

FIGHTMND NATIONAL RESEARCH  
INFRASTRUCTURE GRANT PROGRAM

# TABLE OF CONTENTS

<b>INTRODUCTION .....</b>	<b>5</b>
FIGHTMND CALL FOR PROPOSALS .....	5
KEY DATES AND CONTACTS.....	5
<b>RESEARCH OBJECTIVES .....</b>	<b>6</b>
<b>ELIGIBILITY CRITERIA.....</b>	<b>7</b>
LEAD ORGANISATION, PRIMARY INVESTIGATORS AND CO-INVESTIGATORS .....	7
SUPPORTING PARTNERSHIPS AND CO-FUNDERS (UPDATED) .....	8
ELIGIBLE GRANT ACTIVITIES AND EXPENDITURES .....	8
NON-ELIGIBLE GRANT ACTIVITIES AND EXPENDITURES .....	10
<b>REVIEW OF APPLICATIONS.....</b>	<b>11</b>
<b>SUBMISSION GUIDELINES .....</b>	<b>12</b>
EXPRESSION OF INTEREST .....	12
<b>SUBMISSION GUIDELINES .....</b>	<b>14</b>
INVITED FULL PROPOSALS.....	14
REQUIREMENTS FOR FULL APPLICATIONS .....	14
APPLICATION FORM .....	14
PROPOSALS.....	15
1. STATEMENT ON IMPACT, SIGNIFICANCE AND INNOVATION (1 PAGE MAX.).....	15
2. NATIONAL RESEARCH INFRASTRUCTURE PROGRAM (6 PAGES MAX.).....	15
3. TIMELINE (1 PAGE MAX.).....	16
4. BUDGET (2 PAGES MAX.).....	16
5. PARTNERSHIPS (1 PAGE MAX.) .....	16
6. STATEMENT ON SUSTAINABILITY (1 PAGE MAX.).....	17
7. STATEMENT ON CAPACITY, CAPABILITY AND RESOURCES RELEVANT TO THIS PROPOSAL (1 PAGE MAX.).....	17
8. LETTER OF SUPPORT FROM THE LEAD ORGANISATION (1 PAGE MAX.) .....	17
9. LETTERS FROM FUNDING PARTNERS (WHERE APPLICABLE) .....	17
10. LETTERS FROM CO-INVESTIGATORS .....	17
11. PRIMARY BUSINESS INVESTIGATOR CV/TRACK RECORDS (2 PAGES MAX.).....	18
12. PRIMARY RESEARCH INVESTIGATOR AND CO-INVESTIGATOR CV/TRACK RECORDS (2 PAGES MAX. PER INVESTIGATOR) .....	18
13. DECLARATION OF RESEARCH FUNDING FROM OTHER SOURCES – AWARDED .....	18
14. DECLARATION OF RESEARCH FUNDING FROM OTHER SOURCES – REQUESTED/UNDER REVIEW .....	18
HOW TO SUBMIT AND FORMATTING REQUIREMENTS.....	19
TABLE 1. OTHER RESEARCH FUNDING – AWARDED .....	20
TABLE 2. OTHER RESEARCH FUNDING – REQUESTED / UNDER REVIEW .....	21
<b>REPORTING.....</b>	<b>22</b>

<b>PRIVACY AND CONFLICT OF INTEREST .....</b>	<b>23</b>
PRIVACY AND CONFIDENTIALITY.....	23
CONFLICT OF INTEREST – REVIEWERS AND GRP .....	23
ACKNOWLEDGEMENT OF SUPPORT .....	23
<b>TERMS AND CONDITIONS .....</b>	<b>24</b>
FIGHTMND NATIONAL RESEARCH INFRASTRUCTURE GRANTS.....	24
<b>APPENDIX 1 .....</b>	<b>31</b>
INTELLECTUAL PROPERTY RIGHTS AND COMMERCIAL ACTIVITIES.....	31

## ACRONYMS AND DEFINITIONS

**Applicant:** Representative responsible for submitting the application – the Lead Organisation, who is responsible for completion and lodgement of the application, and progress and reporting on the project. A grant can only have one Lead Organisation.

**Career Disruption:** A career disruption involves a prolonged interruption to an applicant's capacity to work, due to: Parental leave; Major illness/injury; or Carer responsibilities.

**Centre of Excellence:** An entity that supports best practice and leadership around a focal area of research.

**Co-Investigator(s):** Responsible for carrying out some aspects of the research project under the guidance and leadership of the Primary Investigators.

**Collaboration and Collaborator/Collaborative Partner(s):** All people, Investigators and Organisations involved in the Infrastructure Project are considered to be collaborators. Collaboration may be between a combination of disciplines, Departments and/or Organisations. It includes Organisations or individuals that provide specific resources that contribute to the project. Co-Investigators represent a specific sub-group of collaborators who are directly involved in the conduct of the project but are not responsible for the direction and progress of the project.

**Goods and Services Tax:** Goods and Services Tax (GST) imposed in accordance with the *A New Tax System (Goods and Services Tax) Act 1999*, and related Acts and Regulations. GST will be paid on top of grant amounts where appropriate. This will be determined by the Lead Organisation's GST status.

**Contact Officer:** Representative of the Lead Organisation responsible for administration of the research project, and the receipt and distribution of grant funds.

**Lead Organisation:** The organisation responsible for completion and lodgement of the application, who also has responsibility over the progress of and reporting on the project. A grant can only have one Lead Organisation.

**Motor Neurone Disease (MND):** For the purposes of the National Research Infrastructure grant, the definition of MND includes the following progressive neurological disorders that destroy motor neurons: Amyotrophic Lateral Sclerosis (ALS); Primary Lateral Sclerosis (PLS); Progressive Muscular Atrophy (PMA); Progressive Bulbar Palsy; and Pseudobulbar Palsy.

**Primary Business Investigator (PBI):** Business representative or manager leading the project – the Primary Business Investigator, who is responsible for the overall direction and sustainability of the project, particularly for the foreseeable future.

**Primary Research Investigator (PRI):** Researcher leading the research project – the Primary Researcher Investigator, who is responsible for the execution of the project, leading and supporting co-Investigators (CIs).

**Research Infrastructure:** Facilities, equipment, systems and services necessary to conduct research.

# INTRODUCTION

This document provides guidelines and information for the 2024 National Research Infrastructure Grant. Applicants should familiarise themselves with all areas prior to commencing an application.

## FIGHTMND CALL FOR PROPOSALS

We are pleased to invite a call for National Research Infrastructure Grant applications focused on establishing, strengthening and sustaining national-scale infrastructure for MND research in Australia.

## KEY DATES AND CONTACTS

Applications open:	01 August 2024
Expression of interest due:	01 October 2024 at 17:00 AEST
Submit Expression of interest to:	FightMND Grant Management System at <a href="https://fightmnd.fluxx.io/">https://fightmnd.fluxx.io/</a>
Applications due (invited):	03 February 2025 at 17:00 AEDT
Recipients notified:	April 2025
Enquiries:	to the Infrastructure and Innovations Manager, at <a href="mailto:infrastructure@fightmnd.org.au">infrastructure@fightmnd.org.au</a>
Grant opportunity type:	Targeted, Competitive

FightMND National Research Infrastructure Grants are offered between the value of **AUD \$350,000 up to \$2million** in support of 3-5 year projects. Support will not normally exceed 5 years and applicants should submit proposals that are focused and compatible with a 3-5-year period. Continuation of a National Research Infrastructure Grant within this period will be subject to periodic review after the submission of satisfactory progress reports, which are required at six monthly intervals (**see Terms and Conditions 1.1 and 15**). **Please consider this when planning project timelines.**

*FightMND only supports work carried out in legitimate research institutions and/or organisations, that meet best-practice and ethical standards.*

## RESEARCH OBJECTIVES

National infrastructure is critical for the research sector but current investment into research infrastructure in Australia is limited.

