



NHMRC-European Union Joint Programme on Neurodegenerative Disease Research (JPND) JPco-fuND-2 Call for Proposals: Multinational research projects on Personalised Medicine for Neurodegenerative Diseases Guidelines

Opening date:	22 May 2019
Closing date and time:	17.00 AEST on 24 July 2019
Commonwealth policy entity:	National Health and Medical Research Council (NHMRC)
Enquiries:	<p>Applicants requiring further assistance should direct enquiries to their Administering Institution's Research Administration Officer. Research Administration Officers can contact NHMRC's Research Help Centre for further advice:</p> <p>Phone: 1800 500 983 (+61 2 6217 9451 for international callers)</p> <p>Email: help@nhmrc.gov.au</p> <p>NHMRC will not respond to any enquiries submitted after 13:00 AEST on 19 July 2019.</p> <p>Note: NHMRC's Research Help Centre aims to provide a reply to all requests for general assistance within two working days. This timeframe may be delayed during peak periods or for more detailed requests for assistance.</p>
Date guidelines released:	14 February 2019
Type of grant opportunity:	Targeted competitive

Contents

1	NHMRC-JPND Joint Call processes	4
1.1	Introduction	5
1.1.1	About NHMRC	5
2	About the grant program	5
2.1	NHMRC structural priorities, NHMRC-JPND JPco-fuND-2 Call for Proposals: Multinational research projects on Personalised Medicine for Neurodegenerative Diseases priorities and funding with other organisations	6
3	Grant amount and grant period	6
3.1	Grants available	6
3.2	Grant period	6
4	Eligibility criteria	6
4.1	Who is eligible to apply for a grant?	7
4.1.1	Chief Investigators and Associate Investigators	7
4.2	Multiple applications/grants	7
4.2.1	Limits on the number of NHMRC-JPND Call applications	8
4.3	Exclusion of applications	8
5	What the grant money can be used for	8
5.1	Eligible grant activities and expenditure	8
5.1.1	Salary support	8
5.2	Funding to support overseas grant activities and researchers	8
5.3	What the grant money cannot be used for	9
5.4	Duplicate funding	9
6	The assessment criteria	9
6.1	Health research involving Aboriginal and Torres Strait Islander People	10
7	How to apply	10
7.1	Overview and timing of grant opportunity processes	10
7.2	Application requirements	11
7.3	Attachments to the application	11
7.4	Consumer and community participation	11
7.5	Certification and submission	11
7.5.1	CIA certification	12
7.5.2	Administering Institution certification	12
7.6	Retracted publications	13
7.7	Withdrawal of applications	13
7.8	Questions during the application process	13
8	The grant selection process	14
8.1	Assessment of grant applications	14
8.2	Who will assess applications?	14
8.2.1	NHMRC-JPND Call assessment process	14

8.3	Who will approve grants?	14
9	Notification of application outcomes.....	14
10	Successful grant applications	14
10.1	Information required from awardees.....	15
10.2	Approvals and licences	15
10.3	NHMRC Funding Agreement.....	15
10.3.1	Responsible conduct of research.....	15
10.4	NHMRC policies.....	15
10.5	Payments	15
10.6	Suspension of grants	15
10.7	Tax implications	16
11	Announcement of grants	16
12	How NHMRC monitors grant activity	16
12.1	Variations	16
12.2	Reporting	16
12.2.1	Financial reports.....	16
12.2.2	Non-financial reports	16
12.2.3	NHMRC National Institute for Dementia Research.....	17
12.3	Evaluation of the NHMRC-JPND Call grant program	17
12.4	Open Access Policy	17
13	Probity.....	17
13.1	Complaints process	17
13.2	Privacy: confidentiality and protection of personal information	18
13.3	Freedom of information.....	19
14	Glossary.....	20
Appendix A. NHMRC structural priorities, NHMRC-JPND JPco-fuND-2 Call for Proposals: Multinational research projects on Personalised Medicine for Neurodegenerative Diseases priorities and funding organisations		23

1 NHMRC-JPND Joint Call processes

NHMRC-JPND Joint Call scheme is designed to achieve Australian Government objectives

The JPco-fuND-2 Call for Proposals: Multinational research projects on Personalised Medicine for Neurodegenerative Diseases scheme is a component of the Portfolio Budget Statements Program 1.1: Health and Medical Research, which contributes to Outcome 1: Improved health and medical knowledge.



The grant opportunity opens

NHMRC publishes the grant guidelines on GrantConnect



Applicants complete and submit a grant application

Applicants must complete the application form and address all of the eligibility criteria to be considered for a grant.



Applications verified and assessed

Applications are assessed against eligibility criteria and applicants are notified if not eligible. Peer reviewers assess applications against the assessment criteria including an overall consideration of value with money.



Grant decisions are made

NHMRC's CEO seeks approval of funding recommendations from the Minister for Health.



NHMRC notifies applicants of the outcome



Applicant's Administering Institution enters into a grant agreement with NHMRC



Delivery of grant

Grant awardees undertake the grant activity as set out in the schedule to the grant funding agreement. NHMRC manages the grant through the relevant Administering Institution.



Evaluation of the NHMRC-JPND Joint Call scheme

NHMRC undertakes periodic evaluations of the performance and administration of its funding programs to determine strengths and to identify where improvements can be made.

1.1 Introduction

These guidelines contain information for the NHMRC-JPND JPco-fuND-2 Call for Proposals: Multinational research projects on Personalised Medicine for Neurodegenerative Diseases grant opportunity.

Applicants must read these guidelines before filling out an application.

This document sets out:

- the purpose of the grant program/grant opportunity
- the eligibility and assessment criteria
- how grant applications are considered and selected
- how grantees are notified and receive grant payments
- how grantees will be monitored and evaluated
- responsibilities and expectations in relation to the opportunity.

GrantConnect (www.grants.gov.au) is the authoritative source of information on this grant opportunity. Any alterations or addenda to these Guidelines will be published on GrantConnect.

The NHMRC-JPND JPco-fuND-2 Call for Proposals: Multinational research projects on Personalised Medicine for Neurodegenerative Diseases grant opportunity will be undertaken according to the *Commonwealth Grants Rules and Guidelines 2017* (CGRGs), available from the [Department of Finance website](#).

1.1.1 About NHMRC

NHMRC is the Australian Government's key entity for managing investment in, and integrity of, health and medical research. The NHMRC-JPND Joint Call scheme is a component of the Portfolio Budget Statement Program 1.1: Health and Medical Research, which contributes to Outcome 1: Improved health and medical knowledge. NHMRC works with stakeholders to plan and design the grant program according to the *National Health and Medical Research Council Act 1992* (NHMRC Act) and the CGRGs.

NHMRC awards grants through several research funding schemes to advance health and medical knowledge and to improve the health status of all Australians. NHMRC invests in the highest quality research and researchers, as determined through peer review, across the four pillars of health and medical research: biomedical, clinical, public health and health services research.

2 About the grant program

The objectives of the NHMRC-JPND Joint Call are to:

- provide grants to Australian-based researchers who are participating as collaborators in international consortia under relevant grant opportunities
- provide grants for research being conducted in the area of neurodegenerative disease, particularly Alzheimer's disease and other dementias under relevant grant opportunities.

The intended outcomes of the NHMRC-JPND Joint Call are:

- increased Australian participation in multi-national collaborations
- increased Australian research capacity in the area of neurodegenerative disease, particularly Alzheimer's disease and other dementias.

The following guidance describes the parameters for NHMRC's focus on Alzheimer's disease and other dementias:

- Dementia is the outward and visible manifestation of a number of diseases resulting in deficits in memory, thinking, behaviour and ability to perform everyday activities. Alzheimer's disease is the most common cause, but there are many other causes of dementia (e.g. vascular dementia, dementia with Lewy bodies, frontotemporal dementia, etc.) and other symptoms. There are many other conditions which are associated with dementia. In this context, dementia can be a feature of Parkinson's.
- For this call, a project will fall within scope for funding by NHMRC if the project explicitly addresses dementia, or if the focus is on dementia as part of the broader manifestations of a neurodegenerative disorder. For example, a project that examines the phenotypic variation seen in Parkinson's would not be within scope, but a project that examines Parkinson's-related dementia would be within scope.

2.1 NHMRC structural priorities, NHMRC-JPND JPco-fuND-2 Call for Proposals: Multinational research projects on Personalised Medicine for Neurodegenerative Diseases priorities and funding with other organisations

NHMRC's Corporate Plan (the Plan) outlines strategic priorities and major health issues for the period covered by the Plan, including how NHMRC will address these issues, and a national strategy for medical research and public health research. Each year, NHMRC identifies structural priorities for funding to deliver against its strategic priorities.

Information on NHMRC's structural priorities, NHMRC-JPND Joint Call priorities and NHMRC-JPND Joint Call funding with other organisations is outlined in [Appendix A](#).

3 Grant amount and grant period

3.1 Grants available

The provisional funding allocation for the NHMRC-JPND JPco-fuND-2 Call for Proposals: Multinational research projects on Personalised Medicine for Neurodegenerative Diseases is estimated to be up to \$1.6 million. NHMRC's Research Committee annually reviews and recommends indicative budget amounts to be awarded across individual funding schemes. Funding will not exceed \$0.5 million per grant.

3.2 Grant period

A NHMRC-JPND Joint Call grant can be requested for between one and three years depending on the proposal.

4 Eligibility criteria

Applications will only be accepted from NHMRC-approved Administering Institutions. A list of NHMRC approved Administering Institutions and NHMRC's Administering Institution policy are available on [NHMRC's website](#).

The Chief Investigator A (CIA) and Administering Institution must ensure applications meet all eligibility requirements, as set out in these guidelines, at the time of submission and for the duration of peer review. Applications that do not meet these eligibility requirements may be ruled ineligible and may be excluded from further consideration.

An eligibility ruling may be made by NHMRC at any stage following the close of applications, including during peer review. Where an eligibility ruling is being considered, NHMRC may request further information in order to assess whether the eligibility requirement has been met.

Administering Institutions will be notified in writing of ineligible applications and are responsible for advising applicants.

Grant offers may be withdrawn and action taken over the life of a grant, if eligibility criteria to accept and/or continue holding a grant are not met.

NHMRC staff will not make eligibility rulings before an application is submitted.

4.1 Who is eligible to apply for a grant?

Institutions must be an NHMRC approved Administering Institution to be eligible to receive and administer NHMRC funding.

Only Chief Investigators (CIs) whose consortia have been invited by JPND to submit a full application may submit an application to NHMRC.

NHMRC will only fund applications with a key focus on Alzheimer's disease or other dementias. Applying for funding with any other neurodegenerative disease focus under the JPco-fuND-2 Call for Proposals: Multinational research projects on Personalised Medicine for Neurodegenerative Diseases will not be supported by NHMRC.

4.1.1 Chief Investigators and Associate Investigators

The maximum number of CIs allowed on a NHMRC-JPND JPco-fuND-2 Call for Proposals: Multinational research projects on Personalised Medicine for Neurodegenerative Diseases application is ten (10).

Chief Investigator 'A'

At the time of acceptance and for the duration of a grant the CIA must be an Australian or New Zealand citizen, or a permanent resident of Australia or have an appropriate work visa in place. The CIA must also be based in Australia for at least 80% of the funding period.

Associate Investigators

An Associate Investigator (AI) is defined as an investigator who provides some intellectual and/or practical input into the research and whose participation may warrant inclusion of their name on any outputs (e.g. publications).

There is no restriction on who may be named as an AI on an application. However, a maximum number of ten (10) applies.

4.2 Multiple applications/grants

Limits apply to the number of NHMRC grants that a CI may concurrently hold and/or apply for.

4.2.1 Limits on the number of NHMRC-JPND Joint Call applications

CI's may submit a maximum of one (1) NHMRC-JPND Joint Call application in a grant opportunity. CI's must ensure they submit only one application per consortium with all Australian consortium partners seeking NHMRC funding being listed on that application.

Note: Applications to NHMRC-JPND Joint Call are not capped relative to Investigator, Synergy and Ideas Grants and will not impact a CI's ability to apply to these programs.

4.3 Exclusion of applications

An application may be excluded from further consideration if:

- it contravenes an eligibility rule or other requirement as set out in the Grant Guidelines
- it, or any CI named on the application, contravenes an applicable law or code
- it is inconsistent with the objectives of the NHMRC Act and/or the purposes of the Medical Research Endowment Account (MREA), and
- any CI named on the application is the subject of a decision by NHMRC's CEO or Delegate that any application they make to NHMRC, for specified funding schemes, will be excluded from consideration for a period of time, whether or not they otherwise meet the eligibility requirements. Such decisions will generally reflect consequential action taken by NHMRC in response to a finding of research misconduct or a breach of the *Australian Code for the Responsible Conduct of Research* (the Code), or a Probity Event. See the Code for a definition of 'research misconduct' and the *NHMRC Policy on Misconduct related to NHMRC Funding* available from [NHMRC's website](#).

Such exclusion may take place at any time following CIA and Administering Institution certification.

If a decision to exclude an application from further consideration is made, NHMRC will provide its decision and the reason(s) for the decision to the Administering Institution's Research Administration Officer (RAO) in writing. The Administering Institution's RAO is responsible for advising applicants of the decision in writing. Decisions to exclude an application may be reviewable by NHMRC's Commissioner of Complaints.

5 What the grant money can be used for

5.1 Eligible grant activities and expenditure

Funding provided by NHMRC for a Research Activity must be spent on costs directly incurred in relation to that Research Activity. Further guidance on the expenditure of funding for a Research Activity is provided in the *Direct Research Cost Guidelines* on the [NHMRC website](#).

5.1.1 Salary support

Requested salaries (if any) must be based on Personnel Support Packages.

5.2 Funding to support overseas grant activities and researchers

NHMRC-JPND JPco-fuND-2 Call for Proposals: Multinational research projects on Personalised Medicine for Neurodegenerative Diseases funds provide for research cost expenditure in Australia.

See *Direct Research Cost Guidelines* on the [NHMRC website](#) for further guidance on the expenditure of funding for a Research Activity.

5.3 What the grant money cannot be used for

Associate Investigators are not able to draw a salary from this grant.

NHMRC will only fund Australian components of the project. NHMRC will not fund any components of the projects that are funded by the other partner organisations in a consortium. Further information on consortium funding is on the [JPND website](#).

5.4 Duplicate funding

NHMRC may compare the research proposed in grant applications with grants previously funded, currently funded, and funded by other agencies (e.g. Australian Research Council or Department of Health) and published research. NHMRC will not fund research that it considers duplicates research previously or currently being funded.

Where NHMRC believes that an applicant has submitted similar research proposals to NHMRC and has been successful with more than one application, the applicant may be required to provide NHMRC with a written report clearly identifying the difference between the research aims of the research activities. If NHMRC subsequently does not consider the research activities to be sufficiently different, the applicant will be required to decline or relinquish one of the grants.

NHMRC may disclose applicants' personal information to overseas entities, Australian, State/Territory or local government agencies, organisations or individuals where necessary to assess an application or to administer a grant. See NHMRC's Privacy Policy and the *Privacy: confidentiality and protection of personal information* section of these guidelines for further information.

6 The assessment criteria

Applications for NHMRC-JPND JPco-fuND-2 Call for Proposals: Multinational research projects on Personalised Medicine for Neurodegenerative Diseases are assessed by peers on the extent to which the application meets the program objectives. Applications will be assessed against the Assessment Criteria listed below.

- Excellence – including the level of innovation and originality of the proposal along with novel methodology, international competitiveness of participating research groups in the field(s) of the proposal (expertise relevant for the field, expertise of the research groups) and their appropriate mix, quality of collaborative interaction between the groups for the proposed work, level of training/knowledge exchange between research organisations, and added value, on both scientific and transnational levels, of the research consortium.
- Impact – deliverable outcomes in the short, medium and long term and likely impact, potential of the expected results for future clinical and other health relevant applications.
- Quality and efficiency of the implementation – including feasibility of the project such as adequacy of project work plan, time schedule, availability of well-characterised patient groups or samples, quality and linkages of data within and between countries, budgetary and other resources.

It is recognised that Aboriginal and Torres Strait Islander applicants often make additional valuable contributions to policy development, clinical/public health leadership and/or service delivery, community activities and linkages, and are often representatives on key committees. If applicable, these contributions will be considered when assessing research output and track record.

6.1 Health research involving Aboriginal and Torres Strait Islander People

To qualify as Aboriginal and Torres Strait Islander health research, at least 20% of the research effort and/or capacity building must relate to Aboriginal and Torres Strait Islander health.

Qualifying applications must address NHMRC's *Indigenous Research Excellence Criteria* as follows:

- Community engagement - the proposal demonstrates how the research and potential outcomes are a priority for Aboriginal and Torres Strait Islander communities with relevant community engagement by individuals, communities and/or organisations in conceptualisation, development and approval, data collection and management, analysis, report writing and dissemination of results.
- Benefit - the potential health benefit of the project is demonstrated by addressing an important health issue for Aboriginal and Torres Strait Islander people. This benefit can have a single focus or affect several areas, such as knowledge, finance and policy or quality of life. The benefit may be direct and immediate, or it can be indirect, gradual and considered.
- Sustainability and transferability - the proposal demonstrates how the results of the project have the potential to lead to achievable and effective contributions to health gain for Aboriginal and Torres Strait Islander people, beyond the life of the project. This may be through sustainability in the project setting and/or transferability to other settings such as evidence-based practice and/or policy. In considering this issue the proposal should address the relationship between costs and benefits.
- Building capability - the proposal demonstrates how Aboriginal and Torres Strait Islander people, communities and researchers will develop relevant capabilities through partnerships and participation in the project.

These applications will be assigned to peer reviewers with specific expertise in Indigenous health research. The peer reviewer(s) will consider how well the application addresses the *Indigenous Research Excellence Criteria*.

7 How to apply

The following information is specific to the NHMRC application process for Australian members of consortia invited by JPND to submit full applications. JPND will advise NHMRC of those invited to submit full applications. NHMRC will then invite the relevant Australian researchers to submit applications for NHMRC funding through NHMRC's granting system.

Further information on JPND's processes and anticipated timing is on the [JPND website](#).

7.1 Overview and timing of grant opportunity processes

22 May 2019	Applications open in NHMRC's granting system
17.00 AEST 24 July 2019	Applications close in NHMRC's granting system
5-6 September 2019	Anticipated peer review period
October 2019*	Anticipated notification of outcomes

*Date is indicative and subject to change.

Applications must be submitted electronically using NHMRC's granting system unless otherwise advised by NHMRC.

Electronic submission requires Administering Institutions and all CIs on an application to register for an account in NHMRC's granting system. Applicants who are not registered can submit a new user request via the login page of NHMRC's granting system.

Applicants should refer to NHMRC's granting system Training Program on [NHMRC's website](#) for detailed user instructions, or contact their RAO or NHMRC's Research Help Centre for further assistance.

Late applications will not be accepted.

7.2 Application requirements

The application should contain all information necessary for assessment without the need for further written or oral explanation or reference to additional documentation. All details included must be current at the time of submission, as this information is relied on during assessment.

Applications must comply with all content and formatting requirements. Incomplete or non-compliant applications may be assessed as ineligible.

Applications must be completed in line with the instructions provided in NHMRC's granting system.

7.3 Attachments to the application

NHMRC requires the following documents with your application:

- The full proposal submitted to JPND (attached as a PDF)

You must attach supporting documentation to the application in line with the instructions provided in NHMRC's granting system. You should only attach requested documents. NHMRC will not consider information in attachments that it does not request.

7.4 Consumer and community participation

The *Statement on Consumer and Community Involvement in Health and Medical Research* (the Statement) has been developed because of the important contribution consumers make to health and medical research. The Consumers Health Forum of Australia Ltd and NHMRC worked in partnership with consumers and researchers to develop the Statement.

Researchers are encouraged to consider the benefits of actively engaging consumers in their proposed research. Further information on the Consumer Health Forum and the Statement on Participation is available on [NHMRC's website](#).

7.5 Certification and submission

Once complete, applications must be electronically certified and then submitted to NHMRC through the RAO of an NHMRC-approved Administering Institution using NHMRC's granting system.

Certification is required firstly by the CIA and then by the Administering Institution RAO by the specified due date or the application will be ruled ineligible and excluded from further consideration.

Once submitted to NHMRC, the application is considered final and no changes can be made.

7.5.1 CIA certification

The CIA must provide the RAO with evidence that the application is complete and that all CIs have agreed to it, i.e. through written evidence such as email. Such written evidence should be retained by the Administering Institution and must be provided to NHMRC if requested.

The following assurances, acknowledgements and undertakings are required of the CIA prior to submitting an application:

- All required information has been provided and is complete, current and correct, and all eligibility and other application requirements have been met.
- All personnel contributing to the Research Activity have familiarised themselves with the *Australian Code for the Responsible Conduct of Research*, the *National Statement on Ethical Conduct in Human Research*, the *Australian Code for the Care and Use of Animals for Scientific Purposes* and other relevant NHMRC policies concerning the conduct of research, and agree to conduct themselves in accordance with those policies.
- All CIs and AIs have provided written agreement to be named on the application, to participate in the manner described in the application and to the use of their personal information as described in the *NHMRC Privacy Policy*.
- All CIs have provided written agreement for the final application to be certified.
- The application may be excluded from consideration if found to be in breach of any requirements.

