Future Leader Fellowships

How to Apply

The purpose of this document is to guide applicants through the portal application process for a Future Leader Fellowship.

Application Requirements

Applications will only be accepted for eligibility review once the Research Office of an NHMRC Administering Institution has endorsed the application.

Applicants must adhere to character limits where it is specified in the application (This is an eligibility criterion).

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 5pm (AEST) on the due date. Applications that are late, or do not adhere to the instructions/eligibility requirements will not be considered further.

Submitting an Application

On the awards opening date, you will find a link to the Researcher portal on https://researchportal.heartfoundation.org.au/ for award.

On the Researcher Portal you will be able to login or register an account:

- If you have previously logged in, proceed as normal.
- If you are a first-time user, click on register.
- If you have previously applied for HF funding, please try and use the email address you have use previously.
- If you are not in our system, you will be able to select a password and create an account.
- If you are in our system, it will recognise your email address and ask you to reset your password

Once logged on to the Researcher Portal click on Research>Current Programs, this will take you to a list of current programs. Select the program you are applying to and you will be able to commence your application.

Tips

- On each page, remember to click save & next as just navigating to a new page may mean you lose data.
- Once you submit, your RAO will be able to review and make comment on your application. You are able to resubmit for review multiple times once the RAO has reviewed the application.

Answering Specific Questions

Applicant Information

- Title, Name, Email, Phone Number, Resident Status, Gender, Aboriginal or Torres Strait Islander Descent, Citizenship or Residency, Position, Employer, Position Start Date, Employment FTE

Simplified Project Title

- A simplified title is required for promotion of your research. Your simplified title should be suitable for release to media and general publications. It will also be used as an easy way to identify the area in which you are researching. Please avoid the use of technical terms and abbreviations do not use acronyms.
- 100 character maximum
Scientific Project Title

- Should accurately describe the nature of the project being undertaken.
- 300 character maximum

Research Category

- You will need to select the one area of research which is applicable to your research:
  - Biomedical,
  - Clinical,
  - Health Services, or
  - Public Health

Project Start Date

- All funding must commence on the 1st day of one of the first 3 quarters of a year, you may choose from:
  - Q1 - 1 January
  - Q2 - 1 April
  - Q3 - 1 July

Nominated FTE Rating

- This is the Full Time Equivalent (FTE) you will spend on your award.
  - This rating is used as a base for stipend payments

Project Synopsis

- You project synopsis will be used internally to promote your research, as well as for use in media releases. As these audiences may not have technical backgrounds, we urge you to use lay terms when describing the overall aims of the research and expected cardiovascular health outcomes.
- Try to avoid technical terms and acronyms.
- This project brief will be used on the Heart Foundation website if you are successful.
- 300 word maximum

Research Categories

- These categories are used by Heart Foundation staff to search for specific research – not included in review process. Therefore, it should reflect the specifics of your research as opposed to areas that you hope your research may reach.
- You will be able to choose 8 from a variety of categories.

Administering Institution Details

- Administering Institution and Administering Institution Contact Person
  - This contact person will undertake a final review of your application prior to submission to the Heart Foundation. Please ensure the privacy statement on the Heart Foundation website is acknowledged by the contact person.

Executive Summary

In stage 1 of peer review, our committee only assess and have access to the Executive Summary, Career Disruption and Relative to Opportunity of your application.

Leadership Summary

- Summarise your performance and leadership qualities in reference to the 'indicative criteria' for this award (at the selected level).
Relevance to Cardiovascular Health

You will need to enter the relevance and impact of your project in relation to cardiovascular health.

Research Plan and Figures (Abridged version for stage 1)

It is suggested you complete you full research plan and figures first and then summaries them in this portion

References are not required

700 word maximum

Research Environment

Briefly summarise the research environment including quality/experience of supervision, international standing of lab, facilities, infrastructure and funding that is available to support your proposed research.

150 word maximum

PhD Details

PhD Title, Degree Institution, Research Category, Degree Start Date, PhD Thesis Passed Date, PhD Supervisor details

PhD Thesis Passed Date: Applicants will need to enter the date of the letter advising when their PhD thesis was passed (this is not the date of a conferral ceremony).

PhD Supervisor Details

Supervisor Title, Supervisor First Name, Supervisor Last Name

Future Leader Level

Future Leader Fellowship Level you are applying for (Level one or Level two).

If you have selected a level higher than that for which you are eligible based on the number of years since the date your thesis was passed, an explanation and justification of your choice is required.

Other Funding

Funding Body – You can indicate here if you are planning on applying or already have applied for funding from other bodies.

Funding details – Include: Award type, Name, Category and reference/application number if known)

Ethics Approvals

If indicating that ethics are required for your research, you will then be asked to identify the type required.

Please note that you will no longer need to provide the Heart Foundation with evidence; however, administering institutes must be able to present proof upon request from the Heart Foundation.

Career Disruptions

Type, Start Date, End Date, Full Time Equivalent of Disruption (Months) and Total Full Time Equivalent of Disruptions (Months)
Please note: applicants may apply in a category lower than that for which they are eligible, if they can demonstrate that their ‘effective’ number of years since the date that their PhD thesis was passed (this is not the date of a conferral ceremony) falls within the eligibility range once career disruption is taken into account.