The National Research Infrastructure Grant Program will address the underfunding of research infrastructure in Australia and focus on advancing national and sustainable research infrastructure for MND.

The grant will invest in projects that establish new or expand on existing research infrastructure that will support MND researchers to conduct competitive and innovative research.

Projects/programs should demonstrate a national approach to supporting research infrastructure for MND and should seek co-funding from other partners where applicable.

Applications may be focused on the:

- i) design and development of novel research infrastructure;
- ii) major improvements to current research infrastructure; and/or
- iii) continued operation of new and existing research infrastructure.

Applicants are encouraged to strengthen existing research infrastructure wherever possible to reduce duplication and achieve the best return on project funding.

The objective of this grant opportunity is to increase investment into health and medical research for MND in Australia to support innovative projects that focus on:

- o the most critical infrastructure for MND research; and/or
- o building partnerships that support the development of research infrastructure.

The program is structured to incentivise partnerships between researchers, government, industry and non-for-profit organisations both within and outside of the MND field. FightMND will support the MND component of the program.

Types of projects or programs that will be considered may include, but are not limited to:

1. Virtual Australian MND Centre of Excellence
2. MND Research Institute
3. Centralised and integrated MND database
4. Clinical trial sites & satellites
5. Omics platforms
6. Biomarker facility
7. Gene therapy facility
8. Banks for research enablers (e.g. iPSC, brain banks, biobanks)
9. Real world data registry
10. Centralised platform for models of MND

To be competitive for funding, applicants must propose research infrastructure that will provide national benefit to the MND research community and sector, meet the highest critical need for MND and demonstrate a plan for sustainability that is considered and relevant to the approach.

# ELIGIBILITY CRITERIA

## LEAD ORGANISATION, PRIMARY INVESTIGATORS AND CO-INVESTIGATORS

- The applicant must be the Lead Organisation. While the Lead Organisation may apply for multiple grants, the Primary Business Investigator and Primary Research Investigator may only be listed on 1 (one) National Research Infrastructure Grant application.
- The Lead Organisation is responsible for governance and financial management of the project and any reporting on the outcomes of the project according to the grant agreement.
- The Lead Organisation must have full accreditation and be based in Australia.
- Eligible organisations may include medical research or innovation institutes, universities, corporate commonwealth entities and corporations (including business and non-for-profit).
- Joint applications are encouraged, provided there is a Lead Organisation who is the main driver of the project and is eligible to apply.
- Applicants must nominate:
  - a business lead, the Primary Business Investigator (PBI) who will take the lead role in directing and executing the business plan.
  - and;
  - a research lead, the Primary Research Investigator (PRI) who will take the lead role in directing and executing the project plan.
- The PBI and PRI share collective responsibility in leading the project to completion.
- A person must not be named as a PBI, PRI or Co-Investigator on more than one application submitted to the National Research Infrastructure Grant program.
- Applicants should consider the management and administration burden of the project. Where appropriate, the same person may be named for both the PBI and PRI if relevant and rational for the project's approach and where there is assurance that delivery of the project will not be compromised.
- The level of contribution and role of the Organisation, Primary Business/Research Investigator and Co-investigators must be clearly defined on the application cover sheet and detailed in the grant application.
- The project must be based in Australia.
- For the duration of the FightMND National Research Infrastructure Grant, the Primary Investigators must be based in Australia. Co-investigators may be based overseas.
- Co-Investigators should remain active for the duration of the grant.
- A CV must be provided for all Co-Investigators.
- Applications should include collaborators who have expertise and experience in the development and implementation of research infrastructure within Australia. Collaboration with experts based overseas is also encouraged.
- Investigators with limited MND experience are strongly encouraged to collaborate with those having more substantial expertise in MND research.
- Open-science standards are encouraged by FightMND where possible, and research proposals demonstrating open-science practice and information and knowledge-sharing will be considered favourably (for further detail, see <https://www.unesco.org/en/open-science/about>).

## SUPPORTING PARTNERSHIPS AND CO-FUNDERS (UPDATED)

### *Partnerships*

Partnerships with co-investments are strongly encouraged and should be highly considered in the project plan and future sustainability. Co-funded partnership proposals must include at least 50% of funding from other sources and partner contributions must be provided in cash. Partners, where applicable, can have input on the overall direction of the program and have representation in the leadership steering committee.

FightMND will match to the level of the highest partner in cash investment and to a total value of \$2million over a period of up to 5 years. FightMND's contribution must be clearly stated and justified in the budget.

Partner organisations can include:

- those working in federal, state, territory or local government in Australia;
- those commercial entities with an interest in the MND research sector, for example pharmaceutical companies, digital therapeutics, biotechnology companies and other businesses in the private sector;
- non-government organisations and charities;
- community organisations such as consumer groups;
- healthcare providers; and/or
- professional groups.

Partnerships with organisations based overseas is encouraged, however the infrastructure project must be undertaken in Australia.

The contribution of partnerships will be considered based on their strength, validity and relevance to the proposal.

### *Co-funders*

Co-funding from non-partnering organisations/sources is also encouraged. Co-funding from non-partners is not subject to the FightMND match clause required for partnerships (e.g. FightMND support would not be limited to the level of the highest in-cash contribution from a non-partner).

Note also that:

- The Lead Organisation is eligible to provide co-funding to the program under non-partner conditions.
- Partnerships or co-funding are not a requirement and may not be applicable for all projects.

## ELIGIBLE GRANT ACTIVITIES AND EXPENDITURES

- Applications must propose a project that addresses one of the two objectives.
- FightMND will not fund projects that duplicate research infrastructure accessible to MND researchers in Australia. Funding can be utilised to develop and/or sustain existing infrastructure programs/platforms.
- Applicants must provide a plan that demonstrates a pathway to self-sustainability that is considered and relevant to the research infrastructure.
- The National Research Infrastructure grant can commence immediately when awarded, and must commence within 3 months of the agreed start date (start date must be within 6 months of the notification of the award).
- Successful applicants may be required to present an overview of the National Research Infrastructure Grant to FightMND donors and supporters at a research symposium to be conducted in Melbourne following funding announcements (dates to be confirmed).



- It is an expectation of successful applicants that data and resources generated from National Research Infrastructure Grants will be shared with the research community to benefit people with MND. It is also expected that project outcomes, where possible and relevant, are to be published in appropriate peer-reviewed academic and professional journals with details sent to FightMND.
- Payment structure will be based on achievement of milestones, which will be finalised jointly with the investigators and FightMND if the National Research Infrastructure Grant is approved for funding. A minimum of 6-monthly progress reports will be required.
- Continuity of funding year-to-year will be dependent on satisfactory progress reports from the Lead Organisation and/or Primary Investigators, and an itemised financial report at the end of each year. Regardless of the period of funding proposed, the application must not exceed the maximum allowable costs.
- Any other actual or proposed sources of funding to support the National Research Infrastructure Grant must be disclosed.
- FightMND reserves the right of refusal of any National Research Infrastructure Grant applications that it deems fall outside these criteria.

