



Document:

RESEACH GRANTS AND AWARDS POLICY

Purpose: To support implementation of the Lung Foundation Australia Research Grants Program in alignment with the with the objectives of the Hope Starts with Research Strategy and Lung Foundation Australia 2030 Corporate Plan

Scope: Applies to all activities of the Lung Foundation Australia Research Grants Program, its partnerships and affiliations.

Definitions:

"Annual Calendar" means a listing and schedule of Research Grants open to application in a calendar year.

"Applicant" means the individual applying to receive funding under the terms and conditions of a Research Grant

"Award" means the funds provided by Lung Foundation Australia under the terms and conditions of a Research Grant to support the direct costs of the Recipient's research.

"Award Agreement" means an agreement between Lung Foundation Australia and the Recipient's Research Institution, which outlines the terms and conditions of the Research Grant.

"Award Recipient" means the Researcher recommended by the Award Panel to receive the Award as the highest achieving Applicant as per the eligibility criteria and terms and conditions of the Research Grant.

"Bequest" means funds received from the Estate of deceased supporter of Lung Foundation Australia

"Direct costs" means costs which are integral to achieving the research objectives of a grant. The costs directly address the research objectives of the grant and relate to the research plan.

"Early and Mid-Career Researchers" means emerging researchers within their first eight years of academic or other research-related employment, following completion of postgraduate research training. There is no age limit on who can be an EMCR as the definition is dependent on where the researcher is in their career progression.

"Final Report" means the report submitted by the Award Recipient at the end of the Award period which provides information on the outcomes and publications arising from the research work funded by the Research Grant.

"Grant Application" means the application duly completed and submitted by an Applicant for a Research Grant funded by Lung Foundation Australia

“Indirect costs” are costs that do not directly address the approved research objectives of a grant/ Indirect cost examples include but are not limited to:

- a) Operations and maintenance of buildings (e.g. libraries, labs, meeting venues, IT such as computer access, specialist software, databases, secure cloud storage)
- b) Insurance, legal and financial services
- c) Hazardous waste disposal, and
- d) Regulatory and research compliance and administration of research services

“Major gift” means any donation that is greater in value than \$10,000.00 AUD.

“Travel Grant” means an award of funds made by Lung Foundation Australia to support the Recipient's travel, accommodation and registration expenses associated with attending a specific conference.

“Research Ethics Committee” means a committee appointed by the Research Institution with authority to provide local site-specific assessment /research governance services.

“Research Grant” means any grant, fellowship, scholarship, or other form of research funding provided by Lung Foundation Australia.

“Research Impact” as defined by the Australian Research Council means the demonstrable contribution that research makes to the economy, society, culture, national security, public policy or services, health, the environment, or quality of life, beyond contributions to academia.

“Research Institution” means the institution that will be administering the research award during the life of the award on behalf of the Award Recipient.

“Research Program” means the Lung Foundation Australia Research Program; its activities, stakeholders and intellectual property.

Documents: This policy is supported by the Lung Foundation Australia Research Program Guideline (Procedures), Hope Starts with Research Strategy and 2030 Corporate Plan.

1. Research Grants

- 1.1. Lung Foundation Australia Research Grants (and their associated funding or ‘Awards’) are designed to achieve the strategic objective of the Lung Foundation Australia Research Strategy to be Australia's lung health research incubator.
- 1.2. Grants are targeted at early and mid-career researchers to support answering complex research questions with the greatest potential to make substantial impact on the health and wellbeing of patients living with lung disease or lung cancer.
- 1.3. Travel Grants are targeted at clinicians and early and mid-career researchers to support attendance at international lung health education events and conferences. Attendance by Recipients is designed to support advancing their knowledge of the latest advancements in the diagnosis, treatment and care of lung conditions and lung cancer, and translation to the Australian health care context.

1.4. Current Lung Foundation Australia Grants and Travel Grants include:

Grant Name	Target Area	Schedule	Funds Awarded	LFA Contribution	Matched Contribution
Roslyn Hogan Travel Grant – ALCC	Lung Cancer	2 awarded each year of ALCC	\$500 ea.	X	\$1,000
Roslyn Hogan Travel Grant - WCLC	Lung Cancer	1 awarded each year of WCLC	\$1250	X	\$1,250
Lung Foundation Australia - Menarini LFA Global Travel Grant	COPD	5 awarded each year of ERS, ATS, APSR* *funding dependent	\$3,000 ea	X	\$15,000
Lung Foundation Australia ALCC Regional and Remote Travel Grant	Lung Cancer	10 awarded each year of ALCC	\$500 ea.	\$5,000	X
Sponsored ALCC Abstract Travel Grant	Lung Cancer	10 awarded each year of ALCC	\$500 ea.	\$5,000 (sponsor to be confirmed each year)	X
Lung Foundation Australia - Cochrane Airways Australia Scholarship	Systematic Review	1 awarded each year	\$2,500	\$2,500	X
David Wilson PhD	IPF	1 awarded every 3 years	\$90,000	\$45,000	\$45,000

