

Charter Hall Visiting Postdoctoral Scholar Award

In 2017, the Charter Hall Group (property developers of Raine Square) announced their partnership with the Raine Medical Research Foundation as their charity of choice, undertaking a corporate commitment to help support the Foundation's future funding of medical research.

Guidelines and Conditions

1. Purpose

The Charter Hall Visiting Postdoctoral Scholar Award is intended to facilitate the visit of a high-achieving international postdoctoral research scientist, who is in the early stages of their career, to an academic research institution in Western Australia. The purpose of the Award is to bring new knowledge and/or techniques in medical research, facilitate the training of staff and students, initiate and undertake collaborative research, and advance medical research.

2. Definitions

- (1) The 'Raine Foundation' is the Raine Medical Research Foundation.
- (2) 'Charter Hall' is Charter Hall (ABN 15 051 363 547) of Level 5, 225 St Georges Terrace, Perth WA 6000.
- (3) The 'Award' refers to the annual Charter Hall Visiting Postdoctoral Scholar Award.
- (4) The 'Research Committee' is the Raine Medical Research Foundation Research Committee, and may include specialist representatives.
- (5) The 'host institution' is an academic research institution or affiliated medical research institution in Western Australia.
- (6) The 'Charter Hall Visiting Postdoctoral Scholar' is the distinguished title given to the recipient of this Award.
- (7) 'Medical researcher' refers to a qualified professional who contributes to research in a health or medically related field.

3. Duration of Visit

- (1) The duration of visit shall be for a minimum period of three weeks, with an unspecified maximum period, normally up to twelve weeks.
- (2) Visiting Postdoctoral Scholars are expected to be based at the host institution and shall normally work full-time for the duration of the Award.
- (3) Research may not commence until the appropriate Governance Approvals have been obtained, which shall be the responsibility of the Visiting Postdoctoral Scholar and host institution.

4. Eligibility

- (1) The applicant (host co-ordinator) shall be a medical researcher who is employed by a Western Australian University or affiliated medical research institution in Western Australia.
- (2) The nominee (Visiting Postdoctoral Scholar) shall be a medical researcher of high academic standing located outside of Western Australia. *Nominees from rural centres in Western Australia may be considered.
- (3) The nominee shall normally:
 - (a) be in the early stages of their postdoctoral research career;
 - (b) have demonstrated original concepts, skills or techniques in their chosen research field; and
 - (c) have a proven outstanding publication record as first author in top international journals that have the highest impact factor in the particular field of medical science.
- (4) *The applicant or host School/institution(s) shall provide a cash contribution towards the Award.

5. Assessment Criteria

- (1) The assessment criteria for an Award shall be based upon:
 - (a) the quality of the Visiting Postdoctoral Scholar in terms of scientific achievements, track record, and university ranking *(40%);
 - (b) the contribution that the Visiting Postdoctoral Scholar shall make to the host institution and research community in Western Australia *(50%); and
 - (c) *the cash contribution provided by the applicant or host institution(s) towards the Award (10%).
- (2) The Research Committee shall assess and determine the Awards on a competitive basis and reserves the right not to make an award.

6. Funding

- (1) Funding allows for a return Economy Class airfare (at the most economical rate – equivalent to “Around the World”), and a daily allowance (*per diem*) is payable at a rate of \$150. Neither a salary nor honorarium is payable.
- (2) The *per diem* can be used for accommodation, meals, and incidental travel costs (eg, airport transfers/taxi). Further information can be found in the ‘*Visiting Professor/Scholar Program – Important Information*’ document on the [Raine Foundation website](#).
- (3) The applicant or host School/institution(s) shall provide a cash contribution towards the Award. More than one researcher or School/Institution may contribute to total costs. The maximum contribution from Charter Hall for one Award shall be \$5,000, and no additional funding shall be provided.
- (4) Any variation in budget shall be subject to approval by the Research Committee.
- (5) The Visiting Postdoctoral Scholar may be permitted to combine the visit with an international conference in Western Australia, provided that the Raine Foundation and Charter Hall shall receive full acknowledgment in programs, publicity and all promotional material.

* Pending ratification by the Research Committee.

- (6) The Raine Management Office shall co-ordinate the financial arrangements in consultation with the host institution and the Visiting Postdoctoral Scholar.