And if funded,

- The research will be carried out in strict accordance with the conditions governing NHMRC grants at the time of award. Conditions may change during the course of the grant, for example, reporting obligations may change. CIs will need to meet new/changed conditions.
- The reported outcomes of the research may be used for internal NHMRC quality evaluations/reviews.
- Grant offers may be withdrawn and action taken over the life of the grant, if eligibility criteria to accept and/or continue holding a grant are not met.

7.5.2 Administering Institution certification

The following assurances, acknowledgements and undertakings are required of the Administering Institution prior to submitting an application:

- Reasonable efforts have been made to ensure the application is complete and correct and complies with all eligibility and other application requirements.
- Where the CIA is not an Australian or New Zealand citizen or permanent resident, they will have the requisite work visa in place at the time of accepting the successful grant and will be based in Australia for at least 80% of the Funding Period.
- CIA is an Australian or New Zealand citizen or permanent resident at the time of accepting the successful grant.
- CIA will be based in Australia for at least 80% of the Funding Period, or 50% of the Funding Period if CIA is an NHMRC Emerging Leader Fellow.

- The appropriate facilities and salary support will be available for the Funding Period.
- Approval of the Research Activity by relevant institutional committees and approval bodies, particularly for ethics and biosafety, will be sought and obtained prior to the commencement of the research, or the parts of the research that require their approval.
- Arrangements for the management of the grant have been agreed between all institutions associated with the application.
- The application is being submitted with the full authority of, and on behalf of, the Administering Institution, noting that under section 136.1 of the *Commonwealth Criminal Code Act 1995*, it is an offence to provide false or misleading information to a Commonwealth body in an application for a benefit. This includes submission of an application by those not authorised by the Institution to submit applications for funding to NHMRC.
- Written evidence of consent has been obtained from all CIs and AIs and provided to the RAO.

Administering Institutions must ensure that the RAO role is authorised to certify and submit applications.

7.6 Retracted publications

If a publication relevant to an application is retracted after the application has been submitted, the applicant must promptly notify their RAO. The RAO must advise NHMRC at the earliest opportunity of the retraction by email (help@nhmrc.gov.au) with an explanation of the reasons for the retraction.

In addition, where the publication forms part of the applicant's track record, the applicant must immediately record that information in their Profile & CV in NHMRC's granting system.

If an application is largely dependent on the results of a retracted publication, the applicant should also consider withdrawing the application. If, under these circumstances, an applicant chooses not to withdraw the application, the RAO must advise NHMRC in writing (to help@nhmrc.gov.au), clearly outlining the reasons for not withdrawing the application.

7.7 Withdrawal of applications

Applications may be withdrawn at any time by written notice from the Administering Institution's RAO to NHMRC.

An application may be 'marked for deletion' by the applicant in NHMRC's granting system before the close of the round. This authorises NHMRC to delete the application once the round has closed. The application will not be deleted while the funding round remains open for application submission.

7.8 Questions during the application process

Applicants requiring further assistance should direct enquiries to their Administering Institution's RAO. RAOs can contact NHMRC's Research Help Centre for further advice.

NHMRC's Research Help Centre

P: 1800 500 983 (+61 2 6217 9451 for international callers)

E: help@nhmrc.gov.au.

Refer to the [Research Help Centre webpage](#) for opening hours.

8 The grant selection process

8.1 Assessment of grant applications

JPND considers applications through a targeted competitive grant process. Applications are required to meet eligibility requirements (see Section 4) and are assessed against the assessment criteria (see Section 6) using peer reviewers.

8.2 Who will assess applications?

JPND's peer review process is designed to provide a rigorous, fair, transparent and consistent assessment of the merits of each application to ensure that only the highest quality, value with money research is recommended for funding.

Applicants must not make contact about their application with anyone who is directly engaged with its peer review. Doing so may constitute a breach of the Code and result in the application being excluded from consideration.

8.2.1 NHMRC-JPND Joint Call assessment process

Peer review will be conducted by an international panel selected by JPND for the purpose of assessing grants submitted under the JPco-fuND-2 Call for Proposals: Multinational research projects on Personalised Medicine for Neurodegenerative Diseases. No additional review processes will be undertaken by NHMRC.

Information on JPND's assessment process is on the [JPND website](#).

8.3 Who will approve grants?

In accordance with paragraph 7(1)(c) of the NHMRC Act, NHMRC's CEO makes recommendations on expenditure from the MREA to the Minister with portfolio responsibility for NHMRC.

9 Notification of application outcomes

NHMRC may advise applicants of their outcome under embargo. An embargo is the prohibition of publicising information or news provided by NHMRC until a certain date or until certain conditions have been met. [NHMRC's website](#) provides further information on what can and cannot happen where information on a grant is released under embargo.

10 Successful grant applications

CIAs whose applications are approved will have access to a letter of offer through NHMRC's granting system. Administering Institutions responsible for administering approved applications will also have access to the letter of offer. In addition, the Administering Institution will have access, through NHMRC's granting system, to the Schedule to the Funding Agreement. The Administering Institution is responsible for accepting the Schedule through the online signing/acceptance process within NHMRC's granting system.

NHMRC's CEO or delegate may withdraw or vary an offer of a grant if they consider that it is reasonably necessary to protect Commonwealth revenue.

10.1 Information required from awardees

Awardees may be required to supply additional information about their Research Activity before payments commence. This will be stated in the letter of offer.

10.2 Approvals and licences

Where relevant, particularly in relation to ethics and biosafety, NHMRC-funded Research Activities must be referred for approval to the relevant institutional committees and approval bodies. For further information see [NHMRC's website](#).

