

**THE Viertel
Charitable
FOUNDATION**

Sylvia and Charles Viertel
Charitable Foundation

SENIOR MEDICAL RESEARCH FELLOWSHIPS

TO BE AWARDED IN AUSTRALIA FOR 2015

**INFORMATION AND INSTRUCTIONS FOR
APPLICANTS AND SPONSORS**

Applications close on 1 May 2014

SYLVIA AND CHARLES VIERTEL CHARITABLE FOUNDATION

SENIOR MEDICAL RESEARCH FELLOW APPLICATIONS

About the 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 **Senior Medical Research Fellowship** for commencement in 2015. The Trustees determine these awards in the light of recommendations received from the Medical Advisory Board.

The Trustees

- Mr George Curphey OAM (Chair)
- Justice Debra Mullins
- Mr Rex Freudenberg
- ANZ Trustees

Medical Advisory Board

- Professor Peter Leedman (Chair)
- Professor Graham Brown AM
- Professor Terry Speed
- Professor Adrian Herington
- Professor Angel Lopez
- Professor Frances Shannon
- Professor Carola G Vineusa
- Professor Keryn A Williams

Enquiries

General administrative enquiries in relation to Senior Medical Research Fellowships **must** be addressed to ANZ Trustees in the first instance by telephone 1800 011 047 or by email to: charitabletrusts@anz.com

Senior Medical Research Fellowship

Applications are invited for a five-year Senior Medical Research Fellowship valued at **\$245,000** per annum to be held in Australia to commence in 2014. The Trustees may award up to two Fellowships each year at their discretion.

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 \$1,225,000. **Applicants cannot hold another full-time salary grant.**

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

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

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 2003) 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. Examples of exceptional circumstances include maternity leave and major illness. The applicant must provide proof of their research doctorate award from their University.
- The applicant is sponsored to undertake the Fellowship research **in an Australian institution**.
- The **applicant is an Australian national or permanent resident**. Applicants shortlisted for interview will need to provide proof of their status.
- The Foundation will consider applications where **Ethics Approval** has been sought. Applicants shortlisted for interview will need to provide proof of ethics approval having been sought and/or approved). No award will be made until ethics approval has been granted by the Institutional Ethics Committees for Human Research and/or Animal Experimentation as appropriate.

Reporting

Successful grant recipients are required to lodge a report at the conclusion of the grant detailing the achievements and evaluating the success of the activities for which funding was given.

A proforma for these reports can be found in the Scholarships & Fellowships (National) section of the ANZ Trustees website at – www.anz.com/anztrustees

Acknowledgment

ANZ Trustees encourages organisations to publicly acknowledge the support received from a charitable foundation.

Instructions for completing an application

The applications for an award as a "Senior Medical Research Fellow" must be made on the *Sylvia and Charles Viertel Charitable Foundation Senior Medical Research Fellow Application Form*. Additionally, the following information must be supplied with your application:

- **A full Curriculum Vitae** incorporating all your publications and all of the information detailed at Question 5 in the application form.
- **Two separate referee reports** that comply with "Guidelines for Referee Reports" on Page 7 of these Guidelines. It is the **responsibility of the applicant** to ensure that the referees complete and email their signed reports in PDF format to trustapp@anz.com by the closing date of 1 May.
- A **signed recommendation from your sponsor which includes the information about your sponsor and the department/institution** you will be working in (as detailed on Page 8 of these Guidelines). It is the **responsibility of the applicant** to ensure that the information required from your sponsor is completed and a signed PDF version is emailed to trustapp@anz.com by the closing date of 1 May.

Your completed application must be read by your Department Head prior to its submission. **By submitting your application you are acknowledging that your Department Head has read your completed application and agrees to this research being carried out in his/her department in accordance with the conditions set out in the 2012 Guidelines for the Sylvia and Charles Viertel Charitable Foundation Senior Medical Research Fellowship.**

Important dates

- Closing date: **Your application and all other required attachments and reports** must be submitted in **PDF format or as requested** and received by ANZ Trustees via trustapp@anz.com by **5pm on 1 May each year**. Late applications cannot be accepted.
- Outcome notification date: **Late November**.
- Payment date: The Fellowship will be paid in **half-yearly instalments commencing in January 2014**.

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 Trust in two equal half-yearly instalments each paid in advance, to a fixed total of \$245,000 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 the 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**. All reports will be reviewed by the Medical Advisory Board.

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.