

Otago Medical School Foundations Trust Building Research Capacity at DSM 2025



Support for Research at Dunedin School of Medicine

Applications are invited for grants from the Otago Medical School Foundation Trust to support research projects in 2025.

All funds must be used by 31st December 2025.

Applications must be submitted electronically to hrrs@otago.ac.nz
by: **Monday, 13th January 2025 at 5pm.**

Eligibility: Applications are invited from all staff of the Dunedin School of Medicine

- who are PBRF eligible, and
- whose appointment at the Dunedin School of Medicine (previous and future) is at least two consecutive years, and
- who have confirmed salary for the duration of the project.

Applicants should note:

- A total of \$110,000 is available. Requests for funding in the range of \$10,000 - \$55,000 are expected. Requests for more funding must demonstrate exceptional strategic value.
- Applications will be reviewed by a panel chaired by the Associate Dean Research with membership approved by the Dean, DSM. The panel will recommend the award to the Dean DSM.
- Results of the funding will be notified by mid-February 2025.
- Applications from a team of investigators, rather than from a lead PI, will be considered.
- A Costing and Consents Worksheet (CCW) is required for all successful projects. While it is not required at the application stage, researchers should consider drafting one to ensure the budget is adequate.
- You are welcome to contact your Research Advisor prior to the submission date for advice or review.
- The reporting requirements will be set out in the award letters. A final report will be required within three months of the completion of the study.
- **Applications received from applicants who have not submitted satisfactory final reports for previous DSM-administered funding will not be considered.**
- The Application Form follows. Note the page limit for Section 2. **Late or non-compliant applications will be deemed ineligible.**
- The Otago Medical School Foundations Trust is not a source of salary for the Principal Investigator, overheads or funding to support stipends for summer research, Masters or PhD students. Requests which are primarily for a piece of equipment costing more than \$2,000 should be directed to the Dunedin School of Medicine Research Equipment Round

(advertised yearly). Requests for funding for conference related expenses including travel, accommodation and registration are also excluded.

- The Otago Medical School Foundations Trust Round is for direct costs of research only and does not include overheads or indirect salaries.

Assessment Criteria

Assessment of the Applicant:

1. The research potential of the applicant.
2. Applicants who have overdue final reports for previous Dunedin School of Medicine administered funding are ineligible for consideration.
3. While experienced researchers are encouraged to participate, special consideration will be given to applications led by well supported staff with limited research experience beginning their research career.

Assessment of the Study:

4. The feasibility and quality of the research idea and study design. **Timelines will be scrutinised as all funds must be used by 31st December 2025.**
5. The extent to which the application represents the development of a research theme, idea or hypothesis that has potential for growth.
6. The extent to which this project seeks to support or address Māori Health Advancement. This includes consideration of consultative and collaborative processes, in keeping with the needs of the particular study and *Te Tiriti o Waitangi*.
7. The potential for this project to lead to work that attracts future funding by external organisations. Specifically considering the priorities of external funders, including Impact, response to health inequity and Māori Health Advancement.

Assessment of the Wider Team:

8. The ability of the team to complete the research. This includes an evaluation of their track record, in particular how the team has utilised previous DSM-administered grants to develop their research programme or group.
9. The collaborative expertise (local, national, or international) that is brought in appropriately to strengthen the project.
10. The extent to which the wider team have demonstrated a culture of applying for external research funding.

Please note:

Applications for projects to support or to strengthen applications that were highly ranked but unsuccessful with the HRC, Marsden, or MBIE are encouraged.

Studies in the areas below are encouraged since some bequests specifically target these areas.

- Cancer Research

- Medical Research
- Endocrinology
- Psychiatric Illness
- Cardiac conditions

Application Form follows please delete the information above

Otago Medical School Foundations Trust

Application to Otago Medical School Foundations Trust Round 2025



Building Research Capacity at Dunedin School of Medicine

Applications must be submitted as PDFs to: hqs@otago.ac.nz

Any application that does not comply with the stated page limit and NZ RS&T CV template will be withdrawn from the funding round.

Closing date: 5pm Monday 13th January 2025

SECTION 1: Overview and Principal Investigator

Project title	
Applicant (Principal Investigator) details	[Title] [Name] [Current position and FTE employed for duration of project] [Department, Institution] [Email address] [Phone number]
Project Timeframe	[number of months] (from [start month] to [end month])
Total funds requested ex. GST	
Lay Summary of Research (150 words in language comprehensible to the non-specialist)	
[type here]	
Is this project related to any of these target areas for bequests? Select all that apply	
<input type="checkbox"/> Cancer Research	<input type="checkbox"/> Medical Research
<input type="checkbox"/> Endocrinology	<input type="checkbox"/> Psychiatric Illness
<input type="checkbox"/> Cardiac conditions	

SECTION 2: Description of project

Maximum 3 x A4 pages, including references

In this section you should consider the assessment criteria and address

- the gap in the evidence and why is it strategically important to address it (brief);
- the overall design of the study and methods to be used;
- facilities available and where the project is to take place;
- how the project will build to a more substantial research endeavour;
- how the project meets the priorities of external funders, including Impact & Māori Advancement.
- provide a detailed timeline that shows how the project can be successfully completed before 31 December 2025.

(Delete notes above)

1. Background & significance

[type here]

2. Methods, experimental design, facilities available

[type here]

3. Timelines (including start and end dates, key milestones, including - ethics and other regulatory requirements, HR processes)

[type here]

4. Strategic alignment

[type here]

5. References

[type here]

SECTION 3: Budget

Project Budget - Details of Financial Support Requested (ex. GST; delete *examples* provided; add or delete rows as needed)

Item Requested	Detailed Justification	Total Cost
Salaries (for support staff, including associated costs)		
Research Assistant	<i>RAN03 - 3 hrs p/w for 2 months, including ACC & superannuation</i>	\$6,200
Working Expenses		
Photocopying	<i>Info and Consent forms 100 participants</i>	\$200
Laboratory Consumables	<i>Reagents and test tubes based on past experience of similar projects</i>	\$2,000
Transcription	<i>20 Interview @ 1.5 hrs = 30hrs x \$40 p/hr</i>	\$1,200
Equipment (Minor equipment only)		
Dictaphone	<i>We will need to record interviews for transcription. (DS240 Digital Voice Recorder or similar)</i>	\$500
Total Requested (ex. GST)		\$

Details of other applications under consideration of funders led by any named investigator on this application. Describe any overlap. Include financial support from Departments

[type here]

SECTION 4: Investigator team and track record

1. Roles and time commitment for the project, and relevant experience, of PI, all AIs and other named or unnamed personnel (up to one half page)

[type here]

2. Previous grants. Please list all previous grants awarded to the PI over the last 3 years, and grants provided to any member of the team related to this research project (including from DSM or other local funders e.g. HCOCT, OMRF, UORG, Anderson Trust, Dean's Bequest, James Hume Bequest).

Please include project title, funding body, dates & \$ amount, and confirmation that the final report was / will be submitted to the funder. Briefly describe the relevant outputs for any projects (papers published or accepted; policy documents; external grant applications). Provide a short update on progress of current projects.

[type here]

3. CVs

Please provide a standard NZ RS&T CV (link below) for the PI and one other key member of the team. http://www.otago.ac.nz/research/forms/5_NZ%20RS&T%20CV%20Template/

Send with the application as separate PDFs.

SECTION 5: Head of Department Endorsement

- Statement of support and an indication of specific strategic value to the Department
- Declaration that the HoD undertakes that, to the best of their knowledge, their Department is able to secure sufficient funding for the applicant for the length of this study.

HoD name		
HoD signature		Date: