GOVERNMENT OF WESTERN AUSTRALIA

Western Australian Future Health Research & Innovation Fund

Major Research and Innovation Application Support

Guidelines and Conditions

Round 11 Applications close:

1:00 pm (AWST) Wednesday 13 January 2027

Round	Applications Open	Applications Close
11	11 November 2026	1.00pm (AWST) Wednesday, 13 January 2027
12	17 March 2027	1.00pm (AWST) Wednesday, 5 May 2027
13	16 June 2027	1.00pm (AWST) Wednesday, 4 August 2027

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1. Introduction

The Major Research and Innovation Application Support (MRIAS) program (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.

The Program contributes to the following FHRI Fund Strategy Theme and Priorities:

Strategic Theme 1: Connect and Collaborate. Bold ambition needs clear direction. By setting powerful priorities and managing them with discipline and transparency, the FHRI Fund drives faster action, stronger partnerships, and lasting impact, putting WA at the forefront of global health innovation.

- **Priority 1: Empower Pathways and collaboration.** Long-term change comes from building shared solutions across disciplines, sectors, and services. This priority supports structures and relationships that extend well beyond the initial spotlight area.
- **Priority 3: Be bold and predictable.** By committing to ambitious, system-wide challenges and publishing them in advance, the FHRI Fund gives partners time to align, prepare, and act with confidence. Predictability builds momentum and invites meaningful co-investment.

Strategic Theme 3: Foundational Confidence. Support the people, systems, and infrastructure that underpin WA's health and medical research and innovation sector, ensuring it can attract top talent, win national grants, and deliver sustainable growth.

- **Priority 9: Make WA competitive.** Deliver funding and ecosystem support that improves WA's success in national and global funding rounds. Investments will focus on closing capability gaps, supporting funding navigation, encouraging collaboration, and rewarding open science.

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 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.

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

2. Purpose

The purpose of the Program is to strengthen WA's health and medical research and innovation sector by providing a competitive mechanism for providing commitments of FHRI Fund support to researchers and innovators to leverage nationally or internationally competitive external grants and/or investment into WA.

The aims of the Program are to:

- promote excellence in health and medical research and/or innovation in WA
- support the translation, implementation and commercialisation of research and/or innovation outcomes to improve the health and wellbeing of the Western Australian community
- enhance Western Australia's standing as a leader in health and medical research and/or innovation

- strengthen Western Australia's capacity to attract national and international research and/or innovation investment.

The objectives of the Program are to:

- increase the competitiveness and success rates of Western Australian applications to eligible national and/or international health and medical research and/or innovation funding programs
- leverage FHRI Fund investment to secure a greater share of national and/or international competitive external funding to support research and/or innovation led-by WA.

3. Program description

The Program provides in-principle cash commitments to support Western Australian research and innovation applications progressing to the final application stage of a nationally or internationally competitive eligible External Program (External Program) that requires, or encourages, State Government co-funding.

The Program supports applications that:

- build Western Australian research and/or innovation capability and capacity
- address significant health and medical challenges relevant to WA
- attract additional competitive research and/or innovation funding that will be expended in WA.

The Program is available to applications that align with the FHRI Fund definitions of research and/or innovation.

Commitments of in-principle funding will be awarded through a competitive and merit-based process. Applications will only be accepted during advertised Program funding rounds.

The Activity Lead is responsible for developing and coordinating the proposed Activity, ensuring appropriate involvement of all partners, and overseeing the timely execution of the Activity if funding is awarded.

In-principle commitments are valid only for the Activity and External Program identified in the application and may be used for up to two submission rounds of that External Program.

Activity Leads who are awarded in-principle Program support must:

- provide OMRI with a copy of the External Program application following submission
- notify OMRI of the outcome of the External Program application as soon as practicable after the outcome is known
- where the initial External Program application is unsuccessful, confirm any intention to submit a subsequent application
- provide OMRI with copies of the application assessment including scores, and feedback received from the External Program provider, in the case that the External Program application is unsuccessful.

The Responsible Entity* will be accountable for the governance and financial management of any funding awarded.

