

HDR Scholarship Applicant Guidelines: 2022 Round

Introduction

Research scholarships from the Australian Traditional-Medicine Society (ATMS) are for clinicians and researchers planning to work, or already working, on new or established clinically relevant projects in an area of research related to natural medicine practice. The purpose of the ATMS HDR Scholarship scheme is to advance clinically-relevant research in defined areas of natural medicine practice. Applications are considered on the basis of research merit.

Submission of Application Forms

ATMS requires one electronic copy via email, in **pdf format**, of the completed application form. Late applications will not be accepted. Receipt of application will be acknowledged by return e-mail.

Send completed applications, by Friday 16 September, 2022 at **5.00pm Australian Eastern Daylight Saving**

Time to: president@atms.com.au.

If you have any questions about the scheme, contact the Chair, Research Committee (sandra.grace@scu.edu.au).

Selection Criteria

Successful applicant/s will be determined by the ATMS Board of Directors, whose decisions shall be considered final. This determination will be based on the recommendation of the ATMS Research Committee, following assessments by two independent blinded reviewers per application. Selection criteria include:

- Eligibility of the applicant (see criteria below);
- Rationale for the project established from previous research;
- Appropriateness of the research design, participant selection, intervention, outcome measures and proposed statistical/qualitative analysis to answer the research question;
- Feasibility of the project and likelihood of the project meeting its objectives within the stated time;
- Significance of the project to the knowledge/evidence base of natural medicine practice.

HDR Scholarships

Research scholarships are available to suitably qualified applicants. The Scholarship is for up to 2 years (full time) or 4 years (part time), subject to the applicant meeting the expected research and education requirements. The level of payment will be a tax-free stipend of \$32,000 per annum. The scholarship is paid at 50% of this rate for a part-time candidature.

The recipient will be expected to give a presentation at an ATMS symposium, AGM or other event on at least one occasion during their scholarship, subject to their abstract being accepted for presentation (platform or poster). Recipients may also be asked to provide a 'news' update of progress for members of ATMS. Presentations will usually be given in person by local recipients and live streamed by distant recipients.

Notification

All applicants will be notified in writing of the final decision of the Directors of the ATMS Board.

Eligibility Criteria

The HDR Scholarship applicant must:

- Be a financial Accredited/Life/Fellow member of ATMS. Scholarship recipients must maintain their ATMS membership for the duration of the scholarship;
- Be an Australian citizen, or have permanent resident status in Australia;

- Currently reside in Australia. Usually applicants would be expected to reside in Australia for the duration of the candidature;
- Provide evidence of enrolment or eligibility for and progress towards enrolment in a HDR degree at a recognised Australian University. (Funds will only be allocated to enrolled students.)

Obligations of Grant Recipients

Nationally competitive scholarships

If the ATMS Scholarship recipient is successful in receiving another nationally competitive Scholarship, the full ATMS Scholarship will cease, but ATMS will offer a top-up of \$5000/year, in addition to the other funding received. If the applicant applies for the ATMS Scholarship when they are already a recipient of a nationally competitive Scholarship (e.g. RTP, NHMRC) they may apply for a maximum top-up of \$5,000/year (full time).

Payment

An ATMS Scholarship will normally be paid to the relevant Administering Organisation in quarterly payments. The Scholarship shall be used solely for the purpose specified. At the completion of the approved project, any funds that are unspent or uncommitted to the project must be returned to ATMS.

Progress Reports

Progress Reports are required every 12 months from the date of commencement of the HDR Scholarship. A final project report is required no later than 3 months from the completion of the project and should indicate all presentations and publications related to the project.

Communication

Research findings are expected to be disseminated and this may be in the form of publication in appropriate journals, conference presentations, workshops, etc.

Acknowledgment

All publications and presentations from research carried out with the assistance of an ATMS Scholarship must be appropriately acknowledged. A copy of publications must be forwarded to ATMS. ATMS must also be notified of conference presentations.

