



Australian Government

Department of Industry, Science and Resources

Department of Health and Aged Care

Grant Opportunity Guidelines

Medical Research

Future Fund



Medical Research Future Fund – Frontier Health and Medical Research Initiative

2022 Frontier Health and Medical Research Grant Opportunity Guidelines

Opening date:	13 February 2023
Closing date and time:	Applications may be submitted at any time over the life of the grant opportunity.
Commonwealth policy entity:	Australian Government Department of Health and Aged Care
Administering entity:	Department of Industry, Science and Resources
Enquiries:	If you have any questions, contact us on 13 28 46 or FrontierResearch@industry.gov.au .
Date guidelines released:	16 December 2022
Type of grant opportunity:	Open competitive

Contents

1. About the Medical Research Future Fund	7
1.1. Medical Research Future Fund (MRFF).....	7
1.2. About the Frontier Health and Medical Research Initiative	7
1.3. About the 2022 Frontier Health and Medical Research Grant Opportunity	7
Impact of COVID-19.....	9
1.4. Encouraging Partnerships	9
2. Grant amount and grant period	10
2.1. Grants available	10
2.2. Grant period	11
3. Eligibility criteria	11
3.1. Who is eligible to apply for a grant?	11
3.2. Who is not eligible to apply for a grant?	12
3.3. Chief Investigators.....	12
3.4. Additional eligibility requirements.....	13
4. What the grant money can be used for	13
4.1. Eligible grant activities	13
4.2. Eligible locations.....	14
4.3. Eligible expenditure	14
4.4. What the grant money cannot be used for	14
5. The assessment criteria	15
5.1. The assessment criteria for expressions of interest.....	15
5.1.1. Assessment Criterion 1 – Vision and novelty (50% weighting).....	15
5.1.2. Assessment Criterion 2 – Team capability (50% weighting).....	15
5.2. The assessment criteria for full applications.....	15
5.2.1. Assessment Criterion 3 - Project impact (40% weighting).....	16
5.2.2. Assessment Criterion 4 - Project methodology (30% weighting)	16
5.2.3. Assessment Criterion 5 - Capacity, capability and resources to deliver the project (30% weighting)	16
5.2.4. Assessment Criterion 6 - Overall value and risk of the project (non-weighted.)	17
6. How to apply	17
6.1. Expression of Interest stage	19
6.1.1. Attachments to the Expression of Interest.....	19
6.2. Full application stage.....	19
6.2.1. Attachments to the full application.....	20
6.2.2. Joint (consortia) applications	21
6.3. Timing of grant opportunity processes	22



6.4.	Questions during the expression of interest/application process.....	23
7.	The grant selection process.....	23
7.1.	Assessment of expressions of interest.....	23
7.2.	Assessment of full applications.....	23
7.3.	Who will assess expressions of interest and full applications?.....	24
7.4.	Who will approve grants?	25
8.	Notification of application outcomes.....	25
8.1.	Feedback on your application.....	25
9.	Successful grant applications.....	25
9.1.	The grant agreement.....	26
9.1.1.	Commonwealth commercialisation clauses.....	27
9.2.	Specific legislation, policies and industry standards.....	27
9.2.1.	Child safety requirements.....	28
9.3.	Intellectual property rights.....	28
9.4.	How we pay the grant.....	28
9.5.	Grants payments and GST.....	29
10.	Announcement of grants.....	29
11.	How we monitor your grant activity.....	29
11.1.	Keeping us informed.....	29
11.2.	Reporting.....	30
11.2.1.	Progress reports.....	30
11.2.2.	End of project report.....	31
11.2.3.	Ad-hoc reports.....	31
11.3.	Audited financial acquittal report.....	31
11.4.	Grant agreement variations.....	31
11.5.	Registration of clinical trials.....	32
11.6.	Compliance visits.....	32
11.7.	Dissemination of research outcomes.....	32
11.8.	Evaluation.....	33
11.9.	Grant acknowledgement.....	33
12.	Probity.....	33
12.1.	Enquiries and feedback.....	33
12.2.	Conflicts of interest.....	34
12.3.	Privacy.....	34
12.3.1.	When we may disclose confidential information.....	35
12.4.	Freedom of information.....	35
13.	Glossary.....	37
Appendix A.	Eligible expenditure.....	41



Equipment	41
Labour expenditure	41
Labour on-costs	42
Contract expenditure.....	42
Travel and overseas expenditure	43
Other eligible expenditure	43
Accessing existing research infrastructure.....	44
How we verify eligible expenditure	44
Appendix B. Ineligible expenditure.....	45
Other ineligible expenditure.....	46
Appendix C. Assessment scoring scale: expressions of interest.....	47
Appendix D. Assessment scoring scale: full applications	48
Appendix E. Rating scale for assessment criterion 6: Overall Value and Risk	49

**Medical Research Future Fund (MRFF) Frontier Health and Medical Research Initiative:
2022 Frontier Health and Medical Research Grant Opportunity process**

The Medical Research Future Fund is designed to achieve Australian Government objectives

This grant opportunity is part of the above grant program, which contributes to the Department of Health and Aged Care's Outcome 1. The Department of Health and Aged Care works with stakeholders to plan and design the grant program according to the *Commonwealth Grants Rules and Guidelines*.



The grant opportunity opens

We publish the grant opportunity guidelines on business.gov.au and GrantConnect.



You complete and submit an expression of interest

You complete the expression of interest form for the grant opportunity. Your expression of interest must address all of the eligibility and assessment criteria to be considered.



We assess all expressions of interest

We review all expressions of interest against eligibility criteria and notify you if you are not eligible. Then a grant assessment committee assesses eligible expressions of interest against the assessment criteria.



We make recommendations

We provide advice to the decision maker on the merits of each expression of interest.



Application decisions are made

The decision maker decides which applicants will be invited to submit a full application. We advise you of the outcome of your expression of interest.



You complete and submit a grant application (subject to invitation)

If you are invited to submit a full application, you complete the application form for the grant opportunity. Your application must address all of the eligibility and assessment criteria to be considered for a grant.



Your application is reviewed

We review all applications against eligibility criteria and notify you if you are not eligible. We then engage independent experts to review eligible applications and provide support to the Grant Assessment Committee (the Committee) in determining their scientific merit. We will also engage an independent organisation to undertake a due diligence analysis of eligible applications. You will be given the opportunity to participate in this process and a report will be provided to you and the Committee.



You present your research proposal

You present your research proposal to the Committee. You will be given the opportunity to respond to the findings in the scientific review and due diligence report and answer the Committee's questions.



We assess all grant applications

The Committee assesses all eligible applications against the technical assessment criteria (weighted) and the non-technical assessment criterion (non-weighted), taking into consideration the findings in the scientific review and due diligence report and your research plan presentation.



We make grant recommendations

We provide advice to the decision maker on the outcomes of the assessment process.



Grant decisions are made

The decision maker decides which applications are successful.



We notify you of the outcome

We advise you of the outcome of your application.



We enter into a grant agreement

We will enter into a grant agreement with the organisation through which you applied (Lead Organisation), if your application is successful. The grant agreement may have specific conditions based on the nature of the grant and will be proportional to the risks involved.



Delivery of grant

You undertake the grant activity as set out in your grant agreement. We manage the grant through the Lead Organisation, monitor your progress and make payments subject to satisfactory completion of milestones.



You apply for further funding (subject to invitation)

Independent experts will assess your progress and provide advice to the decision maker, who will decide if you will be invited to submit another full application for further funding to progress your program of research. If you are invited to submit a full application, it will be subject to the same steps in this process from 'You complete and submit a grant application' onwards.



Evaluation of the grant opportunity

We evaluate your specific grant activity, the Initiative as a whole, and the MRFF. We base this on information you provide to us and that we collect from various sources.

1. About the Medical Research Future Fund

1.1. Medical Research Future Fund (MRFF)

The MRFF, established under the *Medical Research Future Fund Act 2015* (MRFF Act), provides grants of financial assistance to support health and medical research and innovation to improve the health and wellbeing of Australians. It operates as an endowment fund with the capital preserved in perpetuity. The MRFF reached maturity at \$20 billion in July 2020. The MRFF provides a long-term sustainable source of funding for endeavours that aim to improve health outcomes, quality of life and health system sustainability.

This MRFF investment is guided by the *Australian Medical Research and Innovation Strategy 2021-2026* (the Strategy) and related set of *Australian Medical Research and Innovation Priorities 2022-2024* (the Priorities), developed by the independent and expert Australian Medical Research Advisory Board following extensive national public consultation.

1.2. About the Frontier Health and Medical Research Initiative

The Frontier Health and Medical Research Initiative (the Initiative) aims to support researchers to pursue big ideas to develop new products and interventions and implement these into clinical practice, benefiting patients, clinicians, and the health system.

Further information on the rationale of the Initiative is available on the [Department of Health and Aged Care website](#).

The MRFF Monitoring, Evaluation and Learning Strategy (the Evaluation Strategy) provides an overarching framework for assessing the performance of the MRFF and is publicly available on the [MRFF website](#).

Applicants to this grant opportunity are expected to describe how their proposed project aligns with the objectives and outcomes of the Frontier Health and Medical Research Initiative and the Measures of Success as described in the Evaluation Strategy. These will be key assessment criteria for funding. Projects funded from this grant opportunity will be monitored and evaluated against the Evaluation Strategy.

For further details see sections 5 and 6.

There will be other grant opportunities as part of this Initiative and we will publish the opening and closing dates and any other relevant information on [business.gov.au](#) and GrantConnect.

We administer the MRFF according to the [Commonwealth Grants Rules and Guidelines](#) (CGRGs)¹.

1.3. About the 2022 Frontier Health and Medical Research Grant Opportunity

These guidelines contain information for the 2022 Frontier Health and Medical Research Grant Opportunity. The grant opportunity aims to provide support for programs of research through implementation of a new grant program model with funding concluding in 2032.

¹ <https://www.finance.gov.au/sites/default/files/commonwealth-grants-rules-and-guidelines.pdf>

The objective and intended outcome of this grant opportunity are aligned with the following *Australian Medical Research and Innovation Priorities 2022-2024*:

- Translational Research Infrastructure
- Consumer-Driven Research.

Consistent with the MRFF Act, the objective of this grant opportunity is to provide grants of financial assistance to support medical research and medical innovation programs of research that deliver a 'moonshot' by creating a treatment for a currently serious and incurable health condition through a series of linked projects. The program of research can propose to develop novel health technologies and/or re-purpose existing health technologies in a novel way.

For the purposes of this grant opportunity, a 'moonshot' is defined as an ambitious, exploratory and ground-breaking program of research that utilises health technology to address a challenging clinical problem, and thereby aims to develop a novel treatment for, or means of prevention of, a current or predictable future serious and incurable health condition. In addition, 'health technology' is defined as the application of organised knowledge and skills in the form of devices, medicines, vaccines, procedures, and systems (e.g computer-supported information systems) to solve health problems and improve quality of life².