10.3 NHMRC Funding Agreement

All grants are offered in accordance with the Funding Agreement (with any conditions specified in Schedules and these Grant Guidelines), which is a legal agreement between NHMRC and the Administering Institution. In accepting the Schedules, the Administering Institution is agreeing to the conditions contained in the Funding Agreement and the Schedule.

Details of the Funding Agreement can be found on [NHMRC's website](#) under Funding Agreement and Deeds of Agreement. A grant will not commence, nor grant funds be paid, until:

- the Funding Agreement between NHMRC and the Administering Institution is in place, and
- the appropriate Schedule to the Funding Agreement is accepted by the Responsible Officer or their delegate and is accepted and executed by NHMRC.

10.3.1 Responsible conduct of research

NHMRC expects the highest levels of research conduct and integrity to be observed in the research that it funds. Administering Institutions and CIAs are bound by the conditions of the Funding Agreement. NHMRC funded research must be conducted in accordance with the Code.

10.4 NHMRC policies

Administering Institutions and CIAs are bound by the conditions of the Funding Agreement. It is the responsibility of Administering Institutions and CIs to be aware of, and be compliant with, all relevant legislation and policies relating to the conduct of the Research Activity.

For further information on the expectations of Administering Institutions and CIs, see [NHMRC's website](#).

10.5 Payments

Payments will commence once all outstanding obligations (e.g. conditions, eligibility rules or data requirements specified in the Schedule to the Funding Agreement, relevant grant guidelines (or letter of offer) have been met by the CIA and the Administering Institution.

10.6 Suspension of grants

NHMRC funding may be suspended for a variety of reasons including, but not limited to, requests made by the CIA. Variations will generally only be granted if allowed in the grant guidelines and the *NHMRC Grantee Variation Policy* available on the [NHMRC website](#).

Funding may also be suspended by NHMRC when it is reasonable to consider there has been a failure to comply with a Policy or Guideline, or on the basis of a Probity Event or an investigation of alleged research misconduct, as set out in the Funding Agreement.

10.7 Tax implications

All amounts referred to in these Grant Guidelines are exclusive of GST, unless stated otherwise. Administering Institutions are responsible for all financial and taxation matters associated with the grant.

11 Announcement of grants

Grant outcomes are publicly listed on the [GrantConnect website](#) 21 calendar days after the date of effect as required by the CGRGs.

12 How NHMRC monitors grant activity

12.1 Variations

A variation is a change (including a delay) to a grant. There are limited circumstances where it is appropriate to vary an NHMRC grant (including the Research Activity) relative to the peer reviewed application. Requests must comply with the grant guidelines and the NHMRC *Grantee Variation Policy*. Requests to vary the terms of a grant should be made to NHMRC via the Grantee Variation portal in NHMRC's granting system. For information on grant variations see NHMRC's *Grantee Variation Policy* available on the [NHMRC website](#).

Grant variations cannot be used as a means to meet NHMRC eligibility requirements.

12.2 Reporting

Administering Institutions are required to report to NHMRC on the progress of the grant and the use of grant funds. Where an institution fails to submit reports (financial or otherwise) as required, NHMRC may take action under the provisions of the Funding Agreement. Failure to report within timeframes may affect eligibility to receive future funding.

JPND has additional reporting requirements and conditions specific to research funded under this scheme. Please refer to Section 7 of the JPco-fuND-2 Call for Proposals: Multinational research projects on Personalised Medicine for Neurodegenerative Diseases Call Text, available on the [JPND website](#).

12.2.1 Financial reports

Annual financial reports are required in a form prescribed by NHMRC. At the completion of the grant or upon transfer to a new Administering Institution, a financial acquittal is also required. Refer to [NHMRC's website](#) for details of format and timing.

12.2.2 Non-financial reports

The Funding Agreement requires the CIA to prepare reports for each Research Activity. Scientific reporting requirements can be found on [NHMRC's website](#). It is a condition of funding that outstanding obligations from previous NHMRC grants, including submission of a Final Report, have been met prior to acceptance of a new grant.

Information included in the Final Report may be publicly released. Use of this information may include publication on [NHMRC's website](#), publicity (including release to the media) and the promotion of research achievements.

All information provided to NHMRC in reports may be used for internal reporting and reporting to government. This information may also be used by NHMRC when reviewing or evaluating funded research projects, funding schemes, or designing future schemes.

12.2.3 NHMRC National Institute for Dementia Research

Grantees undertaking research related to dementia must contribute their expertise to the NHMRC National Institute for Dementia Research, which is responsible for strategically expanding, coordinating and translating the national dementia research effort. The NHMRC National Institute for Dementia Research is drawing on the expertise of researchers and other dementia stakeholders via a membership model to drive Australia's dementia research and translation effort, and work together to maximise the impact of research.

Additional reporting on NHMRC funded dementia research will also be sought from Administering Institutions as required to inform the Institute's work plan and subsequent research activities.

12.3 Evaluation of the NHMRC-JPND Joint Call grant program

NHMRC undertakes periodic evaluations of the performance and administration of its funding schemes to determine their effectiveness and to identify where improvements can be made.

12.4 Open Access Policy

NHMRC supports the sharing of outputs from NHMRC funded research including publications and data. The aims of NHMRC's *Open Access Policy* are to mandate the open access sharing of publications and encourage innovative open access to research data. This policy also requires that patents resulting from NHMRC funding be made findable through listing in SourceIP. NHMRC's *Open Access Policy* is available on [NHMRC's website](#).