Bill van Neiroop PhD	IPF	1 awarded every 3 years (2 year duration)	\$90,000	\$45,000	\$45,000
Brian Eaton PhD	IPF	Awarded every 4 years (3 year duration)	\$90,000	\$45,000	\$45,000
Di Cox PhD	IPF	Awarded every 4 years (3 year duration)			
Ivan Cash Grant-in-Aid	IPF	1 awarded every year	\$5,000	\$5,000	X
Ludwig Engel Grant-in-Aid For Physiological Research	IPF	1 awarded every year	\$5,000	\$5,000	X
Lizotte Family Grant-in-Aid	IPF	1 awarded every year	\$5,000	\$5,000	X
Lung Foundation Australia – Better Breathing Foundation PhD	COPD	Awarded every 5 years (4 year duration)	\$120,000	\$80,000 (40k LFA, \$40k BBF)	\$40,000
Lung Foundation Australia – Boehringer Ingelheim COPD Fellowship)	COPD	1 awarded every 2 years	\$160,000	\$80,000	\$80,000
Shine a Light PhD	Lung Cancer	1 awarded every 4 years (3 year duration)	\$120,000	\$60,000	\$60,000

Shine a Light Nursing / Allied Health Fellowship	Lung Cancer	1 awarded every 3 years (2 year duration)	\$200,000	\$100,000	\$100,000
Shine a Light Grant in Aid	Lung Cancer	1 awarded every year	\$20,000	\$10,000	\$10,000

1.5. From 2022 onwards, Lung Foundation Australia will open the following Grants in alignment with the Hope Research Strategy.

- a) Chronic Diseases
 - I. Lung Foundation John Farrell COPD Fellowship
 - II. Lung Foundation Andrew Harrison Bronchiectasis Fellowship
- b) Rare Lung Diseases
 - III. Scholarship(s) in partnership with the CRE (CREATE)
- c) Lung Cancer
 - IV. Lung Foundation Lung Cancer Fellowship

2. Allocation of Donations and Sponsorship

- 2.1. Donations to Lung Foundation Australia arising from Major Gifts and Bequests will be allocated by the Lung Foundation Australia Board to support research activity aligned with the priorities of the Hope with Research Strategy.
- 2.2. Donations to Lung Foundation Australia arising from Events and community fundraising, such as Shine a Light on Lung Cancer, will contribute to funding the Lung Cancer Fellowship as defined in clause 1.4.
- 2.3. Grant sponsorship arising from pharmaceutical companies seeking to invest in research of their disease area of interest will be allocated and administered in alignment with agreements developed in partnership with Lung Foundation Australia.
- 2.4. The Board may at its discretion allocate donations made to Lung Foundation Australia to approved research partners, such as centres of research excellence.
- 2.5. Major gifts allocated (wholly or in part) to external research partners in the form of a Research Grant are subject to outcome reporting as outlined in clause 11.
- 2.6. Where a Lung Foundation Australia Research Grant is funded by donations promised by a third party, either in part or in full, Lung Foundation Australia is under no obligation to create or open the Award if the donation is not provided as promised.

3. Annual Calendar and Advertising

- 3.1. An Annual Calendar of Lung Foundation Australia Research Grants will be maintained by the General Manager Clinical Programs Research and Innovation in partnership with Research Program stakeholders and donors.

- 3.2. Lung Foundation will invite Applicants to apply for Grants via targeted email communications (EDMs) to our database and online digital promotion via the website and social media channels.
- 3.3. To receive targeted communications regarding Grants, an individual must be registered to receive Research / Advocacy communications in the Lung Foundation Australia Salesforce database.
- 3.4. Grants will be promoted via Lung Foundation Australia's partnership with the Thoracic Society of Australia and New Zealand (TSANZ). By request, TSANZ will list Grants open to application on its website and in electronic member communications.

