

# THE Viertel Charitable FOUNDATION

Sylvia and Charles Viertel  
Charitable Foundation

## CLINICAL INVESTIGATORSHIPS

TO BE AWARDED IN AUSTRALIA FOR 2010

### INFORMATION AND INSTRUCTIONS FOR APPLICANTS AND SPONSORS

**Applications close on 1 May 2009**

**Email:** A PDF version of your application to [Charitabletrusts@anz.com](mailto:Charitabletrusts@anz.com)

**Post:** Nine (9) double-sided copies of the application must be sent to:-

**Postal address:**

The Secretary  
Medical Advisory Board  
Sylvia and Charles Viertel Charitable  
Foundation  
C/- Philanthropy Partners, ANZ Trustees  
GPO Box 389  
Melbourne Vic Australia 3001

**Delivery address:**

The Secretary  
Medical Advisory Board  
Sylvia and Charles Viertel Charitable  
Foundation  
C/- Philanthropy Partners, ANZ Trustees  
Level 4, 100 Queen Street  
Melbourne Vic Australia 3000

# SYLVIA AND CHARLES VIERTEL CHARITABLE FOUNDATION

## MEDICAL RESEARCH GRANT APPLICATIONS FOR 2009

### THE SYLVIA AND CHARLES VIERTEL CHARITABLE FOUNDATION

The Foundation was established by Mr Charles Viertel's Will in 1992. The Will provides for Trustees to administer the Foundation and specifies the purposes for which the income from the Foundation can be distributed (or granted).

Charles Viertel's Will provides that the Trustees of the Foundation may at *their absolute discretion* select and make grants to charitable organisations and for charitable purposes anywhere in Australia.

Within the terms of the Will and respecting the wishes documented in the Will, the Trustees have set out guidelines to assist grant seekers.

This document provides information and instructions for application for a Clinical Investigatorship for commencement in 2010. The Trustees determine these awards in the light of recommendations received from the Medical Advisory Board.

### THE TRUSTEES

Mr George Curphey, Justice Debra Mullins, Mr Rex Freudenberg, and ANZ Trustees Limited ABN 33 006 132 332 (ANZ Trustees).

### ENQUIRIES

General administrative enquiries in relation to Senior Medical Research Fellowship **must** be addressed to the Secretary in the first instance, telephone + 61 3 9273 6799. Further enquiries may be directed to current members of the Medical Advisory Board listed below:-

Professor Graham Brown Victoria  Ph: (03) 9342 7000 Fax: (03) 9342 8813	Professor John Coghlan AO Victoria  Ph: (03) 9419 5699 Fax: (03) 9417 7049	Professor Ian Frazier Queensland  Ph: (07) 3240 5315 Fax: (07) 3240 5946
Professor Adrian Herington Queensland  Ph: (07) 3138 2553 Fax: (07) 3138 1534	Professor Anne Kelso Victoria  Ph: (03) 9389 2037 Fax: (03) 9389 1881	Professor Peter Leedman Western Australia  Ph: (08) 9224 0323 Fax: (08) 9224 0246
Professor Frances Shannon Australian Capital Territory  Ph: (02) 6125 9690 Fax: (02) 6125 0415	Professor Keryn A Williams South Australia  Ph: (08) 8204 5047 Fax: (08) 8277 0899	

## **ESTABLISHMENT GRANTS FOR CLINICAL INVESTIGATORS**

Applications are invited for “Clinical Investigator” awards of \$60,000, given on a once only basis. The Foundation hopes to offer five (5) awards in this category.

Eligible applicants will be medical graduates or graduates of other clinical disciplines who have completed both their clinical and research training which will normally be at doctoral level and are commencing their first definitive clinical position, or have been in such a post for no more than 24 months on 1 May 2009.

Full-time research fellows will not be eligible. Applicants should be actively engaged in clinical work and pursuing health and medical research in a university clinical department, a teaching hospital, a clinical research unit of a research institute or in an academic general practice setting. The applications will be judged predominantly on the quality of the applicant’s track record and career achievements to date. The quality of a brief research proposal will also be taken into account.

