



## The Head and Neck Cancer Foundation Aotearoa Research Grants 2022 – Call for Applications

The Head and Neck Cancer Foundation Aotearoa (HNCFA) is offering one research grant of up to \$30,000 and another two research grants of up to \$15,000, in 2022 for research projects that aim at improving the care of head and neck cancer patients.

1. The 2022 NZRF Research Grants are open to New Zealand researchers.
2. There is a limit of one application from each Principal Investigator.
3. The award is for 12 months. A review process for extension for another 12 months is possible. It is expected that substantial progress will have been made in the project before extension is requested. Evidence of milestones achieved will be required.
4. Research topic: Any topic in relation to Head & Neck cancer is acceptable due to multi-disciplinary nature of the Society. Clinical, basic or epidemiological research is acceptable but commercial research on behalf of a company is excluded.
5. The amount of the grant is up to \$30,000.00 for one grant and up to \$15,000.00 for the other grant and the amount granted will be at the discretion of the HNCFA Board.
6. If there are no applications of sufficient quality the Board reserves the right to forego grants for that year.
7. The Board reserves the right to request further information from the researcher and to co-opt additional grant assessors as required.
8. Researchers must have university, hospital or independent research institution affiliation. A letter of support from the department director must accompany the submission.
9. Prior approval must be obtained from the Ethics Committee and the approval number enclosed with the application. The approval letter is not required. An application number is not sufficient, it must have been approved.
10. All applications will be confidential. Successful and current requests to other funding bodies should be disclosed in the application.
11. The researcher must agree to present results at the Annual Scientific Meeting of the of the Australian and New Zealand Head and Neck Society and to acknowledge the HNCFA in any publication resulting from the funded research.
12. The maximum size of the application is to be 10 A4 pages in the format described below. Applications larger or in different format than this will not be accepted or assessed. Electronic submission as a single pdf in font size 11 and line spacing of 1.5 is required. **No correspondence will be entered into following the closing date of the applications.**



13. Notifications of success or otherwise of the application will be sent after the assessments have been finalised and grants are approved by the HNCFA Board.
14. Electronic submission by email is required. **Closing date for submissions is 31<sup>st</sup> May 2022.**
15. Applications should be submitted by email to Nancy Gee: [office@headandneckcancer.org.nz](mailto:office@headandneckcancer.org.nz) at the Head and Neck Cancer Foundation Aotearoa.



## **Application Guide for Research Grant**

*(Please add paragraphs below each of these headings, up to 10 A4 pages, in total)*

1. Name of Lead Researcher (position, CV)
2. Team members (role, position and CV of each)
3. Institution/s
4. Detailed budget and timeline
5. Project summary – aims, significance, expected outcomes
6. Detailed description of project – Methods, techniques, resources required.
7. Ethics approval number and letter of support from departmental director affirming availability of facility and equipment
8. Details of Institution to whom the grant funds will be paid to.