This grant opportunity intends to support programs of research comprising a series of linked projects that cumulatively address the objective and intended outcome. The initial application process to secure funding through this grant opportunity will be conducted in two stages comprising an expression of interest followed by a full application. Full applications may be submitted by invitation only. Applicants may propose to commence research at any stage in the research pipeline from proof-of-concept, with the intention of achieving full implementation of the proposed technology in 10 years.

Funding for subsequent projects under the program of research that continue to progress the technology towards full implementation can be sought by submitting additional full applications to this grant opportunity (i.e. applicants do not need to recommence with an expression of interest). These applications may be submitted by invitation only. New expressions of interest proposing to use a technology already supported through a program of research funded through this Frontiers grant opportunity can only be submitted for a substantially different purpose. Funding through this grant opportunity is intended to continue supporting programs of research to the point where they are competitive for private investment, for example through venture capital or acquisition of intellectual property (IP).

Under this grant opportunity, applicants may request funding for a maximum of 5 years for each project within the program of research. Applicants should note that the maximum overall investment from the MRFF in a single 10 year program of research is limited to \$25 million. For further information see section 2.

It is expected that expressions of interest will close on 31 March 2026, with the last grants awarded by 30 June 2027. However, the 2022 Frontier Health and Medical Research grant opportunity may be extended with additional funds provided in future years, in which case the grant opportunity guidelines will be reissued.

To be competitive for funding, applicants must propose to conduct research that delivers against the above objective and those of the Frontier Health and Medical Research Initiative. Applicants

² <https://www.who.int/teams/health-product-policy-and-standards/assistive-and-medical-technology/medical-devices/assessment>

are to propose novel and/or innovative research and describe how the outcomes of the research will be translated into health benefits for Australians.

The intended outcome of the research funded by this grant opportunity is to improve the health and wellbeing of Australians by accelerating the development and implementation of breakthrough, technology-driven health solutions that are important to consumers, their families and carers through collaborative and interdisciplinary research.

If applicants propose research that is not relevant to the desired outcome they will be considered against the relevant criteria and found to be uncompetitive. Organisations are requested to ensure they only submit applications that address the desired outcomes.

This document sets out:

- the eligibility and assessment criteria
- how we consider and assess expressions of interest and grant applications
- how we notify applicants and enter into grant agreements with grantees
- how we monitor and evaluate grantees' performance
- responsibilities and expectations in relation to the opportunity.

The Department of Industry, Science and Resources (the department/we) is responsible for administering this grant opportunity on behalf of the Department of Health and Aged Care.

Impact of COVID-19

The MRFF acknowledges the potential impacts of COVID-19 on the health and medical research sector, including the ability of researchers to submit applications and undertake research. You will be asked to consider these impacts in your risk management plan. This information will be taken into account in the assessment of your application (see section 5).

You should read this document carefully before you fill out an application. We have defined key terms used in these guidelines in the glossary at section 13.

1.4. Encouraging Partnerships

Applicants must display evidence of strategic partnerships involving organisations whose decisions and actions affect Australians' health, health policy and health care delivery in ways that improve the health of Australians. Organisations that are capable of implementing policy and service delivery and would normally not be able to access funding through the MRFF are highly valued as partners.

Partnerships and co-investment are encouraged in order to maximise impact of investment, provide opportunities for more mature sites/agencies to build the capacity of emerging sites/agencies, reduce duplication of activities, and reduce potential respondent administrative burden on participating communities. Partnerships are also encouraged to ensure the proposed research is of relevance to consumers and delivery of services, and to support translation of research outcomes into practice.

Partner organisations may include:

- medical research institutes, i.e. organisations that conduct medical research as a primary purpose, and are also registered with the Australian Charities and Not-for-Profits Commission
- universities
- corporate Commonwealth entities, i.e. Commonwealth entities that are bodies corporate

- corporations, i.e. Australian public companies, Australian private companies and other incorporated entities
- those working in federal, state, territory or local government in the health portfolio or in other areas affecting health, such as economic policy, urban planning, education or transport
- those working in the private sector such as employers, private health insurance providers or private hospitals
- those commercial entities with an interest in this area, for example biotechnology companies
- non-government organisations and charities
- education institutions
- state education departments
- community organisations such as consumer groups
- healthcare providers
- professional groups.

In some instances, a body of a type listed above may be eligible to apply for MRFF funding in its own right, for example in the case of commercial entities or non-government organisations that are corporations. The above list recognises the desirability of entering into partnerships as a means of advancing the outcomes of the MRFF and is not intended to imply that the types of bodies listed are ineligible to seek MRFF funding.

Partnerships with an overseas partner organisation are acceptable, provided the objectives of the grant opportunity are fully met and all overseas expenditure is eligible (see section 4).

While partnerships are encouraged, they may not necessarily be relevant for all projects. Where relevant, partner funding contributions will contribute to the assessment of project impact and overall value and risk at the full application stage, but are not a requirement (see section 5.2).

2. Grant amount and grant period

2.1. Grants available

The Australian Government has announced a total of \$539.6 million for the Frontier Health and Medical Research Initiative. For this grant opportunity, up to \$400 million of funding is available over 9 years from 2023-24.

- \$32.7 million in 2023-24
- \$49.6 million in 2024-25
- \$50.3 million in 2025-26
- \$57 million in 2026-27
- \$70 million in 2027-28
- \$70 million in 2028-29
- \$50 million in 2029-30
- \$15.4 million in 2030-31
- \$5 million in 2031-32

Funds will be provided according to the available funding indicated above; however, funds can be expended across the entire grant period. See below and section 2.2.

It is expected that expressions of interest for this grant opportunity will close on 31 March 2026, with the last grants awarded by 30 June 2027. However, the closing date for expressions of interest may be altered if:

- the available funds are exhausted or insufficient to fund additional grants, in which case the closing date may be brought forward
- further funds are made available in future years, in which case the closing date may be extended.

Under this grant opportunity, applicants may request funding for up to 5 years for each project within a broader program of research designed to deliver a 'moonshot' within 10 years.

The amount of funding requested for a single project is at the applicants' discretion, noting that the maximum overall investment from the MRFF is limited to \$25 million for a program of research. Applicants are therefore encouraged to design a program of research that best addresses the objective and intended outcome of the grant opportunity and propose an appropriate budget for each project that maximises the use of funds over the life of the program of research in order to achieve value for money. See section 5.

The grant amount will be up to 100 per cent of eligible project costs (grant percentage). Funding will only be awarded to applicants who are successful at the full application stage.

- There is no minimum grant amount.
- The maximum amount available for a single grant is \$25 million.
- The maximum cumulative amount available for all grants under each program of research is \$25 million.

2.2. Grant period

For each project within the program of research, the maximum grant period that can be applied for is 5 years.

3. Eligibility criteria

We cannot consider your expression of interest or application if you do not satisfy all eligibility criteria.

We cannot provide a grant if you receive funding from another source for the same purpose (see section 9).

3.1. Who is eligible to apply for a grant?

To be eligible your organisation must:

- have an Australian Business Number (ABN)
- be incorporated in Australia

and in accordance with s24 of the [MRFF Act 2015](#)³, be one of the following entities:

³ <https://www.legislation.gov.au/Details/C2015A00116>

- a medical research institute
- a university
- a corporate Commonwealth entity
- a corporation (including businesses and not for profits).

Joint applications are encouraged, provided you have a Lead Organisation who is the main driver of the project and is eligible to apply. For further information on joint applications, refer to section 6.2.

These criteria derive from provisions set out in section 24 of the *MRFF Act* and cannot be waived.

3.2. Who is not eligible to apply for a grant?

You are not eligible to apply if you are:

- an individual
- a partnership
- an unincorporated association
- any organisation not included in section 3.1
- a trust (however, an incorporated trustee may apply on behalf of a trust)
- a non-corporate Commonwealth entity
- an organisation, or a participating organisation on your application, is included on the National Redress Scheme's website on the list of 'Institutions that have not joined or signified their intent to join the Scheme' (www.nationalredress.gov.au)
- an employer of 100 or more employees that has not complied with the *Workplace Gender Equality Act (2012)*.

3.3. Chief Investigators

Details of all members of the research team (Chief Investigators) must be submitted as part of the expression of interest and each full application. Applicants must nominate a Chief Investigator A (CIA) who will take the lead role in completing the expression of interest/full application, conducting the research, and reporting as required under the grant agreement. See section 11.

A person must not be named as a Chief Investigator (CI) on more than one expression of interest or full application being considered for funding under this grant opportunity (i.e. a person may be named as a CI on a maximum of one active expression of interest/full application). If a CI is named on more than one active expression of interest/full application, both will be considered ineligible.

To facilitate collaborative research teams with the required capacity and capability to undertake the proposed research, up to 15 CIs may be included as members of the research team. If you submit more than 15 CIs, your expression of interest/full application will be considered ineligible.

If you are invited to submit a full application, it is generally required that, at the time of application submission, the CIA (Project Lead) is an Australian citizen or is a permanent resident in Australia. Where the CIA is not an Australian citizen or permanent resident, they must have the requisite work visa in place at the time of accepting the grant (see section 9.1). The CIA must be based in Australia for the duration of the grant.

Researchers who are not Australian citizens or permanent residents based in Australia are eligible to apply as a CI (see also section 9).

3.4. Additional eligibility requirements

Your expression of interest/full application may also be ineligible and excluded from further consideration if it contravenes other requirements as set out in these grant opportunity guidelines. Examples include, but are not limited to:

- its aims are inconsistent with the object of the MRFF Act to improve the health and wellbeing of Australians
- the amount of funding requested is not within the minimum and maximum amounts available as specified in section 2.1
- you have not been invited to submit a full application
- the expression of interest/full application (including attachments) does not comply with formatting requirements and page and character limits
- the expression of interest/full application is not certified and submitted by the closing date and time advertised, or an extension is requested and approved (see section 6.3)
- the proposed research duplicates research previously or currently being undertaken. We may compare the research proposed in expressions of interest/applications with grants previously or currently funded by the MRFF, NHMRC or other agencies (e.g. Australian Research Council) and published research (see sections 4.4, 7.3 and 7.4)
- the expression of interest/full application fails to accurately declare the source, duration and level of funding already held by the research team for research in the particular area of the expression of interest/full application.

If a decision to exclude an expression of interest/full application from further consideration is made, we will provide the decision and the reason(s) for the decision to you in writing.