#### ELIGIBLE EXPENDITURES

- Funding from FightMND for National Research Infrastructure Grants must be spent on costs directly incurred for the project outlined in the application.
- A full detailed budget for the proposed project with a year-to-year breakdown must be included. Note that FightMND does not fund Institutional indirect, overhead or oncosts.
- Salaries, for primary investigators will be supported up to \$175,000, where justified, a level equivalent to the amount outlined in the MRFF National Critical Research Infrastructure initiative (see [MRFF 2023 National Critical Research Infrastructure Grant Opportunity Guidelines](#) for more information). Salaries for project managers and coordinators within this range will also be accepted where justified. Salaries requested must be justified, be critical to the program's objectives and outcomes, and reflect the time an individual will spend on the project.
- Salary oncosts if itemised (e.g. superannuation, payroll tax, work cover).
- Direct research costs critical to meeting project objectives and outcomes.
- Funding for equipment may be requested. However, it must be clearly demonstrated that the equipment is critical to the development of the program, critical to meeting program objectives and outcomes, provides national benefit, and cannot be provided by the institution. Servicing, maintenance and/or repair costs relevant to equipment funded by this National Research Infrastructure Grant Program must be covered by the applicant and/or Lead Organisation.
- Funding to support specific National Research Infrastructure activities to be undertaken overseas may be requested. However, it must be clearly demonstrated that the overseas project activity is critical to the successful completion of the National Research Infrastructure Grant, and the equipment/resources/personnel required for the grant activity are not available in Australia.
- Travel costs that are essential for running of the program.

Travel costs may include:

- Travel within Australia or internationally limited to the reasonable cost of transport and accommodation essential to perform program activities outlined in the grant application and grant agreement.
- Attendance at relevant scientific/technical meetings, only if presenting program objectives and/or outcomes.

Transport costs covered by this National Research Infrastructure Grant Program are limited to the economy class fare for each sector travelled.

- Costs to enable open access for publications within 6 months of publication can be included in the project budget (but no other publication costs).

## NON-ELIGIBLE GRANT ACTIVITIES AND EXPENDITURES

- Indirect, overhead or oncosts of the Lead Organisation (or partnering/collaborating institutions).
- Computers, unless they are an essential component of laboratory equipment, or used for management/analysis of extensively large datasets.
- Servicing, maintenance and/or repair costs relevant to equipment funded by this National Research Infrastructure Grant.
- Activities and supplies already supported from other sources.

# REVIEW OF APPLICATIONS

Infrastructure proposals are submitted to FightMND and are independently peer-reviewed by FightMND's Innovation and Infrastructure Panel (IAIP). The IAIP's funding recommendations are then considered by the Board of FightMND.

Key factors in the determination of awarding a National Research Infrastructure Grant will include the:

- i) potential impact and alignment of the project and applicant towards the key objectives;
- ii) quality, strength and rationale of the proposal and potential risks;
- iii) capacity, capability and resources of the applicants and project feasibility;
- iv) project's overall value and benefit for the MND ecosystem;
- v) projects plan and implementation of sustainability; and
- vi) strength, validity and relevance of partnerships (where applicable).

Applications to be assessed across six criteria at the following weighting:

- Criteria 1 – Design, implementation and feasibility of project and business plan (25%)
- Criteria 2 – Unmet need for MND and Rationale (20%)
- Criteria 3 – Personnel, Organisation and Partnerships (20%)
- Criteria 4 – Impact and overall value and national benefit for MND ecosystem (15%)
- Criteria 5 – Sustainability (10%)
- Criteria 6 – Overall risk of the project and contingency plans (10%)

Each criteria is scored using the ten-point scale outlined in Appendix C of the [MRFF 2023 National Critical Research Infrastructure Grant Opportunity Guidelines](#). These are:

Score	Rating Scale	Descriptor
10	Excellent	Significantly exceeds expectations. Evidence confirms consistent superior performance in all areas. Claims are fully substantiated.
9	Outstanding	Exceeds expectations in most key areas and addresses to a very high standard in all other areas. Most claims are fully substantiated with others very well substantiated.
8	Very Good	Meets expectations to a very high standard in all areas. All claims are well substantiated.
7	Good	Meets expectations to a high standard in all areas. Claims are well substantiated in key areas.
6	Fair	Addresses all areas well. Claims are well substantiated in most areas. Some minor shortcomings.
5	Acceptable	Addresses most key areas to consistent acceptable standard with no major shortcomings. Most claims are adequately substantiated. Some of the proposal may be questionable.
4	Marginal	Key areas addressed marginally and does not fully meet expectations. Some claims unsubstantiated, while others only adequately substantiated or lack sufficient detail. Some of the proposal may be unworkable.
3	Poor	Poorly addresses or fails to address some areas. Claims largely unsubstantiated. A number of areas in the proposal may be unworkable.
2	Very Poor	Inadequately deals with most or all areas. Claims almost totally unsubstantiated. A number of areas in the proposal may be unworkable.
1	Unacceptable	Does not meet expectations. Criteria not addressed. Claims unsubstantiated and without evidence. Proposal is unworkable.

# SUBMISSION GUIDELINES

## EXPRESSION OF INTEREST

### SUBMISSION OF EXPRESSIONS OF INTEREST

FightMND will only accept Expressions of Interest submitted via the Fluxx Grant Management System, which can be accessed at the following link <https://fightmnd.fluxx.io>.

All administrative information and Expressions of Interest, as outlined below, are to be entered into the application forms in Fluxx. Resources are available to help you with this submission procedure.

- [How to register a new user account in Fluxx \(manual\)](#)

- [How to submit an Expression of Interest in Fluxx \(written manual\)](#)

If you experience any issues or have questions regarding the submission process, please contact the FightMND Infrastructure team at [infrastructure@fightmnd.org.au](mailto:infrastructure@fightmnd.org.au).

### REQUIREMENTS FOR SUBMITTING AN EXPRESSION OF INTEREST

An Expression of Interest must include the following:

#### 1) APPLICATION FORM

Details on the Application form will be entered directly into FightMND's Grant Management System (Fluxx) at <https://fightmnd.fluxx.io/>, and will include the following:

- Project title
- Lead Organisation information
- Primary Business Investigator information
- Primary Research Investigator information
- Details of other co-investigators
- Details of Collaborators
- Project Aims
- Project Key Words
- Estimated budget of project
- Estimated start date of the project
- Estimated duration of project
- Lay summary of project (500 characters)

#### 2) EXPRESSION OF INTEREST

Use the template below as an example of the format required to submit your Expression of Interest, to be uploaded with the application as a single pdf in FightMND's Grant Management System at <https://fightmnd.fluxx.io/>.

Expressions of Interest must be prepared on A4 size pages with a minimum size 12 font (calibri preferred), one (1) cm minimum page margins and **must not exceed the word limits indicated** in the table below (limits include spaces).

Project Title
Lead Organisation
Primary Business Investigator
Primary Research Investigator
Details of other co-investigators and collaborators involved in the project, including: <ul style="list-style-type: none"> <li>• Name and affiliation; and</li> <li>• Specific role in the project</li> </ul>
Project aims
Project key words (4 max)
Brief description of the study design (250 words)
Brief description of the business plan (250 words)
Outline how the proposed team has the capacity and capability to deliver the project (300 words)
Estimated direct costs for each year of funding: Year 1 \$ Year 2 \$ Year 3 \$ Year 4 \$ Year 5 \$
Estimated direct costs for the study: \$
Where applicable, provide details of each proposed funding partner involved in the project, including: <ul style="list-style-type: none"> <li>• Name of partner; and</li> <li>• Relative financial contribution relevant to the project.</li> <li>• Role of the partner in the project (200 words)</li> </ul>
State the potential national impact of the project (200 words):
Indicate how the project could become self-sustainable in the future (200 words):

### 3) Curriculum Vitae

A brief CV of the Primary Business Investigator and Primary Research Investigator (2 pages max. each) must also be uploaded as a PDF onto Fluxx.

