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# **NATIONAL BREAST CANCER FOUNDATION INVESTIGATOR INITIATED RESEARCH SCHEME**

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**Application deadline  
5 pm aest Monday 3 June 2019**

## Application Form Content

### SECTION 1: Basic Details

**Question 1.1** – Project title – Max 25 words

**Question 1.2** – Scientific abstract – Max 300 words

### SECTION 2: The Proposed Research Project

**Question 2.1** – Background and scientific summary – Max 4200 words

Please outline the study background, aims, hypothesis, methodology, and provide an overview of the research strategy and plans for the entire duration of the research project. Your project background should include a justification for your research accompanied by preliminary data linked to the proposal and the progress of preliminary research (if applicable). This section should also include a summary of the overall direction and significance/relevance of the work in breast cancer. The Principal Investigator (PI) must be able to demonstrate that the majority of their proposed study is in breast cancer research. The proposal should be written clearly and as concisely as possible. Relevant references cited to be shown in field 2.5.

**Question 2.2** – Grant duration (1-5 years) – Single choice

**Question 2.3** – Timeline – Max 1000 words

Please provide a summary table outlining specific Milestones and Deliverables. These are important and should be measurable goals throughout each reporting period. It will be used to determine the progress and success of your research project. Milestones should outline significant events or outcomes throughout the research period. Deliverables are of a short-term nature and should have the following format for this section: [AIM NUMBER] – [TIME PERIOD] – [MILESTONE/DELIVERABLE]. Optional: A figure may be attached as supporting information for this text box (Question 2.6); however all information must be included in the text of Question 2.3.

**Question 2.4** – Translational potential – Max 500 words

Describe how the outcomes of the study could/will in the short, medium and/or long-term impact on breast cancer care/control in Australia.

**Question 2.5** – References for 2.1 – Max 25 references

\*Please note that you can copy and paste into this section.

**Question 2.6** – Figures/Images – File upload

Attach any relevant images. Clearly number figures/images in the attachment and body of the text. The body of the text should be of minimum text size 11pt and should be succinct.

## SECTION 3: Consumer Review

It is a key imperative of NBCF to promote the interaction between the community and the researchers it supports through charitable donations. To maintain ongoing support, it is critical for consumers (breast cancer patients and advocates) to be actively engaged in the research process at a number of levels, including grant review. NBCF has produced a resource aimed at facilitating consumer engagement in research.

NBCF values the input of consumers in the grant peer review process. In line with this, applicants are required to answer questions with the intent of informing consumer reviewers of their proposed research in lay terms. Scores allocated by consumer reviewers are provided to the RAC and factored into all funding recommendations.

Please phrase your response in lay language suited to an intelligent lay person with a basic knowledge of breast cancer. Please note it is not necessary to include a general background on breast cancer in the Lay Description.

**Question 3.1 – Public title – Max 25 words**

**Question 3.2 – Lay description – Max 300 words**

Please provide a simple, easy-to-understand, non-technical language description of the proposed study. It is essential that care is taken to provide a non-scientific summary which explains the rationale, research objectives and the relevance of the project to breast cancer. This non-scientific summary will be used in the production of a range of printed communication materials promoting research funded by NBCF. These materials may include our website, updates to donors, appeals, annual report and media releases.

**Question 3.3 – Relevance, Equity and Alignment – Max 500 words**

Please describe the relevance of the issue/problem your project will address and outline how this research proposal will directly address NBCF's stated goal of achieving zero deaths from breast cancer by 2030. In your response, please highlight ways in which the potential research outcomes could benefit a breast cancer population/group that has a high burden of illness, has been understudied or has poorer outcomes. Alternatively, please describe how the research outcomes could provide widespread benefit to the breast cancer community.

**Question 3.4 – Translation and Impact – Max 500 words**

How will your research outcomes be translated to impact on breast cancer incidence, prevention, diagnosis, management or policy? Your response should include details of how the Investigator team and collaborators will achieve these impacts in the short, medium and long terms.

**Question 3.5 – Consumer Engagement – Max 500 words**

Please indicate whether consumers (breast cancer survivors/advocates) have been involved in the development of planning of this research proposal. If so, describe in detail the ways

that consumers have been involved in the proposed research and how they will continue to be engaged throughout the duration of the project.

## **SECTION 4: Investigator Team – Roles and Time Commitment**

**Question 4.1** – Principal Investigator (PI) name, role and % time commitment

Outline the percentage of time that PI will commit to the project for successful completion, their role in this study and how their specific qualifications and skills are critical to the successful outcome of the study.

**Question 4.2** – Number of support staff plus the Co-Investigators (Co-Is) roles and time commitment

Please indicate the number of support staff and Investigators whose salaries will be supported by the grant. Please also indicate how many Co-Is and Associate Investigators (AIs) are on the grant. Outline the role of any Co-Is in the study and how their specific qualifications and skills are critical to the successful outcome of the study.

