



**Glaucoma
Australia**
Saving sight

‘Quinlivan’ Research Grants

Program

2021-2022

Information and instructions for grant applicants

Glaucoma Australia is committed to supporting research in an effort to eliminate glaucoma blindness.

Glaucoma Australia ‘Quinlivan’ Research Grants make significant contributions to Australian medical, and social research into glaucoma. They are awarded following rigorous evaluation, based largely on the National Health and Medical Research Council (NHMRC) process, along with peer review, to ensure that the successful applicants meet the highest standards.

Applicants are encouraged to contact Glaucoma Australia prior to submission of an application if they have any specific questions or concerns.

Glaucoma Australia

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Grant applicants must consult <https://glaucoma.org.au/i-treat-glaucoma/quinlivan-research-grants> to access the required research grant application documents.

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SECTION A. INFORMATION

Background

The William A Quinlivan Research Fund was established in 2006 and now has over \$1.8M in assets. Since its inception, Glaucoma Australia has committed **\$1,024,783.00** to support Australian glaucoma research across a diverse range of projects.

A long term strategy has been implemented to substantially add to our research funds over time.

Research domains

Glaucoma Australia is committed to supporting research which focuses on the following four domains which are framed around our bold mission ‘to prevent sight loss by increasing early detection and improving treatment adherence.’

1. Increasing the rate and reliability of early detection of glaucoma
2. Improving the treatment experience
3. Improving the quality and experience of monitoring the condition progression and maintaining better population wide statistics
4. Providing management tools to improve the quality of life for people with glaucoma.

Guiding Principles

Finding a “cure” for all the variants of glaucoma is a global, multi-disciplinary, long term endeavour. Glaucoma Australia recognises it does not have the resources to make a material, demonstrable contribution to finding the cure.

For the foreseeable future, we will focus on areas where we can make a difference, and these are the principles we will apply.

Glaucoma Australia prefers:

- Applied research rather than theoretical research. “Clinical” rather than “Laboratory”
- A focus on delivering a better life for people with glaucoma
- A clear identification of preferred research topics and desirable outcomes
- Longer term projects with regular updates
- A desire to work with partner(s) to leverage our funding
- Genuine partnerships where we participate fully in decision making and quality control
- Although research in Australia would be preferred, we are open to funding international collaborations.

Application specifics

Important dates

Open: The next round of Research Grants for research commencing in 2021 will open and applications will be accepted **from 1st June 2021**.

Closed: The closing date of applications, including all required documents is 5pm **1st July 2021**. An electronic copy must be received by this date.

Announced: Applicants will be announced on World Sight Day – **14th October 2021**.

Grant funding

The charity is committed to investing a total grant pool of \$200,000 for the next round. It is anticipated between 1 and 4 grants will be awarded. All projects will be completed within 3 years of grant allocation. Seed fund grants could be used to apply for further funding with NHMRC or other agencies.

Eligibility

- Researchers working in any field of research relevant to glaucoma are eligible to apply.
- The Primary Investigator must be based in an Australian institution.
- Co-Investigators may be based in overseas institutions but are not eligible to draw a salary from the grant.
- Primary Investigators must be Australian citizens, permanent residents or, if relevant, be eligible for permanent residency on completion of their studies being undertaken in an Australian university. If the latter, research cannot begin until evidence of permanent residency has been supplied.
- Funding cannot commence until all relevant ethical and other approvals have been obtained and evidence provided to Glaucoma Australia. If these approvals have not been obtained by 1st June, 2021, Glaucoma Australia reserves the right to withdraw the offer of funding.
- The successful applicant must commence the research no later than June 30, 2021.
- Institutions can submit more than one application.
- The application must be complete and adhere to all instructions/guidelines including word limits and formatting.
- The administering institution must be registered as an Administering Institution with the NHMRC and/or the ARC.
- The administering institution accepts responsibility for indirect costs of the research and for grant administration.
- Applicants must be willing to enter into the Research Funding Agreement.
- Half-yearly progress reports must be completed by the Primary Investigator upon commencement of funding. The final report will be due two months after the project concludes. A report pro forma, downloaded from the Glaucoma Australia website must be used for the written report. Glaucoma Australia reserves the right to withhold funding if progress reports are not received by the due date.
- At six monthly intervals, the Primary Investigator may be asked to make an informal presentation (either in person or via teleconference) to representatives of Glaucoma Australia.

- Any public dissemination of the research, including publications and conference presentations, requires the written permission of Glaucoma Australia. Permission will not be unreasonably withheld.
- Glaucoma Australia reserves the right to withhold all or part of the 2021 grant.
- Glaucoma Australia will not fund indirect research costs, institutional overheads or any institutional administrative charges.
- All attachments listed in this document are to be submitted along with the completed application form.
- Presentation of the research in any form or medium is to include acknowledgement of Glaucoma Australia.
- Glaucoma Australia may, from time to time and where appropriate, request the recipient to assist with publicity, advocacy or to provide other assistance at special events. The recipient should make all reasonable efforts to assist.
- The recipient must comply with the regulations and requirements of their host institution in relation to leave entitlements, work arrangements, discipline, supervision, equipment, security or other work-related matters. It is not the responsibility of Glaucoma Australia to provide materials, equipment, supervision, overhead recovery, or any other resources needed to conduct the research.
- The research must conform to relevant standards of ethics, safety and privacy.

