

# CARE SUPPORT GRANT GUIDELINES

## INNOVATION AND IMPROVEMENT

### INTRODUCTION

Despite being described over 150 years ago, MND remains a terminal diagnosis with no effective treatments or cure. The rapid and progressive nature of MND and resulting high level of disability impacts many aspects of patient life. Management of patient care is complex and requires a multi-disciplinary approach to ensure patient health and well-being.

The FightMND Care Support Grant Program provides grant funding to Australian institutions and organisations who provide targeted support in line with the needs of people living with, and affected by MND. In doing so, FightMND aims to improve the quality of lives of those currently living with and affected by MND.

### GRANT OBJECTIVES

The FightMND Care Support Grant – Improvement and Innovation awards up to \$250,000 between 24 – 36 months to improve the quality of lives of Australians living with and affected by MND. This could be done through:

1. Innovation and Improvement
  - a. Developing new or improving existing programs or initiatives that can reduce burden, improve quality of life and improve access to support and care for people affected by MND.
2. Education and information access
  - a. Improved education, training and/or information access for people living with MND, family and professional carers, and allied health professionals/multidisciplinary teams.
3. Building networks and communities
  - a. Building or improving networks or communities to improve engagement and connection in MND research, care, support or advocacy.

Applications should be able to articulate a gap or unmet need for Australians living with or affected by MND.

Applications that support the below areas will be prioritised:

1. Minimising care inequities faced by people living with MND, for example:

- Improving care and support for people funded under the My Aged Care system
  - Limited or lack of access to essential medical equipment and medical facilities
  - Those living in regional, rural, and remote communities.
2. Provide support to people impacted by MND across multi-sites, multi-states, or national level.
  3. Collaborative applications between two or more organisations.
  4. Families and carers (inc. children and young people) of people living with MND.

**NOTE: Please note that health, clinical, medical, and social science research projects are not eligible for this grant scheme – these applications should be submitted through the Care Research Grant scheme.**

Please contact [care@fightmnd.org.au](mailto:care@fightmnd.org.au) to discuss if you are unsure, prior to submitting an application.

## LIVED EXPERIENCE ENGAGEMENT

The overall objectives of this grant are to solve an unmet need or gap for people living with or affected by MND, and ensuring that the outcomes will benefit them. As such, those with lived experience should ideally be engaged throughout all stages of the project (ie. *ideation, planning, project delivery, evaluation, and outcome communication*), where relevant and feasible.

All applications should consider the level of involvement, as well as the methods that will be used to engage people with lived experience. FightMND recognises that this may vary, depending on the project/ initiative. If people with lived experience are not engaged, the application form must explain and justify why.

For further information around engagement, please see:

1. [Engagement checklist: Partnering with people with lived experience of MND](#) (MND Australia)
2. While the project is not a clinical trial, the Australian Clinical Trials alliance website contains information relevant to consumer involvement and engagement. <https://involvementtoolkit.clinicaltrialsalliance.org.au/toolkit/summary/>

## ELIGIBILITY CRITERIA

Applications must fulfill the following criteria:

- I. The Grant's primary focus must be people living with MND and/or people affected by MND. Other neurodegenerative disease types may be secondary beneficiaries.
- II. The Grant must demonstrate capacity to improve the quality of life of people living with or affected by MND.
- III. The Grant must be led by an Australian organisation or group
  - a. Collaborations with a non-Australian organisation or group will be eligible.

b. Up to 30% of costs may be spent on costs outside of Australia.

- IV. Support must not replace statutory service provision.
- V. The Grant will fund:
  - a. Salaries, including relevant oncosts, directly related to the essential delivery of the project, with FTE reflective of the time required on the project.
  - b. Reimbursements relevant to project, including:
    - i. Staff backfill reimbursements
    - ii. Payments or reimbursements for people with lived experience involved in the project  
For further guidance, please refer to: [Guide to paid participation for people with lived experience of MND](#)
    - iii. Equipment, travel and consumables critical to the aims of the project
    - iv. Travel costs up to \$5k for relevant conferences.
- VI. The Grant will not fund:
  - a. Capital equipment, depreciation or maintenance of equipment will not be funded.
  - b. Organisation indirect, overheads or oncosts
  - c. Salaries for senior members of staff (Manager level and above).

## SUBMISSION OF APPLICATIONS

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

For help with creating a new user account, please follow this link: [User manual](#)

Select “Care Support Grants” in the Fluxx Grant Management System to access the Care Support Grant application form.

**Note that information entered into the portal does not automatically save, so please periodically click “Save” to avoid losing your data.**

## APPLICATION FORM OVERVIEW

Details on the application form will be entered directly into the Fluxx Grant Management System.

