



# Prevention Research Support Program

Round Six

July 2022–June 2026

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## INFORMATION KIT FOR FUNDING



# The Prevention Research Support Program

## Call for applications

The NSW Ministry of Health invites eligible applicants to apply for funding under the sixth round of the NSW Health Prevention Research Support Program (PRSP). This Kit provides applicants with information about the PRSP, the submission procedure, selection processes, and reporting and evaluation requirements.

## Submission of applications

All applications must be completed in accordance with the Instructions for Applicants and submitted on the Application Form, both found at [www.health.nsw.gov.au/research/Pages/prsp.aspx](http://www.health.nsw.gov.au/research/Pages/prsp.aspx)

The NSW Health Grant Agreement, found on the same website, sets out the conditions upon which PRSP funding will be provided. The Ministry of Health will not enter into any negotiations around this Agreement.

An **electronic copy** of the Application Form and attachments must be emailed to the Ministry of Health at [MOH-PRSP@health.nsw.gov.au](mailto:MOH-PRSP@health.nsw.gov.au).

Applications must be received by **11.59pm Sunday 28 November 2021**.

## Indicative program timeline

Activity	Date
Call for applications	28 September 2021
Applications close	28 November 2021
Selection Panel meeting	February 2022 (date TBC)
Announcement of successful applicants	April 2022
Sixth round of PRSP funding	July 2022

## Further information

All questions regarding the Program must be directed to: [MOH-PRSP@health.nsw.gov.au](mailto:MOH-PRSP@health.nsw.gov.au). All such questions (de-identified of author/organisation) and the Ministry's responses to those questions will be posted on the NSW Health website [www.health.nsw.gov.au/research/Pages/prsp.aspx](http://www.health.nsw.gov.au/research/Pages/prsp.aspx). This will ensure that all applicants have equal access to information regarding the Program.

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# 1. Introduction

The Prevention Research Support Program (PRSP) is a competitive funding program of the NSW Ministry of Health.

There have been five rounds of funding under the Program:

- July 2003 to June 2006
- July 2006 to December 2009
- January 2010 to June 2013
- July 2013 to June 2017
- July 2017 to June 2022

## Aim

The PRSP invests in research infrastructure and innovation in prevention priority areas that drive system and community outcomes in NSW.

## Purpose and objectives

The purpose of the PRSP is to build capability and strengthen prevention and early intervention research that is important to NSW Health and that leads to improved health and reduced health inequities for the people of NSW.

The objectives of the PRSP are to:

1. Generate high-quality research evidence that is relevant to NSW Health prevention priorities and can inform the implementation of prevention policies, programs and services in NSW.
2. Support the translation of research evidence into prevention policies, programs and services in NSW.
3. Build the prevention research capability of NSW Health staff and the NSW Health system to create, understand and use knowledge and evidence in their work.

For the purposes of PRSP, **prevention involves acting early to protect and promote the health and wellbeing of populations. Prevention<sup>1</sup> aims to prevent poor health, illness, injury and early death from occurring and increases the likelihood that people will stay healthy and well for as long as possible.**

**NOTE:** Clinical research, such as evaluations of the efficacy of clinical interventions (e.g. pharmaceuticals and surgical procedures), at an individual level, is not included in the definition of prevention research for the PRSP. PRSP funding excludes significant capital (including ICT) builds and replicating state-wide or local information technologies and systems.

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<sup>1</sup> Throughout the PRSP documentation, the term “prevention research” is used to cover both prevention AND early intervention research.

# 2. Round Six PRSP Funding

Round Six of funding under the PRSP will commence in July 2022. Funding of up to \$2 million (\$500,000 per annum for four years) is available to successful applicants under the Program.