* *It is acknowledged that the term Administering Institution has traditionally been used by universities and research institutes, however, the term Responsible Entity is inclusive of industry and reflects that grant agreements are the responsibility of the contracted entity.*

External Programs

Applicants must nominate an Eligible External Program in their application.
The nominated External Program must have a final application stage that closes within twelve (12) months of the closing date of the MRIAS round under which funding is sought.

If the first submission to the nominated External Program is unsuccessful applicants may use their in-principle commitment to support one subsequent submission to a further round of the same nominated External Program. Any resubmission must demonstrate consideration of assessor feedback and be submitted within twenty-four (24) months of the closing date of the MRIAS round under which the in-principle commitment of funding was awarded. An Eligible External Program must:

- have a final stage application closing date that is at least eight (8) weeks after the closing date of the relevant MRIAS round
- be nationally or internationally advertised
- be open to competitive assessment and available to eligible applicants broadly, rather than being restricted to a particular organisation or consortium
- have clearly defined assessment and selection processes
- require or encourage co-funding
- support health and medical research and/or innovation activities
- demonstrate that at least 80% of the proposed activity and the majority of the expenditure will occur in WA.

Applicants should refer to the FHRI Fund website to confirm alignment between External Programs and available MRIAS rounds.

Applicants seeking assessment of an External Program not listed on the FHRI Fund website must submit a completed MRIAS External Program Eligibility Form to DOH.OMRI@health.wa.gov.au at least four (4) weeks prior to the closing date of the relevant MRIAS round.

OMRI will assess requests against the eligibility criteria and notify applicants of the outcome within five (5) working days. External Programs must satisfy all eligibility criteria to be deemed eligible.

4. Eligibility

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

- The Responsible Entity must:
  - have an active Australian Business Number (ABN)
  - have a physical and operational presence in WA.
  - be an eligible administering, leading or co-leading organisation as described on the External Program guidelines.
- The Activity Lead must:
  - be an Australian or New Zealand citizen, a permanent resident of Australia, or have an appropriate work visa in place for the duration of the Activity
  - physically reside in WA for a minimum of 80 per cent of the period of the Activity
  - 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
  - have a position or academic title at the Responsible Entity for the period of the Activity.

    The Activity Lead will be required to declare which of the following applies:

    (a) employee[1] of the Responsible Entity or Director of the company that is the Responsible Entity; or

[1] Refer to the Australian Taxation Office Difference between employees and independent contractors

(b) *honorary or adjunct academic title at the Responsible Entity.*

***In the case of (a)**, if the Activity Lead is also employed by the WA public health system (may include Clinical Academics) they will register (WA Health staff access only) a Conflict of Interest for this grant in accordance with the Department of Health Managing Conflicts of Interest Policy that addresses how the Activity Lead intends to ensure WA Health intellectual property (IP) is protected.*

***In the case of (b)**, if the Activity Lead is employed by another entity (the Employer), this entity must have an active ABN, a physical and operational presence in WA and evidence must be provided that either:*

i. *an affiliation agreement* exists between the Responsible Entity and the relevant Employer; or*
ii. *the Activity will be subcontracted* to the relevant Employer and there is in-principle agreement between the Responsible Entity and the Employer for this arrangement.*

** the affiliation/subcontract agreement must clearly define each entity's responsibilities in relation to the Activity, and in accordance with the 'Contractual arrangements' section below, include relevant permissions to use third-party intellectual property (IP) required to deliver the Activity and address ownership of new IP generated by the Activity.*

- Any rights (for example Intellectual Property rights) to develop or implement an innovation must be vested with the Responsible Entity, or otherwise not be vested in another entity in a manner which would preclude the ability of the Activity Lead to deliver the innovation (Freedom to Operate).
- The Responsible Entity 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 grant funding must not constitute the entire financial base of the Responsible Entity, i.e. the Responsible Entity must have other external sources of income/funding.
- The Responsible Entity must ensure applications meet all eligibility criteria as set out in these guidelines.
- Applications must be submitted in accordance with the 'Application instructions' section of this document.
- 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
  - it was submitted after the advertised closing date and time.
- Grant offers 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 grant programs will not be regarded as precedents and will not be considered when assessing eligibility for this grant program.

