

Date: ~~28 July 2023~~ 05 Feb 2025

Revalidation/Review date: 01.07.2028

**HDR Candidature Team
Graduate Research Office**
Office of the Dean, Higher Degree Research
The Australian National University
+61 2 6125 5777
hdr.candidature@anu.edu.au
Building X-005, 121 Marcus Clarke Street
Acton ACT 2601 Australia
CRICOS Provider No. 00120C

ANU Higher Degree Research (HDR) Award Summary Sheet

This form will be placed on the scholarship file. All areas must be completed. Please attach Conditions of Award and College Dean's authorisation for review and approval, and email to [HDR Candidature](mailto:hdr.candidature@anu.edu.au).

1. SUMMARY	
Award title	Keith Family Research Endowment Clinician Scientist PhD Scholarship
New/Revised List any changes in provisions if revised	<p>New: <u>Revised:</u></p> <ul style="list-style-type: none"> Updating CoA to remove reference to the \$\$ amount so that the Award can be offered with or without the top-up amount. Changing College name to reflect new ANU College's.
Risks Are there any risks to the University that should be highlighted?	<p><u>Clinical partners do not support the scheme and do not release clinicians from clinical duties; Mitigation Strategies:</u> Ongoing consultation with key clinical partners. Guidelines contain avenues for involving partners in the selection process. <u>Attracting high calibre applicants; Mitigation Strategies:</u> Packages are competitive with opportunities offered by other universities. Guidelines address potential barriers to recruitment identified during extensive consultation. The guidelines and assessment process has been designed to ensure high quality, feasible research, which will produce competitive clinician-researchers. <u>Investigators and PhD candidates fail to produce quality research outcomes or withdraw; Mitigation Strategies:</u> Monitoring and evaluation processes are already in place for PhD candidates and are being developed for Investigators. Investigators to identify a plan for mentoring and support. Academic supervisors to provide a 2 page letter of support outlining plans for active management and guidance throughout the grant.</p>
Award Type Scholarship: support for study (stipend/supplementary/one off) Grant: to fulfil a goal (eg: travel, fieldwork) Prize: the winner of something	Scholarship
Award Level HDR covers MPhil/PhD/DPsych(Clin), otherwise specify. PhD scholarships generally available to DPsych(Clin)	PhD
Award owner Area, email and contact name	College of HealthScience and Medicine
Funding background Include expectations regarding use of funds and administrative involvement of benefactor if relevant. Include as much detail as possible.	Funding for this Award has been provide in memory of Noel Keith, the Keith Family Research Endowment Clinician Scientist PhD Scholarship is being made available for a clinician to define a research program in a field or discipline relevant to haematology involving clinical research and/or trials. Kent Keith's support of medical research began when his first wife, Noel, passed away from leukaemia in 2001. To honour Noel's wishes, Kent established the Keith Family Research Endowment in Clinical