## Funding Guidelines

The PRSP will direct funds towards research infrastructure support and strategies that build capability to conduct high quality research and to translate evidence from research into policy and practice. PRSP funding may be directed towards:

### 1. Research infrastructure support (i.e. essential institutional resources underpinning research that are not covered by research grants)

Inclusions:

- Collection, management and purchase of data
- Data linkage services
- Subscriptions to information services and databases
- Computer equipment and software licenses
- Library resources
- Scientific equipment
- Purchase of generic consumables such as stationery
- Salaries of administrative staff; salaries of research staff employed to provide general support (i.e. to more than one project); and salaries of research fellows,<sup>2</sup> including salary on-costs of up to 15%

Exclusions:

- Capital works, general maintenance costs, telephone/communication systems, basic office equipment such as desks and chairs, rent and the cost of utilities<sup>3</sup>

- University or other infrastructure levies
- Salaries for fellows funded under the NSW Health Early-Mid Career Fellowships scheme
- Contributions to the salaries of the director of the applicant or senior researchers
- Specific research projects or direct project costs

### 2. Capability building strategies

Inclusions:

- Stipends (full or part) for PhD and other doctoral scholarship holders<sup>2</sup>
- Salary top-ups for early career researchers
- Accessing expertise to assist with research when required
- Development of policies or procedures of the applicant that support quality research
- Professional development in research for staff and students of the applicant (e.g. in-service training, attendance at conferences and seminars – including travel)
- Research training for researchers and health staff in NSW, particularly in the NSW Health system
- Attracting top performing researchers to NSW, including a contribution to relevant costs for relocation
- Costs for international researchers to visit the applicant

Exclusions:

- International travel for staff of the applicant

<sup>2</sup> Although PRSP funds can be used to support research fellows and PhD or other doctoral scholarship holders, applicants are encouraged to seek funds for these staff/students from other NSW Health sources such as the NSW Health Early-Mid Career Fellowships scheme.

<sup>3</sup> It is expected that successful applicants will continue to receive their core infrastructure funds from their parent organisation or primary funding body and that these core funds will be used to pay for these items.

### 3. Strategies to support research translation

Inclusions:

- Development of strategic research partnerships with policy makers and practitioners
- Support for the co-production of research with policy/practice agencies
- Salaries for staff co-located in research and policy/practice agencies
- Other innovative strategies that foster translation

# 3. The Selection Process

The assessment of applications will involve a two-step process.

## Step 1: Eligibility assessment

Applications must first meet the eligibility criteria set out in section 4.

Any applications that do not meet all eligibility criteria will not progress to Step 2. Eligibility assessment will be undertaken by NSW Ministry of Health staff, who may contact applicants directly to clarify any issues with their application.

## Step 2: Selection of applicants for funding

Applications that meet all eligibility criteria will be reviewed by a Selection Panel appointed by the Chief Health Officer and Deputy Secretary Population and Public Health, NSW Ministry of Health. The Selection Panel will include members both internal and external to NSW Health, with expertise in prevention research, with at least one member from interstate.

The Selection Panel will evaluate and rank applications in order of merit against the selection criteria. In doing so, they will take into account the weighting assigned to each group of selection criteria. **The Selection Panel will undertake this process in February 2022.**

The Selection Panel will recommend:

- the number of successful applicants, in accordance with their merit; and
- the amount of funding to be provided to each successful applicant from the funds available under the PRSP and bearing in mind the bid put forward in the application. The Selection Panel may, in its discretion, determine not to award the full amount sought by the applicant. A rationale will be provided to the successful applicant if the full amount is not awarded.

The Selection Panel may contact applicants by telephone during the selection process to seek clarification of their application. **A Senior Representative of the applicant should be available to be contacted by telephone on the date of the Selection Panel meeting in February 2022 (date will be confirmed ahead of time).** This representative should be in a position to clarify any matters relating to the application at the time of the enquiry. **It will not be possible to respond to the Selection Panel's queries at a later date.**

The Selection Panel is not obliged to recommend all or any funding under the PRSP if, in their opinion, an application does not meet the selection criteria to a sufficiently high standard.

The Selection Panel will recommend successful applicants for funding under the PRSP.

