Background
Cancer Council NSW conducts and funds world-class research to reduce the impact of cancer. Cancer Council annually awards Project Grants with a value of up to $450,000 over three years.

Project Grants are available for research into all aspects of cancer, including its causes, mechanisms, prevention, treatment and care, and the organisation and performance of cancer control services. The scientific merit of all applications for Cancer Council NSW Project Grant funding is assessed through the National Health and Medical Research Council (NHMRC) Grant Review Panels. Our research funding comes from donations from the general public, Cancer Council NSW’s Consumer Review Panel considers the value of the research to the community we serve and represent. More information about Cancer Council NSW’s application and assessment processes can be found on our website.

Eligibility Criteria
Cancer Council NSW will only fund projects in which (i) the Chief Investigator A is a researcher affiliated with an Administering Institution located within NSW; (ii) the majority of the research is conducted in NSW and the majority of costs are incurred in NSW; and (iii) the purchase of products or services are directly related to the NSW component of a collaborative project. Collaborative projects with co-investigators located in other States and Territories will be eligible provided details of the proposed collaboration are clearly stated, giving geographical location of research, availability of other research assistance, etc.

Chief Investigator A (CIA) may hold no more than two concurrent Cancer Council NSW Project Grants.

Chief Investigators (CI) on any current Cancer Council NSW Program Grants are ineligible to apply for Cancer Council NSW Project Grants during the term of the Program Grant.

Recipients of a Cancer Council NSW Strategic Research Partnership Grant (STREP) may simultaneously hold a Cancer Council NSW Project Grant for research not related to that funded under the Partnership agreement.

The Tobacco Industry
Cancer Council NSW will not award a research grant to any researcher who:

- is an applicant for or is in receipt of funds from the tobacco industry or organisations deemed by Cancer Council NSW to be associated with the tobacco industry, regardless of whether the funds are received directly, through collaborators or by other means. The Smoking and Health Research Foundation of Australia is deemed to be associated with the tobacco industry.
is employed in a research institute or organisation or, in the case of universities, faculty or school that allows applications or receives funds from the tobacco industry, whatever the use of those funds may be
• is employed by a university that accepts funds from the tobacco industry for health-related research or services, wherever in the university that research may be conducted or those services supported.

Cancer Council NSW will terminate its support for a research project, if the above provisions relating to support from the tobacco industry are breached or it believes that the integrity of the research is threatened by influence from tobacco interests.

Other funding sources
It is Cancer Council NSW practice to request grant applicants accept funding from other funding bodies (such as the NHMRC or Cancer Australia) if offered, allowing other Cancer Council NSW applicants to be funded. Applicants who receive a funding offer from NHMRC, Cancer Australia or any other funding body are requested to notify Cancer Council NSW immediately.

Terms of Funding
Project Grant funding is offered for a maximum of three years. The funding year will commence on 1 January and terminate on 31 December.

Regardless of the budget details for the grant requested, and the bases on which the funding offered was determined, the grant will be offered as a “one line” grant without specification of distribution between salaries, maintenance and equipment. There will be no additional sums payable by Cancer Council NSW outside of this one line grant.

The grant must be spent wholly for the purposes for which it was requested and so certified by the Chief Investigator A and the Administering Institution. In the event that the research is terminated early or completed at a lower than initially envisaged cost, Cancer Council NSW must be advised and any unspent funds returned.

Payments in respect of any grant shall be within the terms and conditions specified in the funding offer and set out in the Funding Agreement.

Funds may not be used to cover any overhead costs levied by the Administering Institution.

The maximum funding limit for Project Grants commencing in 2018 is $150,000 per year. The amounts requested will be closely scrutinised to ensure that they reflect the true cost of undertaking the research proposed. Cancer Council NSW reserves the right to offer a grant of a sum that differs substantially from that requested by the applicants.

Grant Administration
The Administering Institution guarantees that the infrastructure necessary to support the research will be available. Its explicit support for and commitment to the application is essential before any application can be considered.

Cancer Council NSW will make grant payments to the Administering Institution nominated in the successful grant application(s). That Institution will be held responsible for the proper administration and expenditure of the grant and for ensuring that all reports required are submitted by the due date and in the required format.

There will be only one Administering Institution for each grant.

In the event a need arises for the administration of a grant to be transferred from one Institution to another, a written request for this transfer must be made to Cancer Council NSW giving reasons for the transfer. The transfer must not be made without the written approval of Cancer Council NSW.