Combined, these approaches will help to increase reuse of data, improve research integrity and contribute to a stronger knowledge economy. Open access will also assist with reporting, demonstration of research achievement, improve track record assessment processes for the long term and contribute to better collaborations.

All recipients of NHMRC grants must comply with all elements of NHMRC's *Open Access Policy*.

13 Probity

13.1 Complaints process

Applicants or grantees seeking to lodge a formal complaint about an NHMRC process related to funding should do so via the Administering Institution's RAO, in writing, within 28 days of the relevant NHMRC decision or action.

Each complaint should be directed to the Complaints Team at: complaints@nhmrc.gov.au.

NHMRC will provide a written response to all complaints.

Refer to NHMRC's Complaints Policy and the Commissioner of Complaints webpage for further information.

Applicants or grantees may complain to the Commonwealth Ombudsman if they do not agree with the way NHMRC has handled their complaint. The Ombudsman will not usually look into a complaint unless the matter has first been raised directly with NHMRC.

The Commonwealth Ombudsman can be contacted on:

Phone (Toll free): 1300 362 072

Email: ombudsman@ombudsman.gov.au

Website: www.ombudsman.gov.au

13.2 Privacy: confidentiality and protection of personal information

NHMRC treats applicants' personal information according to the 13 Australian Privacy Principles set out in the *Privacy Act 1988*. This includes identifying:

- what personal information NHMRC collects
- why NHMRC collects applicants' personal information, and
- who NHMRC gives applicants' personal information to.

Applicants are required as part of their application to declare their ability to comply with the *Privacy Act 1988*, including the Australian Privacy Principles, and impose the same privacy obligations on any subcontractors engaged by the applicant to assist with the activity.

Personal information can only be disclosed to someone else if applicants are given reasonable notice of the disclosure; if the disclosure is related to the purpose for which it was collected; where disclosure is authorised or required by law or is reasonably necessary for the enforcement of the criminal law; if it will prevent or lessen a serious and imminent threat to a person's life or health; or if the applicant has consented to the disclosure.

The Australian Government may also use and disclose information about grant applicants and grant recipients under this funding scheme in any other Australian Government business or function. This includes giving information to the Australian Taxation Office for compliance purposes.

NHMRC may reveal confidential information to:

- the peer review committee and other Commonwealth employees and contractors to help NHMRC manage the scheme effectively
- employees and contractors of NHMRC to research, assess, monitor and analyse schemes and activities
- employees and contractors of other Commonwealth agencies for any purposes, including government administration, research or service delivery
- other Commonwealth, State, Territory or local government agencies in reports and consultations
- NHMRC approved Administering Institutions' Research Administration Offices
- the Auditor-General, Ombudsman or Privacy Commissioner
- the responsible Minister or Parliamentary Secretary, and
- a House or a Committee of the Australian Parliament.

Applicants or grantees must ask for the Australian Government's consent in writing before disclosing confidential information.

NHMRC may share information provided to it by applicants with other Commonwealth agencies for any purposes including government administration, research or service delivery and according to Australian laws, including the:

- *Public Service Act 1999*
- *Public Service Regulations 1999*

- *Public Governance, Performance and Accountability Act 2013*
- *Crimes Act 1914, and*
- *Criminal Code Act 1995.*

13.3 Freedom of information

NHMRC is subject to the *Freedom of Information Act 1982* and is committed to meeting the Australian Government's transparency and accountability requirements.

14 Glossary

Term	Definition
assessment criteria	The specified principles or standards against which applications will be judged. These criteria are used to assess the merits of proposals and, in the case of a competitive granting activity, to determine applicant rankings.
date of effect	This will depend on the particular grant. It can be the date the schedule to a grant agreement is executed or the announcement of the grant, whichever is later.
eligibility criteria	The principles, standards or rules that a grant applicant must meet to qualify for consideration of a grant.
<i>Commonwealth Grants Rules and Guidelines 2017 (CGRGs)</i>	The CGRGs establish the overarching Commonwealth grants policy framework and the expectations for all non-corporate Commonwealth entities in relation to grants administration.
final year	Is the final 12 calendar months of a grant.
Funding Agreement	For NHMRC MREA grants, the grant agreement is the NHMRC Funding Agreement and the Schedule to the Funding Agreement.
grant	<p>A grant is an arrangement for the provision of financial assistance by the Commonwealth or on behalf of the Commonwealth:</p> <ul style="list-style-type: none"> a) under which relevant money, or other consolidated revenue funds, is to be paid to a recipient other than the Commonwealth b) which is intended to assist the recipient achieve its goals c) which is intended to help address one or more of the Australian Government's policy objectives. <p>under which the recipient may be required to act in accordance with specified terms or conditions.</p>
grant activity	Is the project /tasks /services that the grantee is required to undertake with the grant money. It is described in the schedule to the NHMRC Funding Agreement.

