



**JANINE CHALWELL GIFT  
GRANT  
EXPRESSION OF INTEREST  
2023**

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## JANINE CHALWELL GRANT CONDITIONS AND GUIDELINES

### THE JANINE CHALWELL GIFT - \$50,000

#### Background

The Janine Chalwell Gift was established as a memorial grant, honouring Janine Rose Chalwell (24 July 1958-20 September 2020) who fought a courageous battle with melanoma. The Chalwell family have resolved that this fight will not be in vain and established the Janine Chalwell Grant alongside Spinnaker Health Research Foundation to make sure that there are better outcomes for patients fighting melanoma in Western Australia and beyond.

The grant is for a maximum of \$50,000 and can either be for the sum total of a project or be a percentage contribution to a larger project where the additional funds required are confirmed or will be confirmed within the application period.

This grant will support cutting edge research that has the potential to rapidly evolve clinical knowledge, translate to improvements in diagnosis and treatment and above all else, lead to a better outcome for patients with melanoma skin cancer.

#### General Project Eligibility and Guidelines

- Projects must be related to research in the area of melanoma skin cancer
- Projects must be able to demonstrate a community benefit, and translate to patient impact.
- The research team must have an appointment at, or a formal collaboration with South Metropolitan Health Service.
- The research project should be completed within 24 months of confirmation of Ethics and Governance Approval, which must be submitted to the Foundation by the dates specified in the Reporting and Approvals Guidelines (below). Exemptions and extensions are by formal application only and will be determined by the CEO of Spinnaker Health Research Foundation and the Chair of the Scientific Advisory Committee.
- The Chief Investigator (at minimum) must demonstrate completion of Good Clinical Practice training, or can sufficiently demonstrate why the training is not relevant to their project.
- All members of the Research Team involved in the project must be listed and the application signed by the Chief Investigator and all nominated co-investigators.
- If you have an ongoing project, or had previous funding from Spinnaker Health Research Foundation and have not yet submitted a final report and budget acquittal for a project that has concluded, you will not be eligible for funding in the current cycle.

- All grants must be formally acquitted at the conclusion of the project and any unused funds are to be returned to Spinnaker upon completion of the project.
- EOIs and Applications that do not apply lay language will not be considered. Please assess your application carefully for readability by both the Scientific Advisory Committee and the Board of Trustee Directors of the Foundation.

### Specific Eligibility

- All members of the Research Team may appear in only one application in any funding round.
- Projects must demonstrate the inclusion of consumer and community involvement or sufficiently demonstrate why the involvement of consumers and the community is not relevant to their project.
- Projects must demonstrate how their research is demonstrative of a new and untested idea or approach and how it will translate to better outcomes for people with melanoma in Western Australia.

### Assessment Criteria

Scoring will be performed by the Scientific Advisory Committee panel using the criteria below:

Item	Score
Scientific merit, innovation and impact including soundness of project design (including budget)	55%
Value and significance to clinical application/ translation into practice including demonstration of leadership in information sharing with colleagues for the improvement of knowledge	25%
Significance and relevance to SMHS and responsiveness to the needs of the Perth south metropolitan community	20%
<b>Total</b>	<b>100%</b>

### Other Criteria

- The team membership represents employees of SMHS
- Projects need to include consumer and community involvement (unless exempt)

### Budget Information

Applicants are asked to calculate budgets accurately. Salaries, if requested, are to be reviewed and verified by the relevant officer or unit manager. All budget items are required to be justified and the Foundation may seek additional information or clarification.

The grant is for a maximum of \$50,000 and may be applied to the total cost of the project or meet a percentage of the costs of a larger project. If the amount applied for is a component of the project the application must be able to demonstrate that the other funds required have been secured or will be confirmed within the period of the application process.

Consumer and community participants can be included in your budget at a maximum of \$35 per session (per participant). Please note in your budget how many sessions you anticipate.

