



CAREER DEVELOPMENT FELLOWSHIP SCHEME-SPECIFIC FUNDING RULES FOR FUNDING COMMENCING IN 2019

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INTRODUCTION

The following sections provide additional information about the Career Development Fellowship (CDF) scheme including scheme-specific objectives, critical dates, assessment criteria, eligibility rules and funding details, and must be read in conjunction with the following supporting documents:

- the *2018 NHMRC Funding Rules*
- the *2018 Guide to NHMRC Peer Review*, incorporating the *Career Development Fellowship Scheme-Specific Peer Review Guidelines for funding commencing in 2019*
- the *2018 NHMRC Advice and Instructions to Applicants*, incorporating the *Career Development Fellowship Scheme-Specific Advice and Instructions to Applicants*
- the [NHMRC Funding Agreement](#).

It is recommended that you read the *2018 NHMRC Funding Rules* before reading these scheme-specific rules.

This is the final year that the NHMRC CDF scheme will be offered. New grant funding opportunities will be available through NHMRC's new grant program for funding commencing from 2020.

1 ABOUT THE SCHEME

1.1 Description

CDFs are highly competitive, four year Fellowships that recognise and provide support for the most outstanding early to mid-career health and medical researchers in each Fellowship category. CDFs can be applied for at one of two levels depending on the applicant's career stage – CDF Level 1 or CDF Level 2.

1.2 Objectives

The specific objectives of the scheme are to:

- develop Australian health and medical early to mid-career researchers so they establish themselves as independent, self-directed researchers
- help build Australia's capacity for research in any field of health and medical research, with a particular emphasis on clinical, population health research, biomedical and bioinformatics fields
- increase knowledge and support the development of evidence based health policies
- encourage the translation of research outcomes into practice
- encourage the growth of knowledge-based industries in Australia by helping to bridge the gap between research and industry and fostering an environment that values industry achievement
- provide a means for Australian researchers working overseas to return to Australia to continue their career development.

1.3 Who should apply?

CDFs are open to researchers who have a sustained track record of significant, peer-reviewed, quality research outputs as judged relative to opportunity.

Applicants are expected to demonstrate that they are:

- developing international competitiveness
- developing a capacity for original independent research
- developing research leadership skills
- establishing themselves as independent, self-directed health and medical researchers in a research program or as part of a research team.

1.3.1 Computational Biology – Bioinformatics and Biostatistics

NHMRC encourages researchers who wish to develop their health and medical research careers in the fields of Bioinformatics and Biostatistics to submit an application in the current round of CDFs.

Consideration will be given to applicants from a wide variety of disciplines (e.g. biological sciences, computational sciences and mathematics).

1.3.2 Industry Experience

NHMRC encourages researchers who have had past experience in industry and applicants who wish to develop their industry links in their health and medical research careers to submit an application in the current round of CDFs.

Industry achievement is valued in the CDF scheme with commercialisation of research being one aspect considered by reviewers in assessing CDF applications. Previous time spent in an industry setting and any impact that this may have had on research outputs is taken into consideration by reviewers when assessing CDF applications. Refer to the *2018 NHMRC Funding Rules*, section 6.1 and Guide to Evaluating Industry-Relevant Experience, for further information.

2 KEY CHANGES

Applicants should note the following changes to the *Career Development Fellowship Scheme-Specific Funding Rules for funding commencing in 2019*:

- *Section 3 Critical Dates*
 - The *Career Development Fellowship Scheme-Specific Funding Rules for funding commencing in 2019* and the *Career Development Fellowship Scheme-Specific Advice and Instructions to Applicants* documents to be released in December 2017 to assist applicants with planning their applications. Applications will open in RGMS on 17 January 2018.
- *Section 5 Eligibility*
 - Clarification that a career disruption cannot extend past the application close date
 - Removal of eligibility restrictions for Professors and Associate Professors.

3 CRITICAL DATES

December 2017	Early release of the <i>Career Development Fellowships Scheme-Specific Funding Rules for funding commencing in 2019</i> and the <i>Career Development Fellowships Advice and Instructions to Applicants</i> documents on NHMRC website
17 January 2018	Applications open in the Research Grants Management System (RGMS)
7 March 2018 5:00 pm (AEDT)	Applications close in RGMS
August 2018*	Completion of peer review of applications
October 2018*	Notification of outcomes

*Dates are indicative and subject to change.

Completed applications must be submitted to the NHMRC in RGMS by **5.00 pm AEDT** on the specified closing date. Late applications will not be accepted.

Application outcomes are announced as peer review processes are finalised and Ministerial approvals are obtained. Refer to *sections 11.4 and 11.6* of the *2018 NHMRC Funding Rules* for further details.

4 ASSESSMENT CRITERIA

Applications will be assessed against the CDF assessment criteria listed below:

1. Research output and potential for further career development in health and medical research
2. Research leadership
3. Vision for the next four years and career development strategy, taking into account the aims of the CDF scheme and quality of the research environment.

All applications are assessed relative to opportunity, taking into consideration any career disruptions (see *section 6.2* of the *2018 NHMRC Funding Rules*).

The Category Descriptors at [Attachment A](#) and the CDF Statement of Expectations at [Attachment B](#) are used as a guide by the peer review panels (PRPs) to assist with scoring an application against each of the assessment criteria.