Applications must be made following the enclosed instructions and meet the eligibility criteria outlined in this document.

## CONSENT TO RECEIPT AND USE OF PERSONAL INFORMATION

By applying to the Trustees of the Sylvia and Charles Viertel Charitable Foundation (the 'Trustees') for a Clinical Investigatorship, you consent and agree to information about you being obtained and used by the Trustees and by other parties, in the ways we explain below.

In this section the words 'we' and 'us' means any or all of each of the Trustees from time to time, including ANZ Trustees Limited ABN 33 006 132 332 (**ANZ Trustees**), each member of any expert advisory panel or board appointed by the Trustees to advise and assist them in considering this application (**Advisors**), Australia and New Zealand Banking Group Limited, and each of its related companies and subsidiaries (**ANZ Group**), as well as any person, entity or company with whom ANZ Group enters into a joint venture, partnership or similar business arrangement (**ANZ Business Group**). So, for example, where you are agreeing that we may collect, use or disclose your information for a stated purpose, you are providing your consent to each Trustee, each Advisor and to each person, entity or company within the ANZ Business Group.

### **What information do we have about you?**

In your application you tell the Trustees your contact details and your professional work history. You also give contact details for your referees, and your sponsor. In the future the Trustees and Advisors may obtain other information about you from yourself, your referees, your sponsor, your employer, your profession or other sources. Some may be 'sensitive information', for example about your association membership. This is all 'your information'.

### **How will your information be used?**

Your information will be used for the primary purpose of assessing your application, and if you are successful, to provide a grant to your employer to be used for your benefit in carrying out your project. Your sensitive information will only be used by us for these purposes.

If your application is not successful, your information may still be held by us for a period for our records. We will not continue to hold your information if it is not necessary.

Your information may also be used by us for our internal operations including accounting, record keeping, archiving, systems development and testing, staff training, and compliance monitoring. Your information might also be used for compliance with legislative and regulatory requirements.

Without some or all of your information, we might not be able to process your application.

### **Who will use your information?**

By giving your consent, you also agree that we may disclose your information (including sensitive information) for the purposes set out above, to any of us, any person who carries out functions for us, any person you authorise, your executor, administrator, trustee, guardian or attorney, or legal advisers, your referees, your employer, your superannuation fund, any party to whom we are authorised or required by law to disclose that information, and any agent used by us or any of those other parties.

Some of these parties may be based overseas. You agree that we may disclose your information to an overseas party even if that party may not be subject to the same privacy obligations to you as we are.

**How do you find out what information we have about you?**

Subject to exceptions permitted by law, you may access your information at any time by contacting the Trustees at the address shown on this application form. A fee may apply. If you find that the information held by us is not accurate, complete and up to date as at the relevant time, please let us know and we will take reasonable steps to correct it.

Where we receive and keep information about you from another source such as your sponsor, generally you will have the same access to that information and it can only be used for the same purposes and shared with the same persons as the information that you give us yourself. However, information about you that we receive from referees or from other sources in the nature of a reference will be kept confidential.

**What happens if you give us information about another person?**

If you give us personal information about another person such as your referees or your sponsor, they have the same rights to access and correct their information as you do, and their information could be used for the same primary purpose and shared with the same parties. You agree to tell them this and show them a copy of this section of the application form.

# SYLVIA AND CHARLES VIERTEL CHARITABLE FOUNDATION

## ESTABLISHMENT GRANTS FOR CLINICAL INVESTIGATORS

### ELIGIBILITY

Establishment grants for Clinical Investigators have been initiated by the Foundation in order to stimulate and encourage clinical research in Australia. In particular the grants are intended to assist new investigators to establish their research programs at the time of the difficult transition from doctoral and post-doctoral training posts to their first definitive clinical positions in an academic environment. Clinical Investigators will be awarded a once only grant of \$60,000.

Eligibility for a Clinical Investigatorship requires the following-:

- The applicant should be a medical graduate or a graduate of another clinical discipline with a definitive clinical appointment.
- Consideration will be given only to those applicants with a fulltime appointment.
- The applicant should be actively engaged in clinical research.
- The applicant should be working in a University clinical department, a teaching hospital, a clinical research unit in a research institute or in an academic general practice setting.
- The applicant should have been appointed to such a position but have been in the position for no more than 24 months on 1 May of the year of application. Unsuccessful applicants may re-apply the year following, provided that they have still been no more than 24 months in their position.

