



Western Australian  
Future Health Research  
& Innovation Fund

# Co-Funding Partnerships Program

## Guidelines and Conditions

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## 1. Introduction

The Co-Funding Partnerships Program (Co-FPP) (the Program) is a funding program of the Western Australian (WA) [Future Health Research and Innovation \(FHRI\) Fund](#).

The FHRI Fund provides a secure source of funding to drive health and medical research, innovation and commercialisation and through these activities, improve the health and prosperity of all Western Australians. It also provides an opportunity to diversify the economy, create jobs, improve the sustainability of the health system and position WA as a leader in research and innovation.

This Program contributes to the [FHRI Fund Priority Goal](#):

- establish co-funding partnerships that will secure genuinely new non-government funding for research and innovation aligned with Priorities for the FHRI Fund.

The expected outcomes are in alignment with the following objectives of the [Western Australian Future Health Research and Innovation Fund Act 2012](#):

- improving the health and wellbeing of Western Australians
- improving the financial sustainability of Western Australia's health system
- improving Western Australia's economic prosperity
- advancing Western Australia to being, or maintaining Western Australia's position as, a national or international leader in research and innovation activities.

Partnerships will only be formed where the proposed use of partnership funds aligns with:

- the FHRI Fund Priority Goal; and
- at least one of the FHRI Fund Focus Areas.

The Program is administered by the Office of Medical Research and Innovation (OMRI), WA Department of Health (Department of Health). Queries may be directed to [DOH.OMRI@health.wa.gov.au](mailto:DOH.OMRI@health.wa.gov.au).

## 2. Purpose

The purpose of the Program is to establish funding partnerships to bring genuinely new non-government funding or maximise the impact of existing charitable funding for health and medical research and innovation in WA. The collaborations aim to build a culture that supports co-operation and interconnectedness.

The aims of the Program are to:

- create new opportunities through increased funding for health and medical research and innovation in WA
- identify Funding Partners (Partners) whose interests and objectives, in WA health and medical research and innovation, are shared with those of the FHRI Fund, resulting in shared strategic thinking, leveraged knowledge, and expanded impact.

The objectives of the Program are to:

- leverage additional funding for research and innovation in WA
- create new or enhanced funding programs to support research and/or innovation aimed at addressing FHRI Fund Priority Goals and Focus Areas
- form partnerships that have strategic, reputational, and operational benefits.

In addition, quantifiable outcomes for each partnership program will be determined in consultation between OMRI and the Partner.

The Program provides a unique opportunity for Partners, with benefits such as:

- leveraged funding in a shared area of interest, increasing impact
- reputational benefits of being involved in programs supported by the FHRI Fund, which is the State's premier and legislated vehicle to support health and medical research and innovation
- promotional opportunities to publicise co-funded Programs, including through Ministerial media statements, the FHRI Fund website and extensive stakeholder distribution channels
- access to expert personnel to design bespoke funding programs that are transparent and competitive or choose from tried and tested FHRI Fund programs tailored for the co-funded Program
- best-practice application review processes, including access to expert reviewers drawn from an extensive database including consumers, clinicians, academics, and private industry
- unparalleled cross-sector reach, including into hospitals, universities, research institutes and industry to ensure high-quality applications are received
- robust grant award and management processes, ensuring co-funding is spent appropriately
- embedded evaluation, so that the benefits of the co-funding are tracked
- no administration costs drawn from the Partner or FHRI Fund contributions, meaning every dollar is directed towards research or innovation grants.

Examples of successful funding partnerships enabled by the Program include:

- FHRI Fund and BrightSpark Foundation for the [WA Early-Career Child Health Researcher Fellowships](#)
- FHRI Fund and Royal Perth Hospital Medical Research Foundation for the [Research for the Innovation and Impact Grants](#)
- FHRI Fund and Cancer Council WA for the [Cancer Research Project Grant scheme](#).

### 3. Program description

The Program will provide a mechanism for Partners to co-fund research and/or innovation programs (Activity) with the FHRI Fund that address shared goals. Potential Partners include charitable organisations, non-government organisations and the private sector.

In general, WA State Government agencies and entities whose funding is primarily provided by the WA State Government are not eligible.