4.1 Additional Criteria for Aboriginal and Torres Strait Islander Health applications

All applications that are accepted to relate to the improvement of Aboriginal and Torres Strait Islander health must also address the *Indigenous Research Excellence Criteria* (see section 6.3 of the 2018 NHMRC Funding Rules).

Any applications that have applied to be considered as Aboriginal and Torres Strait Islander health research applications which are not confirmed to have at least 20% of their research effort and/or capacity building focused on Aboriginal and/or Torres Strait Islander health (see section 4.7 of the *Career Development Fellowship Scheme-Specific Peer Review Guidelines for funding commencing in 2019*) will be assessed as a standard CDF application.

Further information on how the *Indigenous Research Excellence Criteria* are assessed is provided under section 9 *Assessment Process* of this document.

5 ELIGIBILITY

NHMRC staff will **not** make eligibility rulings prior to an application being submitted. It is up to the applicant, in consultation with their Research Administration Officer (RAO), to judge whether or not their application will be suitable.

CDFs have eligibility criteria additional to those identified in section 7 of the 2018 NHMRC Funding Rules. Applications will be excluded from consideration if eligibility requirements are not met or if NHMRC requirements have not been followed (see section 10.7 of the 2018 NHMRC Funding Rules.)

5.1 Qualifications

5.1.1 CDF Level 1

Applicants at CDF Level 1 will normally be at least two years and must be less than seven years (as at 31 March in the year of application) from the date that their Doctorate of Philosophy (PhD) thesis was passed. The pass date is defined as the date the applicant's University confirmed that all requirements for the PhD were successfully met (not date of degree conferral), unless career disruptions exist (see section 6.2.1 of the 2018 NHMRC Funding Rules). Applicants must include evidence of the PhD thesis pass date in their application. Evidence must be an official document from the relevant Institution clearly stating the date the PhD was passed.

5.1.2 CDF Level 2

Applicants at CDF Level 2 will normally be at least seven years and must be less than 12 years (as at 31 March in the year of application) from the date that their PhD thesis was passed. The pass date is defined as the date the applicant's University confirmed that all requirements for the PhD were successfully met (not date of degree conferral), unless career disruptions exist (see section 6.2.1 of the 2018 NHMRC Funding Rules). Applicants must include evidence of the PhD thesis pass date in their application. Evidence must be an official document from the relevant Institution clearly stating the date the PhD was passed.

5.1.3 CDF Career Disruptions

For CDF eligibility the career disruption must involve one or both of the following:

- a) a continuous absence from work for 28 calendar days or more
- b) continuous, long-term, part-time employment (with defined %FTE) due to circumstances classified as career disruption, with the absence amounting to a total of 28 calendar days or more. For example, an applicant who is employed at 0.8 FTE due to childcare responsibilities would need to continue this for at least 140 calendar days to achieve a career disruption of 28 calendar days.

The only documents that will be accepted as evidence for career disruption are medical certificates and letters from an applicant's employer clearly stating the relevant details of the disruptions. The evidence submitted must include the duration (including start date, end date, FTE) and type of leave taken and/or part-time employment (e.g. maternity leave, sick leave).

Please note career disruptions should not exceed the date of application close.

An example of acceptable career disruption evidence is provided on the [NHMRC website](#).

5.1.4 Equivalent research qualification or experience

Applicants who do not hold a PhD but can demonstrate an equivalent research qualification or experience may also be eligible to apply. This is a qualification or experience equivalent to the level 10 criteria of the [Australian Qualifications Framework Second Edition January 2013](#).

Eligibility restrictions in terms of time elapsed since the qualification or relevant research experience was obtained as stated in *sections 5.1.1 and 5.1.2* above still apply.

5.2 Multiple Applications

Applicants with less than seven years from the date that their PhD thesis was passed (not date of degree conferral) are eligible to apply at either CDF Level 1 or CDF Level 2, but not both.

If an applicant submits applications at both CDF Level 1 and CDF Level 2, both applications will be ineligible.

If an applicant submits multiple applications at the same CDF level, all their applications will be ineligible, even if they are submitted in different categories.

5.3 Current or Former CDF, Research Fellowship or Practitioner Fellowship Holders

CDFs are a non-renewable award.

Prior to the 2007 application year (for awards commencing in 2008), Career Development Awards (CDA) were a single level award of five years duration. Those who have held or currently hold one of these 'old scheme' CDAs:

- are not eligible to apply at CDF Level 1
- are eligible to apply for a CDF at Level 2 if they meet all other eligibility requirements.

Applicants who have held or currently hold a CDF Level 1 award:

- are not eligible to apply for a CDF at Level 1
- are eligible to apply for a CDF at Level 2 if they meet all other eligibility requirements. If the applicant is successful in their application to CDF Level 2 and accepts the award, they must relinquish their current CDF Level 1.

Applicants who have held or currently hold a CDF Level 2 award are not eligible to apply for a CDF Level 1 or CDF Level 2.

Applicants who have held or currently hold an NHMRC Research Fellowship, or Practitioner Fellowship are not eligible to apply for either level of CDF.