4. Applications

- 4.1. To be eligible to apply for a Grant, an Applicant must be a health professional member of Lung Foundation Australia.
- 4.2. Grant Applications must be made to Lung Foundation Australia:
 - a) using the online application process and nominated application forms,
 - b) address how the Applicant meets each of the eligibility criteria for that Award, and;
 - c) be submitted by the closing date and time as advised by Lung Foundation Australia.
- 4.3. All Applications will be assessed by an Awards Panel convened by Lung Foundation Australia.
- 4.4. By request, TSANZ offers support to Lung Foundation Australia to assess Applications and make recommendations of the most suitable (highest-ranked) candidate to be the Award Recipient.
- 4.5. Applicants will be asked to refer to the Grants Guideline for procedures related to Preparation of Applications and Assessment of Applications

5. Decisions

- 5.1. All decisions in relation to any aspect of the Awards are made at the sole discretion of Lung Foundation Australia.
- 5.2. The Lung Foundation Australia Board may request at its discretion to review the recommendation provided by the Award Panel, including application and assessment documents. The final decision rests with the Lung Foundation Australia Board.
- 5.3. Decisions made in relation to any aspect of the Awards or this Policy are not subject to reconsideration, review, or appeal by third parties.
- 5.4. Correspondence will not be entered into by Lung Foundation Australia or its representatives regarding assessment decisions.

- 5.5. Lung Foundation Australia is under no obligation to offer any Grant and may withdraw any at any time for any reason in its sole discretion.

6. Dissemination of Outcomes

- 6.1. Applicants will be advised by Lung Foundation Australia of the outcome of their Award Application as per the timeline specified on the nominated Application Form.
- 6.2. Recipients will be publicly awarded their Award at the TSANZ-SRS Annual Scientific Meeting the year following notification. All Award outcomes remain under embargo until the public awards ceremony.
- 6.3. Announcements about Recipients will be disseminated broadly through Lung Foundation and TSANZ communications.

7. Acceptance

- 7.1. In accepting an offer from Lung Foundation Australia for an Award, the Recipient must:
 - a) accept the Award in writing using the nominated Award Acceptance Form,
 - b) agree to comply with the Award Conditions as specified in the Award Agreement,
 - c) provide Lung Foundation Australia with confirmation (from an officer of the Research Institution nominated in the Application) that any approval required by a Research Ethics Committee has been obtained. Evidence of that approval must be provided to Lung Foundation before the first Award payment.
- 7.2. An Award must be commenced:
 - a) within 12 months of the Research Grant being awarded,
 - b) for the purpose specified in the Award Agreement,
 - c) working in and with the Research Institution/s nominated in the Application.
- 7.3. Recipients are not permitted to hold more than one Lung Foundation Australia Research Grant at any one time.
- 7.4. Recipients may apply for additional Grants from Lung Foundation Australia after successfully completing all final reporting requirements for a previous Award in alignment with clause 11.

8. Funding and Expenditure

- 8.1. From June 2020 onwards, all Lung Foundation Australia Research Grants over \$10,000 AUD in Award value will be awarded under a matched funding arrangement whereby the Research Institution agrees to match the total value (or greater) of the Award.

- 8.2. Lung Foundation Australia Research Grants (excluding Travel Grants) are designed to support the Direct Costs of research. Direct cost examples include but are not limited to:
 - a) Personnel salary costs,
 - b) Equipment, maintenance and travel associated with professional development, and
 - c) Consumables.
- 8.3. Indirect and fundraising costs of research are not supported by Lung Foundation Australia Research Grants and are expected to be covered by the Research Institution.
- 8.4. Research Institutions must not apply any institution (brokerage | administration) levy greater than 5% of the total grant provided by LFA.
- 8.5. Equipment or other materials purchased utilising Award funds remain the property of the Research Institution.
- 8.6. Funds awarded for Research Grants will be paid to the Research Institution as per the funding schedule in the Award Agreement.
- 8.7. Funds awarded for Travel Grants will be paid to the Recipient's nominated bank account following submission of a reimbursement form detailing approved expenses. Proof of expenses (receipts) is required to support payment of the reimbursement.
- 8.8. All Award funds are expected to be spent in accordance with the specified purpose and timeline in the Award Agreement.
- 8.9. In the Research Grant Final Report, an officer of the Research Institution named in the Award Agreement must confirm in writing that all Award funds have been expended in accordance with the Terms of the Award. Should funds remain, the Recipient may nominate to donate the funds to the Lung Foundation Australia Hope Research Fund or their Research Institution.
- 8.10. Processing of Award payments by Lung Foundation may take up to four weeks from receipt of the Research Institution invoice or reimbursement form.
- 8.11. Lung Foundation Australia will not provide advice on tax to Recipients.