**Question 4.3** – AIs names, institution, roles and % time commitments

Please note that an Investigator with a substantial role should be listed as a Co-I. AIs do NOT contribute to the Track Record score, and cannot request salary support.

## **SECTION 5-10A: Principal Investigator and Co-Investigators: Qualifications and Experience**

**Question 5-10A.1** – Employment history (employer, position title, start date, end date, and FTE)

Please include research activity and professional positions, training and appointments for the last 5 years. Position titles, start and finish dates and FTEs are required.

**Question 5-10A.2** – Qualifications (qualification, institution and year of award)

Please include qualifications deemed relevant to successfully complete the research proposal, as well as the year they were awarded.

**Question 5-10A.3** – Relative to opportunity and career disruptions – Yes/no

**Question 5-10A.4** – Relative to opportunity details

Please provide any additional details and documentation if possible relevant to assessing your research output relative to opportunity (section 5.3 of the Guidelines).

**Question 5-10A.5** – Career disruption details

Please include a brief description of the career disruption and the start date, end date, duration in days and FTE during the disruption. Every disruption must be supported by an evidence document. The relative disruptions in days will be calculated and summed for use in section 5-10A.6.

#### **Question 5-10A.6 – Application category/career stage**

Please answer the questions here to determine the career stage of the Investigator and application category. The date of PhD award, and years of experience (minus the length of career disruption calculated in 5-10A.5 (if applicable) will need to be provided. PIs without a PhD may apply if they can establish that their research qualifications and experience are equivalent to the Category they have classified themselves. Eligibility will be determined at the discretion of the NBCF Director, Research Investment. Post-doctoral researchers with less than 3 years post-PhD experience cannot apply as a PI.

#### **Question 5-10A.7 – NBCF Fellow**

Please answer whether this individual is nominating for consideration as an NBCF Fellow. If yes, a personal statement (up to 500 words) should be submitted outlining why the individual should be considered for the fellowship award, and describe the potential impact they would have as a future leader in breast cancer research.

## **SECTION 5-10B: Principal and Co-Investigators: Publications and achievements**

#### **Question 5-10B.1 – Publications (last 5 years)**

Please list all peer reviewed published publications from the last 5 years (or full time equivalent) including journal articles (original research), journal articles (reviews), books/chapters and editorials. Investigators can include the total number of citations and H-index. \*Please note that you can copy and paste into this section.

#### **Question 5-10B.2 – Publications (5 most significant) – max 50 words per entry**

Please provide details, of the 5 most significant peer reviewed publications obtained during the research career.

#### **Question 5-10B.3 – Awards/prizes**

Provide details of the most significant awards/prizes, conference participation and committee memberships that highlight your national and international profile within the last 5 years or equivalent full-time.

#### **Question 5-10B.4 – Community engagements**

Provide details of your engagements with the breast cancer community over the last 5 years.

**Question 5-10B.5 – Patents, commercialisation and/or industry involvement**

Provide details of your engagements with industry, patents and commercialisation experience over the last 5 years.

**Question 5-10B.6 – Editorial responsibilities**

Provide details of your editorial responsibilities, and contribution/participation to national research peer review processes.

**Question 5-10B.7 – Supervision and mentoring**

Provide details of your undergraduate and postgraduate teaching/supervising.

**Question 5-10B.8 – Other contributions**

Please provide any other achievements from the last 5 years, such as translation into policy/practice.

## **SECTION 5C: PI: Current and previous funding**

**Question 5C.1 – Current and previous funding excluding active NBCF grants (last 5 years)**

Please outline the duration, total funding, grant title, funder, other investigators, and your role and FTE commitment to the project.

**Question 5C.2 – Active NBCF grants commencing from 1 January 2018**

Please outline the duration, total funding, grant title, other investigators, and your role and FTE commitment to the project.

**Question 5C.3 – Active NBCF grants commencing prior to 1 January 2018**

Please outline the duration, total funding, grant title, other investigators, your role and FTE commitment to the project and funding remaining unspent as of 1 January 2020.

## **SECTION 6-10C: Co-Is: Current and Previous Funding**

**Question 6-10C.1 – Current and previous funding (last 5 years)**

Please outline the duration, total funding, grant title, funder, other investigators, and your role and FTE commitment to the project.

## **SECTION 11: Budget (Infrastructure, Equipment and Consumables)**

**Question 11.1 – Infrastructure, equipment and consumables**

Research costs, while uncapped, have to be reasonable and competitive. Infrastructure or equipment costs must be reported as indicated in Section 3 of the Guidelines. Each item must be fully described and justified.