5. Program funding

Funding of up to $1 million excluding GST is available per application to support the proposed Activity for a period of up to six (6) years.

The amount requested from the FHRI Fund must be equal to or less than the combined cash contributions provided by the External Program and all project partners. In-kind contributions must not be included in this calculation.

Total expenditure in WA attributable to the Activity must be at least twice the amount requested from the FHRI Fund.

Successful applicants will receive an in-principle funding commitment, with the final award of funding contingent upon the successful outcome of the nominated External Program application. The in-principle commitment may only be used to support submissions to the External Program and round(s) identified in the Application Form.

Funding will be released only after evidence of success in the External Program has been provided to OMRI and an appropriate funding agreement has been executed.

Requested Full Time Equivalent (FTE), salary level, costs and duration must reasonably reflect the proposed Activity and be directly attributable to the delivery of the proposed Activity.

If ethics and governance approvals are required to commence the Activity, expenditure cannot be incurred until these have been obtained. The salary commencement dates in the budget table must align with the expected governance approval date recorded in the milestone table.

Funding must be in accordance with the External Program funding conditions and the following:

- Salary costs:
    - can include the direct labour costs of employees from the Responsible Entity and Team Member (partner) organisations undertaking core elements of the Activity, i.e. cannot include any commercial mark-up/profit
    - of up to $150,000 (including on-costs) per annum may be requested for a full-time individual, with this limit adjusted to a pro rata amount for fractional FTE
    - must be paid by the Responsible Entity in accordance with the Activity Lead's employment conditions, the applicable FTE and the duration, noting OMRI reserves the right to request documented evidence of the employment conditions
    - cannot result in payment of more than a total of 1.0 FTE in remuneration from all sources for any person paid from grant funding, noting OMRI reserves the right to request documented evidence of all employment/remuneration conditions
    - can include Award/Agreement increases and salary increments as appropriate
    - can include leave entitlements that accrue and are taken during the period the salary is being paid by the grant funding as a base salary cost (noting annual leave is accrued at a rate of 7.69% of the base salary paid by grant funding and long service leave at a rate of 2.5% of the base salary paid by grant funding)
    - cannot include leave entitlements accrued outside the period the salary is being paid by the grant funding, parental leave, sabbatical, severance and termination payments
    - can only include superannuation, payroll tax and workers compensation as salary on-costs based on the rates applicable to the Responsible Entity's employment conditions, up to a maximum of 30%, noting that salaries paid by a WA public health system entity can only include superannuation as a salary on-cost (this includes WA public health system invoices for salaries paid by the Responsible Entity).
    - cannot include salary or remuneration for the Activity Lead. An exemption to this rule may be requested, where it is deemed that this salary is crucial to the success of the Activity. Adequate justification must be provided. Determination of exemptions will be made on a case-by-case basis, at the discretion of OMRI.

- Non-salary costs:
    - can only include essential expenses that are directly attributable to the Activity, such as services, supplies, equipment unique to the Activity and consumer involvement
    - for travel will not be approved unless strongly justified as being essential to the undertaking of the Activity and must occur during the Activity timeframe
    - cannot include costs related to dissemination of outcomes, such as conference attendance and publications
    - can be requested for equipment and specialised computing requirements that are unique to the Activity and cannot include service, maintenance and repair costs. The total value of all equipment items must not exceed 10% of the budget request or $15,000, whichever is the lesser amount, and quotes for each item must be attached to the application
    - cannot include personal computers/devices and IT equipment, related peripherals or software for communicating, writing and undertaking simple analyses
    - cannot include entertainment, meals or hospitality costs unless incurred in support of participants of a clinical trial or as part of travel for the purposes of the Activity in accordance with the ATO reasonable travel allowance rate. Alcohol cannot be included except in the case that it is classified as an investigational product in the context of a clinical trial or cohort study
    - cannot include administrative costs that are overheads/indirect costs, such as stationery, printing, photocopying, postage and communications (e.g. telephone, internet or videoconferencing).
- Overhead charges (also called indirect/infrastructure costs, facilities and administrative costs, or institutional costs that cannot be directly attributed to a specific project):
    - can be requested up to a maximum of 10% of the total Activity (direct) costs and must be justified and described
    - cannot be charged on, or included in, WA public health system expenditure in accordance with the *Financial Management Manual* s522 (grant funding administered by OMRI is exempt).

