

Health Research South Clinical Academic Establishment Award

Guidelines

Introduction

As partners in Health Research South (HRS), the Dunedin School of Medicine (DSM) and Te Whatu Ora Southern, foster and support research activity in their shared research environment. Overheads from external research income into Te Whatu Ora Southern provide the HRS Board with funds to invest in initiatives to support research.

The Clinical Academic Establishment Award (Establishment Award) seeks to provide a package of research support and funding for clinical academics in their first years of their academic appointment. The aim is to attract and retain talented clinicians and support them to establish strong sustainable research careers in Otago and Southland.

Clinical research activity, particularly commercial clinical trials, within Te Whatu Ora Southern is usually led by individuals with joint appointments in the DSM. A strong workforce of skilled clinical researchers brings benefits to both the medical school and the health sector. The HRS Board acknowledges that early career clinical academics face the challenge of establishing their research programme while managing their teaching and clinical workloads.

The HRS Board is committed to building and supporting clinical research capacity in the shared research environment. Both partner organisations are committed to the principles of Te Tiriti o Waitangi, including tino rangatiratanga, partnership, equity, and promotion of Māori advancement. It is the Board's intention that these Awards help grow Māori health research capacity and assist all recipients on their journey towards becoming socially accountable, Te Tiriti responsive researchers producing research outcomes which will benefit the southern region and Aotearoa New Zealand.

The HRS Board will be guided by the objectives of Te Pae Tata, and the research priorities of Te Whatu Ora and Te Aka Whai Ora. HRS Board aims to grow local (Southern District) clinical academics across primary and secondary care, and enhance interdisciplinary research, including recognising the importance of the humanities to health.

The Award

The Establishment Award provides research support up to a maximum of \$60,000 for appropriate academic appointees who also work within the health sector.

Eligibility

This Award is open to employees of Te Whatu Ora Southern **OR** the Dunedin School of Medicine who:

- (a) Have recently taken up an eligible academic position (see notes 1-2), and
- (b) Are employed in a clinical role in the health sector (see note 3)

The appointee's Head of Department (HoD) should contact HRS to request an eligibility assessment before an application is developed.

The HRS Board supports equity and priority will be given to applications from Māori, Pasifika, and disabled researchers.

Purposes of the Award

The purpose is to support the on-going and future research objectives of the applicant. The Award structure is guided by our values of Manaakitanga and Whanaungatanga. HRS aims to support each recipient to thrive and provide an opportunity to strengthen or develop relationships within DSM and Te Whatu Ora, and with mana whenua and our wider community.

The award is made on approval of a personalised research plan developed to meet the specific needs of the researcher. It is expected that successful completion of the research plan will improve the recipient's ability to attract external research funding in Aotearoa New Zealand.

Applicants are encouraged to work with their Award Panel (explained below) and consult with other colleagues to develop a research plan.

Research Navigator and Award panel

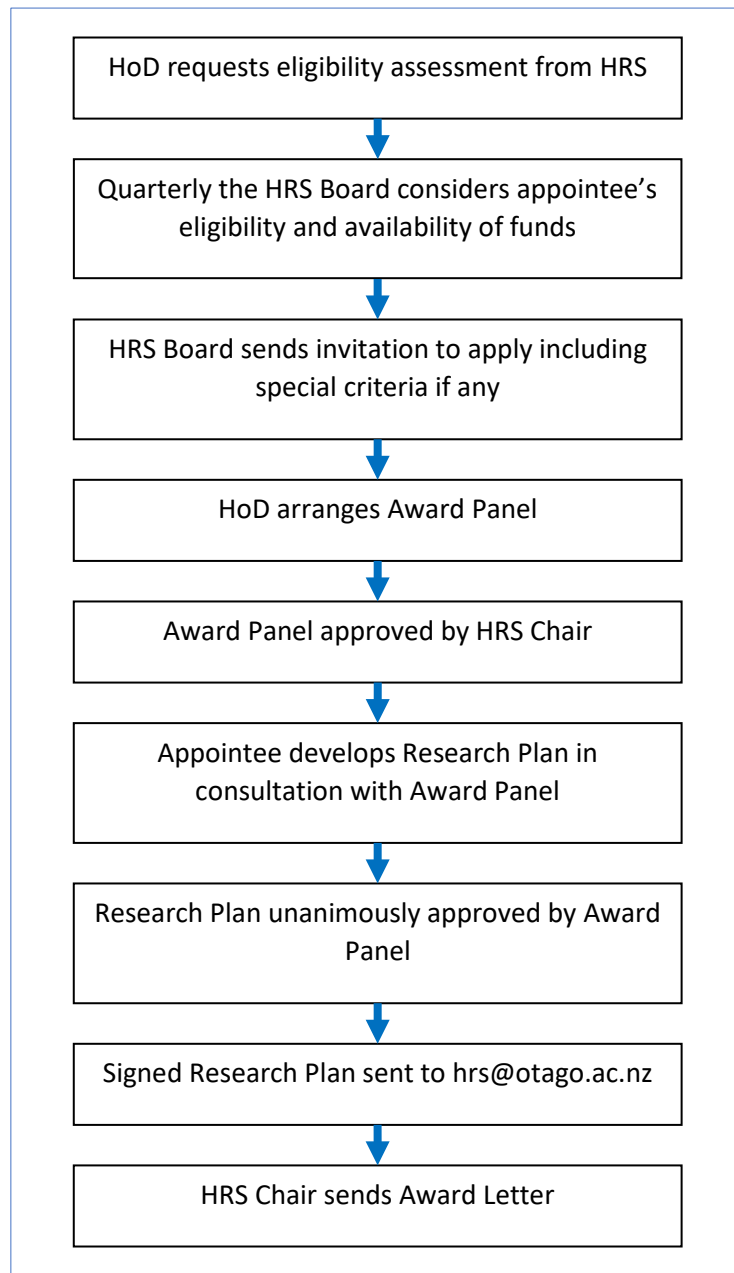
It is expected the applicant will have a "mentor" or "research navigator" to provide support and guidance for their research journey. The purpose of the mentor/navigator is to provide advice on administrative and/or research aspects of the proposal and, if required, guidance in relationship building. The applicant's HoD, or HRS, may be able to assist in finding a suitable person. The HRS Chair must approve the nominated Research Navigator.