If you are invited to submit a full application, we can only accept applications where you can also provide:

- evidence from your board (or chief executive officer or equivalent if there is no board) that the project is supported, and that you can complete the project and meet the costs of the project not covered by grant funding
- letters of support from each project partner
- audited financial statements or annual reports for the Lead Organisation or (if this is not possible) the parent company/organisation of the Lead Organisation.

4. What the grant money can be used for

4.1. Eligible grant activities

To be eligible, grant activities must clearly demonstrate their criticality in meeting the objectives of the 2022 Frontier Health and Medical Research Grant Opportunity under section 1.3. Eligible activities must directly relate to the project and can include:

- equipment
- employment of personnel
- other direct research costs.

You must not commence activities until you execute a grant agreement with the Commonwealth.

4.2. Eligible locations

We will consider activities based in any geographical location in Australia. You may request funding for a component of the research to be undertaken overseas if the equipment/resources required for that component are not available in Australia and the component is critical to the successful completion of the research project. However, the expectation is the majority of the research activities and funding expenditure will occur in Australia.

4.3. Eligible expenditure

You can only spend grant funds on eligible expenditure you have incurred on an agreed project as defined in your grant agreement.

To be eligible, expenditure must:

- be a direct cost of the project
- be incurred by you for required project audit activities
- be incurred between the grant start and end dates, unless stated otherwise.

Applicants are required to justify the budget requested for each year of the proposed research. Your budget, including your justification of the proposed expenditure, will be part of the overall value and risk assessment (see section 5.2).

If you are invited to submit an application and your application is successful, we may ask you to verify project costs that you provided in your application. You may need to provide evidence such as quotes for major costs.

Not all expenditure on your project may be eligible for grant funding. The Delegate makes the final decision on what is eligible expenditure and may give additional guidance on eligible expenditure if required.

For further guidance on eligible expenditure, see Appendix A.

4.4. What the grant money cannot be used for

Expenditure items that are not eligible are:

- Indirect costs of research are organisation overhead costs that benefit and support research. They can include the operations and maintenance of buildings, provision of facilities and libraries, hazardous waste disposal, regulatory and research compliance and administration of research services. Although they are necessary for the conduct of research, and may be incurred in the course of research, they are costs that do not directly address the approved research objectives of a grant
- retrospective costs (unless otherwise agreed)
- costs to support research activities undertaken outside of Australia (although funding can be sought to support the Australian-based components of multinational clinical trials), unless deemed eligible in accordance with section 4.2.

A grant for a particular research activity cannot be provided to you if you receive funding from another government source for the same research activity.

For further guidance on ineligible expenditure, see Appendix B.

5. The assessment criteria

There are six criteria for this grant opportunity:

- Assessment Criteria (criteria 1 and 2) that will be used to assess expressions of interest
- Assessment Criteria (criteria 3-6) that will be used to assess full applications.

Applicants should note that full applications may be submitted by invitation only (see section 1.3).

For further details on the assessment process for this grant opportunity, including the scoring thresholds for expressions of interest and full applications, see section 7.

5.1. The assessment criteria for expressions of interest

To be competitive, you will need to address all assessment criteria in your expression of interest. We will assess your expression of interest against the rating scale at Appendix C.

The expression of interest form requests information that directly relates to the assessment criteria below. You should provide evidence to support your responses to each criterion. Size limits apply to all responses.

5.1.1. Assessment Criterion 1 – Vision and novelty (50% weighting)

You should:

- a. summarise your overall vision for the proposed program of research, including how it will produce a technology that will generate meaningful outcomes in 10 years for patients living with the serious and incurable health condition, their families and carers
- b. demonstrate the originality and/or novelty of the proposed approach and how it differs from current research in the same broad area
- c. outline how your research proposal is directly relevant to the objectives and desired outcomes of this grant opportunity as described in section 1.3.

5.1.2. Assessment Criterion 2 – Team capability (50% weighting)

You should:

- a. summarise the skills, knowledge and experience of the research team relevant to the proposed program of research
- b. articulate how the research team brings diverse and multidisciplinary experiences and expertise to the proposed research to ensure its successful delivery.

5.2. The assessment criteria for full applications

If you are invited to submit a full application, you must address all the assessment criteria in your submission. We will assess your full application based on the weighting given to each technical criterion and against the non-weighted (non-technical) Overall Value and Risk of the project assessment criterion.

The full application form requests information that directly relates to the assessment criteria below. The amount of detail and supporting evidence you provide in your application should be relative to the project size, complexity and grant amount requested. You should provide evidence to support your responses to each criterion. Size limits apply to all responses.

5.2.1. Assessment Criterion 3 - Project impact (40% weighting)

This criterion measures the potential impact of the 10 year program of research. You should:

- a. describe how the proposed solution has the potential to lead to significant and measurable improvements in outcomes for patients, their families and carers, the health system, and the economy
- b. articulate how the proposed program of research will provide an innovative technological solution to a major unmet clinical need that could be applied nationally or internationally within the next 10 years and become 'best practice'
- c. demonstrate how the views and values of consumers, the community, health providers and/or other end users have informed the proposed research, including how the needs and priorities of consumers (particularly those with lived experience and their carers) have informed the research question
- d. describe how the anticipated outputs will contribute to meaningful advances in health outcomes, practice and/or policy for priority populations and therefore reduce inequalities in health outcomes
- e. clearly articulate the identified place in the market and/or clinical practice for the proposed solution, including consideration of clinical and regulatory pathways and market access, where applicable.

You should also demonstrate how the outcomes or results you have identified against the MRFF Measures of Success are relevant and meaningful to the goal and aims of the Initiative.

5.2.2. Assessment Criterion 4 - Project methodology (30% weighting)

This criterion measures the progress of the program of research towards implementation after up to five years of funding for the proposed project. You should demonstrate this by:

- a. providing a project plan that includes:
 - i. a description of the activities you will undertake
 - ii. a description of how the proposed solution draws ideas and concepts from multiple disciplines to create new strategies, methods, approaches and/or tools
 - iii. appropriate milestones, performance indicators and timeframes for delivery that will be used to inform ongoing disbursement of grant funds
 - iv. the governance structures required to successfully deliver the project
 - v. a description of how consumers and other end users will be involved in the proposed research, including their contributions throughout the life of the project
- b. providing a project feasibility analysis.

5.2.3. Assessment Criterion 5 - Capacity, capability and resources to deliver the project (30% weighting)

You should demonstrate this by providing details of:

- a. your proposed research team, with proposed key project personnel and their skills and experience clearly articulated

- b. your team's track record in managing similar projects, including experience in involving consumers and managing large interdisciplinary or multidisciplinary projects
- c. your access, or future access, to any required infrastructure, land, capital equipment, technology, and regulatory or other approvals
- d. how any infrastructure funded through this project will be maintained beyond the life of the grant opportunity.

5.2.4. Assessment Criterion 6 - Overall value and risk of the project (non-weighted.)

Your application should demonstrate the overall value and risk of the project, including that you have robust risk identification and management processes. This should include consideration of risks related to COVID-19 restrictions.

You should provide:

- your Measures of Success statement
- your proposed budget and justification
- a risk management plan.

Applications must clearly justify the requested duration and budget and how they will support the proposed outcomes of the research.

Our assessment will also take into consideration:

- the outcomes of the scientific review and due diligence report of your full application and your presentation to the Committee
- the relative contribution of the outcomes or results you have identified against the MRFF Measures of Success to the goal and aims of the Initiative
- the suitability of your proposed budget to complete all project activities
- how well the requested budget has been detailed and justified
- the value and type of any partner contributions to your project
- how soundly your risk management approach is demonstrated
- any risks identified as part of the assessment of your full application
- the appropriateness of the submitted risk management plan in documenting key risks to the completion of the project, including your plan to manage those identified risks
- how you propose to monitor and report risks (both those identified in your submitted risk management plan and those which may arise during your project).

6. How to apply

Before applying, you must read and understand these guidelines, the sample [application form](#) and the sample [grant agreement](#) published on business.gov.au and [GrantConnect](#). Any alterations and addenda⁴ will be published on GrantConnect and by registering on this website, you will be

⁴ Alterations and addenda include but are not limited to: corrections to currently published documents, changes to close times for applications, Questions and Answers (Q&A) documents and Frequently Asked Questions (FAQ) documents



automatically notified of any changes. GrantConnect is the authoritative source of information on this grant opportunity.

The formatting requirements and page and character limits specified in this section must be adhered to and will inform the assessment of the eligibility of your expression of interest and application. See section 3.

Table 1: Formatting requirements for attachments to expressions of interest and applications

Formatting Requirements for attachments to expressions of interest and applications	
Page size	A4
Font	A minimum of 12 point Times New Roman. Applicants must ensure the font is readable.
Line spacing	Single
Language	English
Web links	Web links are not permitted except in citations of materials only available online. The full URL must be provided and the style must allow identification from a printed version of the application.
Appendices	No appendices are permitted beyond requested attachments

To apply, you must:

- complete the online expression of interest/application form on business.gov.au
- provide all the information requested
- address all eligibility and relevant assessment criteria
- include all necessary attachments
- submit your expression of interest/full application by the closing date and time.

You are responsible for ensuring that your expression of interest/full application is complete and accurate. Giving false or misleading information is a serious offence under the *Criminal Code 1995* and we will investigate any false or misleading information and may exclude your expression of interest/application from further consideration.

Examples of false or misleading information in an expression of interest/application include, but are not limited to:

- providing a dishonest statement regarding time commitments to the research
- providing incomplete or inaccurate facts regarding other sources of funding
- providing a fictitious record of your achievements
- falsifying claims in publication records (such as describing a paper as accepted for publication when it has only been submitted).

If we find an error or information that is missing, we may ask for clarification or additional information from you that will not change the nature of your expression of interest/full application. However, we can refuse to accept any additional information from you that would change your submission after the expression of interest/application closing time.

If we believe that omissions or inclusion of misleading information are intentional we may refer the matter for investigation and take action under the grant opportunity guidelines or the grant agreement.

You cannot change your expression of interest/full application after the closing date and time. You will receive confirmation when you submit your expression of interest/ full application.

You should keep a copy of your expression of interest/full application and any supporting documents.

If you need further guidance around the expression of interest/full application process, or if you are unable to submit an expression of interest/application online, [contact us](#) at business.gov.au or by calling 13 28 46.

6.1. Expression of Interest stage

Through a series of questions the expression of interest form will ask for information about you and your proposal, including eligibility, your organisation, and details about your program of research (approximately 5 pages) including responses to assessment criteria (see also section 5.1). Please complete all fields in the expression of interest form. A sample expression of interest form is available on [business.gov.au](#) and [GrantConnect](#). The expression of interest form displays size limits for answers.