Legal Agreement

Successful applicants, or their Administering Institution, are required to sign a formal agreement prior to receiving any grant monies.

Ethical Approval

All research involving humans must comply with the 'National Statement on Ethical Conduct in Human Research' and requires ethical approval from a registered Human Research Ethics Committee. Confirmation of this approval must be supplied to the ATMS Research Committee before the first payment for the second year for full time HDR candidates, or for part-time HDR candidates, before the first payment for the third year.

Release of Information

All information provided on an ATMS scholarship application form is private and confidential and will be used in accordance with the ATMS Grant and Scholarship Funding Policy. In the event that your scholarship application is successful, information will be disseminated by ATMS (e.g. website, Wise'n'Well, the Society's journal, social media), including: the name of the applicant, grant amount, project title, and project summary.

GUIDELINES FOR COMPLETING THE APPLICATION FORM

Please complete the application in no smaller than size 12 font

1. Research Area

The research area should be clinically relevant to natural medicine practice.

2. Project Title

Provide a short descriptive title (maximum 30 words) that accurately describes your research project.

3. Administering Institution

Provide details of the administering Institution.

4. Location of Proposed Study

Provide details as indicated about the location of the proposed study.

5. HDR Details

Provide details as indicated.

6. Indicate whether you are applying for a full-time or a part-time Scholarship.

7. Applicant and supervisor details

The Primary Supervisor should be an experienced researcher with previous and current research and supervision experience.

8. Project summary

In no more than 200 words, outline the research question, methods and significance of the project to the natural medicine community and to the general community.

9. Project Proposal

9.1 Project Outline

In no more than **6 pages**, in minimum size 12 font and 2.5 cm margins, outline your project proposal under the following headings:

- Rational for the project, including a brief overview of the relevant literature in the field
- Research Aims
- Methods – outline the research approach, intervention, methods of data collection
- Analysis – how your data will be analysed
- Feasibility – is the research project feasible with the available resources and allocated time
- Significance and potential impact on natural medicine practice
- Multidisciplinary approach – outline the extent to which this project uses researchers, knowledge and/or approaches from different disciplines
- References (one additional page, i.e. a 7th page)

Provide sufficient detail to explain your proposal but note that *excess pages and/or explanatory appendices will not be included in the evaluation of the proposal.*

10. Project Workload

Demonstrate that it is feasible for the applicant and supervisor/s to undertake the proposed research project in conjunction with other research and professional commitments. Indicate the average number of hours per

week that each person is likely to commit over the duration of the HDR project.

11. Applicant detailed higher education degrees and academic performance

Indicate higher education degrees obtained. Transcripts and Institutional key to grading system used must be appended to the application (these must be scanned for the electronic version).

12. University Prizes and other prizes/awards

Document any academic prizes received during University study. Also list any other prizes or awards received.

13. Career chronology from beginning of tertiary studies

Provide details as indicated of relevant employment and study from the beginning of your tertiary studies.

14. Research Experience

Document formal and informal research experience.

15. Research output: Applicant publications

Provide a list of all your research output, categorising as indicated.

16. Proposed primary HDR Supervisor

Provide details as indicated about the proposed HDR supervisor.

17. Proposed secondary HDR Supervisor (if applicable)

Provide details as indicated of the proposed secondary HDR supervisor, if applicable.

18. Ethics approvals

For research involving humans and/or animals, ethical approval from an appropriate ethics committee must be gained. Confirmation of this approval must be supplied to ATMS before the first payment for the second year for full time HDR candidates, or for part-time HDR candidates, before the first payment for the third year.

19. Certifications

The Chief Investigator (applicant) must verify the contents of the application and their eligibility for an ATMS HDR Scholarship.

The Head of Department in the Administering Organisation must verify the contents of the application and confirm that the Administering Organisation is willing to support and resource the proposed HDR research project and comply with the National Statement on Ethical Conduct in Human Research.

*Approved by the ATMS Research Committee
July 2022*