7. Guidelines

(1) Nomination Form

Applicants are asked to register and submit their online nomination via the link on the Raine Foundation website: <http://rainefoundation.org.au/funding/charterhall-visiting-postdoc-scholar-award/>). The Nomination Form cannot be amended after the closing date/time and late applications will not be accepted. Nominations that do not comply with formatting requirements may be deemed ineligible.

(2) Other Supporting School/Institution Details

Please include details of other School/Institution(s) contributing to Award funding. Do not include host institution details in this section. Select 'Add More' in the online form if there is more than one contributing School/institution.

(3) Field of Research

Please provide a description of the nominee's specialist research area and scientific expertise.

(4) Research Contributions and Outcomes

(a) *Proposed research and collaborative activities* - Please provide an overview of the proposed research, including aims and significance, and suitability of the research environment at the host institution. Please provide a summary of proposed collaborative activities, e.g. lecture presentations, seminars, teaching and research programs, provision of new clinical procedures and/or scientific methods

(b) *Expected benefits and outcomes* - Please describe how the visit will facilitate 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. Please provide a summary of planned joint ventures, grant partnerships, global networking opportunities and future research initiatives.

(5) Track Record

The nominees' *curriculum vitae* should be uploaded in PDF format, consisting of no more than four pages. Minimum acceptable font size is 10 point, with 1.5 line spacing, and margins of at least 2 cm. The document shall not exceed 5 MB and shall be labelled as shown in the relevant section of the Nomination Form.

(6) Biosketch and photograph of nominee

Please provide a brief biosketch of the nominee. 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. These may be used for promotional purposes.

(7) 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. The applicant or host school/institution(s) shall provide a cash contribution towards the Award. If more than one researcher or School/Institution is contributing funding, please provide a brief summary of this support, including the amount each party is contributing. Please also outline any in-kind

contributions. 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.

(8) Research Governance Approvals

Please list any Research Governance requirements relevant to this Award. Approvals (eg. ethics, biosafety, Defence Trade Controls, site authorisation) shall be listed including details of the relevant committee(s), sites and dates of approval (if already approved). Details of approvals to be sought, pending successful award, should also be listed. Funding will not be distributed until copies of approvals are provided to the Raine Management Office.

Approvals shall be uploaded in PDF format (if available) or sent separately to the [Raine Management Office](#) before commencement of the Award. Uploaded documents shall not exceed 5 MB and shall be labelled as shown in the relevant section of the Nomination Form.

(9) Certification Form

The Certification Form should be downloaded from the [Raine Foundation website](#). Signatures of the applicant (host co-ordinator), nominee, 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. Electronic signatures are acceptable in the fillable PDF form. 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 Award

Upon allocation of the Award:

(1) The Raine Management Office shall:

- (a) notify the host co-ordinator and Head of School or Director of Centre/Institution the outcome of their nomination;
- (b) send a formal invitation to the Visiting Postdoctoral Scholar 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 Postdoctoral Scholar's Raine Lecture.

(2) The host co-ordinator shall:

- (a) provide a brief biography of the Visiting Postdoctoral Scholar;
- (b) prepare a program of activities for the Visiting Postdoctoral Scholar 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 Postdoctoral Scholar 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) assist the Visiting Postdoctoral Scholar in organising travel arrangements (flights, accommodation etc), and reimburse funds to the Visiting Postdoctoral Scholar where necessary. Please see the '*Visiting Professor/Scholar Program - Important Information*' document on the [Raine Foundation website](#) for relevant taxation information;
- (g) submit an acquittal summary of financial expenditure to the Raine Foundation at the conclusion of the visit;

- (h) submit a report to the Raine Foundation at the conclusion of the visit that outlines:
 - (i) the activities undertaken by the Visiting Postdoctoral Scholar and the outcomes 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 Charter Hall and the Raine Medical Research Foundation; and
 - (iv) details of media, publicity and promotions acknowledging Charter Hall and the Raine Medical Research Foundation. Use of partner logos and media statements are to be approved by Charter Hall and Raine Medical Research Foundation prior to distribution.
- (3) Award recipients must obtain prior approval from the Research Committee for any proposed deviation from the approved budget, or to the completion date of the Award.
 - (a) Funding that is used for purposes other than that for which it was awarded, shall be recoverable by the Research Committee.

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 Charter Hall, the Raine Medical Research Foundation and the host institution.