

Faculty Trust Fellowships



Application Guidelines for 2024 funding

Background

As a result of generous donations and bequests to the University of Melbourne, the Faculty of Medicine, Dentistry and Health Sciences is able to offer a limited number of fellowships to talented researchers.

Faculty Trust Fellowships are highly prestigious awards. They have fostered the careers of many successful researchers and are a critical mechanism to enable the Faculty to provide transitional support for emerging independent researchers.

The fellowships are offered annually, however what is offered varies each year depending upon the relevant trusts' available funds. The fellowship is provided as a Fellowship Support Package (FSP) including Grant in Aid and if relevant clinical loading.

Aims & Eligibility

Fellowships are awarded primarily on the basis of merit but, all else being equal, they provide an opportunity for the Faculty to promote strategic areas of research.

Ideally, successful candidates will have up to 10 years of relevant postdoctoral experience and will be seeking to establish a long-term career at the University of Melbourne. Allowance will be made for clinical researchers where specialist training has delayed or coincided with the postdoctoral training period.

Faculty Trust Fellowships are expected to predict success in obtaining a nationally competitive fellowship, or an academic appointment at the University of Melbourne and the format of the application form has been based on this.

Faculty Trust Fellowships are not intended to be initial research appointments. Only in exceptional circumstances will applicants have less than three years' experience since the award of their PhD.

Prior overseas postdoctoral experience will generally be an advantage but is not mandatory.

Successful applications will contain clear evidence of internationally competitive research excellence with strong potential to develop as a self-directed health and medical researcher, either independently or as a member of a research team. In the latter case, the research must be clearly identifiable with the Fellow. The candidate's record will be judged relative to opportunity, taking into account career interruptions for family commitments or other reasons.

Although not mandatory, it is expected that candidates for Faculty Trust Fellowships will submit an application for a NHMRC Investigator Grant or equivalent scheme in future rounds.

Faculty Trust Fellows who are subsequently awarded a nationally competitive fellowship (such as an ARC Future Fellowship or NHMRC Investigator Grant) during the duration of their appointment must relinquish the Faculty Trust Fellowship.

As the fellowships are the result of philanthropic funding bequeathed to the Faculty, the Fellow cannot be employed in a Medical Research Institute based Department. Fellows may undertake some of their work in an MRI with the approval of the relevant Head of Department.

Fellowship support package (FSP)

Funding will be provided to the Fellow's Department as a total salary package (Fellowship Support Package) which includes the Fellow's salary and additional on-costs incurred by the appointment. This is similar to the NHMRC Personnel Support Package (PSP) except based on current UoM salaries. The appointment level will be a function of the Trust conditions and/or the academic level of the Fellow. FSPs include grant-in-aid (GIA) to support the Fellow's research program and where relevant, clinical loading (refer to Salaries, Loading and Benefits Policy MPF1170).

GIA provides \$10,000 per year (pro rata) to support legitimate research expenses including consumables, travel and publication costs, removal expenses to take up the Fellowship, attendance at conferences and research expenses.

Note, requests to carry forward unspent GIA must be received by mdhs-grants@unimelb.edu.au by the end of September each year.

Visas and Relocation Expenses

It is the responsibility of Fellows to apply for and satisfy the requirements for the issue of an appropriate entry visa to Australia, and to maintain their eligibility throughout the Faculty Trust Fellowship period. The offer of a Fellowship does not guarantee that a visa will be granted and any offer of funding or employment is conditional upon the Fellow gaining an appropriate visa. Any costs associated with obtaining the visa and any relocation expenses are the responsibility of the Fellow, in consultation with their Host Department. Fellows will be able to access HR support for guidance through the visa processes.

Assessment and Addressing Selection Criteria

In assessing the applications for the position, the committee will require evidence from the Head of Department & Head of School of their acceptance of the project and support for the applicant, which is captured in the certification section of the application form.

