



## Raine Visiting Professor Awards

*In 1971, the Research Committee of the Raine Medical Research Foundation, having agreed to allocate a sum of money to assist distinguished scholars to visit academic research Institutions in Western Australia, established the Raine Visiting Professor Awards.*

### Guidelines and Conditions

#### 1. Purpose

The Raine Visiting Professor Awards are intended to facilitate the visits of distinguished scholars to academic research institutions for the purpose of advancing medical research in Western Australia.

#### 2. Definitions

For the purpose of the Raine Visiting Professor Awards, the following definitions apply:

- (1) The 'Raine Foundation' is the Raine Medical Research Foundation.
- (2) The 'Awards' refer to the Raine Visiting Professor Awards.
- (3) The 'Research Committee' is the Raine Medical Research Foundation Research Committee, and may include specialist representatives.
- (4) The 'host institution' is an academic research institution in Western Australia.
- (5) The 'Raine Visiting Professor' title is given to the scholar visiting the host Institution under these Awards.

#### 3. Type of Awards

Two types of Awards have been established:

##### (1) Category 1

- (a) are fully funded by the Raine Foundation; and
- (b) have a minimum period of tenure of ten weeks, and a maximum period of tenure of three months, two-thirds of which shall be spent in the nominating institution.

##### (2) Category 2

- (a) are funded on a shared basis equally by the Raine Foundation and the nominating institution(s); and
- (b) have an unspecified minimum period of tenure, with a maximum period of tenure normally up to three weeks.

#### **4. Nominations**

Subject to the availability of funds, nominations shall be:

- (1) invited annually, normally in February;
- (2) open to all academic research Institutions in Western Australia;
- (3) submitted by the Head of School or Director of Centre/Institution.

#### **5. Assessment Criteria**

- (1) The assessment criteria for an Award shall be:
  - (a) the quality of the Visiting Professor in terms of international ranking;
  - (b) the contribution that the Visiting Professor shall make to the host institution and research community in Western Australia.
- (2) The Research Committee shall assess and determine the Awards on a competitive basis.

#### **6. Funding**

- (1) Funding allows for a return Business Class airfare (at the most economical rate – equivalent to 'Around the World'), with an upper limit of \$10,000; an Economy Class airfare may be offered if preferred. A daily allowance (*per diem*) is normally payable at a rate of \$150\* for Category 1 and \$220\* for Category 2, with neither a salary nor honorarium payable.
- (2) For Category 2 Awards, more than one researcher or School/Institution may contribute to the 50% share in total costs.
- (3) Any variation in budget shall be subject to approval by the Research Committee.
- (4) The Visiting Professor may be permitted to combine the visit with an international conference in Western Australia, provided that the Raine Foundation shall receive full acknowledgment in programs, publicity and all promotional material.
- (5) The Raine Management Office shall co-ordinate the financial arrangements in consultation with the nominating institution and the Visiting Professor.

#### **7. Guidelines**

Nominations shall include:

- (1) an online Nomination Form – registration and submission via the link on the Raine Foundation website: <http://rainefoundation.org.au/funding/visiting-professor-awards/>. The Nomination Form cannot be amended after the closing date/time. Nominations that do not comply with formatting requirements may be deemed ineligible.
- (2) the proposed dates and duration of the visit, and a timeline of activities.

\* Pending ratification by the Research Committee.

- (3) the nominee's Field of Research and a description of the specialist area of expertise.
- (4) the proposed research activities to be undertaken, for example, lecture presentations, seminars, teaching and research programs, provision of new clinical procedures and/or scientific methods, and participation in conference or research forums.
- (5) the benefits and outcomes expected to arise from the visit including the development of research strengths within the host institution, the training and transfer of skills and expertise, and dissemination of new knowledge to staff and students. A summary of planned joint ventures, publications, grant partnerships, global networking opportunities, and/or future research initiatives should be included.
- (6) a detailed curriculum vitae for the nominee consisting of not more than four pages; minimum acceptable font size of 10 point, 1.5 line spacing, and margins of at least 2 cm; uploaded in PDF format. The document shall not exceed 5 MB and be labelled as shown in the relevant section of the Nomination Form.
- (7) a Biosketch and photograph of the nominee, which may be used for promotional purposes. The photograph, to be uploaded in JPEG format, shall be no less than 300 dpi and labelled as shown in the relevant section of the Nomination Form.
- (8) Budget information – please refer to Clause 6 for funding details. It is important that budgets are calculated accurately, as requests for additional funding will not be approved. An airfare quote shall be uploaded in PDF format (not exceeding 5 MB) and labelled as shown in the relevant section of the Nomination Form.
- (9) Governance Approvals relevant to the research (eg. ethics, biosafety), shall be uploaded in PDF format (if available) or sent separately to the [Raine Management Office](#) before commencement of the visit. Uploaded documents should be labelled as outlined in the relevant section of the Nomination Form.
- (10) The Certification Form should be downloaded from the [Raine Medical Research Foundation website](#). Signatures of the Nominee, Host Co-ordinator, and Head of School or Director of Centre/Institute are mandatory and must be submitted in the online nomination by the closing date and time. Nominations that are submitted without all signatures on the Certification Form will not be considered. The form should be uploaded in PDF format and labelled as outlined in the relevant section of the Nomination Form.

## **8. Management of Awards**

Upon allocation of Awards:

- (1) The Raine Management Office shall:
  - (a) notify the host Head of School or Director of Centre/Institution the outcome of their nomination;
  - (b) send a formal invitation to the Visiting Professor to confirm the financial arrangements, the terms of award and immigration requirements;
  - (c) co-ordinate the financial arrangements in liaison with the host institution;
  - (d) administer a program of publicity and promotion in conjunction with the host institution;
  - (e) provide a flyer and opening slide for the Visiting Professor's Raine Lecture.

- (2) The host Head of School or Director of Centre/Institution (or Host Co-ordinator) shall:
- (a) provide a brief biography of the Visiting Professor;
  - (b) prepare a program of activities for the Visiting Professor and invite interested groups to seminars or lectures;
  - (c) schedule a lecture as part of the Raine Lecture Series;
  - (d) provide the Raine Management Office with a media press statement, and assist in promoting the visit;
  - (e) arrange for the Visiting Professor to meet the Chair of the Research Committee, and appropriate executives of the host institution (e.g., Vice-Chancellor, Dean or Head of Department);
  - (f) submit a report to the Raine Foundation at the conclusion of the visit that outlines -
    - (i) the activities undertaken by the Visiting Professor and the outcome for the host institution and academic research community in Western Australia;
    - (ii) proposed future initiatives, joint ventures and networking plans;
    - (iii) details of scientific publications acknowledging the Raine Medical Research Foundation;
    - (iv) details of media, publicity and promotions acknowledging the Raine Medical Research Foundation. Use of partner logos and media statements are to be approved by the Raine Medical Research Foundation prior to distribution; and
    - (v) an acquittal summary of financial expenditure.

## **9. Intellectual Property**

Award recipients are required to comply with the Intellectual Property requirements as described in the Raine Priming Grant Conditions, at Clause 9: (<http://rainefoundation.org.au/funding/raine-priming-grants/>).

## **10. Acknowledgement**

All publications and media arising from research undertaken during the term of the Award shall acknowledge the support provided by the Raine Medical Research Foundation and the host institution.

*The Raine Medical Research Foundation reserves the right not to make an award.*