Submissions will be reviewed by FightMND’s Infrastructure and Innovation Panel (IAIP) and those that align with the National Research Infrastructure Guidelines and FightMND’s standards of excellence will be invited to submit a full application.

# SUBMISSION GUIDELINES

## INVITED FULL PROPOSALS

**Should you be invited to submit a full application**, FightMND will only accept applications submitted via the Fluxx Grant Management System, which can be accessed at the following link <https://fightmnd.fluxx.io>.

All administrative information and project proposals as outlined below are to be entered into the application forms in Fluxx. Resources are available to help you with this submission procedure.

- [How to submit a National Research Infrastructure Grant in Fluxx \(written manual\)](#)

If you experience any issues or have questions regarding the submission process, please contact the FightMND Infrastructure team at [infrastructure@fightmnd.org.au](mailto:infrastructure@fightmnd.org.au).

## REQUIREMENTS FOR FULL APPLICATIONS

Applications must include the following:

- Application form (entered directly into the Fluxx Grant Management System)
- Proposal (as a single PDF)
- Timeline (as a single PDF)
- High-level budget (entered directly into Fluxx)

## APPLICATION FORM

Details on the application form will be entered directly into Fluxx, and will include the following:

- Title of National Research Infrastructure Grant
- Lead Organisation
- Primary Business Investigator
- Primary Research Investigator
- Co-Investigator(s)
- Name of the Contact Officer
- Other collaborators (not listed as Investigators)
- Funding Partners
- Project duration
- Project aims
- Project milestones
- Project total budget
- Key Words
- A lay summary of the National Research Infrastructure Grant and research suitable for media release if the application is successful (300 characters).
- A lay summary of the National Research Infrastructure Grant suitable for publication on the FightMND website and newsletter if the application is successful (1500 characters).
  - Provide background information necessary for readers without scientific or medical training to understand the rationale and feasibility of the proposed research infrastructure. It should also clearly describe the outcomes the initiative is designed to achieve, the sustainability of the proposed research infrastructure and the advances that the National Research Infrastructure Grant will make towards understanding and treating MND.

- Statement on the potential national impact of the National Research Infrastructure Grant (1250 characters).
- A summary of how you will engage with people living with MND about this program (750 characters).
- Statement that indicates the plan for future sustainability for the National Research Infrastructure Program (1500 characters).
- A high-level budget summary of total expenditure (in AUD) per year, entered directly into Fluxx (see page 12 of instruction manual), in addition to the budget included in the proposal. Note that this should be the same expenditure as presented in the 1-page budget within the PDF proposal, but entered separately in Fluxx as high-level line items.

## PROPOSALS

Proposals must be uploaded as a single pdf file onto Fluxx (max. 5MB) and contain the following details:

### 1. STATEMENT ON IMPACT, SIGNIFICANCE AND INNOVATION (1 page max.)

Identify and clearly outline the innovation in their approach and the impact of the proposal for people living with MND.

Applicants should demonstrate this by identifying:

- The unmet need in Australia.
- How the project will address the objectives of the grant opportunity including:
  - How the proposal will support and facilitate research.
  - How initiatives and/or resources generated will be utilised to advance MND research.
- How the project will deliver outcomes that are a priority for people with MND, including details of community engagement and involvement during conceptualisation, development and planned implementation of your project.
- How the project includes new and innovative approaches, that can be scaled nationally, and/or how the project builds on and supports other existing infrastructure initiatives in the MND sector.
- How the project impacts on existing infrastructure programs that are currently operating in Australia.

How project delivery and outcomes will be share with and impact key communities and stakeholders should also be considered.

### 2. NATIONAL RESEARCH INFRASTRUCTURE PROGRAM (6 pages max.)

A well-developed, well-integrated, and detailed proposal must be provided, supporting the strategy, feasibility, promise and implementation of the National Research Infrastructure project.

The proposal should include a:

- Business Plan of the National Research Infrastructure Grant, including:
  - A risk management and implementation strategy
  - An intellectual property strategy
  - A statement on FightMND's involvement in the project
  - A partnership plan to secure sustainable funding
  - A transition plan presenting the goals, priorities and strategies for the proposal beyond project completion
  - Details on the facility operations and management procedures that will be undertaken after project completion

- Project Plan of the National Research Infrastructure Grant including:
  - Details of the objectives and activities that will be undertaken as part of the project
  - Key milestones and deliverables of the project
  - A feasibility statement
  - Statement on the strength of partnerships and collaborations
  - Include references (if applicable and relevant)

### **3. TIMELINE** (1 page max.)

Include a detailed timeline for the National Research Infrastructure project in Gantt chart format, that encompasses the delivery timelines for:

- The programs aims;
- All milestones;
- All experiments;
- All program deliverables.

The timeline should ALSO be uploaded as a separate file directly into Fluxx.

### **4. BUDGET** (2 pages max.)

Provide an itemised budget with justification and breakdown of annual expenditure for each funding support. See “Eligible Activities Grant Activities and Expenditures’ and ‘Non-Eligible Activities Grant Activities and Expenditures’ sections for eligible budget items.

- Where the application is to support a budget that exceeds the FightMND grant, applicants should include budget details of the entire study, including:
  - The overall budget and cost of the study
  - The component of the study that this application will fund
  - Whether the TOTAL amount of funding required for the entire study has been secured, and the TOTAL funding amount so far secured for the study
- If the TOTAL amount of funding required for the study has not been secured (other than the amount requested in this application), indicate the:
  - Approach that is being made by the applicants to secure the additional funding; and
  - Anticipated timeframe to secure the additional funding.
- The budget section in Fluxx must also be completed. This is a high-level line item budget summary of total expenditure (in AUD) per year supported by FightMND (see page 12 of instruction manual). Note that this should be the same expenditure as presented in the 2-page budget within the PDF proposal.

### **5. PARTNERSHIPS** (1 page max.)

Applications should provide details on partners that provide financial support for the project.

Applicants should provide the following for each funding partner:

- Australian Business Number (ABN)
- Other registration number where applicable
- Business address
- Postal address
- Contact details



Co-funded proposals must include at least 50% of funding from other sources and partner contributions must be provided in cash. Note, FightMND will match up to the level of the highest partner investment and up to a total value of \$2million over a period of up to 5 years. Please use the template below as an example of the format required in submission of your application.

Funding source	Funding/Investment amount received (cash)
	\$
	\$
	\$
	\$
<b>TOTAL</b>	<b>\$</b>

**6. STATEMENT ON SUSTAINABILITY (1 page max.)**

Applications should clearly demonstrate a plan for sustainability that is considered and relevant to their approach. Applicants are encouraged to develop infrastructure that will be self-sustainable by project completion.

Applicants should demonstrate:

- How any infrastructure funded through this project will be maintained beyond the life of the grant.
- How the project will establish new or existing partnerships to support the sustainability of the project.

**7. STATEMENT ON CAPACITY, CAPABILITY AND RESOURCES RELEVANT TO THIS PROPOSAL (1 page max.)**

Include:

- The Primary (Business/Research) Investigators access to and/or feasible plan to recruit, an appropriate, multi-disciplinary team, with proposed key project personnel, their skills and experience clearly articulated, along with explanations of how their skills and experiences are important to the success of your project. Provide a letter (email correspondence) from co-Investigators confirming their involvement in the project proposed in the application.
- Organisation names and Departments where work will be carried out. Demonstrate how the proposed research aligns with the research strategies and direction of the Lead Organisation.
- Multi-organisational collaboration plan if applicable, including resolution of potential intellectual material/data sharing issues and organisational barriers.
- Evidence and track-record in overseeing similar infrastructure projects.