6.1.1. Attachments to the Expression of Interest

We require the following documents to be uploaded to the expression of interest form:

- a list of all Chief Investigators using the template on [business.gov.au](#) who have shared authority and responsibility for leading and directing the design, conduct and reporting of the research as outlined in the expression of interest, including the affiliations of each person listed
- Curriculum Vitae (CVs) for each Chief Investigator (maximum two pages per Chief Investigator) that include:
 - a summary of their expertise and/or research achievements relevant to the proposed research
 - top 5 publications relevant to the proposed research
 - details of successful grants for the last 10 years that are relevant to the proposed research including: grant title, short description, funding organisation, dollar value.
- details of 10 individuals using the template on [business.gov.au](#) (including academic title, email address, phone number, and five key words that articulate their areas of expertise) that do not have a perceived or actual conflict of interest with the proposed program of research and could be approached to assist in the assessment of its scientific merits, should you be invited to submit a full application.

You must attach supporting documentation to the expression of interest form in line with the instructions provided within the form. You should only attach requested documents. We will not consider information in attachments that we do not request.

6.2. Full application stage

Should you be invited to submit a full application, you are required to complete all fields in the application form including information and supply all requested attachments. The amount of detail you provide should be relative to the project size, complexity and grant amount requested. A

sample application form is available on business.gov.au and GrantConnect. Size limits apply for all responses.

6.2.1. Attachments to the full application

If you are invited to submit a full application, we require the following documents to be uploaded to the full application form:

- a detailed project plan, including project methodology and a project feasibility analysis (maximum 25 pages)
- a list of all Chief Investigators using the template on business.gov.au who have shared authority and responsibility for leading and implementing the specific project outlined in the full application, including the affiliations of each person listed
- CVs for each Chief Investigator (maximum two pages per Chief Investigator) that include:
 - a summary of their expertise and/or research achievements relevant to the proposed research
 - top 5 publications relevant to the proposed research
 - details of successful grants for the last 10 years that are relevant to the proposed research including: grant title, short description, funding organisation, dollar value.
- a detailed and itemised project budget in the template provided, including but not limited to disaggregation by project component, financial year, allocation to MRFF funds versus partner contributions, and your related fee card
- a statement of how your research proposal will contribute to the Measures of Success for the MRFF as described in the MRFF Evaluation, Monitoring and Learning Strategy (see www.health.gov.au/mrff) in a table format with the following headings: MRFF Measure of Success; How the project will contribute towards the measure of success; Description of outcome or result against which the contribution will be evaluated (maximum 2 pages)
- a detailed risk management plan, and any supporting documentation, describing how you propose to monitor, manage and report identified risks including risks that may arise during your project (maximum 2 pages)
- a Declaration of Applicant Interests (see section 12.2)
- letter/s of support from your board, CEO or equivalent and (where relevant) from partner organisation/s (see section 6.2)
- letter/s from research facilities (where relevant)
- Audited financial statements or annual reports for the Lead Organisation from the last 3 years (see section 6.2.2) or, if this is not possible, the parent company/organisation of the Lead Organisation. If audited financial statements or annual reports cannot be provided, you should explain why this is the case.
- details of intellectual property (IP) arrangements as an attachment if this is not included within the written content of the application
- trust deed (where applicable)
- a plain English media summary that can be used to describe your research proposal to the general public (maximum 200 words).

You must attach supporting documentation to the full application form in line with the instructions provided within the form. Information contained in any pages beyond the respective document's

maximum page limit will not be considered. You should only attach requested documents. We will not consider information in attachments or appendices that we do not request.

6.2.2. Joint (consortia) applications

We recognise that some organisations may want to join together as a group to deliver a project. In these circumstances, you must appoint a 'Lead Organisation' who meets the eligibility criteria and will submit the expression of interest/application. Only the Lead Organisation can submit the expression of interest/application form and, if successful, enter into a grant agreement with the Commonwealth. The Lead Organisation must also nominate a Project Lead (Chief Investigator A) who will conduct the project and report on the outcomes of the project as specified in the grant agreement.

If you are invited to submit a full application, the application must identify all members of the proposed group and include a letter of support from each of the partner organisations listed in the application. Note that letters of support are not required from named individuals in the application or the Lead Organisation.

Each letter of support should be no more than two A4 pages in length and must include:

- application number and title
- the name and address of the partner organisation
- where relevant, the organisation's lead researcher for the study (name, position held and a brief background)
- an overview of how the partner organisation will work with the Lead Organisation and any other partner organisations in the group to successfully complete the project
- an outline of the relevant experience and/or expertise the partner organisation will bring to the group
- the roles/responsibilities of the partner organisation
- where relevant, a list of participating clinical trial site/s (including locations) that are the responsibility of the partner organisation
- information on the financial and/or in-kind support for the proposed research that are the responsibility of the partner organisation
- consent for the Australian Government to identify the partner organisation in media releases, on websites and in future grant opportunity documentation
- where available, a weblink to the partner organisation's most recent annual report - the full URL must be provided and the style must allow identification from a printed version of the grant application. If an annual report is not available, the Letter of Support should explain why this is the case.
- contact details of an authorised officer and their role within the organisation.

The letter must be on the partner organisation's letterhead and be signed by the authorised officer (see above). The authorised officer must be a person occupying a position with responsibility for the partner organisation's participation in the research who has the authorisation to expend the partner's money or resources. Please note that applicants should not sign the letter of support unless they are a representative of the partner organisation and have the authorisation to expend the partner's money or resources.

You must have a formal arrangement in place with all parties.

6.3. Timing of grant opportunity processes

You can submit an expression of interest at any time while the grant opportunity remains open. It is expected that expressions of interest will close on 31 March 2026.

Requests for extensions will be considered on a case by case basis and must be submitted by email to the address on the front page of these guidelines on or before the closing date and time.

Requests will only be considered for:

- unforeseen circumstances, e.g. natural calamities such as bushfires, floods or cyclones, or
- exceptional circumstances that affect multiple applicants, e.g. power and/or internet network outages, or
- where an applicant, or a member of their immediate family⁵ is incapacitated due to an unforeseen medical emergency, such as life-threatening injury, accident or death.

Extensions, if granted, will be for a maximum of seven calendar days. This is to ensure that subsequent assessment processes and approval of funding recommendations are not delayed.

Requests for extension submitted after the close date and time will not be considered.

The expected completion date of your research must be nominated in your application and must not extend beyond the grant period specified in section 2.2.

Table 2: Grant opportunity timeline

Activity	Timeframe*
Submission of expressions of interest	Any time until the grant opportunity closes for expressions of interest
Assessment of expressions of interest	8-10 weeks We will batch expressions of interest for assessment every six months for those submitted by 31 March and 30 September each year.
Outcomes of expression of interest process	2 weeks
Preparation and submission of full applications (upon invitation only)	10-12 weeks
Assessment of full applications	12-16 weeks
Approval of outcomes of application selection process	8 weeks
Negotiations and award of grant agreements	4-6 weeks
Notification of unsuccessful applicants	2 weeks
Earliest start date of project	To be specified within the grant agreement (within a reasonable timeframe following execution of the grant agreement)

⁵ Immediate family comprises a spouse, child, parent or sibling. It includes de facto, step and adoptive relations (e.g. de facto, step or adopted children).

Activity	Timeframe*
End date of project	5 years after commencement of the research activity
Expressions of interest close	17.00 AEST local time 31 March 2026 or when grant program funds have been fully committed.

*Timeframes are indicative and subject to change.

To avoid delays to the commencement of research, applicants are encouraged to seek ethics approval as soon as their full application is drafted, prior to announcement of outcomes.

6.4. Questions during the expression of interest/application process

If you have any questions, contact business.gov.au or call 13 28 46.

7. The grant selection process

7.1. Assessment of expressions of interest

We first review your expression of interest against the eligibility criteria. Only eligible expressions of interest will proceed to the next stage.

We refer your expression of interest to an independent committee of expert assessors (the Committee). For the 2022 Frontier Health and Medical Research grant opportunity, the Committee will comprise national and international experts. The Committee will undertake the assessment in accordance with the CGRGs and consider your expression of interest on its merits, based on how well it meets the assessment criteria.

When assessing the merits of your expression of interest, the Committee will use the rating scale at Appendix C.

To be invited to submit a full application, an expression of interest must receive a rating of 8 or higher against each of the assessment criteria (criteria 1 and 2).

7.2. Assessment of full applications

If you are invited to submit a full application, we first review your application against the eligibility criteria. Only eligible applications will proceed to the next stage.

We then refer your application to the Committee. The Committee will assess your application in accordance with the CGRGs and consider it on its merits, based on:

- how well it meets the assessment criteria
- whether it provides value with relevant money.

When assessing the merits of your application against the three technical (weighted) assessment criteria, the Committee will use the rating scale at Appendix C. Rating of the non-technical (Overall Value and Risk of your project) assessment criterion will be done in accordance with the Rating Scale at Appendix D.

To be awarded MRFF funding, applications must receive a rating of 7 or higher against each of the weighted technical assessment criteria (criteria 3, 4 and 5), and a rating of 'Excellent' for the non-weighted assessment criterion (criterion 6).

7.3. Who will assess expressions of interest and full applications?

Expressions of interest and applications will undergo rigorous assessment, whereby they are subject to scrutiny and evaluation by individuals with relevant experience and expertise appropriate to the grant opportunity such as scientific experts, consumers, industry experts and health service providers. Assessors will be selected on the basis that they will bring experience and expertise in a range of areas including:

- trans-disciplinary
- academia
- clinical
- health services delivery
- translation research
- consumer and patients
- Aboriginal and/or Torres Strait Islander health
- Industry and commercialisation expertise.

Gender balance will also be considered, along with geographic representation. We strive to include at least one international representative to ensure MRFF funded research is internationally competitive.

When developing your expression of interest/application, you should take into account the nature of expert assessment: assessors will be selected taking into account the experience and expertise appropriate to the grant opportunity and may draw, as appropriate, from their breadth of knowledge relevant to the grant opportunity when assessing expressions of interest/applications. Issues not relevant to the assessment criteria will not be considered.

Australian and/or international expert assessors will be selected and applicants should therefore construct expressions of interest/applications with the knowledge that the expression of interest/application may be provided to Australian and international expert assessors.

Assessors are required to declare material personal interests (financial or non-financial) and material personal associations to ensure the appropriate management of conflicts of interest.

The Committee will score your expression of interest against the assessment criteria (criteria 1 and 2).

If you are invited to submit a full application, the Committee will score your application against the technical assessment criteria (criteria 3, 4 and 5) and the non-technical assessment criterion (criterion 6). The Committee will also consider the outcomes of an independent scientific review and due diligence analysis of your proposal as well as your presentation to the Committee as part of its assessment of your application.

We may collate the scores against the assessment criteria provided by the Committee to identify expressions of interest/applications to be considered for funding and less meritorious expressions of interest/applications, which may then be removed from further consideration. The Committee may meet to discuss expressions of interest/applications and finalise assessment scores.