5.4 Citizenship

For information on citizenship, refer to the *2018 NHMRC Funding Rules section 7.4*

Note: Applicants who are not Australian Citizens (as indicated in Pro-PD: Personal Details of their Profile in RGMS) must indicate their Permanent Resident of Australia status in the same section, otherwise the application will be ineligible.

5.5 Other Requirements

Applicants must:

- ensure they submit a complete application (including relevant evidence). Incomplete applications will be ineligible and removed from further peer review
- have fulfilled all obligations from previous NHMRC Grants or Funding Agreements (including reporting requirements).

5.6 Time Commitment

5.6.1 Full-time Career Development Fellowships

These Fellowships are intended to provide support for fellows who are employed at 1.0 FTE to engage in research. Full-time fellows are expected to devote a minimum of 80% of this time (i.e. 0.8 FTE) to achieving the outcomes of the Fellowship.

The remaining 0.2 FTE may be spent on activities directly related to research under the Fellowship, including commercial activities, policy development or public health activities. Fellows cannot use this time to engage in financial, administrative, or managerial activity beyond that which directly relates to their own research.

5.6.2 Professional Part-time Fellowship Option

A professional part-time option is available for applicants to the Clinical, Population Health or Aboriginal and Torres Strait Islander Fellowship categories. This option allows Fellowship holders in these categories to share their time between research and their other professional activity (refer to *sections 6.2, 6.3 and 6.5* for details).

Professional part-time Fellowships are available for 40-90% of a full-time position with the value of the award adjusted pro-rata. Applications for professional part-time Fellowships must be justified in professional terms, i.e. applicants must plan to combine their professional activities with their research and be able to demonstrate an interface between the two, and must be supported by their employer.

These Fellowships are intended to be held part-time for the duration of the Fellowship. However, fellows may seek to convert from part-time to full-time (see *section 10.6*).

When the part-time option is taken, the combined time spent on research and on the associated professional activity, must equate to at least 1.0 FTE. For the research component, 80% of that time must be devoted to achieving the outcomes of the Fellowship, e.g. if the research component is 0.5 FTE, then 0.4 FTE (i.e. 80% of the research component) must be directed towards research. The remaining 20% of the research component may be spent on activities directly related to research under the Fellowship. Fellows cannot use this time to engage in financial, administrative, or managerial activity beyond that which directly relates to their own research.

Note: Part-time options are not available for the RD Wright Biomedical or Industry CDF categories, except as described in *section 5.6.3*, below.

5.6.3 Personal Part-time Fellowship Option

There are also occasions when researchers who wish to maintain a research career are unable to do so because their capacity to engage in full-time employment is limited due to pregnancy, major illness or carer responsibilities including parental leave.

In these circumstances, researchers in all categories, including those whose Fellowships are already taken on a professional part-time basis (under *section 5.6.2*, above), are able to receive part-time support to allow them to divide their time between their personal situations and part-time research. Researchers may select this option at the time of application or convert to it during the course of a Fellowship. If they convert, they can do so temporarily – refer to *sections 10.5 and 10.6* for details on increasing or reducing time commitments.

Under this part-time option, a brief justification must be provided. The non-Fellowship time is intended to be dedicated to serving the needs of a fellow's personal circumstances, and cannot be spent on other paid employment, research, teaching or administrative roles, or clinical or practitioner responsibilities. The only exception is for fellows who already hold a Fellowship on a part-time basis as described in *section 5.6.2*.

Fellows must devote at least 80% of their part-time commitment to achieving the outcomes of the Fellowship, e.g. if a part-time Fellowship is held at 0.5 FTE, at least 80% (i.e. 0.4 FTE) of that time should be devoted to research. The remaining 20% of the research component may be spent on activities directly related to research under the Fellowship, including clinical responsibilities, commercial activities, policy development or public health activities. Fellows cannot use this time to engage in financial, administrative, or managerial activity beyond that which directly relates to their own research.

These part-time options are available for 50-90% of a full-time position.

6 CATEGORIES OF AWARD

There are several categories of award for CDFs at each level. In addition, applicants may also indicate they wish to be considered for a co-funded award or the Bernie Banton Fellowship (see *section 7*). A brief description of each category is provided below. A list of past successful applicants in each category is available on the [NHMRC website](#)

6.1 R.D. Wright Biomedical Career Development Fellowships

These Fellowships are available for any aspect of biomedical research or fundamental research relevant to health. They are normally full-time Fellowships and recipients would normally be expected to work full-time on the development of their research careers during the term of the award.

6.2 Clinical Career Development Fellowships

Clinical research involves contact with patients or has a direct link to patient outcomes, and applicants in this category must demonstrate medical or allied health professional activity.

The Fellowships can be full-time or part-time. Professional part-time Clinical Fellowships are for people who wish to maintain an active research role but continue to provide clinical care (refer to *section 5.6.2*).

6.3 Population Health Career Development Fellowships

These Fellowships are available for public health and health service delivery research.

The Fellowships can be full-time or part-time. Professional part-time Population Health Fellowships are available for researchers who want to maintain an active role in the delivery of public health services or the development of public health policy (refer to *section 5.6.2*).