	Haematology at the ANU College of Science and Health and Medicine. Kent passed away in 2019 and his wife Marion Keith has chosen to continue the family legacy. The College of Health and Medicine also contributes to this Scholarship.
Objective and Biography <small>Ensure benefactor has approved bio if relevant. This should briefly reflect the Introduction of the CoA</small>	The objective of the Award is to support a clinician to undertake a PhD research program in a field or discipline relevant to haematology involving clinical research and/or trials, based in the College of Health Science and Medicine, <u>or College of Law, Governance and Policy</u> .
Number to be awarded per annum	1
Application requirements <small>automatic consideration upon admission/separate process (what)?</small>	To apply, applicants must: <ul style="list-style-type: none"> - complete the CHMClinical Higher Degree Training Scholarships Scheme Application Form - provide all the information requested; - address all the eligibility and assessment criteria; - include all necessary attachments; and - save their application form as a PDF, preferably as one document (inclusive of attachments), using the following naming convention: firstname.LASTNAME – CHM Clinical Higher Degree Training Scholarships; and - submit to admin.chm@anu.edu.au on or before the closing date.
Eligibility for application <small>Delete/add/amend as appropriate</small>	To be considered eligible, prospective domestic ANU students must: a. be enrolling full-time in a program of study for the degree of Doctor of Philosophy in health and medical research, based in the College of Health Science and Medicine, <u>or College of Law, Governance and Policy</u> ; and b. have demonstrated H1 or H1 equivalence; and c. is undertaking an approved PhD research project in a field or discipline relevant to haematology involving clinical research and/or trials; d. be a practicing clinician from the disciplines of medicine or psychology, holding, or be eligible for, AHPRA (Australian Health Practitioner Regulation Agency) registration. Prior to submitting an application, applicants need to notify their clinical employer line manager of their intention to apply. Recipients are encouraged to maintain a clinical interface and provide a commitment to work as a clinician-scientist upon completion of the funding period. Greater than 0.2 FTE of paid and unpaid work outside of the position, including clinical commitments, will require written permission from the primary supervisor and the CHM CoSM Associate Dean Higher Degree Research. Research must be undertaken in the year the Award is granted
Ongoing eligibility <small>Delete/add/amend as appropriate</small>	The recipient is required to: a. remain enrolled full-time in a program of study for the degree of Doctor of Philosophy at the Australian National University in the program for which the Award is offered; and b. agree to maintain AHPRA registration and ensure all associated professional development requirements are met. A part-time Award may be offered or approved if the recipient has reasons acceptable to the University which preclude full-time study for

Commented [AS1]: Please can you confirm a new email contact.

Commented [AS2R1]: Ross Hannan confirmed no change at the moment.

	part or all of the program of study. In such cases the University must be satisfied that the reasons relate to caring commitments, a medical condition, a disability or other circumstance which limits the recipient's capacity to undertake full-time study.
Selection Process What is the basis on which the awardees will be selected? If based on application or statement, then selection committee should be appointed, including at least three individuals. Members should be stated here by position rather than name. Please also indicate who the Chair of the committee will be. Will preference be given to special groups? I.e. ATSI students, equity & access	<p>Selection is made on the basis of:</p> <ol style="list-style-type: none"> the assessment criteria outlined in the Guidelines for the Clinical Higher Degree Training Scholarships and the Clinical Higher Degree Training Scholarships Application Form, referee reports and other evidence; and effective use of funds; and demonstrated intention to meet the objective/s of the Award; and discipline research interests; and support from the potential Primary Supervisor. <p>The selection committee will be chaired by Deputy Dean (Research) CHM and will include School Directors or one nominated academic representative each from the National Centre for Epidemiology and Population Health and the John Curtin School of Medical Research, two representatives from the School of Medicine and Psychology (from each discipline respectively), the Associate Dean Higher Degree Research CHMCoSM, and two healthcare provider based clinician-researchers to be determined by the Deputy Dean (Research).</p> <p>The selection committee reserves the right to make no award if it considers there is no applicant of sufficient merit. The selection committee may also vary the number of Awards and/or offer the Award at other times in exceptional circumstances or based on the standard of applications or students (where funds allow).</p>

Commented [AS3]: Should this role be updated?

Commented [AS4R3]: Ross Hannan confirmed the selection Committee will be updated once the School/College structure changes have settled. For now - no change.

Commented [AS5]: Will NCEPH still be eligible - if so should I reference the College of Law, Governance & Policy too?

Commented [AS6R5]: Ross Hannan confirmed NCEPH are still eligible so added CLGP to CoA.