9. Variations and Deferral

- 9.1. In alignment with clause 7 Recipients must make every effort to commence their research funded by an Award within 12 months of receiving it. Should this not be possible, the Recipient must make a request to Lung Foundation Australia for deferral.
- 9.2. Any request for variation to the terms of Award as defined in the Award Agreement or Award deferral must be submitted to Lung Foundation Australia:

- a) in writing addressed to the General Manager Clinical Programs Research and Innovation,
 - b) specifying the reasons for the request for variation or deferral, and
 - c) supported by documentation as requested by Lung Foundation Australia.
- 9.3. All requests for variation or deferral will be considered by Lung Foundation Australia on a case by case basis at its sole discretion. All decisions are subject to clause 5 (Decisions).
- 9.4. Should the Recipient not comply with the above to the satisfaction of Lung Foundation Australia it may withdraw the Award at its discretion.

10. Compliance

- 10.1. Once accepted by the Recipient, all Awards will be administered and monitored via the Lung Foundation Australia Compliance Schedule.
- 10.2. Lung Foundation Australia staff are referred to the Lung Foundation Australia Grant Guideline for Compliance procedures

11. Reporting of Research Outcomes and Impact

- 11.1. For Grants awarded 2020 onwards, Lung Foundation Australia will capture annual reporting on qualitative and quantitative data on research outputs, outcomes and Research Impact utilising the Researchfish platform.
- 11.2. Upon confirming acceptance of an Award, the Recipient will be invited to activate their online Researchfish account.
- 11.3. After activation Recipients will be asked to periodically enter output and impact information relating to their research. Research team members of the Recipient can be added to their account to assist in the reporting process.
- 11.4. Award recipients will be asked to submit a range of information on their research, including:
- a) influence on policy, practice, patients and the public,
 - b) engagement activities, collaborations and partnerships,
 - c) intellectual property,
 - d) patient and public involvement,
 - e) publications, and
 - f) further funding received since receiving the Award from LFA
- 11.5. Reporting via Researchfish will occur annually for the life of the Award and for up to 5 years after completion.
- 11.6. Lung Foundation will use outcome data submitted via Researchfish for a variety of purposes, including but not limited to:
- a) demonstrating the value and impact of LFA's investment in our Research Program

- b) enhancing the evidence base for the impact of lung health research to better advocate for funding
 - c) identifying research gaps and shaping future funding opportunities
 - d) connecting the impact and new developments with the original research and Award over time
 - e) informing the development of research impact case studies for LFA Impact Reports
 - f) informing future directions and strategic planning of the LFA Research Program
- 11.7. Lung Foundation may request to profile Recipients and their research in the Annual Impact and Research Impact Reports of Lung Foundation Australia.
- 11.8. Lung Foundation may invite Recipients to share their research outcomes, achievements and innovations via presentations at events and forums.

12. Acknowledgment

- 12.1. All reports, presentations and publications by the Recipient, arising from the Award will acknowledge the provision of Grant funding from Lung Foundation Australia as outlined in the Brand and Acknowledgement Guidelines contained in *Appendix 1: Marketing and Communications Requirements*.
- 12.2. Lung Foundation may request digital copies of reports, presentations and publications at its discretion.
- 12.3. A failure to acknowledge funding the Lung Foundation may result in the exclusion of the Research Institution and Recipient / researcher from future Grant Applications
- 12.4. The Recipient will be required to undertake media and other interviews with donors and supporters as negotiated.

13. Correspondence

- 13.1. All correspondence regarding Grants is to be directed to the General Manager Clinical Programs, and Innovation

14. Privacy

- 14.1. Lung Foundation Australia Privacy Policy will apply
- 14.2. The Recipient agrees to the publication on the Lung Foundation Australia website and in member communications, of their name, the Award to which they are a recipient and a brief description of the research being undertaken.
- 14.3. The Recipient agrees to the publication on the TSANZ website and in member communications, of their name, the Award to which they are a recipient and a brief description of the research being undertaken.

15. Governing Law

15.1. This Policy is governed by the Laws of Queensland being the location of Lung Foundation Australia.

Appendix 1: Marketing and Communications Requirements

Welcome to the Lung Foundation Australia Research Alumni

Lung Foundation Australia and your project is generously supported by donations and philanthropic gifts. It is critical to the future of lung disease and lung cancer research that we promote lung focused research at all opportunities thereby increasing the value and sources of investment in lung research.