Each applicant shall have an Award Panel usually consisting of four members. The applicant's:

- (a) Research Navigator
- (b) Head of Department (or delegate)
- (c) Research & Enterprise Research Adviser
and
- (d) One HRS Board member (as an independent assessor). Their role is to represent the interest of Te Whatu Ora Southern and the DSM with regard to the ongoing investment.

The appointee will develop their plan in consultation with the Award Panel. For University of Otago applicants, this process should include a meeting with the department's lead administrator.

Application and Award process overview



The Research Plan

The research plan should describe how this award will contribute to the recipient's research career development and will help launch a programme of on-going and sustainable research directed by the recipient. The research plan should set objectives and describe how the available funding could be used to meet these objectives.

The plan should address how the award (or future work enabled by this plan) will contribute to Māori health advancement and key health priorities in order to help the recipient in their journey to being a Te Tiriti responsive researcher.

Examples of activities this award could support:

- Funding a pilot/feasibility research study which will strengthen applications for external funding;
- Advancing the applicant's research career path through a career development programme of formal and informal training opportunities (e.g. biostatistics or qualitative research methods);
- Adapting an applicant's research programme to the Aotearoa NZ-context through developing relationships with other researchers, tangata whenua, patient advocacy groups, or government stakeholders;
- Employing a research assistant or research nurse to provide start-up and administrative support for one major or several smaller research projects.
- Other

Award benefits

The initial grant is for a maximum of \$40,000 which will be made available upon receipt of a Research Plan approved by the recipient's Award Panel.

If progress is satisfactory, an additional \$20,000 will be released to the work. (see Reporting section).

Availability

The award of this grant is subject to availability of funds and is not an automatic entitlement as part of an appointment as a new clinical academic.

The HRS Board will determine the total pool of funding available in each calendar year. The HRS Board will consider eligibility requests from HoDs four times per year. Deadlines will be advertised on the HRS website. The HRS Board will issue an invitation to apply after these meetings.

After recommendation from the Award Panel, approval will be granted by the HRS Board Chair.

To Apply:

A template will be provided to assist in the presentation of an appropriate Research Plan. When a satisfactory Research Plan has been agreed by all members of the panel it should be signed by the HRS Board member on the Panel and forwarded to hrs@otago.ac.nz.