The Program has two streams:

- Stream A is open to all eligible entities who will contribute genuinely new funding to establish a new co-funded Activity.
- Stream B is for co-funding of an existing successful WA funding Activity and is open only to active charitable organisations listed in the Australian Charities and Not-for-profits Commission register. See [Search for a charity | ACNC](#).

The partner funding must be altruistic in nature, for the benefit of Western Australians. As such, the Partner must not benefit directly from the funding or the research or innovation it supports. It is recognised that Partners benefit reputationally from participating in the Program and that this reputational benefit could result in increased income. However, for the purposes of the Program, such benefits are secondary or indirect and generally will not affect eligibility.

The Co-FPP arrangement and funding will be through a competitive and merit-based process. Co-funding opportunities include, but are not limited to:

- Co-designing a new grant Activity (Stream A), or co-funding of an existing Activity (Stream B) to:
  - address a specific issue
  - provide health and medical research/innovation fellowships
  - provide infrastructure support for research and/or innovation
  - research projects or innovation activities seeking to address a significant health issue, such as research to develop a new test to aid earlier diagnosis of a disease.
- Untied partner funding, with the resulting co-funded Program being at the discretion of OMRI.

An application must consider the following:

- Contributions from the FHRI Fund of between \$500,000 and \$1,000,000 per annum per proposal will be considered. Note that proposals cannot request ongoing funding.
- The requested FHRI Fund contribution must be at least matched in cash by the Partner.
- Alignment of the proposed Activity with the FHRI Fund [Funding Principles](#).
- The co-funded Activity will be co-designed with OMRI (on behalf of the FHRI Fund).
- Identified outcomes associated with the proposed Activity must be specific, measurable, achievable, relevant and time bound.
- The proposed administration model, i.e., if it is proposed that OMRI would administer the Activity or if the partner proposes to administer the co-funded Activity (if it has the capacity and experience to do so), noting that the co-funding contributions cannot be used for administration costs.
- Award of funding through the co-funded Program will be through open, competitive, and transparent processes, with guidelines and conditions for applicants. This applies no matter whether the Partner or OMRI administers the Program.
- Partnerships will be transparent, accountable, and based on agreed ethical principles, goals, commitments, and respect for each Partners' role and responsibilities.

The Partner will be responsible for coordinating the Activity, ensuring its timely execution, and will be accountable for the governance and financial management of any funding awarded.

## 4. Eligibility

To be eligible for this Program all of the following criteria apply:

- For Stream A:
  - applications can be made by an individual or an organisation
  - Partner organisations may include charities or private companies with an active Australian Business Number (ABN)
  - Partner organisations not based in Australia must provide evidence that it is a legally constituted entity (such as an ABN or a formal Trust Deed)
  - Partners must contribute genuinely new funding that will result in a net increase in health and medical research or innovation funding in WA (e.g., this excludes funding that is simply being re-directed from health and medical research or innovation funding that the Partner already provides).
- For Stream B:
  - Partners must be an active charitable organisation registered with the Australian Charities and Not-for-profits Commission

- Partners can seek support for an existing funding program if it meets all Program eligibility criteria except those criteria applying only to Stream A. OMRI reserves the right to negotiate with potential Stream B partners to modify an existing funding program to ensure it meets all relevant Program eligibility criteria
- the existing Activity proposed to be co-funded must have been recently reviewed or evaluated and OMRI, at its absolute discretion, must be satisfied that the outcome of this review or evaluation provides robust evidence that the Activity is operating efficiently and effectively and is producing high quality outcomes that are consistent with the purpose of the program.
- Partners must:
  - have no overdue reports for any grant funding program administered by OMRI (including FHRI Fund programs) from any year (excludes authorised extensions)
  - ensure that funding has not been awarded for any component of the Activity
  - provide evidence of Partner funding (can include funding from other partner sources)
  - receive no direct financial benefit as a result of this Program
  - provide sufficient supporting information for assessment at the Proposal to Partner stage.
- The Partner or other entities that fund or are involved in the Activity must not be part of an industry that produces products or services that may contribute to poor physical health or mental wellbeing of the community.
- The FHRI Fund co-funding must not constitute the entire financial base of the Partner i.e. the Partner must have other external sources of income.
- Applications must be submitted in accordance with the 'Application instructions' section of this document.
- A Partner may submit more than one application to the Program, providing that there is no overlap in the Activity.
- An application may be deemed ineligible and excluded from further consideration if OMRI identifies that:
  - it does not meet all eligibility criteria as set out in these guidelines
  - the proposed Activity duplicates activity previously or currently being undertaken
  - it includes any incomplete, false or misleading information.
- Offers to Partners may be withdrawn if it is determined that eligibility criteria are not met.
- OMRI reserves the right to request further information and make final decisions regarding eligibility.
- Decisions made in relation to previous partnerships will not be regarded as precedents and will not be considered when assessing eligibility for this grant program.
- Co-funded Activities must:
  - result in an Activity that is truly open and competitive, where the recipients of funding are determined by an independent panel, without influence by the Partner, the FHRI Fund or the Department of Health
  - result in an Activity whose funding will be spent entirely in WA (exceptions may be considered on a case-by-case basis)
  - support activities that meet the FHRI Fund's definitions of research and innovation.