All grant monies will be paid on a split schedule as below;

Milestone	Percentage of Grant awarded
Confirmation of Ethics and Governance Approval	40%
Interim Report Received	40%
Final Report and Budget Acquittal Received	20%

If you have clear and concise reasoning for why the budget must be paid in full to facilitate the completion of the project, please explain in the space provided within your grant application. The request for an early payment of the final instalment will be considered at the time of application.

### Application Procedure

Submission of an Expression of Interest pro forma (EOI) is required for the Spinnaker Health Research Foundation Grants and must be lodged via email by **28<sup>th</sup> June 2022** to [claire.dobbs-evans@health.wa.gov.au](mailto:claire.dobbs-evans@health.wa.gov.au):

**Please save your application as a PDF using the following convention:**

Surname\_Firstname\_JCG GIFT 2023

***(Applications received that are not in this format will not be eligible)***

Following consideration by the Scientific Advisory Committee, qualifying applicants will be shortlisted and invited to submit a full application. Shortlisted applicants will be required to submit their full application by close of business on **Tuesday 6<sup>th</sup> September 2022**.

All investigators must sign the application; electronic signatures are accepted.

The Scientific Advisory Committee advises the Board on the merits of the recommended full application for award. The Board of Trustee Directors of Spinnaker Health Research Foundation makes the final decision on the award grants in its absolute discretion.

All investigators must sign the application; electronic signatures are accepted.

## Key Dates

Date	Activity
31 May	EOI Open
28 June	EOI Close (COB)
9 August	Shortlisted applicants invited to submit full application
6 September	Full applications close
18 October	Successful applicants notified
22 November	Successful applicants recognised at Annual Awards Ceremony
January 2023	First funding instalment arranged subject to fulfilment of required Ethics and Governance applications
28 Feb 2023	Ethics application must be lodged (latest)
30 June 2023	Last possible date for confirmation of Ethics and Governance approval

## Reporting & Approvals

- Applicants do not need to have Human Ethics, Animal Ethics, Biosafety Committee or Governance approvals for their project before lodging an EOI or full application. However, approvals will need to be in place before any funds will be released and will need to meet the specified dates in grant milestones. Please consider these dates before submitting and ensure your project requirements and investigators will be in a position to meet them.
- Successful applicants will need to lodge their Ethics applications by **Last Day Feb 2023** latest to remain eligible for funding.
- Successful applicants will need to complete their Governance Approval by **30 June 2023** for the project to be awarded the allocated funds.
- Investigators are expected to present the results of their research at a Spinnaker Health Research Foundation event for donors and supporters if invited.
- Funding is contingent on receipt of a satisfactory progress report at the midpoint of the project as determined by the project timeline and final distribution of funds will be subject to final report and budget acquittal. (unless formal amendment to this milestone is agreed as per the application)
- Investigators must acknowledge the Spinnaker Health Research Foundation in all presentations and publications of their research, including news and media articles about the research or further award of project funding.
- The final lay and scientific reports and financial acquittals are to be submitted to the Foundation at the conclusion of the project period. The lay report, with photographs or videos where available, may be used by Spinnaker for its fundraising and communication

purposes. Details are to be mutually agreed between the Foundation and the grant recipient.

### **Appeals & Extensions**

- Requests for extensions must be submitted prior to the specified milestone dates or the grant will be suspended, subject to appeal. This includes lodgement of approvals, submission of milestone reports, budget acquittal and the raising of scheduled invoices.
- All requests for extension are subject to completion of the corresponding form available on request from the Foundation and submitted by the Chief Investigator or the delegated authority for the grant.
- Extensions are granted by the Spinnaker Chief Executive Officer (CEO) and subject to advice from the Chair of the Scientific Advisory Committee (SAC) where deemed necessary by the CEO.
- Appeals are to be submitted in writing within 2 weeks of notification of a suspended grant and will be considered by the Spinnaker CEO and Chair SAC. The CEO and Chair of the SAC may also choose to refer any extensions or appeals to the Trustee Directors of the Foundation in circumstances when an appeal has been received following significant breaches of the grant agreement or where a project is significantly delayed.
- All appeal and extension outcomes are considered final.