The scoring of applications follows the principles used in the assessment of National Health and Medical Research Council (NHMRC) Investigator Grants and ARC DECRA Grants, whilst also taking into consideration the specific trust requirements.

Below is a summary of how the scoring will be based. There are two sections to the proposal:

1. Knowledge Gain (represents 30% of overall score)

A) Grant Proposal

B) References

2. Track Record (represents 70% of overall score)

A) Publications

- *Five best from past 10 years*

B) Research Impact

- There are four impact types - knowledge impact; health impact; economic impact; social impact
- *Reach and significance of the research impact*
- *Research program's contribution to the research impact*
- *Applicant's contribution to the research program*

C) Leadership

- *Research Mentoring*
- *Research Policy and Professional Leadership*
- *Institutional Leadership*
- *Research Programs and Team Leadership*

Notification

Applications are assessed by a scoring committee and ranked according to merit.

The Faculty Trust Fellowships will be awarded to the top ranked applicant(s). Where an applicant is the top ranked for more than one Fellowship, the applicant will be asked to select their preferred award, with the other award being offered to the next highest ranked applicant.

The committee reserves the right not to offer fellowships in a given year.

How to Submit

Applications must complete the Faculty Trust Fellowship application form and address the assessment criteria. Refer also to the relevant Position Description and Frequently Asked Questions documents.

For the application to be submitted correctly:

- Be complete – incomplete applications will be deemed ineligible
- use the templates provided
- be written in English
- minimum 12-point Times new Roman font, single spaced
- A4 size
- submitted as a single, whole application document in a Portable Document Format (PDF) file
- naming protocol: Surname_2024 Trust Fellowship Application.pdf

Applications that fail to comply with these requirements may be excluded from consideration.

Applications are to be submitted online using SmartyGrants online grants administration system. Follow the links from the [MDHS Faculty Trust Fellowship intranet page](#).

Documentation to be provided:

- Completed application form
- Certification by Head of Department &/or School
- CV
- Two (2) reference reports to be sent directly to mdhs-grants@unimelb.edu.au

Conditions of Award

For specific trust conditions, refer to Section 5 of the relevant Position Description.

Fellowships must normally be taken up within six (6) months of the offer.

During the term of appointment, the Fellow will normally be directly associated with a research group in a department or school. With the approval of the Head of Department, the Fellow may perform some of their research in an affiliated institute of the Faculty while having an appointment in a Faculty department or school.

As fellowships are the result of philanthropic funding bequeathed to the Faculty, the Fellow cannot be employed in a medical research institute-based department.

Acknowledgment of support

MDHS trust grants and fellowships are funded from funds established through the generosity of alumni, former staff and other benefactors as well as philanthropic foundations.

Recipients of MDHS trust grants and fellowships are required to acknowledge the support of the donor or trust on publications or written material which relate

to the funded research/project, provide reports so that donors may understand the use to which the funds are being put, and may be asked to attend thank you, award, prize-giving or other ceremonies to acknowledge the generous support that has made the research/project possible.

AFP

Each staff member participates in an annual faculty Academic Performance Framework. AFP supports staff to make valuable contributions, demonstrate high quality achievements and advance their career.

Annual Report

The first report must be submitted on the anniversary of their award, then annually thereafter. The report will be reviewed by the Faculty and other relevant parties. A report template is available, and it is the fellow's responsibility to ensure the timely submission of reports.

Consent

The Faculty Trust Fellowship internet page lists successful Faculty Trust Fellowship recipients with an area for a short bio &/or link to the recipients UoM Find an Expert page. If successful, your consent will be sought to also be listed.

Leave of absence

May be taken within the period of tenure of the award, but the period of absence will not be added to the duration of the award.

Research outputs

All research outputs arising as a result of the Fellowship must be attributed to the University, including all relevant publications, IP, etc.)

Closing Date for applications

11.59pm AEST, Friday 13 October 2023.