## 5. Program funding

Funding amounts between \$500,000 and \$1 million per annum excluding GST will be considered, which must be matched in cash by the Partner. Applications must be for a limited duration and any specific funding and/or payment conditions negotiated with Partners.

The intention is that the Program funding will be spent within WA unless goods and services expenditure items are not available in WA and/or it is beneficial to WA if goods or services are procured from outside WA.

OMRI reserves the right to negotiate reductions in the amount of the funding awarded on a case-by-case basis.

Funding will only be made available for the scope of work described in the Application Form, subject to any modifications approved by OMRI. The Department of Health will not underwrite any costs beyond the funding awarded through the Program.

All budget items should be adequately described and justified as consideration is given to budgets during the assessment process.

The funding requested must be calculated accurately, as requests for additional funding will not be considered.

Funding is offered subject to budget availability, which could be varied in the event of unforeseen circumstances.

Relevant external funding information must be included in the required sections of the Expression of Interest (EOI) and the Proposal to Partner form.

## 6. Program conditions

### *FHRI Fund strategic alignment*

Partnerships will only be formed where the proposed use of partnerships funds aligns with at least one of the FHRI Fund Priority Goals and at least one of the FHRI Fund Focus Areas:

FHRI Fund Priority Goals:

1. Support the development of early and mid-career researchers, helping them to achieve an independent and self-sustaining career.
2. Enhance skills in innovation (including commercialisation) which will advance the quality and capacity of innovation in WA and help WA innovators to obtain funding to support their work.
3. Provide cash commitments for submission to major competitive co-funding programs, making Western Australian-led applications more competitive and, therefore, increasing the State's share of national and international competitive funding.
4. Establish co-funding partnerships that will secure genuinely new non-government funding for research and innovation aligned with Priorities for the FHRI Fund (note that this Priority Goal is not suitable for selection by potential partners as it is already the focus of the Co-FPP).
5. Enhance health and medical research literacy, skills, and experience of consumers so that they engage more in research.
6. Establish innovation P&Is to support topical and/or early-stage ideas and enable opportunities for these innovative ideas to secure follow-on funding from commercial/other funders.

7. Enhance clinical trial capacity and expertise to improve the quality of clinical trials in WA and make the State more attractive to funders of clinical trials (grant funding and commercial sponsors).
8. Target high-performing researchers in WA to maintain and/or advance the State's position as a leader in health and medical research.

FHRI Fund Focus Areas:

- Aboriginal, rural, and remote health
- Burden of disease
- Living with COVID-19 and Long-Covid
- Mental health.

## 7. Application instructions

The steps below are to be followed when making a submission:

- Applicants are to email [DOH.OMRI@health.wa.gov.au](mailto:DOH.OMRI@health.wa.gov.au) with a brief description of the intended Partnership to verify eligibility for Stream A or B.
- OMRI will consult with the prospective Partner to determine alignment with the FHRI Fund Priority Goals and/or Focus Areas.
- Prospective Partners will be provided access to an Expression of Interest form via the Department of Health Grant Management System.
- EOIs are accepted at anytime.
- OMRI will review the submitted EOI and consider eligibility and appropriateness of the EOI.
- EOIs found to be suitable will be invited to submit a Proposal to Partner application via the Department of Health Grant Management System.

