



# Collaboration and Exchange Award

## Eligibility and Award Stipulations

Please read this document in conjunction with the How to Apply document carefully before completing an application form.

### The Heart Foundation: supporting life-saving research

The Heart Foundation is an independent, Australia-wide, not-for-profit health organisation, funded almost entirely by donations from the Australian public.

Our purpose is to reduce premature death and suffering from heart, stroke and blood vessel disease in Australia.

The Heart Foundation offers awards to fund research which is conducted primarily in Australia and is engaged in research related to cardiovascular health.

### Research Program Contact

Email: [research@heartfoundation.org.au](mailto:research@heartfoundation.org.au)

Phone: (03) 9321 1581

### How to apply

All applications must be submitted through the Heart Foundation's Researcher Portal. This link will be accessible through the Heart Foundation website, along with further award details

<https://portal.heartfoundation.org.au/>

Please note, you should direct all eligibility and application content enquiries to the research office of your institution.

### General information

The Heart Foundation may vary the conditions under which the award is made by granting prospective or retrospective awards.

### Administering Institution

The research supported by the Heart Foundation award must be administered by an [NHMRC Administering Institution](#).

The Administering Institution (or its affiliate) shall provide the facilities and services necessary for the efficient conduct of research during the term of the award.

The Heart Foundation requires that all Administering Institutions will have appropriate policies and procedures in place to deal with any allegations of research misconduct that may arise.

An application must be endorsed by the Administering Institution's Research Office, before it is regarded by the Heart Foundation as submitted. The Heart Foundation funding process only recognises NHMRC Administering Institutions.

It is the responsibility of the applicant and the Research Administration Officer (RAO) to ensure that the application is complete and accurate.

Applications must be endorsed by the Research Office of the Administering Institution and submitted online by 5.00pm (AEST) on the due date. Applications that are late, or do not adhere to the instructions will not be considered further.

### Funding from the tobacco industry

The individuals, research groups or research institutions associated with a Heart Foundation grant or award shall not accept any money by way of research grants, consultancies or sponsorships from the tobacco industry or persons connected with the tobacco industry. This includes direct funding, as well as advertising, sponsorship, gifts or loan of goods or services, or funding by any other means.

## Eligibility Criteria and Conditions

The Heart Foundation offers Collaboration and Exchange Awards to Heart Foundation Scholars and Fellows to facilitate collaboration and exchange activities.

The purpose of this award is to encourage Heart Foundation Scholars and Fellows to visit research facilities (overseas or in Australia) to form collaborations, exchange knowledge, develop skills and encourage innovation.

- applicants must hold or have held a funded Heart Foundation Scholarship or Fellowship.
- it is encouraged that research facility visits are combined with conference attendance in order to maximise the value from the award.
- visits to facilities in Australia are within the scope of this award, however, the facilities should be remote from the location of the applicant, and this will be assessed on a case-by-case basis by the assessors.
- co-funded awardees are eligible to receive a collaboration and exchange award.

### Length of award

The award will support collaborations and exchange activities for periods of up to six months, although the length of the activity may be considerably shorter.

### Award Value

The Collaboration and Exchange award will provide up to \$5,000.

Funds will be distributed as a one-off payment at the commencement of the award but must be acquitted against expenditure (and receipts provided). Funds may be used for any legitimate travel related expenses (e.g. airfares to and from destination, accommodation at destination, food at destination and conference registrations). Any funds for which legitimate receipts cannot be provided must be returned to the Heart Foundation.

The funds may not be used to offset salary, stipend or leave entitlements, or to cover overheads. Funds may not be used to support project costs.

### Timing

For travel commencing 1 January to 31 December.

### Alterations to collaboration and exchange activities

Awardees shall adhere to the program of activities outlined in their applications. Any proposed alteration to a program shall be submitted in writing and in advance for approval by the Research Program.

The Heart Foundation reserves the right to require the return of funds spent on activities not outlined in the funding application and not approved in advance by the Research Program.

## Application assessment

Applications will be assessed by a Collaboration and Exchange Award Committee.

The committee will be made up of between five and ten cardiovascular researchers with broad research experience in areas including biomedical, clinical, public health and health services research.

When scoring applications, assessors will be asked to rank applications, based on the following criteria:

- relevance of the proposed activity to the applicant's current Heart Foundation scholarship/fellowship
- potential to have a significant impact on the applicant's work
- quality of the interactions described (e.g. quality of the collaborator, conference)
- likelihood that the award funding will significantly contribute to making the collaboration and exchange activity happen.

The Heart Foundation Research Program will review applications for completeness and adherence to funding rules. Applications that are incomplete or do not conform to the funding rules will not be considered further.

## Awardee Obligations

All awardees will be required to provide the following:

- A final report at the completion of the award
- A financial acquittal at the completion of the project, including copies of invoices.

The final report and acquittal are combined into a single document and completed using the pro-forma available from the Heart Foundation portal:

<https://portal.heartfoundation.org.au/>

In addition, awardees will be required to comment on the impact of the Collaboration and Exchange Award on their work in their final Scholarship/Fellowship progress report.

## Conduct of research and clearance requirements

Safeguarding the rights and welfare of human subjects involved in research and maintaining high standards for the humane treatment and welfare of animals used during the tenure of a Heart Foundation award is the responsibility of the awardee and of the institution in which the award is tenable.

Research funded by the Heart Foundation shall be conducted in accordance with the *Australian Code for the Responsible Conduct of Research (2007)*.

Ethics clearances required for the award, as outlined in the funding application, must be obtained and maintained for the duration of the Project and copies of these clearances shall be provided to the Heart Foundation within 30 days of approval, or as requested.

Individuals, investigators or research institutions associated with Heart Foundation awards shall abide by the current NHMRC Guidelines issued pursuant to Section 95 of the Privacy Act 1988.

## Confidentiality and Commercial-in-Confidence

All applications will be treated confidentially and will only be viewed by assessors, the review committees, and Heart Foundation Research Program staff.

The Heart Foundation acknowledges that some applications may have commercial outcomes and that in some instances commercially sensitive information may not be included in a funding application to protect the Intellectual Property (IP) of the project. However, applications must include sufficient information pertaining to the scientific rationale and principles underpinning the research for it to be vigorously peer-reviewed and assessed. As all applications are kept Commercial-In-Confidence, and the Heart Foundation adheres to the Australian Code for the Responsible Conduct of Research, which protects any IP in the application, the provision of sufficient detail for peer review will not jeopardise their commercialisation potential.