Applications will be judged on the basis of **merit** and **excellence** in competition with other applications.

### INSTRUCTIONS FOR COMPLETING AN APPLICATION

The applications for an award as a “Clinical Investigator” must include-:

- A completed Clinical Investigator Cover Sheet.
- A full Curriculum Vitae which should include details of previous positions and training, of the new position, specifying in detail the nature of the clinical appointment, of any awards or honours, of other grant support already obtained or applied for, and a full list of publications.
- A three (3) page summary of the research proposal, including a broad outline of the research direction and a more detailed description of the specific research project(s) being undertaken. This should include aims and hypothesis, background and research plan, expected outcomes and significance.
- A letter from the Head of the department/institution giving details of the date of appointment and the date on which the applicant was due to take up or had taken up his or her position.
- The names of two (2) referees from whom reports have been sought that comply with “Guidelines for Referees’ Reports” included in this kit. It will be the responsibility of the applicant to ensure that the referees complete and lodge their reports by the closing date of 1 May 2009.

## **PRESENTATION AND LODGEMENT OF APPLICATION**

- A.** Applications must be submitted in typescript.
- B.** The minimum font size is 10 point.
- C.** **Email a PDF version** of your application to [Charitabletrusts@anz.com](mailto:Charitabletrusts@anz.com)
- D.** **Nine (9) double-sided copies** are required of all material submitted in support of your application including any publications you may wish to provide.

The application and referees' reports must be emailed to [Charitabletrusts@anz.com](mailto:Charitabletrusts@anz.com) and sent to the Secretary at the address below by 1 May 2009-:

The Secretary  
Medical Advisory Board  
Sylvia and Charles Viertel Charitable Foundation  
C/- Philanthropy Partners, ANZ Trustees  
GPO Box 389  
Melbourne Vic Australia 3001

### **CONSENT TO RECEIPT AND USE OF PERSONAL INFORMATION**

Please read carefully and ensure you fully understand 'Consent to Receipt and Use of Personal Information' found in Section 1 of this document.

### **TIMING**

Successful applicants will be announced before the end of November 2009. The Clinical Investigatorships are normally paid in January the following year of being awarded.

The Foundation's Trustees, Medical Advisory Board and Secretariat are not obliged to provide feedback to unsuccessful applicants.

# **SYLVIA AND CHARLES VIERTEL CHARITABLE FOUNDATION CLINICAL INVESTIGATORS**

## **GUIDELINES FOR REFEREES' REPORTS**

The Foundation's grants for Clinical Investigators have been initiated in order to stimulate and encourage clinical research in Australia. In particular the grants are intended to assist new investigators to establish their research programs.

Referees are invited to submit a report about the applicant and the applicant's research proposal, including comments on and responses to the following-:

1. Whether the applicant has the knowledge, skills and creativity to pursue the research program that has been proposed.
2. How you see the applicant's future in Australian academic medicine or medical research?
3. Where you would place the applicant with respect to the relevant peer group?
4. Is there any particular work that has already been done which would make the applicant worthy of this award?
5. Your views on (or assessment of) the quality of the research proposal.

Referees' reports are treated as **strictly confidential** and will be available only to members of the Medical Advisory Board and the Secretariat.

**Reports must reach the Secretary by 1 May 2009.**

**Email** a PDF version of the report to [Charitabletrusts@anz.com](mailto:Charitabletrusts@anz.com)

**Post** nine (9) copies to-:

The Secretary  
Medical Advisory Board  
Sylvia and Charles Viertel Charitable Foundation  
C/- Philanthropy Partners, ANZ Trustees  
GPO Box 389  
Melbourne Vic Australia 3001

**Faxed** reports are acceptable + 61 3 9273 6354

<p><b>THIS FORM IS TO BE FORWARDED BY THE APPLICANT TO THE TWO NOMINATED REFEREES</b></p>
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