6.4 Industry Career Development Fellowships

These Fellowships are normally full-time awards only. They are intended to support researchers with a track record of research excellence and commercial interest so they can spend between one and two years of their award research time in an industry placement to enhance and develop skills and knowledge in the translation, product development, marketability or commercialisation of research findings. Although *section 7.4* of the *2018 NHMRC Funding Rules* is generally applicable to all CDF applicants, industry placements for Industry CDF holders may be conducted either in Australia or overseas, while the balance of the Fellowship must be undertaken at a research institution in Australia. The industry placement need not be taken over a single continuous period, but should provide maximum exposure to research at the commercial interface. Applicants need to provide clear evidence of engagement with their industry partner.

These Fellowships are designed to support research and development work undertaken in such human health related fields as diagnostics, medical devices, pharmaceutical product development, biotechnology, biomaterials, disease management systems, organic synthesis, fermentation technologies, manufacturing technologies, clinical trials, toxicology, etc.

6.5 Aboriginal or Torres Strait Islander Fellowships

NHMRC is committed to ensuring opportunities are available for researchers who are of Aboriginal or Torres Strait Islander descent in health research across all its People Support programs.

Applicants to this category must be of Aboriginal and Torres Strait Islander descent and may be conducting research in any health or medical research field. The Fellowship can be full-time or part-time (refer to *section 5.6.2*).

7 TYPES OF APPLICANT

7.1 Co-funded Career Development Fellowships

NHMRC will offer CDF co-funding opportunities with several organisations. The most current information is available on the [NHMRC website](#).

These Fellowships are offered through co-funding partnerships established between NHMRC and each partner organisation. They offer additional opportunities to researchers whose work is particularly relevant to the concerns

and research interests of the partner organisations. The evaluation and ranking of an application by NHMRC is entirely independent of any assessment made by co-funding partners.

For the purposes of the *Privacy Act 1988* (refer to *section 9.5* of the *2018 NHMRC Funding Rules* for more detail), applicants and other persons whose details appear in grant applications (e.g. other investigators) should be aware that if they indicate they wish to be considered for co-funding, NHMRC may provide their personal information, including all pertinent application documentation and peer review outcomes, to the co-funding body or bodies nominated by the applicant. The purpose of providing this information to the co-funder(s) is to enable them to assess the application's eligibility for funding under the relevant co-funding arrangement.

Further information on partners' research interests and priorities may be found on the [NHMRC website](#).

In the event that a co-funder is unable to fulfil their obligation, NHMRC will continue to support the Fellowship at the normal salary package rate for the category and level of Fellowship originally awarded by NHMRC. Any additional benefits that may have been provided by the co-funding partner, including Fellowships fully funded by the co-funder will not be supported by NHMRC.

Note: Some co-funding organisations may require a separate application to be provided to them in addition to the one provided to NHMRC. It may be beneficial for applicants to contact the co-funding organisation to identify any additional requirements that might apply.

7.2 Bernie Banton Fellowship

The Bernie Banton Fellowship is an annual Fellowship that was established to commemorate the life of Bernie Banton through supporting health and medical research that has the greatest potential to make an impact on the treatment of mesothelioma. To be eligible for this Fellowship, an applicant must be working in the field of mesothelioma and asbestosis. The Fellowship will be awarded to the most highly ranked, funded applicant, who is undertaking research in this field. This Fellowship does not provide funding in addition to that already available in the CDF package.

8 FUNDING

For information on the number of CDF grants awarded in previous funding rounds, refer to the [NHMRC website](#).

8.1 Level and Duration of Funding

The two levels of CDF are each four year Fellowships whether taken full or part-time. See *section 5.6* for a summary of the time commitment options available for each category of Fellowship.

The Fellowship funding package is provided to assist with employing the fellow. The actual level of remuneration received by a fellow is agreed through negotiation between the fellow and their Administering Institution. Refer to the [NHMRC website](#) for the annual amounts provided for the Fellowship package.

For part-time Fellowships, annual payments are adjusted pro-rata.

The level of this package will apply for the duration of the Fellowship. With the exception of annual indexation, no additional funds will be provided.

Applicants, who are successful in obtaining a Fellowship, are expected to commence their Fellowship on 1 January of the first year of the grant.

8.2 Use of Funds

The package includes salary, travel, all salary on-costs (including payroll tax, workers compensation, superannuation, long service leave etc.) and maintenance.

Fellowship recipients will be responsible for negotiating with their employing institution on the split of funds (level of salary, on-costs, travel and maintenance) within the total provided.

8.3 Other Salary or Research Funding Sources

NHMRC Career Development Fellows are not able to personally receive salary from a comparable Government funded grant, full-time salaried academic position, or other full-time position in conjunction with their NHMRC CDF. NHMRC Career Development Fellows must inform NHMRC if such situations arise during the course of the CDF (see *section 10.1*). However, NHMRC Career Development Fellows are permitted to receive additional “top-up” funding from their employing institution.

When applying for a CDF, applicants must declare the source, duration and levels of funding already held for salary and/or research in the particular area of the application, including all NHMRC funding, in order to ensure funding is not duplicated by the Commonwealth.

8.4 General Requirements

For professional part-time Fellowships in the Clinical, Population Health, or Aboriginal or Torres Strait Islander categories, the applicant’s employer (e.g. hospital or government agency) must fund the balance of the applicant’s time that is not devoted to research. The time devoted to research and the complementary balance of time funded by the employer, when combined, must equate to a 1.0 FTE, except in instances where there is an additional part-time component due to illness or carer responsibility (see *section 5.6.3*). If the employer’s support is withdrawn, the award will terminate unless there is support from another employer for the remaining term of the Fellowship. Fellowship holders must advise NHMRC through their Administering Institution if such an event occurs.

