



Health Cluster Travel Grants

to the 2017 International Association for Adolescent Health World Congress
Guidelines for Applicants

Key Dates

Call Open: 31 March 2017

Abstracts submission to IAAH Closes: 12 April 2017

Call Closes: 30 April 2017

Successful applicant announcement: Week starting 15 May 2017

How to Apply

For queries and to apply email submit your application health@australiaindonesiacentre.org

For information relating to AIC Health Cluster contact: Christianne O'Donnell, AIC Health Cluster Coordinator, via health@australiaindonesiacentre.org

OR VISIT WEBPAGE HERE: <http://australiaindonesiacentre.org/clusters/health/>

Contents of Guidelines

1 TRAVEL GRANTS FOR AIC HEALTH CLUSTER	2
Travel Grant Fund Allocation	2
Travel Grant Period.....	2
Travel Grant Description.....	2
Travel Grant Selection Criteria.....	2
Eligibility Criteria.....	3
Individual Travel Grants.....	4
2 AIC CLUSTER GOVERNANCE AND ROLES	5
3 PROPOSAL PROCESS	6

1 TRAVEL GRANTS FOR AIC HEALTH CLUSTER

Travel Grant Fund Allocation

There are a maximum of:

- six awards to Indonesian nationals based in Indonesia, who are working or studying at an Indonesian academic institution (preference to be given to AIC partner institutions) and those actively involved (or have potential) in leadership activities for adolescent health; and
- three awards to Australian nationals based in Australia, who are working or studying at an Australian academic institution (preference to be given to AIC partner institutions) and those actively involved (or have potential) in leadership activities for adolescent health.

Travel Grant Period

Applicants must attend and participate in the 11th World Congress on Adolescent Health, 27-29 October 2017 in New Delhi, India.

Applicants are expected to complete their reporting by April 2018 with a final phone report by 31 October 2018.

Travel Grant Description

The purpose of the Travel Grants is to broaden the source of innovation across all participating institutions which can potentially contribute to the achievement of the Health Cluster goal. In effect, these Travel Grants aim to bring new ideas to the AIC Health Research Cluster and potentially help build technical expertise within the cluster in a manner that is complimentary to the strategic areas of the Cluster. The Health Cluster leads have defined the priority areas that they would like to see addressed for awardees of Travel Grant funding for International Association for Adolescent Health (IAAH) World Congress as follows.

Travel Grant Selection Criteria

The Travel Grants will be funded by the Health Cluster on behalf of the AIC. Applicants are therefore encouraged to discuss their proposal with the Cluster Coordinator to ensure their proposal fits with the cluster priorities.

Applicants for AIC Health Cluster Travel Grant funding should be familiar with the AIC's aims and objectives in applying for funding:

- demonstrate potential to leverage the goals and objectives of the Health Cluster;
- work or study in areas that are aligned to the Health Cluster goals and key priorities;
- demonstrate engagement with the AIC network of activities;
- engage the input of academic leadership and primary expertise from the existing Australian and Indonesian AIC partners;

Travel Grants for IAAH Congress will be competitive and candidates will be assessed against:

- demonstrated submission of a relevant abstract to the IAAH conference;
- potential to leverage the goals and objectives of the Health Cluster;
- capacity to contribute to the cluster following participation at the World Congress;
- presence of any additional funds to support candidate's attendance at IAAH; and
- capacity to fully participate at the conference.

STRATEGIC AIM OF HEALTH CLUSTER AND PRIORITIES

The strategic aim of the Health Cluster is to reduce the burden of non-communicable diseases (NCDs) through approaches which address primary prevention of non-communicable disease risk.

Preference will be given to applicants whose work or study are aligned with the cluster's priorities:

- Increasing awareness of the need to reduce NCD risk factors in both countries;
- Influencing both policy and practice to prevent NCDs from developing.

CONDITIONS OF FUNDING

The Travel Grant proposal meets the requirements of the key priorities of the Health Cluster

Each applicant needs to attach a letter of endorsement for their participation at the World Congress from their respective Head of Department or institutional research office official at the time of submission of their application.

Project Diversity and Opportunity

The Health Cluster strongly encourages diversity and opportunity for participation. The final choice of awardees will be considered in relation to gender, institutional affiliation, level of seniority (student, early career researcher, more senior clinician) and career role (eg researcher, educator, clinician).

Eligibility Criteria

The applicant must:

- Have an established interest in adolescent health including prevention of non-communicable diseases and risk factors as evidenced by employment, training, research, teaching or policy activities
- Be committed to sharing insights from the IAAH World Congress with the AIC Network across Indonesia and/or Australian including with others in their country upon their return.
- Be proficient in written and spoken English
- Be eligible to apply for a visa for travel to the India if their application is successful

Additional considerations for applicants from AIC partner institutions:

In Australia, AIC partner institutions are: the Australia National University, University of Melbourne, Monash University and University of Sydney. Applicants from these institutions must be an employed academic staff member (at least 50% full time equivalent level A) or postgraduate student.