# 4. Eligibility Criteria

Applications are only eligible for consideration under the PRSP if they meet all the following eligibility criteria:

## 1. The applicant is, or is part of a parent organisation which is, a legal entity.

Applicants or their parent organisation must be a legal entity or, if a joint tender, consortium, collaboration or otherwise, be legal entities with the capacity to contract. The Ministry will only enter into the PRSP Standard Grant Agreement with such legal entity or entities.

Any application which is submitted by a combination of two or more organisations, as a joint venture, a consortium, collaboration or otherwise, must include in the application:

- applicant information for each member of the group;
- a clear statement of the nature of the association between the members of the group and the basis upon which they propose to enter into the agreement with the Ministry; and
- a statement that each member of the group is jointly and severally liable for the performance of the other members of the group under the resultant agreement or that one member of the group is fully liable for the performance of all members of the group.

The Ministry may ask an applicant to provide evidence of its legal status or capacity to contract. If applications from entities propose to contract in their capacity as trustees, such evidence may include copies of the relevant trust deeds.

### A legal entity may include:

- a Local Health District;
- Specialty Health Network;
- University; or
- an independently constituted medical research institute.

An applicant may be:

- a discrete, separately identifiable unit within a tertiary institution or Local Health District/Specialty Health Network such as a research centre within a university. Note that a University Faculty, Department or School would not constitute a separately identifiable unit for the purposes of PRSP;
- a discrete, separately identifiable unit within a larger parent organisation that is other than a tertiary institution or Local Health District/Specialty Health Network;
- a collaboration of organisations, or parts of organisations, that have come together to pursue prevention research. Collaborations must be genuine ventures to further ongoing research programs, not simply a “coalition of convenience” to enable organisations to obtain PRSP funding. Collaborations must have been demonstrably present and separately identifiable from member organisations since July 2017. Collaborations should be able to show that they contribute to the PRSP Program objectives, over and above the contributions made separately by their member organisations.

Recipients of PRSP funding under previous rounds of the Program are eligible to re-apply for funding under this round. However, there should be no expectation that PRSP funds will continue to go to the same organisations. It is anticipated that PRSP recipients will grow as a result of receiving PRSP funding to allow them to obtain other sources of infrastructure funding in the future.

**Notwithstanding the above, the following organisations or entities are not eligible:**

NSW Ministry of Health branches, NSW Health Pillar(s) and other NSW Health entities that are not Local Health Districts or Specialty Health Networks (e.g. NSW Ambulance).

**2. The research focus of the applicant is primarily prevention research.**

**3. The applicant is fully located in NSW.**

**4. The applicant can demonstrate how their current research activities are consistent with NSW Health state-level priorities.**

**5. The applicant has sufficient existing capacity to support future sustained growth, including:**

- a. Core infrastructure funding from sources other than the PRSP<sup>4</sup>
- b. Confirmation from a duly authorised representative of their parent organisation that existing infrastructure funds will continue to be allocated to the applicant as they would have been allocated in the absence of PRSP funds
- c. The equivalent of two senior full-time research staff whose salary is securely funded
- d. Total research income of at least, on average, \$1.3 million per annum awarded from 1 January 2017 to 31 December 2020. Some of this funding must be from peer-reviewed sources.<sup>5</sup>

**6. The applicant is not-for-profit.**

**7. The applicant is a discrete operational entity that can demonstrate it has:**

- a. A defined management structure;
- b. Sufficient independence to determine its own research directions and use of funds and the ability to report on use of funds;
- c. A director with experience in the areas of research conducted by the applicant and appropriate post-graduate qualifications; and
- d. For collaborations – a written agreement between the Chief Executives of their member organisations formalising the collaboration.

**8. The applicant has formal links with relevant policy or service branch(es) of the NSW Ministry of Health, NSW Health Pillar(s) or other NSW Health entities (e.g. NSW Ambulance) and with at least one Local Health District/Specialty Health Network.**

For more detail on the eligibility criteria, please refer to the Instructions for Applicants and the PRSP Application Form.