**8. LETTER OF SUPPORT FROM THE LEAD ORGANISATION (1 page max.)**

Letter of support from the lead organisation confirming suitability of applicants, and that appropriate staffing, expertise, infrastructure, equipment and consumables will be available and provided for the proposed project to completion.

**9. LETTERS FROM FUNDING PARTNERS (WHERE APPLICABLE)**

Letter of support from each funding partner detailing their financial contribution to the project.

**10. LETTERS FROM CO-INVESTIGATORS**

Provide a letter (email correspondence) from co-Investigators confirming their involvement in the project proposed in the application.

**11. PRIMARY BUSINESS INVESTIGATOR CV/TRACK RECORDS (2 pages max.)**

Include:

- Academic/business background;
- Present and past employment positions;
- Awards and Prizes;
- Leading similar infrastructure projects completed in the past 5 years;
- Working with major clients and stakeholders (past 5 years);
- Previous research experience;
- Details of any career disruption.

**12. PRIMARY RESEARCH INVESTIGATOR AND CO-INVESTIGATOR CV/TRACK RECORDS (2 pages max. per Investigator)**

Include:

- Academic background;
- Present and past employment positions;
- Awards and Prizes;
- Prior research/infrastructure projects and grants awarded (past 5 years);
- Peer-reviewed publications in last 5 years, including Top 5 publications in last 5 years (do not include publications in preparation or under review). Please provide a DOI number for papers recently accepted;
- Details of any career disruptions.

**13. DECLARATION OF RESEARCH FUNDING FROM OTHER SOURCES – AWARDED**

Details of funding awarded from other sources in support of this National Research Infrastructure Grant must be declared (template provided in Table 1).

Include:

- Investigator, and Title of other Application;
- Funding Source/Organisation and Application ID;
- Role of Investigator on other Application;
- Total amount requested.

**14. DECLARATION OF RESEARCH FUNDING FROM OTHER SOURCES – REQUESTED/UNDER REVIEW**

Details of research funding requested from other sources in support of the National Research Infrastructure Grant must be declared (template provided in Table 2).

Include:

- Investigator, and Title of other Application;
- Funding Source/Organisation and Application ID;
- Role of Investigator on other Application;
- Total amount requested.

## HOW TO SUBMIT AND FORMATTING REQUIREMENTS

All applications are to be submitted through the FightMND Grant Management System Fluxx (<https://fightmnd.fluxx.io>).

- Select “National Research Infrastructure Grants” in the Fluxx Grant Management System to access the application form;

Applications will consist of:

- An APPLICATION (directly inputted onto Fluxx)
- The PROPOSAL

PROPOSALS should be in English and submitted as a single PDF (minimum size 12 font – calibri preferred, minimum 1 cm page margins and single line spacing), uploaded onto the Application form on the Fluxx Grant Management System (pdf size not to exceed 5MB). Figure/Table legends can be reduced to Calibri Light 10pt font. Include page numbers in footer.

The PROPOSAL should be submitted as an attachment to the application form on Fluxx.

- GANTT CHART TIMELINE (separate to the PDF proposal)
- Completion of the Budget section in Fluxx.

TABLE 1. OTHER RESEARCH FUNDING – AWARDED							
TEAM MEMBER/ APPLICATION ID	FUNDING ORGANISATION	DOMESTIC / INTERNATIONAL	PEER- REVIEWED (YES/NO)	PRIMARY INVESTIGATOR ROLE	FIRST YEAR FUNDED	DURATION OF FUNDING (YEARS)	TOTAL AMOUNT (\$AUD)

TABLE 2. OTHER RESEARCH FUNDING – REQUESTED / UNDER REVIEW							
TEAM MEMBER/ APPLICATION ID	FUNDING ORGANISATION	DOMESTIC / INTERNATIONAL	PEER- REVIEWED (YES/NO)	PRIMARY INVESTIGATOR ROLE	FIRST YEAR FUNDED	DURATION OF FUNDING (YEARS)	TOTAL AMOUNT (\$AUD)

# REPORTING

Funding recipients will be required to submit reports on a regular basis. The reporting schedule is outlined in the following table:

REPORT	REPORTING FREQUENCY	DUE
Progress against pre-determined milestones and/or targets *	6-monthly	Every 6 months from receipt of funds
Financial Reports (to be included in progress report) *	Annually	Every 12 months from the receipt of funds
Final Report	Once Only	At project completion, or within 12 weeks after project completion
Ad hoc reports *	As requested by FightMND	On request with negotiable time frame not greater than 6 weeks
Presentation of project	As requested by FightMND	During FightMND Research Events

\*These reports will be used to assess whether the National Research Infrastructure project is proceeding satisfactorily, whether funds are being acquitted in accordance with the original application goals, and to ascertain the ongoing value of FightMND funding.

Funding may be suspended if progress is considered unsatisfactory, or if funds have not been utilised in accordance with the FightMND National Research Infrastructure Grant.

# PRIVACY AND CONFLICT OF INTEREST

## PRIVACY AND CONFIDENTIALITY

All information contained in applications forwarded to FightMND will be regarded as confidential. Documents containing personal information will be handled and protected in accordance with the provisions of the *Privacy and Data Protection Act 2014* (Vic). Personal information will only be disclosed with the permission of the individual to whom it relates, or where the Act allows.

Applicants consent to the information supplied as part of their application being disclosed for the purposes of the evaluation and administration of the application and grant. Such disclosure includes but is not limited to independent reviewers/assessors, the FightMND Review Panels, the FightMND Board, and relevant employees of FightMND involved in the research grant process.

Applicants acknowledge that announcement of funded National Research Infrastructure Grants will involve a dissemination of information to the public about their general nature.

## CONFLICT OF INTEREST – REVIEWERS AND GRP

FightMND requires its independent reviewers and Review Panels to act in an ethical manner, declare conflicts of interest, and withdraw from considering applications where such conflict does or may exist.

## ACKNOWLEDGEMENT OF SUPPORT

Successful applicants are required to acknowledge FightMND in any publications, public announcements, media, and scientific meeting presentations or discussion forums pertaining to research conducted. FightMND materials, logos, and images can be supplied for this purpose if required.

# TERMS AND CONDITIONS

## FIGHTMND NATIONAL RESEARCH INFRASTRUCTURE GRANTS

### TERMS AND CONDITIONS

All communication concerning National Research Infrastructure Grant applications and administration should be addressed to the Infrastructure and Innovations Manager at FightMND, by email to [infrastructure@fightmnd.org.au](mailto:infrastructure@fightmnd.org.au).

#### 1. FUNDING ARRANGEMENTS

1.1. FightMND National Research Infrastructure Grants are time-limited and applicants should ensure that proper consideration is given to this in the proposal. When the project is approved in principle, the initial sum awarded by FightMND will be for the first six (6) months only. Approval of funding for subsequent invoices at six (6) monthly intervals will be subject to availability of funds and the receipt, from the grantee and/or Lead Organisation, of satisfactory project progress and financial reports. Funding may also depend on achievement of program milestones agreed to by the Lead Organisation and FightMND, as outlined in the Grant Agreement. Members of the FightMND team, Infrastructure and Innovations Panel, and Board will review progress reports to decide outcomes.

1.2. If the Grantee under-spends in any year, FightMND can, at its discretion, give approval for the balance to be carried into the following year. Expenditure beyond the end date will only be permitted if authorised by FightMND in advance. Requests must be made by contacting FightMND at least eight weeks prior to the original completion date, by email to the Infrastructure and Innovations Manager at [infrastructure@fightmnd.org.au](mailto:infrastructure@fightmnd.org.au).