Applicants for professional part-time Fellowships in the Clinical, Population Health, or Aboriginal or Torres Strait Islander categories, must submit a written undertaking from their employer confirming that they have an appropriate and complementary salaried position for the period of the award.

8.5 Minister’s Medal

The Commonwealth Health Minister’s Award for Excellence in Health and Medical Research is a \$50,000 grant awarded to one successful CDF applicant in recognition of their outstanding achievement in the field of health and medical research. The award supplements the Fellowship to provide additional support for the recipient’s research. The funds should be spent in accordance with *section 8.2* and reported on as per normal CDF funds.

The award will be given to the top ranked CDF applicant who accepts their CDF.

9 ASSESSMENT PROCESS

For details about the peer review process refer to the *2018 Guide to NHMRC Peer Review and Career Development Fellowship Scheme-Specific Peer Review Guidelines for funding commencing in 2019*.

10 GRANT ADMINISTRATION

Administrative obligations and processes specific to CDF awardees are outlined below. Unless otherwise stated, these are in addition to the general requirements set out in the *NHMRC Funding Agreement, section 12* of the *2018 NHMRC Funding Rules* and on the [NHMRC website](#).

10.1 General

If an applicant’s employment circumstances and/or Administering Institution change following submission of an application for a CDF or during the course of a current Fellowship, e.g. change of employer or additional employment responsibilities being undertaken, NHMRC is to be notified immediately.

Requests to vary the terms of a CDF should be made to NHMRC via the RGMS Grantee Variation portal. Fellows should consult the [NHMRC website](#) and contact the RAO at their Administering Institution if they require additional information.

10.2 Acceptance and commencement of a Fellowship

Successful applicants must accept an offer of award of a CDF by the nominated acceptance date.

Career Development Fellows are expected to commence their Fellowship on 1 January of the first year of award. Where a Fellow is unable to meet this requirement, then they must submit a variation to defer their commencement date (refer to the [NHMRC website](#)).

NHMRC may, at its discretion, for what it considers sufficient cause, suspend the tenure of a CDF for such time as is thought fit, or withdraw the CDF and all payments.

10.3 Suspension of Fellowships for Family or Personal Reasons

Career Development Fellows may apply for suspension of their Fellowship for family-related or personal reasons, including pregnancy, major illness and carer responsibilities including parental leave, but not for vocational reasons such as wishing to work part-time as a lecturer, or as a medical or health professional practitioner. Requests to suspend the Fellowship will be considered by NHMRC on a case-by-case basis and must have the support of the Fellow's Administering Institution. The Fellowship will be extended by a period of time equal to the duration of the suspension. Remuneration will not be provided by NHMRC during the period of the suspension.

10.4 Parental Leave

Parental leave is paid in accordance with the arrangements applicable at the fellow's Administering Institution, up to a limit of 12 weeks per instance of parental leave. Leave taken beyond the 12 weeks is permitted, but is not paid by NHMRC. The institution may, however, continue payments under its Enterprise Bargaining Agreement. If the fellow wishes to take parental leave, they will need to suspend their Fellowship (see *section 10.3*).

Parental leave required under State and Territory legislation will be managed separately by the Administering Institution.

10.5 Request to Reduce Time Commitment

NHMRC recognises that the personal circumstances of Fellows can change over time and that the need for a Fellow to continue in a full-time arrangement may no longer apply to their situation.

Full-time Fellows may apply to undertake a period of their award on a part-time basis for such personal reasons as providing parental or family support, but not for vocational reasons such as wishing to work part-time as a lecturer, or as a medical or health professional practitioner. Requests to convert to part-time will be considered by NHMRC on a case-by-case basis and must have the support of the Fellow's Administering Institution.

In all cases where part-time status is approved, the duration of the Fellowship will be extended to compensate for the part-time period with salary paid pro-rata in accordance with the part-time rate requested.

10.6 Request to Increase Time Commitment

While part-time CDFs are intended to be part-time at the indicated FTE rate for the duration of the award, holders may request conversion to full-time. Where a request to convert or return to full-time is approved, the remaining part-time portion of the Fellowship will be converted to the full-time equivalent of that part-time rate, i.e. if 3 years remain on a Fellowship held at 0.5 FTE, it will be converted to 1.5 years full-time.

10.7 Reporting

Refer to the [NHMRC website](#) for information regarding reporting requirements.

11 ATTACHMENTS

Attachment A - Career Development Fellowships Category Descriptors.

Attachment B - Statement of Expectations.

Career Development Fellowships Category Descriptors

******IMPORTANT NOTES******

For All Applications:

The following category descriptors are to be used as a guide to assist in scoring an application against each of the assessment criteria. The descriptors are intended to illustrate indicative levels of performance only. They are not intended to be an exhaustive list of achievements that must be attained. Individual applicants may exhibit a range of achievements not included here, or the ones listed may not be relevant to the applicant's research area or career stage. Evaluation of performance will take into account opportunity, research discipline, and be an overall summation of research contribution.

