any research grant application that is relevant cancer outcomes across the continuum. Applications peripheral to cancer research should not be submitted.

# Eligibility

| **Description** | **Maximum value of award** | **Maximum grant duration** |
| --- | --- | --- |
| Research project grants provide support for an individual or group working on a clearly defined research project, answering either a single question or a small group of related questions.  Grants are not normally renewable, and applications should be for a new project, or for one which has emerged from the old. | Recent project grants awarded by the Cancer Society are between $80,000 and $290,000 | 36 months |

Grant applications will be considered from any appropriately qualified person, as long as the principal investigator is a resident in New Zealand or intends to become a resident.

A principal investigator may only submit one grant application in each Grant Round. A researcher who has submitted an application as principal investigator may also be named as an associate investigator in one additional application in the same round.

Please note the Cancer Society only funds ‘direct costs’ of the research and does not pay any ‘indirect costs’ of the research, such as institutional overhead recovery.

# Application process and timelines

All grants will be awarded by open competition (for all individuals who meet the above eligibility criteria to apply for funding). Applications will be assessed by the Cancer Society’s National Scientific Advisory Committee (NSAC). For all grant types, except the McClelland Trust award, the final funding decision will be made by the Cancer Society’s National Board. Applications will be assessed through several stages:

|  |  |
| --- | --- |
| 01 December 2022 | Open for applications |
| **1 March 2023** | **Deadline for Expressions of Interest (12 noon, submitted in PDF to** [**research@cancer.org.nz**](mailto:research@cancer.org.nz)**)** |
| Mid-March 2023 | NSAC meeting to assess Expressions of Interest |
| **27 March 2023** | **EOI Results, Requests for Full Proposals Sent** |
| **01 May 2023** | **Deadline for Full Proposals (12 noon, submitted in PDF to** [**research@cancer.org.nz**](mailto:research@cancer.org.nz)**)** |
| May 2023 | Applications sent for external peer review |
| July 2023 | Applicants receive peer review comments and are given the opportunity to provide a rebuttal (no more than one page in total) |
| August 2023 | The NSAC meet to review the applications and make a recommendation to the Cancer Society’s National Board. |
| September 2023 | The Cancer Society’s National Board take into account the NSAC’s recommendation and make a final funding decision |
| **October 2023** | **Applicants notified of outcome** |

The Cancer Society may refuse to consider an application if it considers actions of the applicant to be contrary to the interests of the Cancer Society or may bring the Cancer Society into disrepute.

## Submission

The appropriate application form should be completed (see section 4) and submitted electronically as a PDF to [research@cancer.org.nz](mailto:research@cancer.org.nz) by **12 pm on 1 March 2023**.

## Reporting

Applicants successful in receiving funding through the Grant Round will be required to submit annual progress reports and a final report. Reports will include a lay person’s summary which may be used to inform the public about the work we support, an update on the project’s timelines and milestones; whether they are met, partially met, or delayed, and an explanation for any delays. The Cancer Society recommends writing lay summaries at the **reading age of twelve years old.** Funding for the subsequent year will only be released upon receipt of a satisfactory annual report.

## Privacy provisions

The information requested in an application will be used for assessing that application and, in a non-identifiable form, some information will be used for Cancer Society statistical purposes. All research applications will be stored in a secure place. Security and confidentiality will be preserved for any application declined. Personal information contained in the application may be made available to external referees and members of the Cancer Society National Scientific Advisory Committee reviewing the application, including electronic and paper copies of the application. When an application is successful, the Cancer Society reserves the right to publish the applicants’ names, details of the Host Institution, lay summary and funding awarded.

# Assessment criteria

Applicants should address the following criteria in their application:

* **Research team**: right mix of expertise for project.
* **Strong rationale for research**: addresses important questions, likely to result in significant benefit for people affected by cancer, or to advance the scientific understanding of cancer.
* **Research design**: excellent and appropriate research design.
* **Equity:** clear identification how the research will contribute to equitable cancer outcomes across the continuum for New Zealanders such as geography, ethnicity, socio economic status, and gender, where applicable. For further information on the equity goals of the Cancer Society, please refer to the [Equity Charter](https://www.cancer.org.nz/about-us/who-we-are/equity-charter/).
* **Te Tiriti o Waitangi:** The proposal should demonstrate commitment and application of Te Tiriti o Waitangi and responsiveness to Māori. Please consider:
  + How might your research contribute to the health aspirations of Māori?
  + What is the health significance and context of this research to Māori?
  + Have you sought advice for the study from a Māori perspective?
* **Contribution to the goals of the Cancer Society:** The expected outcomes of the proposed research will add value and contribute to the goals of the Cancer Society. For further information on the strategic goals of the Cancer Society, please refer to the [Strategic Plan](https://www.cancer.org.nz/about-us/who-we-are/strategic-plan/).

## Research desi