**Personnel**
Grant-supported personnel will be employees of the Institution(s) in which the research is conducted and will be subject to the conditions of employment of those Institutions. Cancer Council NSW will make no contribution to the costs of their employment outside the grant offered.

Salary requests are not restricted to NHMRC’s pre-defined Personnel Support Package (PSP) salary levels. Amounts requested for personnel support must cover all salary and salary on-costs (e.g., payroll tax, workers compensation, leave loading, compulsory and contributory superannuation).

Grant funds may be used to fund the salary of the first named Chief Investigator (CIA). However, in such circumstances the CIA’s Institution must provide a written assurance that the duration of the CIA’s employment contract exceeds the duration of Project Grant funding requested. Cancer Council NSW reserves the right to request additional justification before agreeing to this funding.

Resignation or relocation of a Chief Investigator during the tenure of a grant may result in termination of a project before expiration of the approved term of support. In such an event, Cancer Council NSW must be advised in writing regarding the arrangements that will be made to complete the research for which the grant was offered. Cancer Council must be provided with a written report of progress to date. The Cancer Research Committee will decide, on the basis of the information supplied and following any other investigations it deems necessary, whether the grant should continue to be supported in full, at a reduced level, or not at all.

**Financial**
In each year of the Funding Term, grant payments will be made in two equal instalments. The first funding instalment of a new Project Grant will be paid not before April 1, and when:

1. the Project Grant Funding Agreement has been signed by all parties and returned to Cancer Council NSW; and
2. the “Agreement to authorise Cancer Council NSW to generate ‘recipient created tax invoices’ (RCTIs)” has been completed, signed and returned.

The first instalment payment in subsequent years will be paid not before April 1, and when:

1. an Annual Progress Report has been provided by the first named Chief Investigator (CIA);
2. a Statement of Income and Expenditure has been provided by the Administering Institution; and
3. both documents have been considered and approved by Cancer Council NSW’s Cancer Research Committee. Note that delay in the commencement of the project beyond one year from the date of funding approval may provide grounds for the Cancer Research Committee to deem progress unsatisfactory, which may result in termination of the Funding Agreement. This may include delay associated with failure to obtain timely approval of all required Research Ethics Committee applications.

The second instalment will be paid in October in each year of the Funding Term.

In fulfilment of the conditions of an award, an Annual Progress Report as at 31 December shall be submitted in each year of the Project Grant Funding Term. The Progress Report shall be prepared by the first named Chief Investigator (CIA) and submitted to Cancer Council NSW by 28 February in both 2019 and 2020. Following the final year of the grant, a Final Report must be submitted to Cancer Council NSW by 28 February 2021.

The Administering Institution will submit a Statement of Income and Expenditure in respect of each Project Grant by 28 February in each of 2019, 2020 and 2021. Such a statement must certify that the grant has been expended solely for work on the project described in the application. Separate statements should be submitted for each grant administered by the Institution.

Failure to submit the Annual Progress/Final Report and Statement of Income and Expenditure by February 28 each year may incur a financial consequence. Following a grace period of five working days after 28 February, 1% of the grant amount (for the following financial year) may be deducted per week until the reports have been submitted.

All funds that are uncommitted by 31 December 2020 must be repaid to Cancer Council NSW unless permission is sought and obtained in writing to use any residual funds to complete work specified in the original application.

**Goods and Services Tax (GST)**

Amounts granted are exclusive of GST. Cancer Council NSW will pay the GST amount to the Administering Institution on the same date of payment of each deliverable grant instalment. Administering Institutions will be requested to authorise Cancer Council NSW to produce recipient generated tax invoices to facilitate payments.
Infrastructure and Equipment
Any organisation or institution awarded a grant by Cancer Council NSW will undertake to meet, from other than the Project Grant funds, all infrastructure costs pertaining to the work supported by the grant.

The Administering Institution to which equipment or apparatus is entrusted must undertake to maintain the items in good working condition, and in a location where the sponsored research project is being conducted. Equipment or apparatus purchased with Project Grant funds remain part of the project and, provided that the project is satisfactorily completed, the equipment or apparatus become the property of the Administering Institution. The Administering Institution shall not without the consent of Cancer Council NSW use grant funds to acquire any equipment or apparatus with a purchase price of more than $5,000 other than as disclosed in the Project Grant application.

Publicity, Publications and Reports
Cancer Council NSW’s ability to fund research is dependent entirely on its ability to raise money through public donation. Public awareness of Cancer Council NSW’s role in funding research is, therefore, crucial. Consequently, receipt of Cancer Council NSW funding places obligations on researchers and their Institutions regarding (i) reporting research outcomes such as peer-reviewed publications and conference presentations in a timely fashion; and (ii) involving Cancer Council NSW in any publicity arising from the research.