We may seek additional advice on any expression of interest/full application.

We will forward the outcomes of the assessment process to the Department of Health and Aged Care. We may also provide copies of all expression of interest/full application information to the Department of Health and Aged Care.

Applicants must not make contact about their expression of interest or application with anyone who is directly engaged with its assessment such as a member of the Committee. Doing so may constitute a breach of the *Australian Code for the Responsible Conduct of Research 2018* and result in the application being excluded from consideration.

7.4. Who will approve grants?

We will provide the outcomes of the assessment process to the Department of Health and Aged Care. This information will consist of a combined score against each of the individual assessment criteria, a weighted combined score against the technical assessment criteria and a separate rating against the non-technical assessment criterion.

The Delegate will approve grants drawing on the outcomes of the assessment process. The Delegate may take into consideration applicant interests declared pursuant to section 12.2.

The Delegate's decision is final in all matters, including:

- the approval of grants
- the grant funding amount to be awarded
- the terms and conditions of the grant.

There is no appeal mechanism for decisions to approve or not approve a grant.

The Delegate must not approve funding if it reasonably considers that the funding available across financial years will not accommodate the funding offer, and/or the application does not represent value with relevant money (see section 7.1).

8. Notification of application outcomes

We will advise you of the outcome of your expression of interest/full application in writing. If you are successful, we will advise you of any specific conditions attached to the grant, including the timing of any public communications you make regarding being awarded a grant.

8.1. Feedback on your application

If you are invited to submit a full application, all applicants will be provided with feedback on the outcome, which may consist of individual scores and an overall score against the technical assessment criteria, and a rating against the non-technical assessment criterion.

9. Successful grant applications

Successful applicants are expected to contribute to assessment processes for future MRFF grant opportunities which require expert assessment.

A grant cannot be provided to you if you receive funding from another source for the same purpose. You can apply for grants under any grant program but, if your applications are successful, you must choose either the grant from this Program or the other grant.

Where you have submitted the same application to other grant opportunities and have received an offer of funding from one of these sources, we and the Department of Health and Aged Care reserve the right to withhold any further offer of funding for the application.

Where it appears that an applicant has submitted similar applications for research/project funding and has been successful with more than one application, the applicant is required to provide a written report clearly identifying how the proposed research objectives/outcomes and expenditure in the applications are different. If the applications are not sufficiently different, we and the Department of Health and Aged Care reserve the right to withhold or withdraw an offer of funding at the discretion of the Delegate, or you will be required to decline or relinquish one of the grants.

9.1. The grant agreement

You must enter into a legally binding grant agreement with the Commonwealth. A sample [grant agreement](#) is available on business.gov.au and [GrantConnect](#).

We must execute a grant agreement with you before we can make any payments. Execute means both you and the Delegate have signed the grant agreement. We are not responsible for any expenditure you incur until a grant agreement is executed. You must not start any research activities until a grant agreement is executed.

The approval of your grant may have specific conditions determined by the assessment process or other considerations made by the Delegate. We will identify these in the offer of grant funding.

If you enter an agreement under this grant opportunity, you cannot receive other grants for the same research activity from other Commonwealth, State or Territory granting programs.

The Commonwealth may recover grant funds if there is a breach of the grant agreement. The offer may lapse if both parties do not sign the grant agreement within a specified time period. Under certain circumstances, we may extend this period. We base the approval of your grant on the information you provide in your application. We will review any required changes to these details to ensure they do not impact the project as approved by the Delegate.

Where a grantee fails to meet the obligations of the grant agreement, the Commonwealth may suspend grant payments and take action to recover grant funds.

You should not make financial commitments until a grant agreement has been executed by the Commonwealth and the Lead Organisation continues to meet its undertakings, including:

- where the CIA is not an Australian citizen or permanent resident, having the requisite work visa in place at the time of accepting the successful grant and being based in Australia for the duration of the grant period
- the appropriate facilities and salary support being available for the entirety of the grant period
- approval of the research activity by relevant organisational committees and approval bodies, particularly in relation to ethics and biosafety, being sought and obtained prior to the commencement of the research, or the parts of the research that require their approval, and
- arrangements for the management of the grant having been agreed between all organisations associated with the research.

If the above undertakings are not being met you must notify us. Payment of the grant may be suspended until we and the Department of Health and Aged Care has considered a request to vary the grant conditions.

9.1.1. Commonwealth commercialisation clauses

The Grant Agreement relating to projects funded under this Grant Opportunity may include the Commonwealth commercialisation clauses.

These commercialisation clauses seek to ensure that the Commonwealth has an early opportunity to enter into arrangements with any counter party to commercialisation agreements to permit the Commonwealth's purchase of any resulting commercialised products on commercial terms which are no less favourable than terms offered to any other party.

Further, commercialisation agreements relating to the commercialisation of Intellectual Property arising from research funded under this Grant Opportunity (where such Intellectual Property is created, developed, funded, derived or otherwise brought about as part of, a result of or as contemplated by project research activities) must be provided to the Department of Health and Aged Care for review before the Eligible Organisation administering the grant executes or otherwise becomes bound by the agreement. The Department of Health and Aged Care will review such commercialisation agreements to ensure they comply with the terms set out in the Commonwealth commercialisation clauses.

Where a grant is awarded under this Grant Opportunity a commercialisation plan will also be required for review by the Department of Health and Aged Care, as specified within the Grant Agreement at award.

The Department of Health and Aged Care will identify which projects will be subject to the commercialisation clauses in the Grant Agreement based on information provided in the application.

9.2. Specific legislation, policies and industry standards

You must comply with all relevant laws and regulations in undertaking your project. You must also comply with any specific legislation/policies/industry standards within the grant agreement, such as:

- The MRFF Act [1]⁶
- Working with Vulnerable People registration
- State/Territory legislation in relation to working with children
- Ethics and research practices
- the [NHMRC/ARC/UA Australian Code for the Responsible Conduct of Research](#) (2018) and successor documents
- the [NHMRC/ARC/UA National Statement on Ethical Conduct in Human Research](#) (2007, updated 2018)
- the [Australian Code for the care and use of animals for scientific purposes](#) (2013) endorsed by the NHMRC, the ARC, the Commonwealth Scientific and Industrial Research Organisation and UA.

If there is any conflict or inconsistency between a successor document and its predecessor, then the successor document prevails.

^[1] <https://www.legislation.gov.au/Details/C2015A00116>

⁶ <https://www.legislation.gov.au/Details/C2015A00116>

9.2.1. Child safety requirements

You must comply with all relevant legislation relating to the employment or engagement of anyone working on the project that may interact with children, including all necessary working with children checks.

You must implement the National Principles for Child Safe Organisations endorsed by the Commonwealth and available at: <https://humanrights.gov.au/our-work/childrens-rights/projects/reporting-united-nations-childrens-rights>.

You will need to complete a risk assessment to identify the level of responsibility for children and the level of risk of harm or abuse, and put appropriate strategies in place to manage those risks. You must update this risk assessment at least annually.

You will also need to establish a training and compliance regime to ensure personnel are aware of, and comply with, the risk assessment requirements, relevant legislation including mandatory reporting requirements and the National Principles for Child Safe Organisations.

You will be required to provide an annual statement of compliance with these requirements in relation to working with children.

9.3. Intellectual property rights

Applicants must provide details of intellectual property (IP) arrangements in their applications. This includes both the use of IP in the project and the proposed ownership rights to IP generated by the project as well as strategies for protecting Australia's interests. Where IP is likely to be generated by the project, successful applicants are required to conclude protocols or contracts with their collaborating partners on the management of IP issues. These agreements should be in accordance with laws and regulations in Australia.

9.4. How we pay the grant

The grant agreement will state the:

- maximum grant amount to be paid
- proportion of eligible expenditure covered by the grant (grant percentage)
- any financial or in-kind contributions you will make
- any financial or in-kind contributions provided by a third party.

We will not exceed the maximum grant amount under any circumstances. If you incur extra costs, you must meet them yourself.

We will make payments according to an agreed schedule set out in the grant agreement. Payments are subject to satisfactory progress being made against milestones and performance indicators. The Commonwealth will review your progress reports to confirm that the milestones and performance indicators have been achieved. Where milestones and performance indicators have not been achieved grant payments may be suspended.

Expenditure against approved activities will be monitored over the duration of the grant period. Grant funding will be dependent on meeting any conditions and agreed milestones.

9.5. Grants payments and GST

All amounts referred to in these grant opportunity guidelines are exclusive of GST, unless stated otherwise. If you are registered for the Goods and Services Tax (GST), where applicable, we will add GST to your grant payment and provide you with a recipient created tax invoice.

You are required to notify us if your GST registration status changes during the grant period. GST does not apply to grant payments to government related entities⁷.

Grants are assessable income for taxation purposes, unless exempted by a taxation law. We recommend you seek independent professional advice on your taxation obligations or seek assistance from the [Australian Taxation Office](#). We do not provide advice on your particular taxation circumstances.

10. Announcement of grants

We will publish non-sensitive details of successful projects on GrantConnect. We are required to do this by the [Commonwealth Grants Rules and Guidelines](#) unless otherwise prohibited by law. We may also publish this information on business.gov.au.

The following information may be published in a manner that allows it to be searched and viewed in a variety of ways:

- Application identity number
- MRFF Initiative and Grant Opportunity from which the grant was funded
- Funded Organisation
- Organisation Type (as per Section 24 of the MRFF Act)
- State/Territory
- Project Title
- Media Summary
- Chief Investigator name/s
- Partner Organisations (if relevant)
- Selection Process
- Approved grant amount.

11. How we monitor your grant activity

11.1. Keeping us informed

You should let us know if anything is likely to affect your organisation or impact successful delivery of your project.

We need to know of any key changes to your organisation or its business activities, particularly if they affect your ability to complete your grant, carry on business and pay debts due.

You must also inform us of any changes to your:

- name

⁷ See Australian Taxation Office ruling GSTR 2012/2 available at ato.gov.au



- addresses
- nominated contact details
- bank account details.

If you become aware of a breach of terms and conditions under the grant agreement, you must contact us immediately.

You must notify us of events relating to your grant and provide an opportunity for the Minister or their representative to attend.

11.2. Reporting

You are required to report to us on the progress of the grant and the use of grant funds. Where an organisation fails to submit reports (financial or otherwise) as required, the Commonwealth may take action under the provisions of the grant agreement. Failure to report within timeframes may affect eligibility to receive future funding.

You must submit reports in line with the grant agreement. We will remind you of your reporting obligations before a report is due. We will expect you to report on:

- progress against agreed milestones and MRFF Measures of Success
- risks arising and how these are being managed
- project expenditure, including expenditure of grant funds, and
- information about your research that supports evaluation of the MRFF.