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

The intention is that 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.

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

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

In-principle support and subsequent funding is offered subject to budget availability, which could be varied in the event of unforeseen circumstances.

If the nominated External Program application is successful, we may ask you to verify the Activity budget that you provided in your application when we negotiate your *Grant Funding Agreement*. You may need to provide evidence such as quotes for major costs.

A separate cost centre or account must be created for the Activity to easily track costs and facilitate financial reporting.

Letters of support

Successful applicants will receive a letter confirming the FHRI Fund's in-principle cash commitment and a *Letter of Support* to be submitted with the External Program application.

Where the External Program requires a specific *Letter of Support* format or template, applicants must identify this requirement in the Application Form and provide the relevant template or instructions.

Where no prescribed *Letter of Support* format exists, applicants should provide OMRI with guidance on the required content of the *Letter of Support*, preferably using a template or standardised wording. Sufficient time must be allowed for OMRI to prepare, review and return the letter prior to the External Program closing date.

If the initial External Program application is unsuccessful, the Activity Lead must notify OMRI of the outcome and, where a subsequent submission is proposed, confirm their intention to resubmit, provide the new application number, and confirm the Activity title when requesting an updated Letter of Support.

6. Application instructions

The instructions below must be followed when making a submission:

- The Application Form must be submitted via the Department of Health Grant Management System by **1:00 pm (AWST) Wednesday 13 January 2027**.
- Applications must be complete, include requested certifications and be submitted by the closing date/time. Consideration must be given to the time needed to comply with internal deadlines.

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 Form will be provided via email to the Responsible Entity, Activity Lead and Team Members after submission in the Grant Management System.

Queries related to the Guidelines and Conditions can be directed to DOH.OMRI@health.wa.gov.au with the subject line beginning with 'Query – MRIASR11'.

Queries regarding the application process can be directed to DOH.GMS@health.wa.gov.au with the subject line beginning with 'GMS Application Assistance – MRIASR11'.

7. Selection process

Assessment process

In-principle funding support will be awarded on merit, based on a process of assessment and selection of eligible applications.

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 experienced innovators, health and medical research and/or innovation 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.

This assessment will be based on the criteria and % weightings set out in the table below and will include an evaluation of the Program application against the assessment criteria of the External Program.

Feedback provided by the review panel is intended to support the further development and refinement of the External Program application prior to its submission

Assessment Criteria	%
Competitiveness for External Program Funding • The extent to which the MRIAS application is competitive against the assessment criteria of the External Program.	**40**
Significance of the Activity for Western Australia • The significance of the issue or opportunity for WA, including its relevance and scale. • How the Activity will address the identified issue or opportunity. • The potential to strengthen WA's research and/or innovation capability and capacity. • The anticipated benefits to the Western Australian community, including reduced inequities, improved health outcomes, and economic, social and environmental benefits. • The potential for translation and implementation of findings into policy and practice and, where applicable, the development or commercialisation of new processes, products and services.	**30**
Capacity, Capability and Resources • The knowledge, expertise and experience of the Activity Lead and Team Members. • The contribution of the Activity Lead and each Team Member to the Activity. • The strength and relevance of collaborations with partner organisations. • Access to the resources, infrastructure, equipment, facilities and support personnel required to successfully deliver the Activity.	**20**
Consumer Involvement • How consumers (people with lived experience of a health issue, including patients, carers and users of health services) were involved in the development of the Activity. • Plans for ongoing consumer engagement throughout the Activity, including consumer roles and the mechanisms through which lived experience perspectives will inform decision-making and implementation. *Refer to the Consumer Involvement section of these Guidelines.*	**10**

Selection of recipients

Based on the assessment and recommendations of the review panel(s), the Department of Health will determine and approve the awarding of grants in accordance with the Department of Health financial and procurement processes and delegation authorities.

Where the External Program application is successful, the award and administration of grant funding will be undertaken in accordance with the Department of Health's financial and procurement policies, 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.