ALL CRITERIA ARE ASSESSED RELATIVE TO OPPORTUNITY

Assessing Aboriginal and Torres Strait Islander Contributions:

It is recognised that Aboriginal and Torres Strait Islander applicants often make additional valuable contributions to policy development, clinical/public health leadership and/or service delivery, community activities and linkages, and are often representatives on key committees. If applicable, these contributions should be considered when assessing, research output and track record.

Criterion Score and Indicator of Performance	Criterion 1 50%	Criterion 2 25%	Criterion 3 25%
	Research output and potential for further career development in health and medical research	Research leadership	Vision for the next four years, and career development strategy, taking into account the aims of the CDF scheme and quality of the research environment
<p>7 Exceptional</p> <p>For this criterion the application comprehensively supports the aims of the scheme and completely fulfils criterion requirements with no weakness.</p> <p><i>(It is expected that only the top 2% of applicants would achieve this score)</i></p>	<p>Relative to opportunity and to their field, the applicant demonstrates exceptional performance in relation to:</p> <ul style="list-style-type: none"> • The number, quality and influence of publications and their authorship contributions • Grant success as indicated by the number held and significance of their investigator role, especially of tier one grants • The number and type of speaking invitations at international and/or national conferences • Attainment of prizes and awards • Where relevant, their role in developing Intellectual Property, role in commercialisation of research and/or contributions to clinical or public health policy, practice or health services development 	<p>Relative to opportunity and to their field, the applicant demonstrates exceptional performance in relation to:</p> <ul style="list-style-type: none"> • Research higher degree (Honours, PhD candidate) supervisions and completions • Mentoring • Contribution to training • Development of a research team • Peer review contributions to grant schemes and journal publications • Community engagement activities associated with health research, practice or policy 	<p>The applicant demonstrates an exceptional approach to the articulation and implementation of their career development strategy in relation to the following, where applicable:</p> <ul style="list-style-type: none"> • The quality of their strategies for building research independence • The extent to which they have planned the further development of their research leadership capabilities <p>The research proposal:</p> <ul style="list-style-type: none"> • Is near flawless in design • Is highly feasible and almost certain to be achieved within the term of the Fellowship • Makes an exceptional case for the research to be important in addressing a human health issue • Emphasises and integrates translational outcomes <p>The environment:</p> <ul style="list-style-type: none"> • Is extremely well matched to the applicant's proposed project • Includes extremely high quality administrative and technical support systems for the applicant, • Offers exceptional collaborative and mentoring opportunities for the applicant, • Offers exceptional potential for team building for the applicant

Criterion Score and Indicator of Performance	Criterion 1 50%	Criterion 2 25%	Criterion 3 25%
	Research output and potential for further career development in health and medical research	Research leadership	Vision for the next four years, and career development strategy, taking into account the aims of the CDF scheme and quality of the research environment
<p>6 Outstanding</p> <p>For this criterion, the application strongly supports the aims of the scheme and meets criterion requirements with negligible weakness.</p> <p><i>(It is expected that the top 15% of applicants would achieve this score or better)</i></p>	<p>Relative to opportunity and to their field, the applicant demonstrates outstanding performance in relation to:</p> <ul style="list-style-type: none"> • The number, quality and influence of publications and their authorship contributions • Grant success as indicated by the number held and significance of their investigator role, especially of tier one grants • The number and type of speaking invitations at international and/or national conferences • Attainment of prizes and awards • Where relevant, their role in developing Intellectual Property, role in commercialisation of research and/or contributions to clinical or public health policy, practice or health services development 	<p>Relative to opportunity and to their field, the applicant demonstrates outstanding performance in relation to:</p> <ul style="list-style-type: none"> • Research higher degree (Honours, PhD candidate) supervisions and completions • Mentoring • Contribution to training • Development of a research team • Peer review contributions to grant schemes and journal publications • Influence of contributions to clinical or public health policy, practice or health services development • Community engagement activities associated with health research, practice or policy 	<p>The applicant demonstrates an outstanding approach to the articulation and implementation of their career development strategy in relation to the following, where applicable:</p> <ul style="list-style-type: none"> • The quality of their strategies for building research independence • The extent to which they have planned the further development of their research leadership capabilities <p>The research proposal:</p> <ul style="list-style-type: none"> • Is of outstanding design with negligible weakness • Is feasible and almost certain to be achieved within the term of the Fellowship • Makes an outstanding case for the research to be important in addressing a human health issue • Integrates translational outcomes <p>The environment:</p> <ul style="list-style-type: none"> • Is very well matched to the applicant's proposed project • Includes very high quality administrative and technical support systems for the applicant, • Offers outstanding collaborative and mentoring opportunities for the applicant, • Offers outstanding potential for team building for the applicant
<p>5 Excellent</p> <p>For this criterion, the application supports the aims of the scheme and meets criterion requirements with strengths significantly outweighing weaknesses.</p> <p><i>(It is expected that the top 35% of applicants would achieve this score or better)</i></p>	<p>Relative to opportunity and to their field, the applicant demonstrates excellent performance in relation to:</p> <ul style="list-style-type: none"> • The number, quality and influence of publications and their authorship contributions • Grant success as indicated by the number held and significance of their investigator role, especially of tier one grants • The number and type of speaking invitations at international and/or national conferences • Attainment of prizes and awards • Where relevant, their role in developing Intellectual Property, role in commercialisation of research and/or contributions to clinical or public health policy, practice or health services development 	<p>Relative to opportunity and to their field, the applicant demonstrates excellent performance in relation to:</p> <ul style="list-style-type: none"> • Research higher degree (Honours, PhD candidate) supervisions and completions • Mentoring • Contribution to training • Development of a research team • Peer review contributions to grant schemes and journal publications • Influence of contributions to clinical or public health policy, practice or health services development • Community engagement activities associated with health research, practice or policy 	<p>The applicant demonstrates an excellent approach to the articulation and implementation of their career development strategy in relation to the following, where applicable:</p> <ul style="list-style-type: none"> • The quality of their strategies for building research independence • The extent to which they have planned the further development of their research leadership capabilities <p>The research proposal:</p> <ul style="list-style-type: none"> • Is of excellent design with strengths significantly outweighing weaknesses • Is feasible and highly likely to be achieved within the term of the Fellowship • Makes an excellent case for the research to be important in addressing a human health issue • Includes translational outcomes <p>The environment:</p> <ul style="list-style-type: none"> • Is well matched to the applicant's proposed project • Includes high quality administrative and technical support systems for the applicant, • Offers excellent collaborative and mentoring opportunities for the applicant, • Offers good potential for team building for the applicant