The instructions below must be followed when making a submission:

- The applications must be submitted via the Department of Health Grant Management System.
- Applications must be complete and include requested certifications.

Instructions for the Grant Management System are located at <https://fhrifund.health.wa.gov.au/Funding/GMS-link-page>.

Acknowledgement of receipt of the application will be provided via email after submission in the Grant Management System.

Queries related to the Guidelines and Conditions can be directed to [DOH.OMRI@health.wa.gov.au](mailto:DOH.OMRI@health.wa.gov.au) with the subject line beginning with 'Query – COFPP'.

Queries regarding the application process can be directed to [DOH.GMS@health.wa.gov.au](mailto:DOH.GMS@health.wa.gov.au) with the subject line beginning with 'GMS Application Assistance – COFPP'.

## 8. Selection process

### *Assessment process*

Funding will be awarded on merit, based on a process of assessment and selection.

Depending on the number of applications received, a review panel may conduct a shortlisting assessment stage to determine the eligible applications that are most aligned with the aims and objectives of the Program.

All eligible applications, or only those selected if a shortlisting assessment stage is undertaken, will be referred for full assessment and scoring by a review panel comprising



of health and medical research and/or innovation experts, research and innovation grant administration experts and consumer representative(s).

Conflicts of interest that may arise will be treated in accordance with the WA health system [Managing Conflicts of Interest Policy](#).

The assessment will be based on the criteria and % weightings set out in the table below.

<b>Assessment Criteria</b>	<b>%</b>
<b>Priority Goal and Focus Area Alignment</b> <ul style="list-style-type: none"> <li>Alignment of the proposed co-funded Program to at least one FHRI Fund Priority Goal and at least one Focus Area as well as the organisation’s priorities or goals.</li> </ul>	<b>25</b>
<b>Impact</b> <ul style="list-style-type: none"> <li>Magnitude of the benefit that will be received by the target group of the co-funded Program and integration of consumer and community involvement to maximise relevance and benefits.</li> <li>The economic, social and environmental benefits of the research/innovation to WA.</li> </ul>	<b>25</b>
<b>Excellence</b> <ul style="list-style-type: none"> <li>Potential of the co-funded Program to support research and/or innovation that is excellent at a national or international level.</li> </ul>	<b>25</b>
<b>Feasibility</b> <ul style="list-style-type: none"> <li>The extent to which a suitable (in the context of the above three criteria) transparent, competitive, robust and achievable program can be implemented within the funding and time specified.</li> </ul>	<b>25</b>

### **Selection of recipients**

Based on the assessment and recommendations of the review panel(s), the FHRI Fund Advisory Council will consider the partnership and make a recommendation to the Minister for Medical Research to proceed. Subject to approval, the Department of Health will approve the partnership in accordance with the Department of Health financial and procurement processes and delegation authorities.

OMRI reserves the right to offer lower funding rates than requested and/or request modification to the Activity on a case-by-case basis.

## **9. Consumer involvement**

In line with the National Health and Medical Research Council (NHMRC) definition, consumers are people who have lived experience of a health issue. They include patients and potential patients, carers, and people who use health care services. Consumers can also be people who represent the views and interests of a consumer organisation, a community or a wider constituency.

There is increasing recognition of the benefits of involving consumers in research and innovation. Effective consumer involvement can ensure research and innovation is relevant to the WA community and improves translation into policy and practice.

Health consumers should be engaged during the development of funding applications and embedded in the proposed Activity by being provided with a detailed description of their role and contribution and, where appropriate, included as a team member.

Consumer involvement should incorporate:

- clearly defined relationships with health consumers or community groups who have 'lived experience' of the issue the Activity addresses
- demonstrated understanding of the benefits derived from involving people with a lived experience
- inclusion of consumers in the Activity where appropriate
- plans to involve consumers in the Activity throughout the delivery timeline
- budget strategy with funds allocated to support, implement and acknowledge consumer involvement (e.g. training opportunities, honoraria and payments, additional time to support involvement activities, administration support and consultations and events associated with involvement activities).