Profiling the achievements and progress of lung health research and the researchers behind the projects forms a critical part of our work. This gives hope to the millions of families impacted by a lung condition and helps us to harness support from government, philanthropists and the community to invest in further research activity.

Upon accepting an Award from Lung Foundation Australia, you will join a long list of Lung Foundation Australia Research Alumni. We are delighted to share your research project and profile via the Lung Foundation Australia [website](#) and in our marketing and communications activities.

In alignment with the Lung Foundation Australia Research Grants & Awards Policy (clause 12 *Acknowledgement*) we require that you:

1. Complete our Researcher Profile form [here](#) immediately following Award acceptance.
2. Provide 5 x high resolution photos, as per the photo guidelines below, via email marketing@lungfoundation.com.au
3. Agree to be interviewed by a member of our Marketing Team for audio, transcript and/or video footage that can be used in our marketing and media activities.
4. Acknowledge clause 6.2 of the Lung Foundation Australia Research Grants & Awards Policy, nothing that Award outcomes remain under embargo until the public awards ceremony or as advised by Lung Foundation Australia. We ask that you / your institution liaise with Lung Foundation Australia regarding the announcement of your
5. Award via your university / institute's communications channels.

Guidelines for photos:

- Each photo must be over 1MB in file size and supplied in either jpeg. or png. file type
- Please ensure photos are landscape orientation and there is adequate lighting.
- Ensure each photo is taken in a setting that reflects your research i.e. a lab or clinical setting.
- Please wear attire that reflects your research i.e. lab coat, stethoscope etc.
- Include a mix of action orientated photos and some where you are looking to camera.

To assist in obtaining high quality images, please liaise with your university / institute communications team. If you require assistance in supplying the above photography, contact the Lung Foundation Australia marketing team via email marketing@lungfoundation.com.au

You can view examples of photography of our Research Alumni [here](#)

Lung Foundation Australia Research Marketing and Media Activities

As Lung Foundation Australia Award recipient and Research Alumni member you give permission for Lung Foundation Australia to profile your research project and its outcomes (reported via ResearchFish) and to use your photograph/s and/or quotes supplied during interviews in perpetuity. Examples of uses may include featuring your project, quotes and supplied photos in campaigns and activities that are distributed via the following Lung Foundation Australia communication channels:

- Our main website and any relevant campaign or program websites
- Social media channels including Facebook, Twitter, LinkedIn, Instagram and YouTube
- Email marketing to our database
- Annual Impact and Research Reports
- Newsletters i.e. Inspired Living

You also agree for Lung Foundation Australia to approach you for involvement in media opportunities relating to your research project e.g. radio, television, print and online media.

If your Award has been made possible via a bequest or donation, Lung Foundation Australia will approach you for involvement in our *Meet the Researcher* donor engagement program. This program allows you to showcase your achievements and research outcomes to the families who made your Award possible. Meetings will be organised and facilitated by Lung Foundation Australia in close consultation with you and your institution. Meetings are generally conducted by videoconference however you may also be invited to present in person at a donor or fundraising event.

Branding and Acknowledgement Guidelines

As the recipient of a Lung Foundation Australia Research Award we ask that you appropriately acknowledge Lung Foundation Australia and the funding source of your Award in all communications, publications and presentations relating to your project. In accepting the Award, you and your supporting university / institution agree to:

- Always refer to the name of your award in full as per the Award funding agreement.
- Feature the 'Supported by Lung Foundation Australia' logo in the bottom left-hand corner on all research related posters (digital and print) and presentation slides. Please display the logo in full colour and as per the attached brand guidelines.
- Include written acknowledgement of Lung Foundation Australia on any webpages, communications or publications related to your research using the following statement: *This research has been made possible through a Grant from Lung Foundation Australia's Hope Research Fund.*
- Appropriately 'tag' Lung Foundation Australia in any social media posts that mention the research project. Tag = @lungfoundationaustralia
- Invite Lung Foundation Australia to comment in any media releases / activities relating to the project. Please liaise with our marketing team via marketing@lungfoundation.com.au

Our Commitments to You:

- Lung Foundation Australia's marketing team will work with you and your institute to ensure appropriate acknowledgement of your institute where required in our marketing and media activities.
- Lung Foundation Australia will ensure all materials featuring your project and photograph/s are supplied to you with an overview of their intended distribution.
- Lung Foundation Australia will cover all reasonable expenses if you are invited to present your research at a Lung Foundation Australia event.