



## **Information on Applying for a Research Project Grant**

### **Objectives**

These grants may be awarded to cancer researchers, those working in cancer care, or cancer support organisations and may be used to carry out research that will lead to improvements in the prevention, detection, diagnosis or treatment of cancer, or improvements in the palliative care of cancer patients. These projects may be in the field of cancer-related public health, or the biomedical, clinical, epidemiological or psychosocial aspects of cancer.

### **Application**

As stated under Objectives the Trust aims to assist a wide range of professionals working in the fields of cancer research, treatment and support. Applications for funds will always exceed the amount available so funding rounds are managed on a competitive basis. Therefore, it is important that Research Project applications are well presented with clear objectives, hypothesis, endpoints and relevant supporting information. It is likely that some applicants who are eligible for Trust support will be new to the art of grant preparation. Those without previous experience of applying for competitive funding are advised to seek the help and input of colleagues who are practised and successful grant writers. A list of those applications funded since 2002 is available on our web site at [www.cancerresearchtrustnz.org.nz](http://www.cancerresearchtrustnz.org.nz). When constructing the budget applicants should bear in mind the total sum available for distribution across all successful applications, which is about \$1 million.

The principal applicant would normally be a member of staff of an academic institution or cancer-care organisation. The head of the facility or clinic, or academic department must approve the application. The closing date for applications is early September each year, and will be announced through our online portal and our newsletter. Only applications submitted through the portal will be accepted. Potential applicants are encouraged to create an account in our funding portal: <https://grants.cancerresearchtrustnz.org.nz/> This can be done at any time during the year in readiness for the funding round opening. For questions about the process or assistance with technical issues please contact Michelle Sullivan via email [michelle.sullivan@crtnz.org.nz](mailto:michelle.sullivan@crtnz.org.nz). Applicants will be advised of the outcome in early December.

The Cancer Research Trust NZ endeavours to provide robust, fair and transparent peer review of applications for research funding. At the end of each grant round constructive feedback is provided to all applicants, particularly to those who have not been approved for funding. After reading the reviews and feedback unsuccessful applicants may decide to resubmit a project grant application and it is not uncommon for a project to gain funding at the second attempt. However, the Trust's Assessment Committee believe that a third submission of an unsuccessful project is not appropriate and have therefore adopted the resolution that only one resubmission of a Project grant application will be accepted. This does not mean that a researcher who has been unsuccessful twice cannot submit a further proposal in their chosen field of research, but this will need to be based on a new or substantially revised hypothesis.

### **Award**

If the Trust approves a grant, the Applicant will be informed of the nature and amount of the grant and the conditions under which it is made, and asked for a formal acceptance under specific conditions. The conditions of the grant include:

- the grant covers a nominated period, and expenditure incurred after this period will not be met
- any person engaged to work on the grant must be made aware that if for any reason the project is terminated their engagement concludes, that any leave due must be taken during the period of the grant and that payment will not be made for leave taken after the period of engagement is ended.
- if the grant covers salary, this may not be used to finance study towards further qualifications without the agreement of the Trust. This will usually only be given to those working towards a Ph.D.

### **Reporting**

The Trust will require a report from the investigator at the conclusion of the project or after equipment has been purchased and installed or facilities upgraded.

### **Ethical Approval**

If ethical approval is appropriate this will need to be obtained from the human or animal ethical committees of the sponsoring institution.