### **Contact details**

Applications must be submitted by **email** by the due date to

[claire.dobbs-evans@health.wa.gov.au](mailto:claire.dobbs-evans@health.wa.gov.au)

Direct enquiries to Claire Dobbs-Evans, Business Support Officer on 6152 6278 or

[claire.dobbs-evans@health.wa.gov.au](mailto:claire.dobbs-evans@health.wa.gov.au)

### **Postal address**

Spinnaker Health Research Foundation  
PO Box 480  
Fremantle WA 6959

### **Office Locations**

Fiona Stanley Hospital (Tuesday to Thursday)  
Outpatients Clinic, Room ID: BGL1157

Fremantle Hospital (Monday and Friday)  
Alma Street, Room 27B, G Block

**APPLICATION - THE JANINE CHALWELL GIFT**

**Please only submit this part of the application and not the terms and conditions or front cover above by close of business on Sunday 28 June**

**Late applications will not be accepted**

*Prior to completing this EOI please refer to the grant conditions provided with this document.*

**1 Chief Investigator:**

Are you applying as a new early career researcher?  Yes  No

Please justify your eligibility as an Early Career Researcher (as defined by the grant conditions)

<b>Applying for:</b>	<input type="checkbox"/> <b>The Janine Chalwell Gift 2023</b>
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<b>Project Title Lay Version</b>	
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<b>Project Title Scientific Version</b>	
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**Chief Investigator**

Title	First name	Surname
<b>University/Centre/ Institution/Hospital</b>	<b>% at each for dual or multi appointments</b>	
<b>Email:</b>	<b>Phone:</b>	

**Co-Investigators**

CI#	Full Name (Title Given Name Surname)	University/Centre/Institution/Hospital
2		
3		
4		
5		

Site/s where research will be conducted	%

**Research Summary / abstract** include background, aims/hypothesis, and methodological approach

(Up to 200 words) (**Scientific merit, innovation and impact**)



**Value and significance to clinical application / translation into practice (no more than 100 words)**

**Significance and relevance of research to SMHS (no more than 100 words)**

**The majority of the research will be conducted at a campus of SMHS or affiliated entity in south metropolitan Perth**

Yes     No

**The team membership represents employees of SMHS**

Yes     No

**Consumer and community involvement (no more than 100 words)**

**Budget including other sourced funding** (all amounts should be GST exclusive)

Item and brief description	\$	\$ Amount sought from Spinnaker	\$ already secured	From (details of funding partner)

**Total funds requested from Spinnaker Health:**

\$

**Timeframe:**

**Publication intentions:**

**Translation intentions:**

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**Chief Investigator:**

<b>Signature:</b>	<b>Date:</b>
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**Thank you for your expression of interest.**

Please email your completed EOI by close of business on **28 June 2022** to [claire.dobbs-evans@health.wa.gov.au](mailto:claire.dobbs-evans@health.wa.gov.au) **Please only submit this part of the application and not the terms and conditions or front cover above.**

Please note: If you have a current project, or have had previous funding from Spinnaker Health Research Foundation and have not yet submitted a final report and budget acquittal for a project that is concluded, you will not be eligible for future funding.

For enquiries please contact Claire Dobbs-Evans on 6152 6278 or email to [claire.dobbs-evans@health.wa.gov.au](mailto:claire.dobbs-evans@health.wa.gov.au)

*By lodging your application form you consent to have your details added to the Spinnaker database; and to receive future updates about research opportunities and general information from the Foundation. To unsubscribe from any or all future communications please email [claire.dobbs-evans@health.wa.gov.au](mailto:claire.dobbs-evans@health.wa.gov.au)*