Reporting

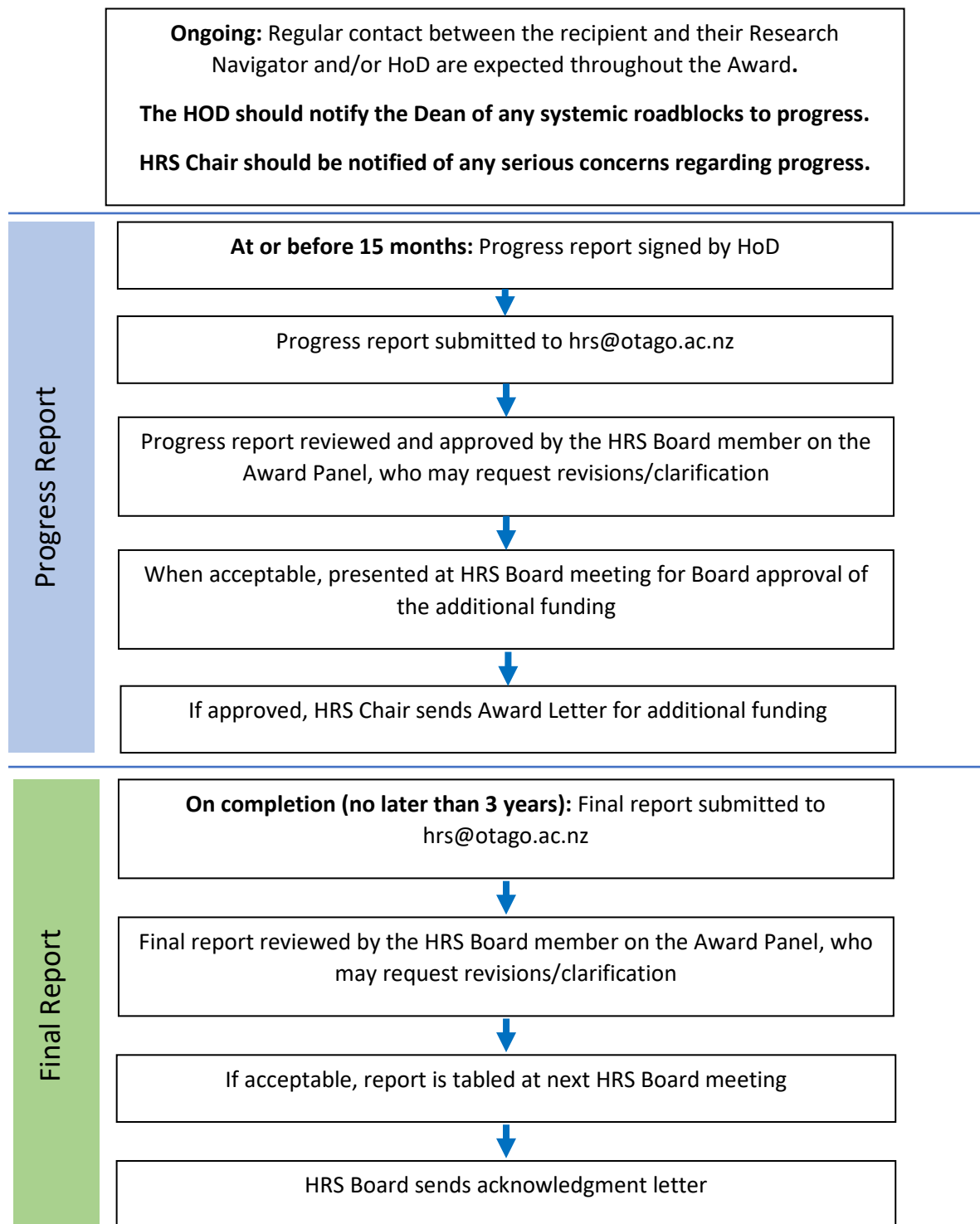
To receive the second portion of funds, a brief progress report and budget for the second portion of the Award should be submitted to hrs@otago.ac.nz no later than 15-months after uptake of the Award. The progress report must be signed by the HoD prior to submission to HRS. It will be reviewed by the HRS Board member on the Award Panel, who will present it to the HRS Board at their next meeting for approval to award the second portion of funds.

Assessment of satisfactory progress is based on a report made by the applicant outlining:

- What progress is being made in achieving the applicant's stated objectives;
- How the grant money has been spent to date; and
- How any issues that have arisen have been, or are being, dealt with.

A final report should be submitted to the HRS Board (hrs@otago.ac.nz) within 3 months of the completion date set in the Award letter and no later than 3 years after uptake of the award.

Monitoring & Reporting Process



Variations

Changes to the budget, objectives or requests for access to awarded funds beyond 3 years must be made on an HRS Request for Variation Form submitted to hrs@otago.ac.nz for approval by the HRS Chair (or delegate). The Variation Form should be endorsed by a member of the Award Panel. The HRS Request for Variation Form can be obtained from hrs@otago.ac.nz

A financial summary including explanations of variance from the approved budget should be reported to HRS with progress and final reports.

Notes

1. An award-holder must be employed on confirmation path, or in a tenured position (min. 0.4FTE) at
2. (a) the University of Otago, or
3. (b) an equivalent academic position with a research component at Te Pūkenga Otago Polytechnic
4. The award must be applied for within 3 years of starting employment in the applicant's first eligible academic position.
5. An award holder must have a clinical staff appointment in an active role in the health sector.
 - a. Priority is given to those practicing in the Southern district. This includes clinical appointments within Te Whatu Ora – Southern hospitals, WellSouth, or Public Health South,
 - b. Employment with other publicly funded health sector organisations can be considered by the HRS Board.
 - c. Clinical appointments include medical, nursing, allied health, midwifery, and public health professionals.
 - d. Minimum 0.4 FTE; ongoing casual or locum appointments will be considered by the HRS Board with a letter of support from the health organisation.
 - e. Other appointments at organisations delivering clinical services in the Te Whatu Ora - Southern region will be considered by the HRS Board.
 - f. Dunedin School of Medicine academics with clinical appointments at Te Whatu Ora outside Southern district can be considered by the HRS Board.
 - g. Other Clinical appointments outside the Southern/Otago region will not be considered.
6. An award holder must be employed by Te Whatu Ora Southern and/or the Dunedin School of Medicine.
7. Applicants who have previously received an HRS Joint Clinical Start Up Award or DSM New Researcher Start Up Award shall be eligible to receive no more than \$60,000 in total from these three awards.
8. Award holders with overdue annual reports for this award will not be eligible for other DSM-administered funding opportunities until satisfactory reports are submitted.

Review of these Guidelines

As this is a new award, these guidelines (including eligibility criteria) will be subject to a review after six months.