



The University of New South Wales Health Data Linkage Project Applications

Information for Applicants

Copies required: Provide one electronic document which includes the application form and all attachments. Send to m.faedo@unsw.edu.au

Introduction

The University of New South Wales aims to support, on a competitive basis, high quality health data linkage projects conducted through the Centre for Health Record Linkage (CHeReL) with a high likelihood of contributing to research outputs at UNSW and ultimately the promotion, protection and maintenance of the health of the public.

Funding

The CHeReL, hosted by the Cancer Institute NSW, is a collaborative venture funded by eight member organisations (ACT Health, the NSW Clinical Excellence Commission, the Cancer Institute NSW, NSW Department of Health, the Sax Institute, the Universities Newcastle, NSW and Sydney).

In 2007 the University's annual CHeReL membership was met by equal contributions from the School of Public Health and Community Medicine and central revenue.

As a member organisation, UNSW receives back a proportion of its membership fee in 'free services'.

The policy for allocating the free services to UNSW researchers currently mimics the existing University of Sydney model. The approach will, however, be reviewed after the end of the first year of funding rounds.

Professor Terry Campbell has convened the UNSW Health Data Linkage (HDL) Committee in May 2008 with representation including the UNSW CHeReL Management representative and others from the Faculties of Medicine, Arts and Science and affiliated research Centres & Institutes. Professor Denis Wakefield now Chairs the Committee.

Investigators seeking access to the UNSW free services will be expected to fund the remaining cost of the services they require using research funds from other sources.

Overlap with External Funding:

HDL free services will not be allocated for research purposes that have already been funded by another grant body or funding by another member organization via a similar scheme. Any such grants must be declared at the time of application for free services. However, if researchers have applied for competitive funding and they are not supported at 100% of the budget the committee will consider part-funding the short-fall.

Concurrent Submissions

The UNSW Health Data Linkage Committee will not consider applications under consideration for CHeReL Linkage Credits with another member organisation. For example, researchers applying to the Clinical Excellence Commission may not apply to the UNSW Health Data Linkage Committee for the same project concurrently.

Eligibility Criteria

The first listed Chief Investigator must be an employee of the UNSW or one of its affiliated teaching hospitals or research institutes, or a postgraduate student enrolled at the UNSW.

The UNSW Health Data Linkage Committee reserves the right to make final decisions on applicant eligibility.

Selection Criteria and Process

Principles

- Scientific quality will be the main determinant of allocation. We have established an independent scientific review panel to assess the scientific quality of the applications.
- Allocation decisions will be free from personal conflicts of interest.
- Investigators seeking access to the UNSW free services will be expected to fund the remaining cost of the services they require.
- Enrolled research students will have some preference in access to the free services.
- Some priority will be given to multi-disciplinary or cross-Faculty proposals.
- Free services will, as far as possible, be fully used in the year in which they accrue but not so as to support research on low scientific quality.

Prerequisites

- Researchers will be required to submit proof of ethics approval from the NSW Health and Cancer Institute NSW Population & Health Services Research Ethics Committee on application for CHeReL services.
- Researchers will be required to submit a quotation obtained from CHeReL on application for CHeReL services. A CHeReL quotation needs at least 2 weeks lead time to prepare; please take this into consideration when planning your application.

Process and co-contributions

- Submissions will be made to the panel in a standard format (see attached). They will be called for and reviewed three times a year. Forward commitments may be made of up to a third of the following year's allocation.
- There will be an upper limit of \$17,500 on the amount of free services awarded to any single proposal.
- Researchers can pay in full for further services, obtained directly from CHeReL, if their application is not successful.

- There is a standard schedule outlining the maximum free services component available for a particular project. The maximum free services component is based on the overall cost of the project as advised by CHeReL in a written quotation. CHeReL will be advised of the outcomes of each round of UNSW applications and researchers will be invoiced by CHeReL for the remainder of their project costs (over and above the free services component).
- Due to the limited capacity of the total funding available, the free services are primarily in place to support pilot projects for larger funding applications, add-on projects to existing funded grants, and small-scale projects.

Schedule of maximum free services according to the CHeReL quotation

CHeReL quotation	Maximum free services component
< \$3,000	100%
\$3,001 to \$10,000	\$3,000 + 75% of balance
\$10,001 to \$20,000	\$7,250 + 50% of balance
\$20,001 to \$40,000	\$12,250 + 25% of balance
> \$40,000	\$17,500

Applications will be assessed for priority for funding according to three broad criteria:

- The scientific merit of the proposed project or concept;
- Whether the investigators have the skills and experience needed to do what they have proposed; and
- The feasibility of the proposed project or concept.

Independent experts will assess the grant applications. They will use their own expertise to evaluate the research project. In determining the level of support for a project, the committee will take into account any external funding received by the applicant for this project. The committee reserves the right not to allocate all the CHeReL funds available if there are insufficient fundable applications, as judged by the independent experts.

A Chief Investigator may be named on more than one application in an application round but will be eligible only for one award unless there are insufficient fundable grants for allocation of all available funds and the additional applications from the Chief Investigator are of considerable merit.

Applications, reporting and accountability requirements

Applications must be made using the correct form and following all instructions in the form and in these guidelines. Late application will not be accepted.

The first Chief Investigator will be held fully responsible for the design, conduct and completion of the project and the communication of the results and outcomes. He or she will be the contact person for all administrative matters.

Research outcomes

A description of outcomes and a list of publications should be forwarded to the Health Data Linkage Committee within a year of completing the project.