

THE Viertel Charitable FOUNDATION

Sylvia and Charles Viertel
Charitable Foundation

SENIOR MEDICAL RESEARCH FELLOWSHIP

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

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 2010

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 to the Medical Program comprising the Senior Medical Research Fellowships for commencement in 2009. 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

SENIOR MEDICAL RESEARCH FELLOWSHIP

The Sylvia and Charles Viertel Charitable Foundation invites applications for a five-year Senior Medical Research Fellowship valued at \$195,000 per annum to be held in Australia to commence in 2010. The Fellowship is an integral part of a scheme that is intended to provide both salary and project grant support for outstanding Australian medical researchers. The total value of the award is \$975,000.

Outstanding researchers who are medically qualified or graduates of another scientific discipline, with recognised postdoctoral achievements seeking to establish a research career in Australia and undertake research in an Australian academic institution, are eligible to apply whether or not they are currently working in Australia. Only Australian nationals or permanent residents are eligible for the awards.

Applicants will be required to nominate two referees as well as a sponsor, who will normally be the Head of the Department, Division or Section of the Academic Institution in which the applicant wishes to work.

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

Trustees may award up to two (2) Fellowships each year at their discretion.

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 Senior Medical Research Fellowship, 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
SENIOR MEDICAL RESEARCH FELLOWSHIP

ELIGIBILITY

The Senior Medical Research Fellowship is an integral part of the Foundation's intention to provide salary and project grant support for outstanding medical researchers in Australia in the fields of medical science and public health.

Eligibility for a Senior Medical Research Fellowship will require the following:

- The applicant is medically or scientifically qualified to at least the postdoctoral level.
- The applicant has been working at a postdoctoral level for less than ten (10) years (doctorate received after 1 January 1999) and does not currently hold a senior research or teaching position. The Medical Advisory Board and the Trustees reserve the right to take into consideration exceptional circumstances during the ten (10) year period. You must provide proof of your research doctorate award from your University.
- The applicant is sponsored to undertake the Fellowship research in an Australian institution.
- The applicant is an Australian national or permanent resident.

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

INSTRUCTIONS FOR COMPLETING THE APPLICATION

1. PRESENTATION

- 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
- 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 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

2. INFORMATION REQUIRED

PART A: TITLE PAGE

Use the form provided to provide details of the Candidate and Sponsor.

Provide 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.

PART B: DETAILED CURRICULUM VITAE OF THE APPLICANT

Provide your full curriculum vitae incorporating all your publications and all the information outlined below-:

- A. Details of **academic background**, including degrees, prizes, distinctions and/or other special qualifications awarded and where and when they were awarded.
- B. Details of **current appointment** (and proposed if different from current), indicating size of research group, availability of research infrastructure and any future changes to the situation that may impinge upon research opportunities.
- C. Details of **previous appointments** in chronological order. Absences from full-time academic research (eg: involvement with industry, parenting leave, academic teaching appointments, clinical appointments) can also be detailed.
- D. Details of **collaborations**, both past and current indicating the type of involvement and highlighting any publications resulting from the collaborations.
- E. Details of **local, national and international profile**, listing seminars and talks given, participation in conferences, including presentations and indicating those that were personal invitations, involvement as session chair, as discussant or a plenary lecturer.
- F. Details of **postgraduate and undergraduate teaching**, including supervision of research students, clinical and/or commercial activities. With respect to research students indicate whether sole or co-supervision and include information on any completions and current positions of postgraduates and ability to attract and supervise postgraduate students (in relation to local regulations). Indicate projected involvement in teaching in the next few years and the impact of clinical sessions on the research (if relevant).
- G. Details of **administrative experience** associated with the current position and since completing PhD, including departmental, faculty or institutional experience.
- H. Details of **peer review** involvement, including grant application review for funding bodies, manuscripts, editorial board responsibilities and the like. Indicate approximate frequency of involvement.
- I. Details of **scientific discipline** involvement, including membership of societies, membership of executive committees and executive positions held, organisation of local, national and international meetings.
- J. Provide details of involvement in the **wider community**, including raising of community awareness of health issues, science education forums, specific assistance with media contact etc.
- K. Indicate your most significant **research** contribution to your field and how it has **influenced** the field.
- L. Details of any other relevant data to support the case for appointment.

Research Support

- A. Past support – for previous six (6) years
- B. Currently held grants
- C. Grant requests for 2009

Publications

1. Provide a full list of publications – numbered in chronological progression and sorted into the following research publication sub-categories:

Publications Sub-Categories

- Refereed journal article
 - Review
 - Book
 - Chapter
 - Any other publication eg: Letter/note, un-refereed journal article, other contribution to journal, technical reports, commissioned reports, etc.
 - Conference papers or abstracts
 - Patents, include status ie. Provisional application, completed application, granted (specify countries)
2. Nominate up to four of the most significant papers you have published. The reason for including these should be outlined. You are not required to submit these with your application but they should be available on request.

PART C: THE RESEARCH PROJECT

A. Project Title

Short title (please complete the form provided)

B. Summary of Proposed Research

Up to 200 words (please complete the form provided)

C. Details of Research Project

To be typewritten and limited to six pages of A4 paper. Start on the form provided.