Term	Definition
GrantConnect	<p>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. It is available at www.grants.gov.au.</p> <p>Non-corporate Commonwealth entities must publish on GrantConnect to meet the grant publishing requirements under the CGRGs.</p> <p>Where information is published in more than one location, and there are inconsistencies, GrantConnect is the authoritative, auditable information source.</p>
grant opportunity	A notice published on GrantConnect advertising the availability of Commonwealth grants.
grant program	Is a group of one or more grant opportunities under a single entity Portfolio Budget Statement Program. This is referred to as a scheme in this document.
Grantee	An individual/organisation that has been awarded a grant.
Medical Research Endowment Account (MREA)	The purpose of the MREA is to provide assistance to Federal and State Government Departments, institutions, universities and/or persons engaged in medical research.
Medical Research Future Fund (MRFF)	<p>The MRFF was established on 26 August 2015 by the <i>Medical Research Future Fund Act 2015</i> (MRFF Act). Refer to the Department of Health website: https://beta.health.gov.au/initiatives-and-programs/medical-research-future-fund.</p>
NHMRC’s granting system	NHMRC’s electronic grants management solution for grant application, assessment and administration.
peer reviewers	Individuals (peers) with knowledge and expertise appropriate for the applications they are reviewing.
Portfolio Budget Statement (PBS) Program	Described within the entity’s PBS, PBS programs each link to a single outcome and provide transparency for funding decisions. These high level PBS programs often comprise a number of lower level, more publicly recognised programs, some of which will be Grant Programs (schemes). A PBS Program may have more than one Grant Program (scheme) associated with it, and each of these may have one or more grant opportunities.

Term	Definition
Probity Event	<p>Probity Event means any event or occurrence which:</p> <ul style="list-style-type: none"> a) has a material adverse effect on the integrity, character or honesty of the Administering Institution, a Participating Institution or Personnel involved in a Research Activity; or b) relates to the Administering Institution, a Participating Institution or Personnel involved in a Research Activity and has a material adverse effect on the public interest or public confidence in the Administering Institution, Participating Institution or Research Activity.
Schedule	<p>Means the contract template used by NHMRC to form part of the Funding Agreement. The schedule sets out the research activity and is signed by NHMRC and the CIA's Administering Institution.</p>
value with money	<p>Value with money in this document refers to 'value with relevant money' which is a term used in the CGRGs and 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, an official should consider the relevant financial and non-financial costs and benefits of each proposal 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 • the potential grantee's relevant experience and performance history.

Appendix A. NHMRC structural priorities, NHMRC-JPND JPco-fuND-2 Call for Proposals: Multinational research projects on Personalised Medicine for Neurodegenerative Diseases priorities and funding organisations

A1 NHMRC key structural priorities

Each year, NHMRC identifies key structural priorities for funding to deliver against strategic priorities. NHMRC's current key structural priorities are:

- Aboriginal and Torres Strait Islander health research and researchers
- health services research, and
- gender equality.

Aboriginal and Torres Strait Islander Health research and researchers

NHMRC is committed to improving the health outcomes of Aboriginal and Torres Strait Islander people and encourages applications that address Aboriginal and Torres Strait Islander health. Support for health and medical research and research translation is central to achieving improvements in this area. It is also important to increase the number of Aboriginal and Torres Strait Islander researchers and recognise the diversity of Aboriginal and Torres Strait Islander people and communities, and how this diversity relates to health issues in these communities.

As part of NHMRC's stated commitment to advancing Aboriginal and Torres Strait Islander health research, NHMRC has established certain requirements and processes designed to ensure that research into Aboriginal and Torres Strait Islander health is of the highest scientific merit and is beneficial and acceptable to Aboriginal and Torres Strait Islander people and communities.

Applicants proposing to undertake research that specifically relates to the health of Aboriginal and Torres Strait Islander people, or which includes distinct Aboriginal and Torres Strait Islander populations, biological samples or data should be aware of, and must refer to, the following documents in formulating their proposal:

- *NHMRC Road Map 3: A Strategic Framework for Improving Aboriginal and Torres Strait Islander Health through Research*
- *Values and Ethics: Guidelines for Ethical Conduct in Aboriginal and Torres Strait Islander Health Research*, and
- *Keeping research on track: A guide for Aboriginal and Torres Strait Islander peoples about health research ethics*

Health Services Research

Increasing the number of health services research grants is a strategic priority. Of the total 1035 competitive grants awarded in 2017, only 6.9% of these grants were for Health Services Research, which is significantly lower than Basic Science at 47.3%, Clinical Medicine and Science at 31.2% and Public Health at 14.6%.

Gender Equality

Funding outcomes have highlighted the underrepresentation of female chief investigators across many of NHMRC's funding schemes. This supports the need for a robust and sustainable approach to improving success rates for female researchers and to encourage more female researchers to apply to NHMRC funding schemes.

A2 Objectives of the NHMRC-JPND Joint Call

The objectives of the NHMRC-JPND Joint Call are:

- provide grants to Australian-based researchers who are participating as collaborators in international consortia under relevant grant opportunities
- provide grants for research being conducted in the area of neurodegenerative disease, particularly Alzheimer's disease and other dementias under relevant grant opportunities.

The intended outcomes of the NHMRC-JPND Joint Call are:

- increased Australian participation in multi-national collaborations
- increased Australian research capacity in the area of neurodegenerative disease, particularly Alzheimer's disease and other dementias.

The following guidance describes the parameters for NHMRC's focus on Alzheimer's disease and other dementias:

- Dementia is the outward and visible manifestation of a number of diseases resulting in deficits in memory, thinking, behaviour and ability to perform everyday activities. Alzheimer's disease is the most common cause, but there are many other causes of dementia (e.g. vascular dementia, dementia with Lewy bodies, frontotemporal dementia, etc.) and other symptoms. There are many other conditions which are associated with dementia. In this context, dementia can be a feature of Parkinson's.
- For this call, a project will fall within scope for funding by NHMRC if the project explicitly addresses dementia, or if the focus is on dementia as part of the broader manifestations of a neurodegenerative disorder. For example, a project that examines the phenotypic variation seen in Parkinson's would not be within scope, but a project that examines Parkinson's-related dementia would be within scope.