8. 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 healthcare 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.

9. Contractual arrangements

Grants are offered in accordance with the Department of Health *Grant Funding Agreement* (and its *Terms and Conditions*), which is a legal agreement between the Department of Health (Us) and the Responsible Entity (You).

While finalising the *Grant Funding Agreement*, OMRI may ask for further information and verification to confirm compliance with Section 4. Eligibility and Section 5. Program funding.

The Responsible Entity must ensure that appropriate agreements are in place with the External Program, Activity Lead and Team Member (partner) organisations.

The Department of Health reserves the right to withdraw an offer of award to a Responsible Entity if the *Grant Funding Agreement* and/or *Grant Funding Agreement Terms and Conditions* cannot be agreed between the parties.

Insurance

A Responsible Entity external to the WA public health system will be required to provide evidence of appropriate insurance as a condition of the *Grant Funding 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 Responsible Entity 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 will vest with the Responsible Entity (You). However, consideration will be given to the provisions of the *Western Australian Government Intellectual Property Policy 2023* (or any future iterations of this), and 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. For information, the IP clause that will apply to this Program is:

1. The ownership of any Intellectual Property generated by undertaking the Activity shall vest in You.
2. The ownership of any background or pre-existing Intellectual Property and associated Moral Rights, used or incorporated in the Activity that is presently vested in a Party shall remain vested in that Party, unless otherwise agreed.
3. Each Party will be entirely and solely responsible for the use in the Activity of any Intellectual Property and associated Moral Rights it has provided to undertake the Activity which belongs to, or is licensed from, any other party, and indemnifies the other Party against all claims by a third party arising out of use of that Intellectual Property and associated Moral Rights.
4. In the case the Activity is classified as being a research Activity: Subject to the confidentiality provisions of the Agreement, You hereby grant to Us, a non-exclusive, irrevocable, perpetual, royalty-free licence to use (excluding the ability to sub-licence or grant further licences) any of the Intellectual Property generated in the Activity, and which falls within the scope of WA Health's normal activities. This includes, but is not necessarily limited to, activities related to healthcare provision, teaching, training and research. This license does not automatically extend to any potential or eventual commercial development of the Intellectual Property, and any commercial products that might directly or indirectly result from the Activity Intellectual Property. However, where You believe that there is the potential for commercialisation of the Intellectual Property developed in the course of the Activity, both Parties shall negotiate in good

faith the appropriate legal and beneficial interests, rights and access to the Intellectual Property by Us.

5. In the case the Activity is classified as being an innovation Activity: You will negotiate in good faith with Us to provide, in a fair and reasonable manner for both parties, any product to which this grant funding has significantly contributed, to the WA (public) Health system, or agreed components of this, either free of charge, or at the cost of production, for a mutually acceptable period of time after its production, providing that this in no manner compromises the attraction of additional funding, and/or the commercialisation by You of the product.
6. You indemnify and will keep indemnified Us and all Our respective officers, employees and agents from and against all costs, losses, expenses, actions, suits, demands, claims, damages and other liabilities resulting from Your failure to comply with this agreement, or otherwise resulting from the actual or alleged infringement of the Intellectual Property rights or associated Moral Rights of any third party by You.
7. Your obligations under this Agreement are continuing and survive expiration or termination of the Agreement.

Where relevant, agreements between the Activity Lead, Team Members and participating entities must include relevant permissions to use third-party IP required to deliver the Activity and have Freedom to Operate for the Activity. When a team includes a member(s) from the WA public health system as a participant in the Activity (i.e. the WA public health entity is not the Responsible Entity), the IP agreement must be authorised at an appropriate level by the relevant WA public health system entity.

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

Requests for variation

Requests for variations to the *Grant Funding Agreement*, such as Activity objectives, milestones, Activity Lead or Responsible Entity, 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 grant with associated funding reverting to, or being recoverable by, the Department of Health, where for example eligibility or viability of the Activity is affected.