The amount of detail you provide in your reports should be relative to the project size, complexity and grant amount.

We will monitor the progress of your project by assessing reports you submit and may conduct site visits to confirm details of your reports if necessary. Occasionally we may need to re-examine claims, seek further information or request an independent audit of claims and payments.

11.2.1. Progress reports

Progress reports must:

- include details of your progress towards completion of agreed activities, including any risks arising and how these are being managed to ensure outcomes
- include evidence to demonstrate progress against the outcome/s and result/s identified in your Measures of Success statement (see section 6.1)
- show the total expenditure incurred within the reporting period
- include details of research outputs (see section 11.7)
- be submitted by the report due date (you can submit reports ahead of time if you have completed relevant activities), and
- include information about your grant that supports evaluation of the MRFF.

We may withhold grant payments pending receipt of a satisfactory progress report.

You must discuss any activity, milestone or reporting delays with us as soon as you become aware of them.

11.2.2. End of project report

When you complete the grant activity, you must submit an end of project (final) report.

End of project (final) reports must:

- include evidence of completion of agreed activities (including, but not limited to, evidence of project impact)
- include evidence to support achievement of the outcome/s and result/s identified in your Measures of Success statement (see section 6.2.1)
- identify the total expenditure incurred
- report on any underspends
- Include details of research outputs (see section 11.7)
- be submitted by the report due date, and
- include information about your grant that supports evaluation of the MRFF.

11.2.3. Ad-hoc reports

We may ask you for ad-hoc reports on your grant. This may be to provide an update on progress, or any significant delays or difficulties in completing the grant activity, or to support evaluation of the MRFF.

11.3. Audited financial acquittal report

At the completion of the grant, we may ask you to provide an independently audited financial acquittal report. A financial acquittal report will verify that you spent the grant funding in accordance with the grant agreement. The report requires you to prepare a statement of grant income and expenditure.

11.4. Grant agreement variations

We recognise that unexpected events may affect your progress. In these circumstances, you can request a variation to your grant agreement, including:

- changing milestones
- extending the timeframe for completing the grant
- changing grant activities

The Program does not allow for:

- an increase of grant funds.

For further details refer to the [MRFF Grant Variation Policy](#).

If a delay in the grant causes milestone achievement and payment dates to move to a different financial year, you will need a variation to the grant agreement. We can only move funds between financial years if there is enough grant program funding in the relevant year to allow for the revised payment schedule. If we cannot move the funds, you may lose some grant funding.

You should not assume that a variation request will be successful. We will consider your request based on factors such as:

- how it affects the project outcome

- consistency with the Program policy objective, grant opportunity guidelines and any other relevant policies
- changes to the timing of grant payments
- availability of Program funds.

11.5. Registration of clinical trials

Clinical trials supported through MRFF grant opportunities must be registered in the Australian New Zealand Clinical Trials Registry (ANZCTR) within three months of HREC approval and prior to recruitment of the first participant. Information on how to register your clinical trial in the ANZCTR is available at www.anzctr.org.au. Your ANZCTR Trial ID must be provided along with other details of your grant in your progress and final reports (see section 11.2).

11.6. Compliance visits

We may visit you during or at the completion of your grant activity to review your compliance with the grant agreement. We may also inspect the records you are required to keep under the grant agreement. We will provide you with reasonable notice of any compliance visit.

11.7. Dissemination of research outcomes

You must ensure appropriate safeguards are in place to protect patient privacy, intellectual property and commercially confidential information.

Authors should endeavour to retain all necessary rights to enable the authors to publish and share their publications in any format at any time, and use the Creative Commons Attribution licence, CC-BY, where possible, when publishing their article.

Except where publication may compromise your obligations with respect to patient privacy, intellectual property and/or commercially confidential information, grantees are required to comply with the following:

- if a clinical trial, register the trial (including the protocol) with ANZCTR within three months of HREC approval and prior to recruitment of the first participant (see section 11.5). You must include the MRFF grant number and an acknowledgement of MRFF funding in the ANZCTR registration details (see section 11.9)
- list any resulting patents in Source IP (sourceip.csiro.au), referencing the MRFF grant number in the description (see section 11.9)
- within 12 months of the date of publication, ensure that all peer-reviewed research outputs arising from MRFF supported research:
 - are openly accessible in an institutional repository or other acceptable location (e.g. publisher website, subject-specific repository)
 - are linked to author ORCID iD(s), and
 - acknowledge MRFF grant support (in whole or in part) and the MRFF grant number in all relevant publications (see section 11.9).

Grantees are expected to include details of research outputs (including clinical trial registration information, patents, and publications) in their grant reports (see section 11.2). Grantees are also strongly encouraged to publish de-identified research data and associated metadata in an open access repository or a public database and in accordance with best practice.

11.8. Evaluation

We will evaluate the grant to measure how well the outcomes and objectives have been achieved. Your grant agreement requires you to provide information to help with this evaluation. We may use information from your application and reports for this purpose, and for the purpose of evaluation of the Initiative and the MRFF more broadly. We may also interview you, or ask you for more information to help us understand how the grant impacted you and to evaluate how effective the Program was in achieving its outcomes.

We may contact you up to two years after you finish your grant for more information to assist with this evaluation.

11.9. Grant acknowledgement

If you make a public statement about a grant funded under the Program, including in a brochure or publication, and/or disseminate the outcomes of your research as described in section 11.7, you must acknowledge the grant by using the following, where XXXXXXXXXX is the unique grant ID.

‘Research reported in this publication was supported by the Medical Research Future Fund under grant number XXXXXXXXXX’.

If you erect signage in relation to the project, the signage must contain an acknowledgement of the grant.

12. Probity

We will make sure that the grant opportunity process is fair, according to the published guidelines, incorporates appropriate safeguards against fraud, unlawful activities and other inappropriate conduct and is consistent with the CGRGs.

12.1. Enquiries and feedback

Applicants can request feedback on the outcome of their application (see section 8).

For further information or clarification, you can contact us on 13 28 46 or by [web chat](#) or through our [online enquiry form](#) on business.gov.au.

We may publish answers to your questions on our website as Frequently Asked Questions.

Our [Customer Service Charter](#) is available at business.gov.au. We use customer satisfaction surveys to improve our business operations and service.

If you have a complaint, call us on 13 28 46. We will refer your complaint to the appropriate manager.

If you are not satisfied with the way we handle your complaint, you can contact:

General Manager
Business Grants Hub
Department of Industry, Science and Resources
GPO Box 2013
CANBERRA ACT 2601

If you do not agree with the way we have handled your complaint, you may complain to the [Commonwealth Ombudsman](#)⁸. The Ombudsman will not usually look into a complaint unless the matter has first been raised directly with us.

The Commonwealth Ombudsman can be contacted on:

Phone (Toll free): 1300 362 072

Email: ombudsman@ombudsman.gov.au

Website: www.ombudsman.gov.au

12.2. Conflicts of interest

Any conflicts of interest could affect the performance of the grant opportunity or Program. There may be a conflict of interest, or perceived conflict of interest, if our staff, any member of a committee or advisor and/or you or any of your personnel:

- has a professional, commercial or personal relationship with a party who is able to influence the application selection process, such as an Australian Government officer or member of an external panel
- has a relationship with or interest in, an organisation, which is likely to interfere with or restrict the applicants from carrying out the proposed activities fairly and independently, or
- has a relationship with, or interest in, an organisation from which they will receive personal gain because the organisation receives a grant under the Program/grant opportunity.

You will be asked to declare, as part of your application, any perceived or existing conflicts of interests or that, to the best of your knowledge, there is no conflict of interest.

If you later identify an actual, apparent, or perceived conflict of interest, you must inform us in writing immediately.

Conflicts of interest for Australian Government staff are handled as set out in the Australian [Public Service Code of Conduct \(Section 13\(7\)\)](#)⁹ of the [Public Service Act 1999 \(Cth\)](#)¹⁰. Committee members and other officials including the decision maker must also declare any conflicts of interest.

We publish our conflict of interest policy on the Department's [website](#)¹¹.

12.3. Privacy

Business.gov.au is the Administering Entity for this grant opportunity. Business.gov.au will receive applications and manage the assessment process. We will forward all application material and assessment scores to the Department of Health and Aged Care.

⁸ <https://www.ombudsman.gov.au/>

⁹ https://www.legislation.gov.au/Details/C2017C00270/Html/Text#_Toc491767030

¹⁰ <https://www.legislation.gov.au/Details/C2017C00270>

¹¹ <https://www.industry.gov.au/sites/g/files/net3906/f/July%202018/document/pdf/conflict-of-interest-and-insider-trading-policy.pdf>



The Privacy Act 1988 (Privacy Act) requires entities bound by *the Australian Privacy Principles* to have a privacy policy. The Department's [Privacy Policy](#)¹² is available on the business.gov.au [website](#). The privacy policy outlines the personal information handling practices at the department.

We may disclose your personal information to assessors from overseas countries, where there is a need, and in accordance with *the Privacy Act* and the Department's [Privacy Policy](#)¹³.

Grantees are required by the grant agreement to comply with the *Privacy Act 1988*, including *the Australian Privacy Principles*, and impose the same privacy obligations on any subcontractors engaged by the grantee to assist with the grant.

We may share the information you give us with other Commonwealth entities for purposes including government administration, research or service delivery, according to Australian laws.

As part of your application, you declare your ability to comply with the *Privacy Act 1988* and the Australian Privacy Principles and impose the same privacy obligations on officers, employees, agents and subcontractors that you engage to assist with the activity, in respect of personal information you collect, use, store, or disclose in connection with the activity. Accordingly, you must not do anything, which if done by the Department would breach an Australian Privacy Principle as defined in the Act.

12.3.1. When we may disclose confidential information

We may disclose confidential information:

- to the committee and our Commonwealth employees and contractors, to help us manage the Program effectively
- to the Auditor-General, Ombudsman or Privacy Commissioner
- to the responsible Minister or Assistant Minister
- to a House or a Committee of the Australian Parliament.

We may also disclose confidential information if:

- we are required or authorised by law to disclose it
- you agree to the information being disclosed
- someone other than us has made the confidential information public.

12.4 Freedom of information

All documents in the possession of the Australian Government, including those about the Program, are subject to the *Freedom of Information Act 1982* (Cth) (FOI Act).

The purpose of the FOI Act is to give members of the public rights of access to information held by the Australian Government and its entities. Under the FOI Act, members of the public can seek access to documents held by the Australian Government. This right of access is limited only by the exceptions and exemptions necessary to protect essential public interests and private and business affairs of persons in respect of whom the information relates.

¹² <https://www.industry.gov.au/data-and-publications/privacy-policy>

¹³ <https://www.industry.gov.au/data-and-publications/privacy-policy>

If someone requests a document under the FOI Act, we will release it (though we may need to consult with you and/or other parties first) unless it meets one of the exemptions set out in the FOI Act.