### **Key Information**

1. **Name of lead-organisation/group and contact details**
2. **Is this a collaborative project?**
3. **How many collaborators will be involved in the project, and roles of collaborators.**
  - a. Collaborator orgs, key contact, email address, roles
4. **How many collaborators will be receiving grant support through this project?**
  - a. List Collaborator organisations receiving grant support through this project.
5. **Does this proposal require additional funding (Yes/No)**
  - a. If yes, has additional funding been secured?
  - b. Where has secured funding been obtained from?
6. **Funding Opportunity (single choice)**
  - a. Education and Information access
  - b. Building Networks and Communities
  - c. Innovation and Improvement
7. **Which of the priority areas does this grant support (multiple choice)**
  - a. People who do not have access to the NDIS
  - b. People living in regional, rural, remote communities.
  - c. Provide support to people affected by MND at multi-sites, multi-states, or national level.
  - d. Collaborative applications between two or more organisations.
  - e. Families (inc. children and young people) and carers of people living with MND.
8. **Beneficiaries:**
  - a. Who will this project benefit: People living with MND; Family carers; genetic carriers; family members (including children)
  - b. Provide an estimated of no. of
    - i. Direct beneficiaries.
    - ii. Indirect beneficiaries

*Comment on how these were estimated.*
  - c. If beneficiaries are people living with MND,
    - i. how many do not have access to the NDIS?
    - ii. How many live in regional / rural / remote communities?
9. **Provide a summary suitable for publication if application is successful (1500 characters / 250 words)**

## **Project Proposal**

**Note: A gantt chart outlining project timeline and key milestones to be uploaded separately.**

### **1. Project Rationale and Description**

#### **Include:**

- Key milestones
- What gap or unmet need for people living with/affected by MND the project addresses, and how this was identified.

- Rationale and justification (consultations, data, strategies, evidence).
- Consider how people with lived experience have provided input in identifying gap or unmet need.

## **2. Project Plan and Implementation**

### **Include:**

- Description of collaborative partners and the value of collaboration
- Any planned scoping work if evidence gathering has not yet occurred.
- Stakeholder engagement: current and future, prioritisation of access (e.g., people without NDIS access), and any costs to stakeholders.
- Participation of people living with/affected by MND and end-users.
- How underserved populations (e.g., Aboriginal and Torres Strait Islander peoples, CALD communities) will be considered and engaged.

## **3. Engagement of people with lived experience**

- When, why and how people with lived experience were / will be engaged with as part of this project.

## **4. Sustainability and future plans**

- How will project be sustained in the long term post-grant funding
- What are the plans for project in the future

## **5. Key impacts on people living with MND (1500 characters)**

### **Consider where relevant:**

Short, medium and long term impacts

## **6. Capabilities, Experience and Resources**

- Capability, experience and resources of the lead organisation and collaborators, including delivery of similar projects.

## **7. Risks**

- Key risks and challenges and how they will be managed.
- Budget outline, including fund recipients for each line item and salaries essential to delivery.

## **8. Budget**

- Salaries, including relevant oncosts
- Consumables or equipment
- Reimbursements

## REPORTING

Funding recipients will be required to submit reports on a regular basis via the Fluxx Grant Management System (details will be provided to successful applicants).

These reports will be used to assess whether the 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 Care Research Grant Agreement.

## REVIEW OF APPLICATIONS

### Assessment Criteria for Review

Applications will be reviewed by FightMND and independent national experts in MND Care on the following criteria:

#### Relevance, Impact and Engagement

- i. Proposal rationale and relevance to people living with or affected by MND (20%)
- ii. Engagement of people with lived experience of MND and other relevant stakeholders (20%)
- iii. Impact on people living with or affected by MND (20%)

#### Project plan and feasibility

- i. Project plan and sustainability (30%)
- ii. Organisation experience and feasibility (10%)

Each criteria is scored out of five (5) by internal and external reviewers, according to FightMND guidelines.

## FIGHTMND VALUES

The alignment of proposals with FightMND values are also considered when reviewing applications. These are:

**Community** – driving collaboration in the community, including knowledge sharing.

**Integrity** – supporting projects or programs with high-impact potential.

**Urgency** – projects or programs that are driven by and demonstrates urgency.

**Boldness** – supporting innovation that takes considered and justified risks aimed at improving the lives of people affected by MND

**Efficiency** – supporting projects and programs in a disciplined manner, being cognisant of proposed budgets and financial and non-financial costs

## **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, FightMND's Health Research and Support Advisory Panel (HRSAP), the FightMND Board, and relevant employees of FightMND involved in the research grant process.

Applicants acknowledge that announcement of funded FightMND Grant applications will involve a dissemination of information to the public about their general nature.

## **CONFLICT OF INTEREST – REVIEWERS AND HRSAP**

FightMND requires its independent reviewers and HRSAP 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.



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