2. AWARD COMPONENTS AND BENEFITS

Delete, Add or Amend as appropriate

- Stipend Scholarship:** A recipient may be awarded a stipend scholarship of up to \$100,000 per annum for full-time equivalent enrolment, paid in fortnightly instalments. (The \$\$ amount awarded per year will be determined by the Committee.) This is split between an endowed amount to match the RTP value each year, and a top-up amount sourced from School / Supervisor funds.
- Relocation Reimbursement:** A recipient may be eligible to claim a reimbursement as a one-off payment to assist with relocation costs, including those in respect of the recipient's spouse, de facto partner, and dependent child or children, incurred in commencing their HDR program. Where a claim for a relocation reimbursement is in respect of a recipient's spouse, de facto partner, or dependent child or children, they must accompany the recipient to take up his/her program, or join the recipient within 12 months of the recipient commencing their HDR program. Recipients who are resident outside the Australian Capital Territory, or who permanently reside outside Australia at the time of application, may be eligible to receive a one-off relocation reimbursement capped at a maximum of \$1,000 towards the costs of moving to take up their HDR program, on production of original tax invoice/receipts.
- Thesis Allowance:** A recipient may be eligible to claim a reimbursement of up to \$500 for services associated with the production of their thesis, in accordance with the [thesis allowance requirements](#).
- Fieldwork Support and Associated Contributions to Research Costs:** A recipient may apply for a reimbursement of up to \$10,000 for fieldwork support and associated contributions to research costs by submitting the following documents to the relevant School Manager:
 - plan approved by the Primary Supervisor;
 - travel summary (where relevant); and
 - original tax invoice/receipts.

e. **Conference Support:** A recipient may apply for a reimbursement of up to \$5,000 for conference attendance by submitting the following documents to the relevant School Manager:

- i. Presentation/poster approved by the Primary Supervisor;
- ii. Travel and accommodation summary; and
- iii. original tax invoice/receipts.

Extension available as follows:

A recipient may apply for an extension of the stipend scholarship by completing the [Manage my Degree - HDR](#) form. Recipients may apply for an extension of scholarship, where a candidate meets the following eligibility criteria:

- i. Research has been delayed by circumstances beyond the recipient's control, up to 3 months;
- ii. Completion of an industry internship¹ of at least 60days FTE duration, up to 6 months;
- iii. Completion of an industry internship⁵ of less than 60days FTE duration, up to 3 months;
- iv. Indigenous PhD candidates, 6 months

Subject to approval, the application must be submitted at three months before the expiry of the scholarship. The maximum period of extension is 6 months, to a total maximum of 4 years for PhD recipients.

3. ADMINISTRATION

Review date Recommend 3-5 years (please enter date at top of page also)	01.07.2028
College Approval Notes Consultation/Stakeholders/Additional approvers	<p>Approved by the College of Health and Medicine ExCO (09/11/2022).</p> <p>Internal ANU Consultation: Ann Evans (Dean Higher Degree Research); Paul Fitzgerald (Clinician and Director SMP); Mark Polizzotto (Clinician and JCSMR Working Group Representative); Christopher Nolan (Clinician and Medical School Working Group Representative); Jo Lane (Clinician and NCEPH Working Group Representative); Kristen Murray (Clinical Psychology Working Group Representative); Lillian Smyth (HDR Working Group Representative).</p> <p>External Consultation: Imogen Mitchell (Executive Director Research and Academic Partnerships, Canberra Health Services); Jutta Thwaites (Director Research Strategy, Canberra Health Services); Alison Oakleigh (Director Research Strategy, ACT Health Directorate); Sean McDonnell (Senior Director of Specialist Employment Programs, Canberra Health Service).</p> <p><u>Approved by Prof Ross Hannan (Academic Lead, Health & Medicine Transition) (05/02/2025)</u></p> <p><u>Approved by Prof Tony Travouillon (CoSM ADHDR) - TBC</u></p>
Current funding GL Code:	<p><u>Q.HM530.FTRPPH</u></p> <p><u>Endowment Funds: E4297413</u></p> <p><u>Top-Up Funds: Varies between School / Supervisor funding source</u></p> <p><u>Position Number: 00041884</u></p>
Will the award require addition or amendment on the ANU Gateway website?	Paperwork completed for addition to the ANU Gateway website.