1.3. The value of the National Research Infrastructure Grant is between \$350,000 and \$2,000,000 AUD for project performance of up to five (5) years.

1.4. FightMND will not meet indirect or overhead costs or on-costs of the Lead Organisation, such as: general travel, finance services, staff facilities, staff development, public relations, institutional libraries, routine secretarial work, personnel services, stationery or contributions to general departmental costs, and publication costs (except for those necessary to enable open access for publications).

1.5. Travel: Travel costs essential for running of the program and delivering project outcomes are allowed. Travel costs may include: *Travel within Australia* and *International travel* essential to program activities outlined in the grant application and grant agreement, limited to the reasonable cost of transport and accommodation; Attendance at relevant scientific/technical meetings, only if presenting program objectives and/or outcomes. Transport costs covered by this National Research Infrastructure Grant Program are limited to the economy class fare for each sector travelled. Travel costs do not cover separate hotel accommodation or other subsistence costs. Invoices, receipts or other evidence of spending must be provided to FightMND on request.

1.6. Payment of instalments is conditional on receipt and approval of satisfactory project progress and financial reports, and/or achievement of program milestones agreed to by the Lead Organisation and FightMND, as outlined in the Grant Agreement (see Terms and Conditions 1.1 and 15).

1.7. Funding from other sources: financial support for clearly defined aspects of a project from separate funding sources is permitted under FightMND grants. Such supplementary funding must be disclosed at the time of the grant application and at the time such funding is received after submission of the grant application.



## **2. EQUIPMENT**

2.1. FightMND will only fund equipment purchased as part of a National Research Infrastructure Grant that is essential to the development and delivery of the project and project outcomes.

## **3. ETHICAL CONSIDERATIONS**

3.1. It is the responsibility of the Lead Organisation and Primary Investigators to have ethical committee approval for all or part of the proposed research. This should ideally be in place at the time of applying for funding.

3.2. Ethical approvals must be received prior to the commencement of any work supported by the National Research Infrastructure Grant that requires ethical approval. FightMND must receive notification from the grantee or Lead Organisation that ethical approval is in place prior to any project work requiring ethical approval starting.

3.3. Evidence of Ethical Committee Approvals must be provided to FightMND upon request. When such evidence is requested, payment of invoices will be delayed until evidence has been provided.

## **4. PERSONAL DIRECTION OF THE PROJECT**

4.1. It is expected that the Primary Business and Primary Research Investigators will be actively engaged in directing the project. Continued use of FightMND funds during a prolonged absence of either Primary Investigator requires written agreement to continue the research under the direction of another qualified Investigator, ideally obtained prior to the absence. The grantee or an approved representative of the Lead Organisation must apply to and notify FightMND by email to the Infrastructure and Innovations Manager at [infrastructure@fightmnd.org.au](mailto:infrastructure@fightmnd.org.au) with an explanation of the situation, providing details of the arrangements for conducting the project during their absence (see Terms and Conditions 11.2).

## **5. RECRUITMENT AND EMPLOYMENT OF STAFF**

5.1. FightMND does not act as an employer and, therefore, in all cases where financial support is provided for the employment of staff, the Lead Organisation undertakes to issue a contract of employment in accordance with any other relevant Act relating to the conditions of employment.

5.2. FightMND will not be responsible for claims under statute or at common law, nor will they indemnify the Lead Organisation against a claim for compensation or against any claims for which the Institution may be liable as an employer or otherwise.

## **6. STAFF MANAGEMENT RESPONSIBILITY**

The Lead Organisation must accept full responsibility for:

6.1. The management, monitoring and control for all staff (permanent, temporary and students) employed or involved in any project funded by a FightMND grant;

6.2. The management, monitoring and control of all work funded as a result of a FightMND grant.

## **7. TERMINATION OF EMPLOYMENT**

7.1. If the tenure of the appointment of staff recruited to work on the FightMND-supported project continues beyond the defined period of the Grant, the Lead Organisation will be solely responsible for all costs beyond the period of the Grant. FightMND accepts no liability for contracts and costs extending beyond the defined grant period.

## **8. EMPLOYMENT TERM CONTRACTS**

8.1. Where members of staff have been under contract to the Lead Organisation prior to the activation of the FightMND National Research Infrastructure Grant, FightMND will not reimburse costs attributed to any prior commitment. This includes any redundancy payments due for service prior to the grant period.

8.2. The contract of employment offered must not extend beyond the termination of the National Research Infrastructure Grant (unless the Lead Organisation wishes to extend the contract at its own expense).

## **9. PARENTAL AND OTHER LONG-TERM LEAVE**

9.1. The Lead Organisation will meet the cost of any long-term leave, other than holiday, and will ensure that all annual leave entitlement is taken within the National Research Infrastructure Grant period. Long-term leave may include parental or long-term sick leave.

9.2. Parental leave is the responsibility of the Lead Organisation employing staff undertaking a FightMND-funded project. Leave will be provided according to the Lead Organisation's local terms and conditions of employment. The costs of such leave are the responsibility of the Lead Organisation and are not provided for by FightMND.

9.3. If a FightMND-funded employee is due to take any planned long-term leave, the Primary Investigators and/or Lead Organisation should inform FightMND of the dates in advance. This will enable discussion to decide whether the Grant should be suspended for the period of absence until full-time employment can be resumed (see Terms and Conditions 4 and 11.2). If unplanned long-term leave occurs, the National Research Infrastructure Grant Lead Organisation or an approved representative of the Lead Organisation should contact FightMND by email to [infrastructure@fightmnd.org.au](mailto:infrastructure@fightmnd.org.au) as soon as possible to discuss the situation.

## **10. ACTIVATION OF AN AWARDED NATIONAL RESEARCH INFRASTRUCTURE GRANT**

10.1. National Research Infrastructure Grants are activated on receipt of a signed Grant Agreement and receipt of the first invoice. If, for any reason, the start date of the project is delayed after the Grant Agreement has been returned, FightMND must be informed at once, a Grant Agreement Deed of Variation form completed, and a new start date agreed (see Terms and Conditions 11.2). If necessary, a revised Grant Agreement will need to be completed and returned.

10.2. If the project does not start within three (3) months of the start date indicated on the Grant Agreement, FightMND may withdraw the National Research Infrastructure Grant offer. The grantee and/or Lead Organisation will have to reapply for funding in a future grant round, in competition with other applications at the time.

## **11. CHANGE OF TERMS OF AN AWARDED NATIONAL RESEARCH INFRASTRUCTURE GRANT**

11.1. Reallocation of funds from one expense heading of the approved budget to another, as detailed in the Grant Agreement, requires written permission from FightMND.

11.2. Grantees will be required to submit a letter to FightMND detailing any and all proposed changes to the project, and complete a Grant Agreement Deed of Variation. Letters/Deeds of Variation must be submitted at least eight weeks prior to the changes taking place, and submitted for approval to FightMND by email to the Infrastructure and Innovations Manager at [infrastructure@fightmnd.org.au](mailto:infrastructure@fightmnd.org.au). FightMND must be kept informed at all times of any changes to the original grant funded and the Grant Agreement.

11.3. Any request for major changes in the terms of the National Research Infrastructure Grant, e.g. for additional staff or budget items, must be made in the form of a new and separate grant application, which will be considered in competition with all other new applications.