<sup>4</sup> If an applicant or their parent organisation will be in receipt of infrastructure funds from the Medical Research Support Program (MRSP), administered by the Office for Health and Medical Research, NSW Ministry of Health, or any other funding from a NSW Government agency during the PRSP funding period, funding under the PRSP may be reduced. This is primarily to prevent double funding from NSW Government sources.

<sup>5</sup> An applicant may not declare the same research income in applications for funds under both the PRSP and the MRSP.

# 5. Selection Criteria

Selection criteria have been developed to reflect the objectives and expected outcomes of the PRSP. Information provided in response to selection criteria on the PRSP Application Form will be used as the basis for ranking and selection of successful applicants.

## Selection Criteria

### 1. Objective 1 (research excellence in priority issues)

- a. The degree to which the applicant's current research activities are consistent with priority health issues (overweight and obesity; smoking; drugs and alcohol; Aboriginal health; oral health; communicable and emerging diseases; environmental health; health inequities; early years; other) or research capabilities (analytics to support decision making for improved health outcomes and system performance; implementation science; health economics; other)
- b. Research income (particularly income from peer-reviewed sources)
- c. Number of research staff employed
- d. Number of research staff employed on prevention research
- e. Number of post-graduate research students supervised
- f. Number of scholarships and fellowships secured
- g. Number of publications (particularly peer-reviewed publications)
- h. Nature, depth and importance of collaborative research ventures with inter-state, national and/or international partners

### 2. Objective 2 (translation of research findings into policy and/or practice)

- a. Nature and breadth of activities and processes to support translation of the applicant's research findings into policy and/or practice, and instances of translation
- b. Number of grants in which NSW Health policy or service staff are identified partners or to which NSW Health has formally committed to co-funding or support-in-kind in the application

### 3. Objective 3 (research capability building)

- a. Number and type of activities led by the applicant that have contributed to building the prevention research capability of NSW Health staff and the NSW Health system

### 4. The applicant's PRSP Plan

- a. Total funds requested
- b. For each PRSP objective, a description of:
  - proposed future activities of the applicant aimed at addressing the objective;
  - how PRSP funding will be used to support the proposed future activities; and
  - indicators against which achievement of these activities could be measured.
- c. A rationale for how the proposed activities contribute to the objectives of the PRSP
- d. Identification of opportunities to drive innovation, translation and impact through engagement with other complementary specialties

For more detail on the selection criteria, please refer to the PRSP Instructions for Applicants and the Application Form.

## Weighting of selection criteria

In scoring applications, the Selection Panel will assign a weighting of 25% to each of the four groups of selection criteria.

# 6. Reporting and Evaluation

In order to enhance the ability of the PRSP to meet its objectives, the NSW Ministry of Health will evaluate the performance of recipients of PRSP funding and the PRSP as a whole.

## Reporting requirements

Successful applicants will be required to provide annual reports during the funding period on progress in relation to indicators of research excellence and their achievements toward meeting the objectives of the Program. Information provided in response to selection criteria on the PRSP Application Form will be used as baseline data against which progress and outcomes of the Program will be measured. Recipients will also be asked to report on progress against the activities included in their PRSP Plan. Funding for subsequent years will be made available only when a recipient has provided a report showing satisfactory progress.

PRSP recipients will be required to meet with Ministry of Health staff annually during the funding period. The Ministry may organise up to three seminars for Round Six of the Program including one at or shortly after the conclusion of the funding period. The purpose of such seminars will be for recipients to present their research work to their peers and policy makers and to encourage feedback, interaction and knowledge exchange amongst these groups. Researchers will have the opportunity to hear about NSW Health directions and research needs.

## Program evaluation

The Ministry of Health may, either during or at the end of the funding period, undertake an evaluation of the PRSP Program. This evaluation will be done in cooperation with recipients of PRSP funding.