Relative to Opportunity

- All applications will be considered relative to opportunity. Please provide brief details of other factors relevant to opportunity that you feel should be considered when reviewing your application not covered in the above “career disruptions”.
- 100 word maximum

Qualifications (Your three most recent qualification details)

- Qualifications Type, Qualifications Year, Qualifications Name, Educational Institution

Awards (Your top five awards and achievements)

- Description of Award/Achievement, Provider of Award/Achievement, Award/Achievement received

Track Record

- Discuss any training/supervising contribution (e.g. students supervised and teaching activities), you currently undertake or have undertaken previously.
  - A characteristic of ‘typical’ successful candidate would involve supervision or co-supervision of one to five PhD students. For FLF level 2 this would be mostly as a sole supervisor.
- Discuss the contribution you make/have made to the scientific community (e.g. engagement with Peer Review, Advisory committees and Scientific Societies).
  - A characteristic of ‘typical’ successful candidate would involve peer review participation for the NHMRC, Heart Foundation or similar. It would also be involvement with professional associations.

Applicant Work History (in order of most recent)

- Position, Employer, Position Start Date, Position End Date
- Previous Appointments (In order of most recent) - Position, Employer, Position Start Date, Position End Date

Grant Record

- Provide details of successful grants for which you are/were a named Investigator during the last five years (maximum 50 - Any grant additional to the initial 50 will not be considered).
- Each grant will need to be numbered and include Applicant’s role in Grant, - [Chief Investigator, Other Chief Investigator, Associate Investigator, Other (Please Specify)], Grant title, Grant Institution, Grant Start Year, Grant End Year, and Grant Amount ($)
- A characteristic of ‘typical’ successful candidate would be to have been CI on one to six grants, CIA on at least one of these (and up to five). For FLF level 2 the expectation would be to have been CI on three to eight grants.
- 2,000 word maximum

Publications

- Please list details of any publications that have been published, or accepted for publication, in refereed journals in the past five years (maximum 50 - Any publications additional to the initial 50 will not be considered).
- Do not include submitted publications that have yet to be accepted.
- Each publication will need to be numbered and include Applicants Author Status, Publication Title, Authors, Journal Title, Publication Year, Volume, and Page Number.
- Please add impact factors and citations for each publication as well as the relative ranking or importance of each journal within its field (if available).
- 2,000 words maximum

- You will also need to list your top five publications, from the above, and discuss its impact on cardiovascular research.
- A characteristic of ‘typical’ successful candidate would be to have been involved in peer review of journal articles. For an FLF level 2 this would include involvement with journal editorial boards.
Presentations

- Please list below details of any presentations at national and international conferences that were given in the past 5 years (maximum 50 - Any presentations additional to the initial 50 will not be considered).
- Each presentation you will need to be numbered and include Presentation type, Invited? (Yes/No), Title, Conference Name, Location and Date.
- A characteristic of ‘typical’ successful candidate would be to have approximately two to ten publications a year for the past five years. For FLF level 2 the expectation would be approximately five to ten publications a year over the past five years.
- 2,000 words maximum

Research Plan and Figures

- This is your complete and detailed Research Plan.
- The section is limited to 4,000 words including a maximum of 15 references. Please note that pictures/graphs that are inserted in your plan will add to your character count.
- Please see instructions in the portal for attaching graphics. Please note all image uploads must be clearly labelled when corresponding to references in the proposed plan, for example: ‘Reference 1_Biomarkers’.
- It is best practice to use the headings of Background, Methods and References, in your research plan. The background section should summarise previous work from the host department in this field and work by other investigators, which led to the proposed research. Also include a step-by-step research strategy and study design, with a clear description of the methods to be employed.
- Where the project involves an intervention, describe the rationale for the intervention and how it will be evaluated. Where applicable, include sample size and statistical power, sampling methods, main variables to be measured/examined, methods of data collection, analysis and evaluation. Please specify timelines and major time allocations.

Budget Information

- Briefly (in round dollars) outline how the project funding (per annum) provided by the Heart Foundation will be spent.
- Amounts should be broken down into Personnel, Equipment, Maintenance, and Other, for each of the 4 years
  - When no funding is required, please include a funding amount of "0"
- Briefly describe which aspects of the research plan will be funded using the project support funding provided by the Heart Foundation (Do not include FLF Stipend)
- 150 word maximum.

Health Equity

The Heart Foundation is committed to addressing health inequity and to focusing on people who are disproportionately affected by heart disease: people who are socioeconomically disadvantaged, residents of regional, rural and remote areas, Australians from culturally and linguistically diverse backgrounds, and Aboriginal and Torres Strait Islander peoples.

- Describe how and what degrees has, or will, your research consider these populations.
- 150 word maximum

Referees Endorsements

- Referee Details including Title, Name, Email, Phone Number, Position, Institution, and a description your relationship with this referee
- Applicants must arrange for only two referees to endorse their application and provide evidence to their Administering Institution research office. Referees who endorse an application are acknowledging the candidate has the potential to become a leader in cardiovascular health research and is capable of conducting the research outlined in the fellowship application. It is desirable that one of the referees be the applicant’s current or proposed supervisor. In providing the referees’ details within the online application form, the applicant is verifying that they have obtained the endorsement of the referees, permission to provide their details, and that all parties have acknowledged the privacy statement.

Endorsement of Application:

- Endorsement from the Research Administration Officer is required for the application to be accepted.