## **12. CHANGES TO CONDITIONS OF AN AWARDED NATIONAL RESEARCH INFRASTRUCTURE GRANT**

12.1. FightMND reserves the right to change the Terms and Conditions of National Research Infrastructure Grants at any time. If this occurs during the lifetime of a National Research Infrastructure Grant, the revised Terms and Conditions may be applied in place of those issued at the commencement of the National Research Infrastructure Grant.

12.2. Successful applicants will be given at least 8 weeks' notice of any change to conditions of the grant.

## **13. EARLY TERMINATION OF AN AWARDED NATIONAL RESEARCH INFRASTRUCTURE GRANT**

13.1. FightMND reserves the right to terminate the awarded National Research Infrastructure Grant at any time. Circumstances which might lead to termination include:

- Any breach in the Terms and Conditions under which the award was made;
- If the project has not started within three months of the agreed start date;
- The work is diverging markedly from the original approved project. The National Research Infrastructure grantee or an approved representative of the Lead Organisation must inform FightMND immediately when they are aware of a change of direction (see Terms and Conditions 11.2). There may, however, be circumstances in which the change is acceptable on scientific grounds;
- Failure to submit adequate progress reports, or serious and unresolvable problems identified by a site visit; and/or
- Work has ceased on the Grant, or the Lead Organisation and/or Primary Investigators have ceased to be actively involved in the project. FightMND must be informed immediately if this situation arises (see Terms and Conditions 11.2).

FightMND will endeavour to give 60 days' prior notice before termination of an awarded National Research Infrastructure Grant.

13.2. If a National Research Infrastructure Grant is terminated, FightMND will meet costs properly and necessarily incurred under the Grant Agreement up to the termination date. However, payments will not, in aggregate, exceed the amount of the National Research Infrastructure Grant remaining to be paid at the time of its termination.

13.3. In the event of work being discontinued by the Lead Organisation, written notification must be sent to FightMND, together with a report on the work carried out to date, setting out reasons for the termination.

## **14. EXTENSION TO AN AWARDED NATIONAL RESEARCH INFRASTRUCTURE GRANT**

14.1. It is the responsibility of the Lead Organisation and Grantees to apply for further support before the end of the National Research Infrastructure Grant period, if this is required. Applications for an extension of support will be considered as a new application in a relevant grant scheme if opened, and in competition with other applications at the time of applying.

14.2. For no-cost extensions to the project period, adequate time (at least eight weeks), should be allowed for an application to be processed and FightMND accepts no responsibility for any costs incurred due to the failure of a grantee to make such an application in good time.

## **15. REPORTS**

15.1. The Lead Organisation in collaboration with Grantees is required to submit the following reports:

- Annual progress reports: due every 12 months from the National Research Infrastructure Grant start date, as stated on the executed National Research Infrastructure Grant Agreement (see Terms and Conditions 1.1). A short summary in language intelligible to the lay reader should also be submitted for possible use in FightMND publications and on our website;
- Interim reports: brief six-monthly reports of no more than three pages on project progress; and

- Final report: required within three months after completion of the National Research Infrastructure Grant project. A detailed final report covering the whole project will be substituted for the annual report. In addition, a summary should also be provided in language intelligible to the lay reader. Researchers must avoid the use of jargon and technical language and should pitch the summary at the level of a science feature in a broadsheet newspaper. The summary may be used in FightMND publications.

15.2. Instalments for the Grant will be paid only after receipt of progress reports and their approval by FightMND. Payment may be delayed if reports are not submitted on time and/or if clarification is required.

15.3. Feedback to people living with MND and/or Carers. All grantees are encouraged to provide regular information on their research to be circulated by FightMND for patients and carers. Where volunteers are involved in research, grantees are required to provide regular feedback to the participants and FightMND, in addition to annual reports and publications.

## **16. SITE VISITS AND PROGRESS MEETINGS**

16.1. FightMND reserves the right to visit the grantee's laboratories during the period of the National Research Infrastructure Grant to discuss project progress, and welcomes invitations to do so.

16.2. Grantees may be asked to attend progress meetings to discuss progress with FightMND representatives and donors. These may be arranged in conjunction with site visits.

16.3. Grantees may be asked to take part in FightMND communication projects such as video content to help facilitate feedback to FightMND's donors on outcomes related to the National Research Infrastructure Grant.

## **17. PUBLICATIONS, PRESENTATIONS, ACKNOWLEDGMENTS AND PUBLICITY**

17.1. Grantees are expected to seek publication of findings in refereed journals during and as soon as possible during and after conclusion of the National Research Infrastructure Grant project (subject to Term and Condition 18). FightMND and the grantee and/or Lead Organisation jointly undertake to notify each other before published reference is made to the findings of the project, and to discuss the form of publication wherever possible.

17.2. Grantees and/or the Lead Organisation must inform FightMND immediately when results from FightMND-funded research are accepted for publication or presentation. The grantee and/or Lead Organisation must provide FightMND with reprints, photocopies or electronic copies of the final version of any such publications.

17.3 Open Science Policy: Open-science standards are encouraged by FightMND where possible, and proposals demonstrating open-science practise and information and knowledge-sharing will be considered favourably (for further detail, see <https://www.unesco.org/en/open-science/about>).

17.3. Open Access Policy: Grantees are mandated to make their peer-reviewed papers, directly arising from the National Research Infrastructure Grant, available through open access. These research papers should be available within the PubMed Central repository as soon as possible, but definitely within six months of publication. Costs to enable open access for publications can be included in the project budget.

17.4. Posters – costs and accessibility: If FightMND-funded research is accepted for presentation as a poster, the costs of poster production may be claimed as part of the consumables budget (to a maximum of \$500 per National Research Infrastructure Grant). The poster must acknowledge FightMND as a source of funding and should include FightMND's logo. FightMND should be provided with an electronic copy of the poster for use on our website and social media.

17.5. To ensure the long-term sustainability of income for research infrastructure and to reflect and maintain our reputation for funding research of the highest scientific excellence and of greatest relevance to MND, all opportunities to promote FightMND must be pursued. The National Research Infrastructure Grantee and the

Lead Organisation are obliged to co-operate with FightMND over any publicity or fundraising activity arising from research funded by FightMND. Where it is the main funder of the research, FightMND reserves the right to lead on publicity.

17.6. At least five working days in advance of any publicity arising from research wholly or co-funded by a FightMND National Research Infrastructure Grant, the Lead Organisation and/or Grantees must notify FightMND by email to the Director – Cure Research and Programs at [researchgrants@fightmnd.org.au](mailto:researchgrants@fightmnd.org.au), the Infrastructure and Innovations Manager at [infrastructure@fightmnd.org.au](mailto:infrastructure@fightmnd.org.au), and the Chief MarComms Officer at [marketing@fightmnd.org.au](mailto:marketing@fightmnd.org.au). FightMND must be given at least 24 hours' notice of any media release in connection with the funded project. Any press release or other material including reference to FightMND-funded research must be approved by FightMND before it is released to the media.

17.7. In any oral or written report or poster presentation relating to FightMND-funded research, the Grantee and/or author must acknowledge FightMND's support and display the FightMND logo where practical. All references to FightMND-funded work placed on websites, electronic bulletin boards and similar platforms must state clearly that the work is funded by "FightMND" and ideally a link should be included to the FightMND website: [www.fightmnd.org.au](http://www.fightmnd.org.au).

17.8. Grantees must ensure that FightMND's support is acknowledged in all publications, presentations and similar communications. It is essential for National Research Infrastructure Grantees to acknowledge that their research has been supported wholly or in part by FightMND, either in the text or in a footnote. The National Research Infrastructure Grant reference/ID must also be provided.