Criterion Score and Indicator of Performance	Criterion 1 50%	Criterion 2 25%	Criterion 3 25%
	Research output and potential for further career development in health and medical research	Research leadership	Vision for the next four years, and career development strategy, taking into account the aims of the CDF scheme and quality of the research environment
<p>4 Very Good</p> <p>For this criterion, the application supports the aims of the scheme and meets criterion requirements, with strengths outweighing weaknesses.</p> <p><i>(It is expected that the top 65% of applicants would achieve this score or better)</i></p>	<p>Relative to opportunity and to their field, the applicant demonstrates very good performance in relation to:</p> <ul style="list-style-type: none"> • The number, quality and influence of publications and their authorship contributions • Grant success as indicated by the number held and significance of their investigator role, especially of tier one grants • The number and type of speaking invitations at international and/or national conferences • Attainment of prizes and awards • Where relevant, their role in developing Intellectual Property, role in commercialisation of research and/or contributions to clinical or public health policy, practice or health services development 	<p>Relative to opportunity and to their field, the applicant demonstrates very good performance in relation to:</p> <ul style="list-style-type: none"> • Research higher degree (Honours, PhD candidate) supervisions and completions • Mentoring • Contribution to training • Development of a research team • Peer review contributions to grant schemes and journal publications • Influence of contributions to clinical or public health policy, practice or health services development • Community engagement activities associated with health research, practice or policy 	<p>The applicant demonstrates a very good approach to the articulation and implementation of their career development strategy in relation to the following, where applicable:</p> <ul style="list-style-type: none"> • The quality of their strategies for building research independence • The extent to which they have planned the further development of their research leadership capabilities <p>The research proposal:</p> <ul style="list-style-type: none"> • Is of very good design with strengths outweighing weaknesses • Is likely to be feasible and to be achieved within the term of the Fellowship • Makes a very good case for the research to be important in addressing a human health issue • Recognises translational outcomes although they may not be well integrated <p>The environment:</p> <ul style="list-style-type: none"> • Is suited to the applicant's proposed project • Includes very good quality administrative and technical support systems for the applicant, • Offers very good collaborative and mentoring opportunities for the applicant, • Offers potential for team building for the applicant
<p>3 Good</p> <p>For this criterion, the application supports the aims of the scheme and meets criterion requirements, with more strengths than weaknesses.</p> <p><i>(It is expected that the bottom 35% of applicants would achieve this score or lower)</i></p>	<p>Relative to opportunity and to their field, the applicant demonstrates good performance in relation to:</p> <ul style="list-style-type: none"> • The number, quality and influence of publications and their authorship contributions • Grant success as indicated by the number held and significance of their investigator role, especially of tier one grants • The number and type of speaking invitations at international and/or national conferences • Attainment of prizes and awards • Where relevant, their role in developing Intellectual Property, role in commercialisation of research and/or contributions to clinical or public health policy, practice or health services development 	<p>Relative to opportunity and to their field, the applicant demonstrates good performance in relation to:</p> <ul style="list-style-type: none"> • Research higher degree (Honours, PhD candidate) supervisions and completions • Mentoring • Contribution to training • Development of a research team • Peer review contributions to grant schemes and journal publications • Influence of contributions to clinical or public health policy, practice or health services development • Community engagement activities associated with health research, practice or policy 	<p>The applicant demonstrates a good approach to the articulation and implementation of their career development strategy in relation to the following, where applicable:</p> <ul style="list-style-type: none"> • The quality of their strategies for building research independence • The extent to which they have planned the further development of their research leadership capabilities <p>The research proposal:</p> <ul style="list-style-type: none"> • Is of good design with some weakness • May be feasible and should be achievable within the term of the Fellowship • Makes a good case for the research to be important in addressing a human health issue • Includes translational aspects but with poor integration <p>The environment:</p> <ul style="list-style-type: none"> • Is somewhat suited to the applicant's proposed project • Includes good quality administrative and technical support systems for the applicant, • Offers good collaborative and mentoring opportunities for the applicant, • Offers some potential for team building for the applicant