Applicants must provide evidence of adherence to these standards.

How to Apply

Grant applicants must consult <https://glaucoma.org.au/i-treat-glaucoma/quinlivan-research-grants> to access the required research grant application

documents.	Application Form
Attachment A	Coversheet
Attachment B	Evidence of Australian citizenship or permanent residency
Attachment C	Ethics clearances
Attachment D	Host Institution letter
Attachment E	Certifications
Attachment F	Nomination of possible assessors

- The application form and attachments must be completed with close reference to the instructions provided in Section B of this document.
- Responses required in the application form should be entered directly into the Microsoft Word document. Please use regular Arial or Helvetica 12 point font (except for references which can be in 10 point font), 2 cm margins and A4 paper.
 - If inserting scanned pages into the Word document, ensure that the fonts size is not reduced below a size equivalent to the required 12 point.
 - Applications with font sizes that appear smaller than 12 point (other than for references) will be considered non-compliant.
- Applicants must adhere to word and page limits.
- Ensure that the Coversheet (Attachment A) appears as the first page of the submission.

Applications must clearly summarise:

- How your organisation is qualified and resourced to address one or more of the stated principles and domains.
- How you propose a partnership with GA would work, including your own objectives and definition of success.
- How much the project would cost.
- Whether the funding requested is seed funding to then apply for a larger grant i.e. NHMRC or whether it is intended to cover the whole project.

An electronic copy of the fully completed application form with attachments must be submitted in PDF format to research@glaucoma.org.au by **5pm (AEST) 1st July, 2021**.

- The Application may be in the form of multiple attachments to an email, or combined into a larger file.

Post application process

- Following the application deadline, applications will be considered final and no changes will be accepted.
- Late applications will not be accepted.
- Glaucoma Australia will email an acknowledgment of receipt of application within one working day. If acknowledgment of receipt is not received within one working day, the applicant should contact Glaucoma Australia.
- Submissions will be reviewed by the Research Committee consisting of internationally recognised experts in glaucoma research including the fields of Ophthalmology, Optometry and Pharmacy.
- Applicants may be contacted for an interview.
- The successful applicant(s) will be announced and notified in writing on World Sight Day (**Thursday 14th of October, 2021**).
- Unsuccessful applicants will be notified in writing.

SECTION B. INFORMATION: INSTRUCTIONS FOR COMPLETING THE APPLICATION FORM

Part 1: Applicant and institution information

This part requests information on the current and former appointments for the primary investigator and co-investigators, as well as details of the proposed host Institution. If the proposed host Institution is not registered as an Administering Institution with the NHMRC and/or the ARC, please contact Glaucoma Australia to discuss eligibility.

Citizenship status: For the primary investigator, if born in Australia, supply a copy of passport or birth certificate. If born outside Australia, please provide a copy of Australian citizenship or permanent resident certificate. If permanent residency certificate is pending, please provide evidence (Attachment B). Evidence of change of name is required if the name on the documents provided is different from the applicant's name on this application.

Research Environment: The applicant is to describe the host Institution's research environment, and how it will support their research. A description of the facilities available for the project should be included. Address how the research environment will improve the applicant's capacity to conduct glaucoma-related research.

Part 2: Applicant's capacity to conduct the research

In reverse chronological order (i.e. most recent first), list publications (peer reviewed only), patents and commercialisation activity, if appropriate, for the primary investigator and up to two co-investigators since 2013. For the list of grants, ensure that full details are provided, including years and amounts.

This part also asks about the applicant's contribution to the field, and contributions to people with glaucoma.

Career disruptions: provide details of any career interruptions that may have affected the primary investigator's track record.

Part 3: Project details

- This section includes the project title and project summaries. The 'media summary' should be appropriate for the general public and/or the media, using language appropriate to non-experts.
- Copies of human, animal or bio-safety ethics clearances should be attached, if available (Attachment C). Funds will be released to the successful administering Institution when copies of appropriate ethics approvals have been provided to Glaucoma Australia.
- Conflict of interest: Any actual or potential conflict of interest that the applicant may have in relation to this research must be disclosed in the application. For example, declaration of any support received from, or being sought from, the tobacco industry, any of its agencies or subsidiaries.

Part 4: Research Plan

Include a research plan of no more than 8 pages by inserting text into the appropriate boxes in the Microsoft Word application form, in regular 12 point Arial or Helvetica.

References are to be included in the 8 pages, and can be in 10 point font. Applications with Research Plans exceeding 8 pages will not be accepted.

Project Title

Insert the title of the project.

Aims and Background

Provide a clear statement of the aim and objectives of the proposed research, research question and/or hypotheses to be tested.