17.9. When speaking publicly and to representatives of the media about FightMND-funded research, grantees and researchers should ensure they make it clear to the media and others that they should be presented as a "FightMND-funded scientist". Researchers should consult with the FightMND Director – Cure Research and Programs at [researchgrants@fightmnd.org.au](mailto:researchgrants@fightmnd.org.au), and the Chief MarComms Officer at [marketing@fightmnd.org.au](mailto:marketing@fightmnd.org.au), before speaking to the media.

17.10. There is a subtle but important difference between speaking as a "FightMND-funded scientist" and acting as a spokesperson for FightMND. Representatives of the media may not always be aware of this difference. Grantees and Researchers who speak to the media must ensure that their personal views are not misrepresented as being attributable to FightMND.

## **18. PATENTS, COPYRIGHT AND OTHER INTELLECTUAL PROPERTY**

18.1. If ideas, processes or products of potential commercial value are generated as a result of the project, the Lead Organisation and/or Grantee must notify FightMND before taking any steps to exploit the results commercially. The Lead Organisation and Grantee accept that FightMND may require a share of the proceeds from commercialisation. The agreed financial arrangements from proceeds of commercialisation shall continue to bind the parties notwithstanding any termination of the National Research Infrastructure Grant. For further detail, please see Appendix 1 - Intellectual Property rights and commercial activities.

## **19. FIGHTMND MEETINGS AND EVENTS**

19.1. Grantees are asked to make themselves or other appropriate research team members available to report on the National Research Infrastructure Grant project at FightMND meetings, fundraising events and occasionally at other times by invitation.

19.2. There may be occasions where the grantee or other appropriate research team members will be asked to present their work relating to the National Research Infrastructure Grant project at scientific, business and/or health care professionals' meetings.

19.3. When speaking and presenting at FightMND events, grantees or other appropriate research team members are expected to make it clear in the presentation their funding connection with FightMND.

**20. FIGHTMND CASE STUDIES**

20.1. Grantees are asked to make themselves available as case studies reflecting the work of FightMND for its wide-ranging communications and fundraising activities.

**21. SCIENTIFIC INTEGRITY**

21.1. In the rare event of scientific fraud occurring, it is the responsibility of the employing authority to investigate any suspected case of fraudulent activity. Provision of funding from FightMND depends on the employing authority producing evidence of a procedure for dealing with scientific fraud. If fraud should be proven, the National Research Infrastructure Grant must be repaid in full to FightMND forthwith.

**22. INDEMNITY**

22.1. FightMND does not provide cover for negligent or non-negligent harm for participants in FightMND-funded studies. The Lead Organisation should ensure that local arrangements are in place should claims arise.

# APPENDIX 1

## INTELLECTUAL PROPERTY RIGHTS AND COMMERCIAL ACTIVITIES

As a charity, FightMND is obliged to ensure that the outcomes of its funded research are applied for the public benefit. In some circumstances, this obligation may be best achieved through the protection of Intellectual Property resulting from the research and the facilitation of commercial exploitation of this Intellectual Property.

The term 'Intellectual Property' (IP) describes any work or invention that results from original creative thought.

IP falls into different categories:

- Copyright: protects written, dramatic and artistic work, software, films, sound recordings and broadcasts.
- Patents: protects technical inventions, novel products or processes.
- Trademarks: distinguish the goods and services of one organisation from another.
- Design rights: protects the visual appearance of products.

Some of these protections need to be registered (trademarks, patents) and some do not (copyright, design rights). If the IP is not protected, another individual or organisation may copy the design or commercialise and sell the invention without consent or payment.

Therefore, for grants where FightMND funding may lead to the generation of Intellectual Property, the following additional conditions shall apply:

1.1. Any Intellectual Property developed during the course of conducting research supported by FightMND National Research Infrastructure Grants under this agreement (Project IP) shall be owned by the Lead Organisation.

1.2. The Lead Organisation must comply with the National Principles of Intellectual Property Management for Publicly Funded Research by having in place strategies, policies, and procedures for the identification, protection, management, and exploitation of Intellectual Property, including that resulting from funding by charities such as FightMND.

<http://www.arc.gov.au/national-principles-intellectual-property-management-publicly-funded-research>

1.3. The Lead Organisation should ensure that all persons in receipt of funding from FightMND, or working on funded activity (including employees, students, visiting staff and sub-contractors), are employed or retained on terms that vest in the institution all Intellectual Property arising from funding by FightMND.

1.4. The Lead Organisation, grant holders and co-Investigators should inform FightMND of any pre-existing arrangements of which they are aware, and which could lead to a breach of FightMND-funded standard conditions. The Institution should take reasonable endeavours to ensure that no consultancies, third party restrictions or arrangements which might impact on a FightMND-funded grant are entered into in relation to any FightMND-funded person or activity without prior agreement of FightMND. FightMND-funded investigators, or individuals involved in a FightMND-funded project, should not use materials or compounds (other than those obtained commercially), on terms which would place restrictions on the publication of the results. Institutions should take reasonable endeavours to ensure that "reach-through claims" have not been granted on any FightMND-funded IP in favour of commercial organisations providing materials or compounds to FightMND-funded individuals for research purposes. However, FightMND recognises that companies providing materials may often require exclusive rights to any Intellectual Property arising from use of that material, and that this requirement is often non-negotiable. Where Intellectual Property arises

from research linked indirectly to the use of material provided under such agreement, the provider should be offered a time-limited opportunity to take out a revenue generating licence.

1.5. The Lead Organisation and Grantees are bound to notify FightMND promptly in writing when new Project IP arises from the Grant and take reasonable steps to ensure that such IP is protected and not published or otherwise disclosed publicly prior to protection (whilst at the same time ensuring that potential delays in publication are minimised).

1.6. The Lead Organisation must notify FightMND of the intent to commercially exploit the results of any research it has funded. The Lead Organisation is not required to seek FightMND's consent in assigning Intellectual Property to its technology transfer company.

1.7. Within thirty (30) business days of receiving the notification from the Lead Organisation, and prior to the Lead Organisation applying for registration of any Project IP, FightMND will advise the Lead Organisation in writing which one of the following financial arrangements will apply in relation to commercialisation of the Project IP:

- I. All of the costs associated with commercialising of the Project IP (including patent and legal costs) will be paid by the Lead Organisation. Out of any net proceeds received by the Lead Organisation from commercialising the Project IP (after all of the Lead Organisation's costs associated with commercialising the Project IP have first been deducted), the Lead Organisation will pay 10% of all net commercialisation proceeds to FightMND until such time as FightMND has received an amount equal to the amount of the National Research Infrastructure Grant funding provided under this agreement multiplied by five (5).
- II. Ten per cent (10%) of the costs associated with commercialising the Project IP (including patent and legal costs) will be paid by FightMND as and when the costs fall due, and the remaining 90% of the commercialisation costs will be paid by the Lead Organisation. Out of any net proceeds received by the Lead Organisation from commercialising the Project IP (after all the Lead Organisation's costs associated with commercialising the Project IP have first been deducted and FightMND's costs have been reimbursed), the Lead Organisation will pay 10% of all net commercialisation proceeds to FightMND in perpetuity.
- III. FightMND will not seek any payment from the net commercialisation proceeds arising from commercialisation of the Project IP.

1.8. If the Lead Organisation does not wish to protect, manage or exploit the IP, or fails to comply with the agreed strategy, FightMND may direct the Lead Organisation to take steps to protect the IP at the Lead Organisation's expense or to transfer the IP to FightMND.

1.9. If the Lead Organisation wishes to use any third party (other than its recognised technology transfer company) to carry out its obligations with respect to IP, it must provide details to, and obtain prior written approval from, FightMND.