

Melbourne-Calgary Enabling Capabilities Collaborative Seed Funding 2024

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Section 1 - Administrative Summary

* indicates a required field

Before You Begin

Please ensure that you have read and understood the **Melbourne-Calgary Enabling Capabilities Collaborative Seed Funding Guidelines** [available on our website](#).

- **Save as you go.** Please ensure you manually save your work as you progress through the application.
- **Please ensure you submit your application before the deadline.** Late applications will not be accepted.
- **All awarded funds must be expended by 31 December 2025.**

How to Submit

- 1.Fill in this form in SmartyGrants, with the exception of the certification section.
- 2.Generate a copy of your application and provide it to your Institute's Authorised Representatives and Co-Investigators with the relevant certification form, linked on our website.
- 3.Upload the signed certification forms and your Co-Investigator's consent form(s) into this application and submit.

Privacy Collection Notice

The collection of personal information by the University of Melbourne (**University**) is governed by the Privacy and Data Protection Act 2014 (Vic) and Health Records Act 2001 (Vic) (together, **Privacy Laws**). The University is also considered to be a data controller for the purposes of the EU General Data Protection Regulation 2016/679 (GDPR) in relation to the collection of personal information from individuals located in the EU. The University is committed to protecting your privacy and processing your personal information fairly and lawfully in compliance with the Privacy Laws and the GDPR, as applicable.

The information in this form is being collected by Research Development & Evaluation in the Faculty of Medicine, Dentistry and Health Sciences, University of Melbourne, The Peter Doherty Institute for Infection and Immunity, and the Cumming Global Centre for Pandemic Therapeutics (CGCPT). The information you provide is being collected in order to record administrative details of the applicant, and for assessment by the Melbourne-Calgary assessment panel. The information will be used by authorised staff for the purpose for which it was collected, and will be protected against unauthorised access and use. The names of successful applicants and a summary of their projects will be reported to relevant University committees and senior officers. If you do not provide all of the information requested on this form, your application may be deemed ineligible and removed from consideration by the committees.

We take all reasonable steps to ensure that the information we hold is accurate and complete and that it is protected from misuse, loss, unauthorised access or disclosure. We will only retain your personal information for as long as required for the purpose it was collected and in accordance with our legislative obligation. Your personal information will be securely stored and destroyed in accordance with the [University's retention and disposal authority](#). We will not disclose your personal information to anybody else unless you have

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given consent, or we are authorised or required to do so by law. You may request access to, or correction of, your personal information held by the University at any stage. You may exercise data subject rights under the GDPR if applicable. You can contact us at 13 6352. For further information about how the University manages personal information, to make an enquiry or complaint, or for contact details of the University's Privacy and Data Protection Officer, please view the [University's Privacy Policy](#), visit our [Privacy Webpage](#), or contact the University's Privacy Office at privacy-officer@unimelb.edu.au.

Consent statement

The University of Melbourne is committed to protecting your privacy by fully meeting its responsibilities under applicable privacy laws. By submitting any personal information in this form I consent to it being collected by the University of Melbourne. If the information relates to someone other than me, I am authorised to give this consent for that person.

I have read and agree to the collection notice (required) *

Section 2 - Principal Investigators

* indicates a required field

Principal Investigator (Doherty)

Name *

Title

First Name

Last Name

Affiliation

Email *

Phone

Early Career Researcher?

Yes

No

Early career researcher as defined by your home institution. This is not an essential requirement.

Gender Identity - If you feel comfortable to do so, please select below the option which best describes your gender identity.

Male

Female

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- Non-binary
- Gender-diverse
- Preference to self-identify

Please attach a CV (CIHR or NIH BioSketch style preferred, max. 5 pages) as a single PDF file. Please use a minimum font size of 11 Point. *

Attach a file:

A maximum of 1 file may be attached.

Please use the following naming convention: SURNAME-CV.PDF

Principal Investigator (Calgary)

Name *

Title First Name Last Name

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Affiliation

Email *

Phone

Early Career Researcher?

- Yes
- No

Early career researcher as defined by your home institution. This is not an essential requirement.

Gender Identity - If you feel comfortable to do so, please select below the option which best describes your gender identity.

- Male
- Female
- Non-binary
- Gender-diverse
- Preference to self-identify

Please attach a CV (CIHR or NIH BioSketch style preferred, max. 5 pages) as a single PDF file. Please use a minimum font size of 11 Point. *

Attach a file:

A maximum of 1 file may be attached.

Please use the following naming convention: SURNAME-CV.PDF

Section 3 - Co-Investigators

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Co-Investigator Details

Please include details of co-investigators. Please click the "Add More" button below to add details for another Co-Investigator.

Name

Title	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Affiliation (required)

Country of Organisation (required)

Email (required)

Phone

Early Career Researcher?

- Yes
 No

Early career researcher as defined by your home institution. This is not an essential requirement.

Co-Investigator Gender Identity - If they feel comfortable to do so, please select below the option which best describes their gender identity.