Guidance on consumer involvement can be found at the [Consumer and Community Involvement Program](#) website and the [NHMRC Statement on Consumer and Community Involvement in Health and Medical Research 2016](#).

It is recommended that all team members complete the free online 30 minute [Consumer and Community Involvement in Health Research](#) course (or equivalent) and for the Activity Lead to complete the free online 30 minute [Consumer & Community Involvement and Grant Writing](#) course.

## **10. Contractual arrangements**

Partnerships with entities are offered in accordance with the Department of Health Partnership Agreement (and its Terms and Conditions) which is a legal agreement between the Department of Health and the Partner.

The Partner must ensure that appropriate agreements are in place with participating entities.

The Department of Health reserves the right to withdraw an offer for partnership if the Partnership Agreement cannot be agreed between the parties.

A suitable agreement will be determined with the Partner depending on the nature of the partnership.

### **Insurance**

A Partner will be required to provide evidence of insurance as a condition of the Partnership Agreement, which may include:

- Public Liability (mandatory for all grants)
- Professional Indemnity (mandatory if the Responsible Entity is conducting a clinical trial, provides any form of medical treatment or advice, training, or will provide any tailored design, advice or specification services)
- Property for the Responsible Entity's replacement value of assets (mandatory for building, plant, machinery, equipment)
- Workers Compensation (mandatory if the Responsible Entity has employees or is paying salaries, noting this includes payments to working Directors)
- Product Liability (mandatory if the Responsible Entity manufactures, supplies, sells, services or repairs a product)
- Motor Vehicle if the Responsible Entity owns vehicles
- Clinical Trials if the Responsible Entity undertakes clinical trials (note this insurance may include Professional Indemnity)
- Cyber Liability if the Activity involves confidential data, e.g. identifiable patient information.

OMRI recommends that you seek advice from your insurance advisors to confirm what level and type of insurance is required for the Activity.

The Partner is responsible for ensuring participating entities have appropriate insurance.

Note that any Activity that requires site governance approval will also be required to provide evidence of appropriate insurance during the governance process, which may vary depending on the site.

### ***Intellectual Property***

Intellectual Property (IP) that arises out of the Activity funded through a co-funding partnership will vest with the administering institution of that Activity. Neither the Department of Health nor the Partner will have a claim to the IP.

However, consideration will be given to the provisions of the [Western Australian Government Intellectual Property Policy 2015](#) (or any future iterations of this) that IP rights should be allocated to optimise the economic, social or environmental benefits for WA from the use, commercialisation and disposal of the IP.

Any questions regarding such IP matters should, in the first instance, be directed to OMRI ([DOH.OMRI@health.wa.gov.au](mailto:DOH.OMRI@health.wa.gov.au)).

### ***Requests for variation***

Requests for variations to the Partnership Agreement must be directed to OMRI. Approval of the variation will be at the discretion of the Department of Health. If variations are not approved this could result in termination of the partnership with associated funding reverting to, or being recoverable by, the Department of Health, where for example eligibility or viability of the Activity is affected.

## **11. Funding conditions**

### ***Payment instalments***

Funding will be provided in instalments to the Partner as follows:

- The first instalment will be subject to execution of a Partnership Agreement
- Subsequent instalments, if applicable, will be subject to provision of satisfactory Progress Reports.

### ***Partial payment or suspension of funds***

The Department of Health reserves the right to:

- provide funding instalments in parts, based on Activity to date and risk assessment of future Activity
- suspend payment of funding instalments or part instalments where Activity viability has become uncertain.

### ***Additional funding sources***

Additional sources of funding are permitted, and encouraged, provided the additional funding supports activities that complement, but do not duplicate, the Activity for which partner funding under this Program is awarded.

### ***Termination of funds***

Funds shall revert to, or be recoverable by, the Department of Health in instances where:

- eligibility requirements are no longer met

- the Activity is terminated by OMRI as a result of insufficient progress being made, or it has been otherwise determined by either the Partner or OMRI that the Activity is no longer viable
- full funding for the Activity is obtained from another source, noting the date funds revert to, or are recoverable from, would be the date you are notified by the funding source
- funds are used for purposes other than those for which they were awarded
- funds were spent on activities that require ethics and/or governance approvals and such approvals were not obtained before undertaking the activities
- funds are not fully expended at the conclusion of the Activity (including any extensions approved by OMRI)
- it is determined that misleading or fraudulent information has been provided
- the Partner does not enter into formal agreements with respect to this Activity, which includes Intellectual Property ownership, where appropriate
- other entities fund or are involved in the Activity that are part of an industry that produces products or services that may contribute to poor physical health or mental wellbeing of the community.