10. Funding conditions

Payment instalments

Funding will be provided in instalments* to the Responsible Entity as follows:

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

* *Within the WA public health system, payment will be made to the Responsible Entity via a General Ledger Journal (GLJ) transfer progressively upon receipt of evidence of expenditure.*

If ethics and governance approvals are required (refer to 'Approvals' section of this document), then the Responsible Entity may only release the first instalment to the Activity Lead once all approvals for the Activity have been obtained and lodged with the Responsible Entity.

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

External Program funding information must be included in the 'Budget' section of the Application Form.

Additional sources of funding are permitted, and encouraged, provided the additional funding supports activities that complement, but do not duplicate, the Activity for which grant 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 Responsible Entity or OMRI that the Activity is no longer viable
- 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 Activity end date (taking into account any extensions approved by OMRI)
- it is determined that misleading or fraudulent information has been provided
- the Responsible Entity 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
- the Activity Lead is no longer employed by the Responsible Entity, unless a transfer of Responsible Entity has been approved by OMRI
- External Program and/or other partner funding is withdrawn.

11. Approvals

Research ethics and research governance

The Responsible Entity, and any participating entity, will be responsible for obtaining and lodging all relevant research ethics and governance approvals that are required for undertaking funded activities, 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.

Use of data collections

An Activity that requires access to and use of WA Department of Health data collections requires review and approval for data release in accordance with the *Health Services Act 2016* and the *Health Services (Information) Regulations 2017*. This is in addition to research ethics and governance approvals and will include a feasibility assessment to determine whether the data requested is appropriate for the purposes of the study and approval for use of the data from the data custodian.

Preliminary cost and time estimates can be obtained by contacting DataServ@health.wa.gov.au. Cost estimates should be included in the proposed budget and an estimate of time for release of the data should be incorporated into the milestones in the Application Form.

For further information please review the Data Linkage Services website.

Should the application for funding be successful, we recommend you immediately begin the data request and approval process.

12. Reporting

The Activity Lead and Responsible Entity are 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.

Additionally, a copy of all reports provided to the External Program funder, either as a requirement of the External Program or for any other reason, must be forwarded to OMRI within one month of submission.

Progress Activity Report

Progress Activity Reports may be required as stipulated in the *Grant Funding Agreement*.

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

OMRI reserves the right to suspend or withdraw funding where insufficient progress has been made or where it has been determined that the Activity is no longer viable.

Final Activity Report

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

Community Stakeholder Brief

In order to provide feedback to participants in the Activity and consulted communities, a one-page **plain language** *Community Stakeholder Brief* must be provided to the participants and consulted communities, which includes an outline of the Activity, its outcomes, next steps and a contact person. A copy of this document must be provided with the *Final Activity Report*. We encourage that consumers involved in the research/innovation Activity assist in preparing the Brief.

Financial Report

A *Financial Report* outlining the expenditure of funds must be submitted to OMRI at the conclusion of the Activity by the Responsible Entity and may be required during the Activity.

Financial Reports submitted to OMRI must be certified by an authorised finance officer (or equivalent) of the Responsible Entity.

OMRI reserves the right to request a *Financial Report* 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 Responsible Entity, and no claim may be made against the Department of Health.

13. Publicising, acknowledgements and publications

Applicants who are successful in the nominated External Program, must notify OMRI as soon as they are advised by the External Program that they have been successful. All details and information regarding External Program success will be kept confidential until outcomes of the External Program round have been announced and any media embargo lifted.

The Department of Health will work with the Responsible Entity to determine announcement dates, noting that the External Program publicity conditions, if any, take precedence.

The Minister for Medical Research and/or the Department of Health will publicly announce recipients, including the Activity title, Activity Lead, Responsible Entity, name of the External Program, the External Program amount won and names of other partners. All other parties must withhold announcement/media coverage until after OMRI advises this has occurred.

Acknowledgement of FHRI Fund support must be made in 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 must 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.

14. Confidentiality

Activity title, Activity Lead, funding amount, Responsible Entity, plain language summaries and sections indicated on applications or reports may be used for publicity purposes.

All other information provided in applications and reports will be maintained confidentially by OMRI, review panels, evaluation panels, co-contributing partners 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.

15. 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.

16. 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: Director General, Health (DGCorrespondence@health.wa.gov.au).

This document can be made available in alternative formats on request for a person with a disability.

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