- Male
 Female
 Non-Binary
 Gender-diverse
 Preference to self-identify

Please attach a CV (CIHR or NIH BioSketch style preferred, max. 5 pages) as a single PDF file. Please use a minimum font size of 11 Point. (Upload required)

Attach a file:

A maximum of 1 file may be attached.

Please use the following naming convention: SURNAME-CV.PDF

Section 4 - Proposal

* indicates a required field

Title

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Application Title *

Ethics

Is ethics approval required? *

- Yes
 No

Does project have ethics approval? *

- Yes
 No
 Not applicable

If ethics approval is pending, what date is it expected?

Must be a date.

Synopsis

References may be included in the "References" field below.

Synopsis of proposed activity (max 300 words). *

Word count:

Must be no more than 300 words.

Please outline expenditure proposed to be expended under this grant, if successful (max 300 words). *

Word count:

Must be no more than 300 words.

How will this grant lead to greater and ongoing collaboration, communication, relationships and/or cooperation between the Doherty Institute and the University of Calgary? (300 words). *

Word count:

Must be no more than 300 words.

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Please explain what expected outcomes you hope to achieve for this project, and how this could be leveraged for future grant applications (300 words).

Word count:

Must be no more than 300 words.

References

If you would like to include any figures in your proposal, please upload them here as a single pdf.

Attach a file:

Section 5 - Career Disruption(s) and Relative to Opportunity Considerations

Career Disruption(s) and Relative to Opportunity Considerations -
Doherty Investigator

For guidance on writing this section of your application, you may wish to refer to [Crafting a Career Disruption or ROPE Statement with Impact](#), a training resource available via the University of Melbourne Faculty of Medicine, Dentistry and Health Sciences Diversity and Inclusion website.

Please provide a summary of your career context, describing your individual circumstances, opportunities for research and how these have positively and/or negatively impacted research productivity.

Word count:

Must be no more than 400 words.

If applicable, please include a brief statement/s addressing any career disruptions.

Word count:

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Must be no more than 400 words.

A career disruption is defined as a prolonged and/or ongoing interruption to your capacity to work due to pregnancy, major illness/injury, medical condition and/or carer responsibilities. This section should also be used to articulate the impacts of COVID-19 as appropriate. Ensure you address the impact that the career disruption(s) has had for your research, research achievements and associated productivity relative to career stage. Rather than detailed specifics regarding the interruption(s) use this section to help the assessor understand the impact the interruption has had on your career trajectory and your capabilities.

If applicable, provide a brief statement addressing any other relative to opportunity considerations.

Word count:

Must be no more than 400 words.

Ensure you address the circumstance, date, and describe the impact on your research, research achievements and associated productivity relative to career stage

Career Disruption(s) and Relative to Opportunity Considerations - Calgary Investigator

For guidance on writing this section of your application, you may wish to refer to [Crafting a Career Disruption or ROPE Statement with Impact](#), a training resource available via the University of Melbourne Faculty of Medicine, Dentistry and Health Sciences Diversity and Inclusion website.

Please provide a summary of your career context, describing your individual circumstances, opportunities for research and how these have positively and/or negatively impacted research productivity.

Word count:

Must be no more than 400 words.

If applicable, please include a brief statement/s addressing any career disruptions.

Word count:

Must be no more than 400 words.

A career disruption is defined as a prolonged and/or ongoing interruption to your capacity to work due to pregnancy, major illness/injury, medical condition and/or carer responsibilities. This section should also be used to articulate the impacts of COVID-19 as appropriate. Ensure you address the impact that the career disruption(s) has had for your research, research achievements and associated productivity relative to career stage. Rather than detailed specifics regarding the interruption(s) use this section to help the assessor understand the impact the interruption has had on your career trajectory and your capabilities.

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If applicable, provide a brief statement addressing any other relative to opportunity considerations.

Word count:

Must be no more than 400 words.

Ensure you address the circumstance, date, and describe the impact on your research, research achievements and associated productivity relative to career stage

Section 6 - Certification

* indicates a required field

Approval

Please provide your Head of Department/Authorised Representative (from Doherty and Calgary) with a PDF copy of your application and request that they authorise it via the certification form and upload here. Please also upload your Co-Investigator consent form(s) below, as applicable. [Forms available for download here.](#)

Head of Department/Authorised Representative (Doherty): I approve submission of this application. *

Attach a file:

Please upload as pdf.

Head of Department/Authorised Representative (Calgary): I approve submission of this application. *

Attach a file:

Please upload as pdf.

Co-Investigator Consent: Please attach signed co-investigator consent form(s), as applicable. This is required if Co-Investigators have been included in this proposal.

Attach a file:

Please upload as pdf.

Confirmation

Principal Investigators Confirmation *

We submit this application on behalf of all collaborative partners. All co-investigators have seen and approved this application, and have provided email confirmation of this.

Principal Investigator (Doherty) *

Title First Name Last Name

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Principal Investigator (Calgary) *

Title First Name Last Name

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Date *

Must be a date.