## 12. Approvals

### *Research ethics and research governance*

The Activity supported through the partnership will be conducted in accordance with the [Australian Code for the Responsible Conduct of Research](#).

The co-funded Partner will be responsible for ensuring all relevant research ethics and governance approvals that are required for undertaking funded activities are in place, and ensuring these are maintained as required for the duration of the Activity.

Research ethics approvals must be obtained from relevant ethics committees (human and/or animal). Research governance authorisation (also known as site specific assessment or access request review) must be obtained from each relevant institution/site conducting the Activity or providing access to data, participants or tissue samples.

For information on research ethics and governance submission requirements for the WA public health system please refer to the following websites: [Research Ethics](#); [Research Governance](#); [Multi-centre Research](#).

## 13. Reporting

The Partner is responsible for meeting reporting requirements over the duration of the Activity and at its conclusion.

All reports are to be completed on templates provided by OMRI.

### *Progress Activity Report*

Progress Reports may be required as stipulated in the Partnership Agreement.

OMRI reserves the right to request a Progress Report at any point.

OMRI reserves the right to suspend or withdraw funding where insufficient progress has been made.

### *Final Activity Report*

A Final Report detailing the Activity and outcomes must be submitted to OMRI at the conclusion of the Activity. Failure to submit the Final Report at this time may render the Partner ineligible for further funding from the FHRI Fund and OMRI until the Final Report is received.

### **Financial Report**

A financial acquittal statement outlining the expenditure of funds must be submitted to OMRI at the conclusion of the Activity. Acquittal statements must be certified by an authorised finance officer (or equivalent) of the Partner.

OMRI reserves the right to request interim Financial Reports at any stage during the Activity.

Any unexpended funds must be returned to the Department of Health. Any over-expenditure is the responsibility of the Partner, and no claim may be made against the Department of Health.

## **14. Publicising, acknowledgements and publications**

The Minister for Medical Research and/or the Department of Health will publicly announce recipients, including the title of the co-funded Program and Activity. All other parties must withhold announcement/media coverage until after OMRI advises this has occurred.

Acknowledgement of FHRI Fund support must be made in communications, publications, conference presentations, public discussion, press statements etc. A copy of any published material or media must be provided to Us.

In order to maximise knowledge exchange, funding recipients of the co-funded program must be required to comply with the NHMRC 'Publication and dissemination of research: a guide supporting the Australian Code for the Responsible Conduct of Research', which can be downloaded from the [Australian Code for the Responsible Conduct of Research](#) page, and the [NHMRC Open Access Policy](#).

## **15. Confidentiality**

Activity title, Partner name, co-funding amount, plain language summaries and sections indicated on applications or reports may be used for publicity purposes.

Specific co-funding confidentiality conditions will be determined during negotiations with the Partner.

All other information provided in applications and reports will be maintained confidentially by OMRI, review panels, evaluation panels and the FHRI Fund Advisory Council. If requests are received by OMRI to make public any aspect of the Activity, other than the aspects listed above, the authorisation of the Responsible Entity will be sought, notwithstanding information requested under the [Freedom of Information Act 1992 \(WA\)](#) or information pertaining to the receipt of State Government financial assistance tabled in the Parliament of Western Australia.

## **16. Evaluation**

OMRI undertakes evaluations of Funding Programs, which will include unsuccessful applications. All parties in the application, including team members and consumer representatives, are required to contribute to the evaluation.

## 17. Complaints

Responsible Entities or Activity Leads who feel that their interests have been adversely affected by an action taken by OMRI in administering the Program may lodge a complaint. Complaints can only be considered when they refer to the administrative process and not to the funding decision. Complaints must be submitted via email (marked Confidential) to: Deputy Director General ([OfficeoftheDDG@health.wa.gov.au](mailto:OfficeoftheDDG@health.wa.gov.au)).



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