In Indonesia, the seven (7) AIC partner institutions are: Institut Pertanian Bogor, Institut Teknologi Bandung, Institut Teknologi Sepuluh Nopember, Universitas Airlangga, Universitas Gadjah Mada, Universitas Hasanuddin and Universitas Indonesia. Applicants from these institutions must be an employed academic staff member (at least 50% full time equivalent) or postgraduate student.

The Principal Applicant cannot be a Health Cluster Lead.

Individual Travel Grants

A grant will be offered to postgraduate students, researchers and clinicians which covers:

- Early bird registration (*before 31 May 2017*)
- Return flights to Delhi from home country (Jakarta-Delhi or Melbourne/Sydney-Delhi)
- Accommodation for four nights

IAAH Congress registration is inclusive of Congress lunch for 3 days (27th, 28th & 29th October 2017).

The Grant does not include:

- Onward/connecting flights to other destinations in India, Indonesia or Australia
- India Visa fee or application fee
- Cost of meals
- Airport connections
- Other incidental costs

For more information on the IAAH World Congress, please visit <http://www.iaah2017congress.org/>

2 AIC CLUSTER GOVERNANCE AND ROLES

The following section provides information about the existing AIC Research Cluster program so that each understands the governance arrangements of the AIC and the Health Cluster.

Cluster Program and Projects Coordination / Management

AIC Research Cluster Leads are responsible for supporting alignment across the Cluster's Research Projects using a portfolio approach. The Cluster Coordinator role is to support communications and project development in relation to Cluster Research Project proposals. **The cluster coordinator will be the research point of contact for Travel Grant applications.**

Awardee Responsibilities

The awardee must undertake these activities:

During the Congress:

- Attend the Welcome Reception
- Attend the Congress dinner (registration included in award)

After the meeting (brief description below, additional details will be provided to each award recipient):

- Make contact with a designated AIC member partner, ideally from the same region
- Submit IAAH Congress report no more than 6 weeks after the meeting
- Submit 'sharing insights from IAAH Congress' meeting report with local / national colleagues no more than 6 months after the meeting
- Telephone/Skype call with the AIC Health Cluster Coordinator and designated Cluster Lead colleague 12 months after the meeting

Contracting

All administration of contracts will be subject to agreement in writing. The forms of contracting may vary depending on the lead institution.

Awarded funding will be paid in a single payment to the candidate's place of employment upon receipt of a valid tax invoice by the University of Melbourne.

All distribution of funds will be subject to agreement in writing. The forms of contracting may vary depending on the lead institution.

Further information about the contracting process will be provided to successful applicants.

However, note that proposals must be countersigned on completion by a person of authority within the lead institution accepting, in principle, the undertakings made in the research proposal on behalf of the institution.

Information about the AIC's legal framework is available on request. Institution

Lead Roles and Responsibilities

- The Applicants' named Home institution in this proposal will be the Lead Institution for the purposes of the project liaison and provide support for finalisation of any contracts and funding payments.
- Further details about contracting processes will be set out to successful applicants.
- No funds will be released for the travel grant until contracts and/or schedules are finalised and signed by the lead parties.

3 PROPOSAL PROCESS

Proposal

The guidelines for AIC Health Cluster Travel Grants must be read carefully before submitting the application.

Applicants are asked to submit the following:

- Completed application form
- Curriculum vitae (maximum 4 pages), highlighting clinical, research, policy or teaching experience in adolescent health, relevant education and training, and any relevant clinical or research publications or other outputs (e.g. contributions to adolescent health policy)
- Reference from your head of department/professional/policy maker or other relevant individual in your country to confirm the benefit of your attendance at the IAAH World Congress (*please limit to one page*)

If you wish to submit an application you must email the completed documentation to health@australiaindonesiacentre.org . Preferably as a single PDF file.

Each proposal must be submitted by the due date (Sunday 30th April 2017).

You may email the Health Cluster at health@australiaindonesiacentre.org if you have any questions you wish to discuss with the cluster leads.

Assessment

Once applications have been submitted, candidates will be shortlisted and finalists will undergo an interview by phone or Skype for the final selection procedure.

Each proposal will be sent to the assessment panel for selection. The assessor panel will use this information to select the successful candidates. Final decisions are at the discretion of the assessor panel, which reserves the right not to award one or more of the awards if there are no suitable candidates. The panel will not provide feedback to unsuccessful applicants, and there is no right of appeal on the panel's decisions.

Successful applicants will be notified by the AIC Health Cluster in early May 2017.

Implementation

Upon award of successful travel grants, relevant contracts or letters of agreement will be distributed to successful applicants.