Criterion Score and Indicator of Performance	Criterion 1 50%	Criterion 2 25%	Criterion 3 25%
	Research output and potential for further career development in health and medical research	Research leadership	Vision for the next four years, and career development strategy, taking into account the aims of the CDF scheme and quality of the research environment
<p>2 Satisfactory</p> <p>For this criterion, the application meets the aims of the scheme or criterion requirements at the most basic level, with strengths and weaknesses balanced.</p> <p><i>(It is expected that the bottom 15% of applicants would achieve this score or lower)</i></p>	<p>Relative to opportunity and to their field, the applicant demonstrates satisfactory performance in relation to:</p> <ul style="list-style-type: none"> • The number, quality and influence of publications and their authorship contributions • Grant success as indicated by the number held and significance of their investigator role, especially of tier one grants • The number and type of speaking invitations at international and/or national conferences • Attainment of prizes and awards • Where relevant, their role in developing Intellectual Property, role in commercialisation of research and/or contributions to clinical or public health policy, practice or health services development 	<p>Relative to opportunity and to their field, the applicant demonstrates satisfactory performance in relation to:</p> <ul style="list-style-type: none"> • Research higher degree (Honours, PhD candidate) supervisions and completions • Mentoring • Contribution to training • Development of a research team • Peer review contributions to grant schemes and journal publications • Influence of contributions to clinical or public health policy, practice or health services development • Community engagement activities associated with health research, practice or policy 	<p>The applicant demonstrates a satisfactory approach to the articulation and implementation of their career development strategy in relation to the following, where applicable:</p> <ul style="list-style-type: none"> • The quality of their strategies for building research independence • The extent to which they have planned the further development of their research leadership capabilities <p>The research proposal:</p> <ul style="list-style-type: none"> • Is of satisfactory design quality with prominent weaknesses • Has unclear feasible or has unclear achievability within the term of the Fellowship • Makes a reasonable case for the research to be important in addressing a human health issue • Includes translational aspects but with little to no integration <p>The environment:</p> <ul style="list-style-type: none"> • Is not clearly suited to the applicant's proposed project • Includes administrative and technical support systems for the applicant, • Offers some collaborative and mentoring opportunities for the applicant, • Offers some potential for team building for the applicant
<p>1 Weak</p> <p>For this criterion, the application fails to, or only marginally meets the aims of the scheme or assessment criteria. Shortcomings or deficiencies predominate.</p> <p><i>(It is expected that fewer than 5% of applicants would achieve this score)</i></p>	<p>Relative to opportunity and to their field, the applicant demonstrates weak performance in relation to:</p> <ul style="list-style-type: none"> • The number, quality and influence of publications and their authorship contributions • Grant success as indicated by the number held and significance of their investigator role, especially of tier one grants • The number and type of speaking invitations at international and/or national conferences • Attainment of prizes and awards • Where relevant, their role in developing Intellectual Property, role in commercialisation of research and/or contributions to clinical or public health policy, practice or health services development 	<p>Relative to opportunity and to their field, the applicant demonstrates weak performance in relation to:</p> <ul style="list-style-type: none"> • Research higher degree (Honours, PhD candidate) supervisions and completions • Mentoring • Contribution to training • Development of a research team • Peer review contributions to grant schemes and journal publications • Influence of contributions to clinical or public health policy, practice or health services development • Community engagement activities associated with health research, practice or policy 	<p>The applicant demonstrates a weak approach to the articulation and implementation of their career development strategy in relation to the following, where applicable:</p> <ul style="list-style-type: none"> • The quality of their strategies for building research independence • The extent to which they have planned the further development of their research leadership capabilities <p>The research proposal:</p> <ul style="list-style-type: none"> • Is of weak design quality -shortcomings predominate • Is unlikely to be feasible or achievable within the term of the Fellowship • Makes a weak case for the research to be important in addressing a human health issue • Does not recognise translational aspects or does not integrate them <p>The environment:</p> <ul style="list-style-type: none"> • Is poorly suited to the applicant's proposed project • Includes some administrative and technical support systems for the applicant, • Offers limited collaborative and mentoring opportunities for the applicant, • Offers limited potential for team building for the applicant

Statement of Expectations

The Statement of Expectations sets out **broad descriptors** of baseline activity expected of applicants within the levels of the NHMRC Career Development Fellowship scheme. In coming to decisions about the relative merit of applicants for these positions, assessors will take into account research achievements relative to opportunity. Applicants should refer to the Category Descriptors (Attachment A), which identify the quality of research and associated outcomes. The list of Category Descriptors is meant to be indicative rather than exhaustive.

General Standards:

Career Development Fellow Level 1

An NHMRC Career Development Fellow Level 1 is expected to carry out research as part of a research team, and engage in activities that will develop their expertise in biomedical, clinical, public health and/or health service delivery research. They will work with support, guidance and/or direction from more senior colleagues in establishing their research careers.

Career Development Fellow Level 2

An NHMRC Career Development Fellow Level 2 is expected to carry out research independently, with limited guidance or direction from more senior colleagues in establishing their research careers. This level of appointment recognises marked distinction in the Career Development Fellow's research and scholarship compared to a Level 1 CDF.