The END RHD CRE is offering RHD researchers the opportunity to apply for funds to support their professional development. Funding is available for activities which advance a researcher’s personal career goals while also supporting the objectives of the CRE.

The END RHD CRE provides the following types of professional development funding:

* Travel funding
* Training support

**Overarching criteria for approval of funding**

* The funding request must support the objectives of the END RHD CRE.
* The travel or training will advance your personal career objectives.
* Applications are based primarily on merit. Consideration will also be given to other factors, including preference given to Indigenous applicants.
* External funding sources should be used to complement END RHD CRE funds. Thus all attempts should be made to access external funds as well. Use of CRE funds to leverage external funding will be an advantage.
* Any decision is final.
* Funding will only be provided once to a person in any one calendar year.

*Students already receiving Student support are not eligible to apply for travel or training support through the END RHD CRE*

**Application process**

**Application submission and review**

* Applications for professional development funds will be considered on a rolling basis.
* Applications need to be submitted to the END RHD CRE Program Manager.
* The Program Manager will acknowledge acceptance of the application for review by issuing an acknowledgement notice by e-mail to the applicant.
* Applications for travel or training funding for up to $5,000 will be reviewed and considered by the END RHD CRE Program Manager independent of the Executive Committee.
* Formal notification will be sent to successful applicants setting out the conditions of the funding, including milestones and reporting requirements.
* Successful applicants will be required to submit a report at the conclusion of their travel/training as well as a financial acquittal statement.
* Unsuccessful applicants will be notified by the Program Manager.

**Conditions of funding**

The conditions of the END RHD Centre of Research Excellence Professional Development award are as follows:

* You must use the whole of the award exclusively for the activity as described in the application and not for any other purpose.
* The END RHD Centre of Research Excellence be acknowledged as a source of funding on any publications or other relevant outputs from the professional development activity
* You provide a financial acquittal statement and grant report within 4 weeks of completing your approved professional development activity. This report must be on the END RHD CRE pro-forma and will be given to the END RHD CRE Executive Committee.

**What should you do?**

Please complete this application form. Your application should be complete and address all of the questions.

Email a completed application form to the END RHD CRE Program Manager Katherine Gray at [END.RHD.CRE.SMB@telethonkids.org.au](mailto:END.RHD.CRE.SMB@telethonkids.org.au)

**What happens next?**

* You will receive an acknowledgement that your application has been received. *Please note that acceptance of the application does not guarantee that funds will be awarded.*
* Application forms will be reviewed for completeness by the END RHD CRE Program Manager, who may contact you for additional information.
* Each application will be assessed using the assessment criteria set out above.
* A formal notification will be sent to successful applicants setting out the conditions of the funding. This will also include milestones and reporting requirements.

**Questions and contact details**

Please direct any questions to:

Katherine Gray

END RHD CRE Program Manager

Email: [END.RHD.CRE.SMB@telethonkids.org.au](mailto:END.RHD.CRE.SMB@telethonkids.org.au)

Phone: 08 9489 7648

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| **APPLICANT NAME:** |
| **APPLICANT CONTACT DETAILS:** *Include email and phone* |
| **INSTITUTION(S):** |
| **CRE THEME:**  **□** Theme I: Epidemiology and Bioscience  **□** Theme II: Implementation and Translation  **□** Theme III: The RHD Community |
| **FUNDING CATEGORY**:  **□** Travel grant  **□**  Training grant |
| **SUMMARY OF PROPOSED PROFESSIONAL DEVELOPMENT ACTIVITY:** *Provide a lay summary of your professional development activity. If successful, this will be published on the END RHD CRE website (max 150 words).* |
| **DETAILS OF PROFESSIONAL DEVELOPMENT ACTIVITY: *Please provide details of the activity, include location, dates*** |
| **SIGNIFICANCE AND OUTCOMES**: *Please outline why the professional development activity will advance your personal career objectives (max 1 page).* |
| **RELEVANCE TO THE END RHD CRE:** *Detail how the proposed professional development activity is relevant to the END RHD CRE, explain why it is relevant to address an issue of significant importance to rheumatic fever and / or rheumatic heart disease control in Australia (max 1 page).* |
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| **AMOUNT REQUESTED:** |
| **OTHER FUNDING SOURCES:** *Provide details of any other funding applied for and/or received. For funding applied for, include the date you expect to be notified of the outcome.* |
| **BUDGET**: *Please submit a budget including full costings and justifications. (max 1 page).* |
| **REFEREES:** *Please provide the details of 2 professional referees.* |
| **CV:** *Please attach your CV.* |