13. Glossary

Term	Definition
Administering entity	When an entity that is not responsible for the policy, is responsible for the administration of part or all of the grant administration processes.
Application form	The document or computerised submission system that applicants use to apply for funding under the grant program/grant opportunity.
Assessment criteria	The specified principles or standards, against which applications will be judged. These criteria are also used to assess the merits of proposals and, in the case of a competitive grant opportunity, to determine application rankings.
Assessment Criterion 6 – Overall Value and Risk Rating Scale	A document accompanying the grant opportunity guidelines that provides example benchmarks against Assessment Criterion 6 – <i>Overall Value and Risk</i> to assist assessors when scoring applications.
Chief Investigator	A member of the research team.
Chief Investigator A	The member of the research team that takes the lead role in conducting the project and reporting on the outcomes of the project as specified in the grant agreement.
Commencement date	The expected start date for the grant activity.
Committee	The body established by the Department to consider and assess eligible applications and make recommendations for funding under the grant program.
Commonwealth entity	A Department of State, or a Parliamentary Department, or a listed entity or a body corporate established by a law of the Commonwealth. See subsections 10(1) and (2) of the PGPA Act.
Commonwealth Grants Rules and Guidelines (CGRGs)	Establish the overarching Commonwealth grants policy framework and articulate the expectations for all non-corporate Commonwealth entities in relation to grants administration. Under this overarching framework, non-corporate Commonwealth entities undertake grants administration based on the mandatory requirements and key principles of grants administration.
Completion date	The expected date by which the grant activity must be completed and the grant spent.
Decision maker	The person who makes a decision to award a grant.



Term	Definition
Delegate	An Australian Government official in the Department of Health and Aged Care with responsibility for the grant opportunity.
Department	The Department of Industry, Science and Resources.
Eligibility criteria	Refer to the mandatory criteria which must be met to qualify for a grant. Assessment criteria may apply in addition to eligibility criteria.
Eligible activities	The activities undertaken by a grantee in relation to a grant that are eligible for funding support as set out in section 4.1.
Eligible application	An application or proposal for services or grant funding under the grant program that the Delegate has determined is eligible for assessment in accordance with these grant opportunity guidelines.
Eligible expenditure	The expenditure incurred by a grantee on a project and which is eligible for funding support as set out in sections 0 and 4.3, and Appendix A.
Expression of interest	Provides a broad outline of the program of research for which funding is being sought. An expression of interest will be assessed on its merits as set out in section 7.1.
Fee card	The rationale or method by which any proposed budget items have been derived when estimating expenditure.
Full application	The invitation for a full application follows a successful expression of interest, and includes submission of a detailed project plan and other requirements.
Grant activity/activities	Refers to the project/tasks/services that the grantee is required to undertake.
Grant agreement	Sets out the relationship between the parties to the agreement, and specifies the details of the grant.
GrantConnect	Is the Australian Government's whole-of-government grants information system, which centralises the publication and reporting of Commonwealth grants in accordance with the CGRGs.
Grantee	The organisation that has been selected to receive a grant.
Grant funding or grant funds	The funding made available by the Australian Government to grantees under the Program.

Term	Definition
Grant opportunity	Refers to the specific grant round or process where a Commonwealth grant is made available to potential grantees. A grant opportunity is aimed at achieving government policy outcomes under a Portfolio Budget Statement Program.
Lead Organisation	An organisation that meets the eligibility requirements for receiving and administering MRFF funding that signs the grant agreement. The principal applicant for a consortium of partners.
Minister	The Australian Government Minister for Health and Aged Care.
Personal information	<p>Has the same meaning as in the <i>Privacy Act 1988</i> (Cth) which is:</p> <p>Information or an opinion about an identified individual, or an individual who is reasonably identifiable:</p> <ol style="list-style-type: none"> a. whether the information or opinion is true or not; and b. whether the information or opinion is recorded in a material form or not.
Program of research	A series of linked projects that cumulatively address the objective and intended outcome of the grant opportunity with the intention of achieving full implementation of the proposed technology in 10 years.
Project	A 5-year component of a program of research described in a full application for grant funding under this grant opportunity.
Quote	<p>A quote must contain the following information:</p> <ul style="list-style-type: none"> ▪ organisation's ABN ▪ Description of infrastructure works ▪ Itemised materials and costs ▪ Potential timeframe; and <p>Indicates GST inclusive and exclusive amounts including GST exempt items if applicable.</p>
Technology	'Technology application', 'Frontier application of technology in an area of unmet need in the health space', including both new technology/platforms or novel approaches that build on existing technology and take it forward in the health space.



Term	Definition
Selection process	The method used to select potential grantees. This process may involve comparative assessment of applications or the assessment of applications against the eligibility criteria and/or the assessment criteria.
Value with money	<p>Value with money in this document refers to ‘value with relevant money’ which is a judgement based on the Grant Proposal representing an efficient, effective, economical and ethical use of public resources and determined from a variety of considerations.</p> <p>When administering a grant opportunity, the relevant financial and non-financial costs and benefits of each proposal are considered including, but not limited to:</p> <ul style="list-style-type: none"> ▪ the quality of the project proposal and activities ▪ fitness for purpose of the proposal in contributing to government objectives ▪ that the absence of a grant is likely to prevent the grantee and government’s outcomes being achieved; and ▪ the potential grantee’s relevant experience and performance history.



Appendix A. Eligible expenditure

This section provides additional guidance on the eligibility of expenditure referred to in section 4.3.

Equipment

You can request funding to pay for equipment costing over \$10,000 that is essential to the research. The total equipment requested cannot exceed \$80,000.

Applicants must clearly outline the total value of all items of equipment for each year, why the equipment is required for the proposed research and why the equipment cannot be provided by the organisation.

For each item of equipment requested, a written quotation must be received and held with the organisation submitting the application, to be available to the Australian Government on request.

The applicant must be prepared to meet all service and repair costs in relation to equipment funded.

Funds will not be provided for the purchase of computers except where these are an integral component of a piece of laboratory equipment or are of a nature essential for work in the research field, for example, a computer used for the manipulation of extensively large datasets (i.e. requiring special hardware).

Labour expenditure

Eligible labour expenditure for the grant covers the direct labour costs of employees you directly employ on the core elements of the project. We consider a person an employee when you pay them a regular salary or wage, out of which you make regular tax instalment deductions.

We consider costs for technical, administrative and project management activities eligible labour expenditure, provided there are direct, demonstrated and monitored links to project objectives and outcomes.

We consider labour expenditure for leadership or administrative staff (such as CEOs, CFOs, accountants and lawyers) as eligible expenditure, provided there are direct, demonstrated and monitored links to project objectives and outcomes. However, we limit these costs to 10 per cent of the total amount of eligible labour expenditure claimed. Where a case exists for labour expenditure of leadership or administrative staff to exceed this, approval must be sought from the Delegate.

Eligible salary expenditure includes an employee's total remuneration package as stated on their Pay As You Go (PAYG) Annual Payment Summary submitted to the ATO. We consider salary-sacrificed superannuation contributions as part of an employee's salary package if the amount is more than what the Superannuation Guarantee requires.

The maximum salary for an employee, director or shareholder, including packaged components that you can claim through the grant is \$175,000 per financial year. Requests can be made to the Delegate to exceed this amount on a case by case basis, where justified, and at the discretion of the Delegate.

For periods of the project that do not make a full financial year, you must reduce the maximum salary amount you claim proportionally.

You can only claim eligible salary costs when an employee is working directly on agreed project activities during the agreed grant period.



Commonwealth funded positions can be considered eligible to count towards an in-kind contribution. However, the Commonwealth funded position cannot also draw a salary from funds awarded through this grant opportunity for the same activity.

Labour on-costs

You may include eligible salary costs such as employer paid superannuation, payroll tax, workers compensation insurance, and leave entitlements (including paid maternity leave, sick leave, long service leave and recreation leave). These costs must be reasonable and be separately identified in the project budget.

You should calculate eligible salary costs using the formula below:

$$\text{Eligible salary costs} = \text{Annual salary package} \times \frac{\text{Weeks spent on project}}{52 \text{ weeks}} \times \text{percentage of time spent on project}$$

You cannot calculate labour costs by estimating the employee's worth. If you have not exchanged money (either by cash or bank transactions) we will not consider the cost eligible.

Evidence you will need to provide can include:

- details of all personnel working on the project, including name, title, function, time spent on the project and salary
- ATO payment summaries, pay slips and employment contracts.

Contract expenditure

Eligible contract expenditure is the cost of any agreed project activities that you contract others to do. These can include contracting:

- another organisation
- an individual who is not an employee, but engaged under a separate contract.

All contractors must have a written contract prior to starting any project work—for example, a formal agreement, letter or purchase order which specifies:

- the nature of the work they perform
- the applicable fees, charges and other costs payable.

Invoices from contractors must contain:

- a detailed description of the nature of the work
- the hours and hourly rates involved
- any specific plant expenses paid.

Invoices must directly relate to the agreed project, and the work must qualify as an eligible expense. The costs must also be reasonable and appropriate for the activities performed.

We will require evidence of contractor expenditure that may include:

- an exchange of letters (including email) setting out the terms and conditions of the proposed contract work
- purchase orders

- supply agreements
- invoices and payment documents.

You must ensure all project contractors keep a record of the costs of their work on the project. We may require you to provide a contractor's records of their costs of doing project work. If you cannot provide these records, the relevant contract expense may not qualify as eligible expenditure.

Travel and overseas expenditure

Applicants may request funding for a component of their research to be undertaken overseas if the equipment/resources required for that component are not available in Australia and the component is critical to the successful completion of the grant.

Eligible overseas activities expenditure is generally limited to 10 per cent of total eligible project expenditure.

Eligible travel and overseas expenditure may include:

- domestic travel limited to the reasonable cost of accommodation and transportation required to conduct agreed project and collaboration activities in Australia
- domestic travel for third parties (i.e. certifiers, tradesman), where the travel is essential to the successful completion of the grant activity
- overseas travel, where it is formally documented and agreed by the Delegate, as being essential to the conduct of the project, ahead of the travel being taken, will be limited to the reasonable cost of accommodation and transportation.

Eligible air transportation is limited to the economy class fare for each sector travelled; where non-economy class air transport is used:

- only the equivalent of an economy fare for that sector is eligible expenditure
- the grantee will be required to provide evidence showing what an economy air fare costs at the time of travel
- grant funding only up to the economy air fare cost at the time of travel amount can be used.