Cancer Council NSW must be given the opportunity to participate in media releases, and no media release should be made without the prior approval of Cancer Council NSW. It is the responsibility of both the Chief Investigator and the Administering Institution’s media office to give Cancer Council NSW adequate notice of the release and to accommodate reasonable requests for Cancer Council NSW’s participation in the publicity. When releasing details of the research to the media, Cancer Council NSW's support must be acknowledged. Cancer Council NSW may require in the above acknowledgments not only the support of Cancer Council NSW but also the specific fund or bequest from which the support derived.

Cancer Council NSW may also, at its own initiative, ask investigators to participate in release of details of their research to the media. Sensitivities relating to pre-publication release will be respected in such requests.

Any publications resulting from research conducted under the sponsorship of Cancer Council NSW must acknowledge the award provided and state prominently that the study was supported by a Project Grant awarded by Cancer Council NSW and, where relevant, the specific fund or bequest from which the support derived. An electronic copy of each publication should be provided to Cancer Council NSW.

Any conference, workshop, symposium or seminar presentation drawing on results of research conducted under the sponsorship of Cancer Council NSW must acknowledge that the study was supported by a Project Grant awarded by Cancer Council NSW and, where relevant, the specific fund or bequest from which the support derived.

The authors of any publications or presentations are solely responsible for the veracity of the published data.
Support for Cancer Council NSW
Cancer Council NSW expects researchers and Institutions to assist in its goal of raising funds for research and promoting awareness of Cancer Council NSW’s role in funding research. Support may include:

1. Participating in Cancer Council NSW’s Annual Research Awards
2. Helping to identify publicity opportunities
3. Contributing to Cancer Council NSW fundraising activities including, but not limited to, Australia’s Biggest Morning Tea, Daffodil Day, Girls’ Night In, and Relay for Life; and
4. Contributing to publicity of the mission, priorities and principles of Cancer Council NSW including, but not limited to, providing guest speakers, venues and technical assistance.

Intellectual property rights
1. Any intellectual property developed during the course of conducting the research supported by the Cancer Council NSW Project Grant Award under this agreement (Project IP) shall be owned by the Administering Institution.
2. The Administering Institution must comply with the National Principles of Intellectual Property Management for Publicly Funded Research by having in place policies and procedures relating to identification and, where appropriate, protection and commercialisation of intellectual property.
3. If the Project IP includes a discovery which the Administering Institution believes has the potential for commercial exploitation (Commercial IP), the Administering Institution is bound to notify the Cancer Council NSW of the Commercial IP.
4. Within 21 days of receiving the notification from the Administering Institution, and prior to the Administering Institution applying for registration of any Commercial IP, Cancer Council NSW will advise the Administering Institution in writing which one of the following financial arrangements will apply in relation to commercialisation of the Commercial IP:
   i. All of the costs associated with commercialising of the Commercial IP (including patent and legal costs) will be paid by the Administering Institution. Out of any net proceeds received by the Administering Institution from commercialising the Commercial IP (after all of the Administering Institution’s costs associated with commercialising the Commercial IP have first been deducted), the Administering Institution will pay 10% of all net commercialisation proceeds to Cancer Council NSW until such time as Cancer Council NSW has received an amount equal to the amount of the Project Grant funding provided under this agreement multiplied by five (5);
   ii. Ten percent of the costs associated with commercialising the Commercial IP (including patent and legal costs) will be paid by the Cancer Council NSW as and when the costs fall due, and the remaining 90% of the commercialisation costs will be paid by the Administering Institution. Out of any net proceeds received by the Administering Institution from commercialising the Commercial IP (after all of the Administering Institution’s costs associated with commercialising the Commercial IP have first been deducted and Cancer Council NSW’s portion of the commercialisation costs has been reimbursed) the Administering Institution will pay 10% of all net commercialisation proceeds to Cancer Council NSW in perpetuity.
5. The Administering Institution will commercialise the Commercial IP at its discretion but will use reasonable endeavours to commercialise any Commercial IP for the purposes of achieving the mutual objectives of both the Administering Organisation and Cancer Council NSW to hasten the defeat of cancer and improve the quality of health care available to cancer patients.

Further Information
Applicants requesting funding consideration from Cancer Council NSW should also refer to the Project Grants 2017 Information for Applicants, available on request (see contact details below) or from our website

Enquiries
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