¹ Research visits and internships completed at a Higher Education Provider (or international equivalent) are excluded.



Australian
National
University

Additional paperwork required

4. COLLEGE DEAN'S AUTHORISATION OF CONDITIONS OF AWARD

Dean's (or nominee) authority

Please sign or attach an email from the College Dean (or nominee) stating the name of the scholarship authorising this summary sheet and conditions of award.

- ☐ Conditions of Award
- ☐ Summary sheet

Prof Tony Travouillon
(ADHDR) - endorsed via
email 06feb25

5. GRO USE ONLY	
Key Points	
Comments	
Endorsement – Deputy Manager, Candidature and Examinations	Endorsed/not endorsed Date
Approval – Dean, HDR	Approved/ not approved Date 7 Feb 2025 <i>Ann Evans</i>

NOTE: If you intend to consider students who do not meet the H1 threshold, your College/School must ensure that it is willing and able to support the student if they struggle to make satisfactory progress.

It is preferable for an Award to be as broad and inclusive as possible, so that it will be available to a wide range of possible applicants. For example, it should state that it is to be used to address 'inequalities or barriers to students seeking access to a program', rather than for 'women in STEM' for example. Note that Sydney University now has scholarships for country men studying Vet Science because enrolments are predominantly female and city-based – something that would never have been anticipated several decades ago.

DISCRIMINATION: If the Award is selective about the type/class/characteristic of student (nationality/gender/other) the CoA should include why that limitation is imposed. For example, 'this Award is available to domestic students who must demonstrate how they intend to benefit the Australian community as a result of their studies'. The limitation must be defensible to avoid being characterised as discrimination.

GRANT/BEQUEST: Ensure that the wording of the CoA accurately reflects the written intentions of the grantor or donor.

From: [CoS – Assoc. Dean HDR](#)
To: [CoS – HDR Manager](#)
Subject: RE: Revisions for Approval: Keith Family Research Endowment Clinician Scientist PhD Scholarship
Date: Thursday, 6 February 2025 12:38:45 PM

Hi Alison,

I have reviewed and endorse the three documents listed below.

A.Prof Tony Travouillon

Instrument scientist, Research School of Astronomy and Astrophysics

Associate Dean, College of Science

The Australian National University, Canberra, ACT, Australia

Ph: +61 428 268 242

From: CoS - HDR Manager <hdr.cos@anu.edu.au>
Sent: Wednesday, 5 February 2025 5:22 PM
To: CoS – Assoc. Dean HDR <adhdr.cos@anu.edu.au>
Cc: CoS - HDR Manager <hdr.cos@anu.edu.au>
Subject: Revisions for Approval: Keith Family Research Endowment Clinician Scientist PhD Scholarship

Dear Tony

Please can you review and endorse the attached documents which include revisions to the Keith Family Research Endowment Clinician Scientist PhD Scholarship.

The main changes are to update the College name and to enable more flexibility with the \$\$ amount offered. The Scholarship is for an RTP based equivalent stipend plus up to \$70,000 pa top-up funds provided by the School / Supervisor.

Prof Ross Hannan – Academic Lead, Health and Medicine Transition has endorsed the revisions made in the attached documents.

NB: Revisions still need to be made to the Application Form, Guidelines and Selection Committee membership but Ross would like to offer the 2025 scholarship asap so he will review the other documents for the 2026 round.

Please endorse:

- Summary Sheet – Keith Family Research Endowment Clinician Scientist PhD Scholarship.
- Conditions of Award
- Gateway template

Thanks Alison.

Alison Scott

HDR Governance Officer – College of Science & Medicine

STLC | Building 42, Peter Baume Building | The Australian National University | Canberra ACT 2601

T +61 2 6125 4520 | E hdr.cos@anu.edu.au | W <http://anu.edu.au/>
TEQSA Provider ID: PRV12002 (Australian University) | CRICOS Provider Code: 00120C