**Question 11.2** – Infrastructure annual totals – READ ONLY

## **SECTION 12: Budget (Investigator Salaries)**

Please provide a budget justifying the salary of each Investigator (PI and Co-Is) if requested. The maximum salary available for the PI and Co-Is (see Table 1, Section 3 of the Guidelines) is dependent on their application category indicated in question 5-10A.6

**Questions 12.1 to 12.5** – Year 1-5 Investigator salaries – (FTE commitment to grant, FTE base salary, pro-rata salary, and superannuation requested)

**Questions 12.6** – Annual salary totals – READ ONLY

**Questions 12.7** – Annual FTE totals – READ ONLY

## **SECTION 13: Budget (Personnel Salaries)**

**Questions 13.1 to 13.5** – Year 1-5 personnel salaries – (FTE commitment to grant, FTE base salary, pro-rata salary, and superannuation requested)

**Questions 13.6** – Salary justifications

Outline the role of the personnel in this study and how their specific qualifications and skills are critical to the successful outcome of the study.

**Questions 13.7** – Annual salary totals – READ ONLY

**Questions 13.8** – Annual FTE totals – READ ONLY

## **SECTION 14: Co-funding Budget**

Please provide a budget for all salaries and research costs that will be covered by alternative sources of funding.

**Questions 14.1** – Co-funding totals

**Questions 14.2** – Annual co-funding totals – READ ONLY

## **SECTION 15: Budget Summary (read only)**

This page includes budget totals based on the information provided on SECTIONS 11-14.

## SECTION 16: Administering Institution - Contact Details

**Question 16.1** – Administering institution

**Question 16.2** – ABN

**Question 16.3** – Administering institution contact person

The contact person will be responsible for coordinating the Funding Agreement, invoices and annual progress reports.

## SECTION 17A-F: Principal Investigator or Co-Investigator: Details

**Question 17A-F.1** – Contact details

Please provide name, institution, department, position, website (if available), ORCID number\*, gender, email, phone numbers, current and postal address and residency status.

\*Please provide the 16-digit ORCID number. If the Investigator does not already have an ORCID number, visit: <http://orcid.org/> to register. Please note that applications will be considered ineligible if no ORCID number is provided.

**Question 17A-F.2** – Visa details

The PI must be an Australian citizen, an Australian Permanent Resident, a New Zealand citizen or hold a relevant visa to work in Australia. Applicants who have not yet been granted a relevant visa status may only apply provided that such status has been sought. Evidence must be uploaded in PDF format with your application. Supporting documents of visas or visa applications are required if applicable.

## SECTION 18: Classification of Proposed Research

**Question 18.1** – Peer review data (research theme, key words, research stage)

This data will be used to assist with the allocation of Peer Reviewers to your project.

**Question 18.2** – NBCF statistics (research location, applied vs basic)

The answers to these questions will be used for NBCF reporting purposes and will not have any impact on the review/assessment of your application.

**Question 18.3** – Common Scientific Outline (CSO)

The Common Scientific Outline is the result of collaborative effort between the National Cancer Institute in the US, the National Cancer Research Institute in the UK and their partners. It is a classification system organised around six broad areas of scientific interest in cancer research, plus subgroups. Click on the following [link](#) to view category descriptions in full. Please nominate the



category you feel best describes your application. In addition, please allocate a percentage weighting to each relevant sub-category. Please note that the total percentage must equal 100% when categories 1 to 6 are added.

## **SECTION 19: Clearance Requirements**

Evidence of clearances is not required at the time of application. However, the final approval documents will be required before the project is to commence and prior to research funds being released.

**Question 19.1** – Human research – Yes/no

**Question 19.2** – Ethical implications of any human research

**Question 19.3** – Human research ethics and governance approvals required

**Question 19.4** – Animal research – Yes/no

**Question 19.5** – Ethical implications of any animal research

**Question 19.6** – Animal research ethics and governance approvals required

**Question 19.7** – Genetically manipulated organisms – Yes/no

**Question 19.8** – Potent teratogens or carcinogens – Yes/no

## **SECTION 20: Certification from Principal Investigator**

The PI is responsible for acknowledging and completing all sections of the declaration and the accuracy and submission of this Application. To submit the PI must declare the following:

- All the details supplied in this application form and in the attached documents are true and correct.
- I have read the accompanying guidelines and information to applicants provided with this application form and meet the general eligibility criteria.
- NBCF will be contacted immediately if any information provided in this application changes or is incorrect.
- NBCF reserves the right to contact Administering Institutions to confirm the application has been reviewed and approved.
- The Administering Institution and the Head of the relevant Department which will host the Project have approved the application and authorised the Applicant to submit the Application.

- The Administering Institution agrees that, if NBCF offer to fund the Project, the subject of the application, the Administering Institution will enter into the Funding Agreement and perform the Project on the terms of the Funding Agreement.
- To the extent the Project involves Collaborating Institutions, the Administering Institution is aware it must obtain the Collaborating Institution's agreement that they will perform their part of the Project on the terms of the Funding Agreement.
- The Applicant meets the Eligibility requirements outlined in the guidelines.

The PI may give consent to identifying themselves and the Administering Institution; and (2) disclosing the lay description of the Synopsis in this application form to NBCF supporters for fundraising purposes (having received consent from the Administering Institution and the Head of the relevant Department).