

## Australian Society of Plastic Surgeons Research Grant Terms and Conditions

### 1. About the Australian Society of Plastic Surgeons (ASPS) Research Grant

The ASPS Council reserves the right, in its absolute discretion, to determine the terms and conditions of the ASPS Research Grant. The ASPS Research Grant is offered by the ASPS to support and promote plastic surgery related research. The Grant provides funding to initiate and sustain innovative research projects relevant to the Specialty of Plastic and Reconstructive Surgery.

This Grant awarded is to the value of AUD \$30,000 exclusive of GST and is to be paid in two equal instalments.

### 2. Eligibility

To apply for and be awarded the Grant, the applicant must:

- Be members of the ASPS who are either Specialist Plastic Surgeons or trainees on the plastic and reconstructive surgical training program.
- Be the project leader with responsibility for the design, execution and management of the project.
- Conduct the research project in Australia.

### 3. How to Apply

To apply for the Grant, the applicant must submit an application identifying:

- the project leader (include a biography)
- a project summary
- an impact statement
- timeframes and
- budget

### 4. Assessment of Applications

- Applications of the Grant will be assessed by members of the Australasian Plastic and Reconstructive Surgery Research Network and any co-opted person(s) to assist with the assessment process;
- The Grant will only be awarded if there is a worthy applicant;
- The Grant recipient will be chosen based on the information he/she provides in the Application Form, required documentation and other supporting documentation. If considered necessary, the ASPS will conduct an interview. The ASPS reserves the right to request verification of information provided by the applicant.

## 5. Notification of Outcome

- The Grant recipient will be notified with written confirmation by email;
- The ASPS will endeavour to notify all applicants of the outcome of their applications by email as soon as possible.

## 6. Conditions of the Grant

Once notified, the recipient must formally accept the Grant offer and agree to the conditions of the Grant in writing within two weeks of the Grant offer.

### 6.1. Notice of changes to research scope

The recipient is required to advise the ASPS in writing of any substantive changes to the research scope that is the subject of the Grant prior to receiving the Grant and within two (2) months of the Grant being awarded. The ASPS reserves the sole discretion to cease payment of the Grant or to request that the Grant be paid back in full. If the recipient fails to notify the ASPS of a substantive change in the research scope during the aforementioned period, the ASPS may require the recipient to repay the Grant in full.

### 6.2. Reporting requirements

- The Grant recipient must provide two written progress reports at 12-month and 24-month intervals after the Grant has been awarded, and give the ASPS expressed permission to publicise the reports;
- The Grant recipient is required to contact the ASPS when significant benchmarks and milestones have been reached during the course of the research project;
- The ASPS reserves the right to contact the recipient at regular intervals, indicatively on an annual basis, to request progress updates;
- The Grant recipient is requested to make a formal presentation at the next RACS Annual Scientific Meeting or Plastic Surgery Congress.

### 6.3. Acknowledgement of the ASPS

All reports, articles, publications, relevant correspondence, and materials relating to the research must state prominently that the work has been supported by the ASPS Research Grant.

### 6.4. Ethics approval (if required)

In compliance with the general principles set out in the NHMRC “Statement on Human Experimentation”, the “Australian Code of Practice for the Care and Use of Animals for Scientific Purposes” or the New Zealand National or Regional Ethics Committee.

## 7. Payment

- The ASPS will only issue payment upon receiving written acceptance of the offer and the conditions associated with the Grant;
- Payment will be made to an Administering Institution on behalf of the recipient. The control of the expenditure will be governed by the normal policies and procedures of the Administering Institution;

- The Grant will only be paid on receipt of a valid tax invoice provided by the Administering Institution;
- The recipient is required to repay the Grant in full within eight (8) weeks of receiving the payment if the recipient no longer meets the conditions of the Grant.

## **8. Intellectual Property**

The ASPS acknowledges that intellectual property resulting from funded research may belong to the administering institution. If the intellectual property resulting from the Grant does not belong to the administering institution, it will be the property of the Grant recipient.

The recipient must:

- Notify the ASPS of any patentable discoveries, inventions, processes or improvements arising from the research project;
- Disclose any revenue derived from any commercial use of material or results arising from the research project.

## **9. Privacy**

Applications remain the property of the ASPS. Details from applications may be collected and used for the purposes of future development of the ASPS grant programs. The ASPS will take reasonable steps to protect the information it holds from misuse or loss and from unauthorised access, modification or disclosure. The applicant has the right to access his or her personal information and to have it corrected if inaccurate, incomplete or out of date.

## **10. Termination of Grant**

The awarding of the Grant is based on the information provided by the applicant. The ASPS reserves the right to withdraw the Grant at any stage if:

- The applicant has provided incorrect information or withheld relevant information;
- Any part of your application was found to have been made fraudulently;
- The recipient has in any way failed to comply with the Terms and Conditions of the Grant in which case the recipient is required to immediately repay the Grant in full.

**Ends**