When considering an application for overseas travel, the Delegate will undertake a Value with Money assessment to determine whether the cost of overseas expenditure is eligible. This may depend on:

- the proportion of total grant funding that you will spend on overseas expenditure
- the proportion of the service providers total fee that will be spent on overseas expenditure
- how the overseas expenditure is likely to aid the project in meeting the program objectives.

Eligible overseas activities expenditure is generally limited to 10 per cent of total eligible project expenditure. Where the amount exceeds 10 per cent, Delegate approval must be sought.

Other eligible expenditure

Other eligible expenditures include costs directly related to the project activity that are not already being supported through any other sources, or where other Commonwealth, state or territory governments do not have primary responsibility, including:

- staff training that directly supports the achievement of project outcomes
- financial auditing of project expenditure

- costs you incur in order to obtain planning, environmental or other regulatory approvals during the grant period. However, associated fees paid to the Commonwealth, state, territory and local governments are not eligible
- insurances which are specifically required to cover the grant activity
- accessing intellectual property (IP) expertise and supporting the protection of IP.

Other specific expenditures may be eligible as determined by the Delegate.

Evidence you need to supply can include supplier contracts, purchase orders, invoices and supplier confirmation of payments.

Accessing existing research infrastructure

Applicants are encouraged to utilise existing research infrastructure to support their research wherever possible to reduce duplication and achieve the best return on project funding, and grant funds can be requested to support access to existing research facilities and infrastructure.

Applicants are encouraged to consider utilising research infrastructure projects such as those funded by the Australian Government through the National Collaborative Research Infrastructure Strategy (NCRIS). The NCRIS projects encompass a variety of infrastructure relevant to health research such as the Translating Health Discovery (THD) project and the Population Health Research Network (PHRN) project. Further information including access and pricing is available at www.education.gov.au/national-collaborative-research-infrastructure-strategy-ncris.

Your approach to accessing research facilities or infrastructure may impact our assessment of the suitability and value with money of the requested budget.

How we verify eligible expenditure

If your application is successful, we may ask you to verify project costs that you provided in your application when we negotiate your grant agreement. You may need to provide evidence such as quotes for major costs.

The grant agreement will include details of the evidence you may need to provide when you achieve certain milestones in your project. This may include evidence related to eligible expenditure.

If requested, you will need to provide the agreed evidence along with your progress reports.

You must keep payment records of all eligible expenditure, and be able to explain how the costs relate to the agreed project activities. At any time, we may ask you to provide records of the expenditure you have paid. If you do not provide these records when requested, the expense may not qualify as eligible expenditure.

At the end of the project, you will be required to provide an independent financial audit of all eligible expenditure from the project.

Appendix B. Ineligible expenditure

This section provides guidance on ineligible expenditure.

The Delegate may impose limitations or exclude expenditure, or further include some ineligible expenditure listed in these guidelines in a grant agreement or otherwise, by notice to you.

Examples of ineligible expenditure include, but are not limited to:

- activities, equipment or supplies that are already being supported through other sources or where other Commonwealth, state or territory governments have primary responsibility
- airline club memberships
- any in-kind contributions
- computers, computer networks, peripherals and software for communicating, writing and undertaking simple analyses
- communications costs (mobiles, telephone calls)
- conference attendance and associated travel
- costs incurred prior to us notifying you that the application is eligible and complete
- costs related to preparing the grant application, preparing any project reports (except costs of independent audit reports we require) and preparing any project variation requests
- costs related to obtaining resources used on the project, including interest on loans, job advertising and recruiting, and contract negotiations
- debt financing
- entertainment and hospitality costs
- ethics approval costs
- financing costs, including interest
- furniture
- health insurance, travel insurance, foreign currency, airport and related travel taxes, passports and visas
- institutional overheads and administrative costs
- major or minor capital works projects
- maintenance or upgrades on buildings or structures
- non-project related staff training and development costs
- organisational overheads and administrative costs
- overseas travel (except as provided for in section 4.2)
- patent costs
- personal membership of professional organisations and groups
- personal subscriptions (e.g. private journal subscriptions)
- physical space and all associated administrative, laboratory and office services
- purchase of reprints
- reimbursement of activities that have commenced prior to the execution of a grant agreement



- research activities undertaken outside of Australia, although funding can be sought to support the Australian-based components of multi-national clinical trials
- research infrastructure: facilities necessary for the research endeavour that a responsible organisation would be expected to supply as a prerequisite to its engagement in research
- retrospective costs.

This list is not exhaustive and applies only to the expenditure of the grant funds.

Other ineligible expenditure

A grant for a particular research activity cannot be provided to you if you receive funding from another government source for the same research activity. You can apply for grants under any Commonwealth program but, if your applications are successful, you must choose either the grant from this Program or the other Commonwealth grant.

Where you have submitted the same application to MRFF grant opportunities and other funding opportunities and have received an offer of funding from one of these sources, We and the Department of Health and Aged Care reserve the right to withhold any further offer of funding for the application.

Where it appears that an applicant has submitted similar applications for research funding and has been successful with more than one application, the applicant is required to provide us with a written report clearly identifying the difference between the research aims of the two research activities. If we do not consider the two research activities to be sufficiently different, an offer of funding for one of the applications may be withheld or withdrawn at the discretion of the Delegate, or you will be required to decline or relinquish one of the grants.

Other costs may be ineligible where we decide that they do not directly support the achievement of the planned outcomes for the project or that they are contrary to the objective of the grant opportunity.

You must ensure you have adequate funds to meet the costs of any ineligible expenditure associated with the project.

Appendix C. Assessment scoring scale: expressions of interest

When assessing the merits of your EoI against the assessment criteria, the Committee will use the following ten-point scale (10 highest, 1 lowest).

Score	Rating Scale
10	Excellent Quality – response to this criterion significantly exceeds expectations. Evidence confirms consistent superior performance against this criterion in all areas. Claims are fully substantiated.
9	Outstanding Quality - response to this criterion exceeds expectations in most key areas and addressed to a very high standard in others. Most Claims are fully substantiated with others very well substantiated.
8	Very Good Quality - response to this criterion meets expectations to a very high standard in all areas. All claims are well substantiated.
7	Good Quality – response to this criterion meets expectations to a high standard in all areas. Claims are well substantiated in key areas.
6	Fair Quality – response to this criterion addresses all areas well. Claims are well substantiated in most areas. Some minor shortcomings.
5	Acceptable Quality – response addresses most key areas to a consistent acceptable standard with no major shortcomings. Most claims are adequately substantiated. Some proposals may be questionable.
4	Marginal Quality – response is marginal and does not fully meet expectations. Some claims unsubstantiated; others only adequately substantiated or lack sufficient detail. Some proposals may be unworkable.
3	Poor Quality – response poorly addresses some areas or fails to address some areas. Claims largely unsubstantiated. A number of proposals may be unworkable.
2	Very Poor Quality – response inadequately deals with most or all areas. Claims almost totally unsubstantiated. A number of proposals may be unworkable.
1	Unacceptable Quality – response does not meet expectations. Criteria not addressed or insufficient or no information to assess the criterion. Claims unsubstantiated, no evidence and unworkable.



Appendix D. Assessment scoring scale: full applications

When assessing the merits of your full application against the assessment criteria, the Committee will use the following ten-point scale (10 highest, 1 lowest).

Score	Rating Scale
10	Excellent Quality – response to this criterion significantly exceeds expectations. Evidence confirms consistent superior performance against this criterion in all areas. Claims are fully substantiated.
9	Outstanding Quality - response to this criterion exceeds expectations in most key areas and addressed to a very high standard in others. Most Claims are fully substantiated with others very well substantiated.
8	Very Good Quality - response to this criterion meets expectations to a very high standard in all areas. All claims are well substantiated.
7	Good Quality – response to this criterion meets expectations to a high standard in all areas. Claims are well substantiated in key areas.
6	Fair Quality – response to this criterion addresses all areas well. Claims are well substantiated in most areas. Some minor shortcomings.
5	Acceptable Quality – response addresses most key areas to a consistent acceptable standard with no major shortcomings. Most claims are adequately substantiated. Some proposals may be questionable.
4	Marginal Quality – response is marginal and does not fully meet expectations. Some claims unsubstantiated; others only adequately substantiated or lack sufficient detail. Some proposals may be unworkable.
3	Poor Quality – response poorly addresses some areas or fails to address some areas. Claims largely unsubstantiated. A number of proposals may be unworkable.
2	Very Poor Quality – response inadequately deals with most or all areas. Claims almost totally unsubstantiated. A number of proposals may be unworkable.
1	Unacceptable Quality – response does not meet expectations. Criteria not addressed or insufficient or no information to assess the criterion. Claims unsubstantiated, no evidence and unworkable.

Appendix E. Rating scale for assessment criterion 6: Overall Value and Risk

Rating	Descriptor
Excellent	<p>The application provides excellent overall value.</p> <ul style="list-style-type: none"> ▪ The identified outcome/s or result/s against which the project's contribution to the MRFF measures of success will be evaluated are clearly articulated and well aligned with the overall goals of the MRFF, the initiative and the grant opportunity. ▪ The proposed budget is detailed, aligns very well with the scope and scale of the proposed project, and is sufficient to undertake all components of work. ▪ The applicants risk management plan is well considered and appropriate to the project. ▪ The stated approach to the management, monitoring and reporting of risks is clearly articulated within their application. ▪ Any risks arising through the assessment are tolerable and well mitigated, and not likely to adversely impact on the achievement of stated objectives of the project.
Good	<p>The application provides good overall value.</p> <ul style="list-style-type: none"> ▪ The outcome/s or result/s against which the project's contribution to the MRFF measures of success will be evaluated are articulated reasonably clearly and are somewhat aligned with the overall goals of the MRFF, the initiative and the grant opportunity. ▪ The proposed budget, with some minor shortcomings, is substantiated and will meet the scope and scale of the proposed project. ▪ The applicants risk management plan is appropriate to the project, with some minor shortcomings. ▪ The stated approach to the management, monitoring and reporting of risk is articulated within their application, with claims supported across key areas. ▪ Any risks arising through the assessment are tolerable and unlikely to adversely impact on the achievement of stated objectives of the project, although some risks may require additional mitigations and/or monitoring to ensure the delivery of project outcomes.
Marginal	<p>The application provides marginal overall value.</p> <ul style="list-style-type: none"> ▪ The outcome/s or result/s against which the project's contribution to the MRFF measures of success will be evaluated are not clearly articulated and do not align with the overall goals of the MRFF, the initiative and the grant opportunity. ▪ The proposed budget is higher than expected for a project of the same scale and scope, with some line items questionable. ▪ The applicant's risk management plan lacks detail in some areas, there are some gaps in risk identification or analysis or some mitigation and management strategies appear questionable. ▪ Some risks arising through the assessment may require additional mitigation and/or monitoring to ensure that they are managed in a way that doesn't impact on the delivery of some project outcomes.