The following headings are to be incorporated-:

i. Aims of the Project

List the specific aims and potential significance of the project. Hypotheses to be tested should be clearly stated.

ii. Background

iii. Research Plan

iv. Expected Outcomes and Significance

v. References / Relevant Publications

D. Ethics Approval

Please give details of applications to and approval from Institutional Ethics Committees, for any work involving human or animal experimentation. The Foundation will consider applications provided ethics approval has been sought. No award will be made until ethics approval has been granted by the Institutional Ethics Committees for human and animal experimentation respectively.

PART D: THE BUDGET AND JUSTIFICATION OF THE BUDGET

Complete the form provided.

PART E: THE SPONSOR, THE DEPARTMENT AND INSTITUTIONAL SUPPORT

- A. Sponsor's recommendation** (complete the form provided)
- B. Sponsor information** (the following information should be set out, starting on the form provided)
1. Brief curriculum vitae of the Sponsor
(maximum of 2 pages including posts held in the last ten years. Please do not include full list of publications)
 2. Brief description of Department/Institution in which the Fellow will work
(maximum of 2 pages)
- C. Departmental support** (complete the form provided)

3. ASSESSORS' REPORTS

Your application may, at the Medical Advisory Board's discretion, be sent to independent assessors for their comment on its scientific merit. For confidentiality reasons, these reports cannot be made available to applicants.

4. LODGEMENT OF APPLICATION

The application and referees' reports must be emailed to Charitabletrusts@anz.com and nine (9) copies 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 applicant(s) will be notified before the end of November 2009. The Fellowship will be paid quarterly commencing in January 2010.

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

CONDITIONS UNDER WHICH A FELLOWSHIP IS AWARDED

1. Employment of Staff

- i This grant is awarded on condition that your institution administers the grant and that the Sylvia and Charles Viertel Charitable Foundation is not responsible for any injury or for the death of any person, or for the loss of or damage to property of whatsoever kind, occasioned by or arising out of your own negligence or the negligence of some other person employed by the host institution, whether funded by the Foundation or some other source.
- ii The Foundation does not act as an employer and will not be responsible for claims under any statute or at common law, nor will it indemnify the host institution against any claim for compensation or against any other claims for which the host institution may be responsible.
- iii The tenure of appointment of the Fellow and any other staff must be confined strictly to the period of the grant and shall not exceed five years unless the host institution wishes to retain the staff beyond the period for its own purposes, and at its own expense.

2. Status

It is an expectation of this award that the Fellow should be granted the status and responsibilities of at least Senior Lecturer in the department in which he or she is employed.

3. Financial Arrangements

Expenditure under this grant must be in accordance with the financial details shown in the formal letter of award. Funding allocated for the Research Fellow's salary may not be used for any other purpose.

Payments will be made by the Trustees in four equal quarterly instalments each paid in advance, to a fixed total of \$195,000 annually, irrespective of award increases, or inflation.

4. Limitations of the Foundation's Liability

The Foundation accepts no responsibility, financially or otherwise, for the expenditure (or liabilities arising out of such expenditure) or liabilities arising out of the work, other than those specifically listed in the formal awarding letter and accompanying notes. The control of expenditure to be funded under this grant must be governed by the normal standards and procedures of the host institution and must be covered by the formal audit arrangements that exist in that host institution.

5. Equipment

Any apparatus provided in this grant is donated to the sponsoring department for the benefit of the Fellow's research.

6. Patents

The Foundation, as a charitable entity, is under an obligation to ensure that the results of research, which it funds, in part or in whole, are published 'for the public good'. At the same time, it recognises the commercial pressures which are upon research institutions and, therefore, the following grant conditions are intended to pay due note to both of these potentially disparate demands.

All results of research, and the intellectual property rights in such results, in relation to which the Foundation has made a grant, must be considered for patent protection by the appropriate authority

within the host institution. Publication of the research findings may be delayed until such consideration and if a patent application has been filed until it is published under a patent law. However, no unnecessary delay should be allowed to occur before publication is sought. The Foundation does not seek to retain ownership of the intellectual property and is happy to vest its share in the Research Fellow and the host institution.

7. Transfer of a Grant

The award of a Senior Medical Research Fellowship is made to enable a Fellow to work in a specified department, or section within an institution. The Fellowship will not usually be transferable to another institution. Fellows wishing to move to another institution must obtain permission from Trustees to continue the Fellowship.

8. Progress Reports

It is a condition of the grant that the Foundation receives annual reports upon the work for which the grant is awarded by 31 January each year and a final report within two months of the end of the Fellowship.

9. Publications

The Foundation requires its support acknowledged in any publications arising from this work, and a report of such publications is to be included in the annual reports to the Foundation.

**SYLVIA AND CHARLES VIERTEL
CHARITABLE FOUNDATION
SENIOR MEDICAL RESEARCH FELLOWSHIP**

GUIDELINES FOR REFEREES' REPORTS

The Foundation's Senior Medical Research Fellowship is intended to be amongst the most prestigious awards available to those who wish to continue a career in medical research in Australia.

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 potential and future in Australian academic medicine or medical research arena?
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 assessment of (or your views on) the quality of the research proposal.
6. Questions for applicants at interview

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

Reports must reach the Secretary by 1 May 2009.

Email a PDF version of the report to 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

THIS FORM IS TO BE FORWARDED BY THE APPLICANT TO EACH OF THE TWO NOMINATED REFEREES
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