Provide the context and background to the proposed research project. Indicate how the primary research subject and approach fit with existing knowledge and other research currently being undertaken.

Milestones

Milestones for the research should be identified with dates so that progress of the project can be measured.

Presentation in the form of a table is preferred.

Approach

Referring to milestones, please describe the approach to the research, including its design, sampling, techniques, protocols, data analysis procedures (including statistical tests and power calculations, if appropriate).

Describe the procedural checks/auditing that will be used to ensure compliance with the study protocol.

Outcomes and Significance

Describe the ways in which the proposed research is innovative and/or significant.

Describe the expected outcomes of the research, including expected outcomes for people with glaucoma.

Is the project likely to lead to the development of patents and/or the commercialisation of any technology?

How will the results of the research be disseminated?

Research domain impact

Describe how the proposed research project impacts the 4 research domains.

References

References are included within the page count (8 pages).

References can be in 10 point font

Part 5: Budget and budget justification

Budget

For this application, the budget does not form part of the research plan; hence it is not included in the eight page limit.

Provide a budget for each year of the project (up to three years in total).

The combined cash and in-kind contribution to the project from the administering Institution must be included.

The Grant is exclusive of GST. In the budget table, show the cost of individual items excluding GST. Include GST in the final row of the table as indicated.

Only include items that are essential to the proposed project.

Glaucoma Australia will not fund indirect research costs, institutional overheads, institutional infrastructure or any institutional administrative charges.

Cash contributions from the Institution are those that are incurred directly to contribute to the proposed project.

In-kind contributions are made without the direct expenditure of cash on the project; they include goods, services, materials or time. Examples include time of existing staff and facilities access.

Ensure that all figures are calculated accurately.

Use the headings provided in the budget tables in the application form. Add or delete rows as required.

Provide a detailed project budget, covering:

- *Personnel*: (for each personnel request, include details of employment level, hourly rate/salary and percentage of time on project),
- *Consumables*; include individual consumables costing less than AU\$10,000 such as postage, printing, survey production costs, software.

- *Equipment*: that is unique to the proposed research project and is essential for the project to succeed. The grant will not fund the purchase of computers unless they are of a specialised nature required for the operation of laboratory equipment.
- *Travel*: (specify whether for data collection, collaboration and/or dissemination)
- *Other* research costs including research materials.

Budget justification

The budget justification should not exceed one page. Please indicate why a budget item is necessary and what it costs. For travel budget items, explain the necessity for, and timing of, travel, as well as the location.

Other information about budget

Provide details of any other funding sources that have been, or are currently being pursued for this or a similar project. If this project or a similar project has any additional source of funding, explain how it will relate to this Grant.

Provide details of procedures to ensure financial accountability

PART 6: Attachments required

Attachment	Requirement	Filename
A	Coversheet	<p>GA Grant Coversheet Attachment A</p> <p>to be downloaded from https://glaucoma.org.au/i-treat-glaucoma/quinlivan-research-grants</p> <p>Please attach this to the FRONT of your application.</p>
B	Evidence of Australian citizenship or permanent residency (of Primary Investigator)	<p>Provided by applicant</p> <p><i>Australian citizen:</i> If born in Australia, supply a copy of passport or birth certificate. <i>If born outside Australia,</i> please provide a copy of Australian citizenship or permanent resident certificate. If permanent residency certificate is pending, please provide evidence.</p>
C	Ethics clearances	<p>Provided by applicant</p> <p>Please attach copies of human, animal or bio-safety ethics clearances, if available.</p>
D	Host institution letter	<p>Provided by applicant</p> <p>A letter from the proposed host Institution is required to confirm that the institutional support described in this application will be provided if the Grant is awarded.</p>
E	Certifications	<p>GA Grant Certifications Attachment E</p> <p>to be downloaded from https://glaucoma.org.au/i-treat-glaucoma/quinlivan-research-grants</p> <p>Please ensure that all relevant signatures have been obtained, as required in the Certification form.</p>

F	Nomination of possible assessors & 'request not to assess' form	<p>This information will be removed from the application before it is given to assessors.</p> <p>GA Grant Nomination of possible assessors form Attachment F</p> <p>to be downloaded from https://glaucoma.org.au/i-treat-glaucoma/quinlivan-research-grants</p> <hr/> <ul style="list-style-type: none"> • At least two potential assessors for the application should be nominated. • These assessors will not necessarily be asked to assess the application. • Possible assessors must not have a conflict of interest with the Grant applicant or the proposed research. • Possible conflicts of interest include collaborations (past or current), working in the same institution and having a close personal relationship. • Requests to exclude individuals as potential assessors can also be made on this form. • Possible reasons for requesting that an individual not assess the application include: concern that the person may be unreasonably biased, personal conflict or hostility, they are a direct competitor or have a potential conflict of interest. • Information about nominated assessors and requests not to assess will be removed from the application before it is given to external assessors, and only individuals involved in the selection of assessors will be made aware of these requests. • Confidentiality will be maintained.
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