

Research Action Awards

Instructions for Applicants

Closing date for applications is Monday **26 August 2019** at 5pm AEST. Please read the instructions carefully before completing the Application Form. Late or incomplete applications will not be accepted.

About the Sax Institute

The Sax Institute aims to improve health and wellbeing by driving the use of research in policies, programs and services. We work with our members, drawn from public health and health services research groups and their universities, to achieve this aim.

About the Research Action Awards

The Sax Institute Research Action Awards recognise individuals whose research has significantly impacted on policy, programs or service delivery. Up to three Awards will be granted and each winner will receive a certificate and prize of \$5,000.

Eligibility criteria

Applications are open to individuals who:

- Work for an Ordinary Member organisation of the Sax Institute – please see Appendix A for our list of Ordinary Members
- Have up to 15 years' postdoctoral or equivalent experience
- Are able to provide evidence that their research has had an impact on health policy, programs or service delivery in the past five years.

Applications must describe research that the applicant led or played the leading role. The research in question may be either a specific research project, or a specific and discrete element of a wider research project. In situations where the research project was undertaken by a team, the applicant must clearly identify the aspects of the program or project they led.

Policy, programs or service delivery impact can be in the government, non-government or private sectors.

Application and Verification Forms

Application and Verification Forms for the Research Action Awards may be obtained:

- From our website at www.saxinstitute.org.au
- On request by emailing communications@saxinstitute.org.au

Application requirements

It is the responsibility of the applicant to ensure that the application is complete and accurate. Applications must be completed using the pro-forma provided by the Sax Institute. The completed Application Form including required attachments (such as documentary evidence of impact) should be merged into a single pdf document (max size 10MB) and emailed to communications@saxinstitute.org.au. Multiple files or files in other formats (such as Word documents) will not be accepted. Files should be named using the following convention:

Firstname_Surname_2019_Research Action Awards
(for example, *Jo_Smith_2019_Research Action Awards*).

There must be no changes to the headings, formatting or removal of text fields or instructions contained in the Application Form or Verification Form.

Electronic applications must be submitted to the Sax Institute by 5pm (AEST) on **26 August 2019**. Applications that are late or do not adhere to the instructions will not be considered. Hard copy (paper) applications will not be accepted.

Correspondence

For all enquiries, please contact the Sax Institute:

- Phone 02 9188 9500
- Email communications@saxinstitute.org.au

Assessment of applications

Applications will be assessed by an independent Assessment Committee consisting of international and national leaders in the field. The Committee will be chaired by Professor Trish Greenhalgh OBE, University of Oxford.

Applications will only be considered where evidence is provided that the research has had an impact on policy, programs or service delivery in the past five years. Documentary evidence and verification by a research user (defined as an independent third party who is a policy maker, program designer, service provider or similar) must be provided and will be used to help assess the extent to which the research achieved impact. Applications will be ranked according to:

- **Contribution (40%)**
The contribution of the research findings to policy, programs or service delivery (that is, would the policy or practice change have happened anyway? Did the research make a big or small contribution?)
- **Significance (40%)**
The significance of the impact of policy, programs or service delivery on health or health services (for example, to what extent did the research have positive effects on quality of life or cost efficiencies?)
- **Research translation activities (20%)** What efforts did you make to secure policy and/or practice change? What did you do in addition to conducting and publishing the research to ensure your research had an impact? If appropriate, identify how your activities differed from those of the wider research group.

Award ceremony and media coverage

Successful applicants will be notified by early November 2019 and will receive their award at a ceremony on Tuesday 26 November 2019 in Sydney.

The Sax Institute will publicise the Award winners to showcase their achievements. Winners are encouraged to participate in media activities.

Completing the application

Section 1: Applicant details

- Organisation: Please identify which Ordinary Member organisation of the Sax Institute (refer Appendix A) you are employed by.
- Level of experience: Please indicate how your level of experience meets the eligibility criteria.

- Year your PhD was conferred: Applicants with up to 15 years' postdoctoral experience are eligible for the Award. However, the Assessment Committee will consider exceptions where individuals have similar experience – for example, an interrupted or part-time research career or no PhD but relevant research experience. If you wish to be considered as an exception, please provide justification for the equivalence of your experience.

Section 2: Details of your research and its impact on policy, programs or service delivery

- Describe your program of research including brief comments on purpose, background, aims, method, findings and implications. Please provide a brief description of your research work referencing the above areas. Please note the 3000-character limit.
- List up to three of the most significant articles or other publications that have been published about this research. Peer-reviewed papers, reports, policy papers and similar are acceptable. Please include a copy of each publication at the end of your Application Form and combine your application materials into a single PDF document. For large documents, attach the front page of each and relevant chapters/pages.
- Describe the impact on policy, programs or service delivery that occurred as a result of your research. Please provide details that will help us understand the nature and scope of this impact. In your response, please include:
 1. A description of the impact on policy, programs or service delivery.
 2. The **contribution** of the research project or program to the policy, programs or service delivery (i.e. Would it have happened without your research? Did it make a major or minor contribution to the overall impact?).
 3. The **significance** of the impact of policy, programs or service delivery on health or health services (e.g. wellbeing, quality of life, mortality, cost efficiencies of service provision, number of people affected).
 4. The **research translation activities**. What efforts did you make to secure policy and/or practice change? What did you do to ensure your research had an impact? How did your activities differ from those of the wider research group?

Please note the 3000-character limit for responses.

Section 3: Verification

Two forms of verification need to be included in your application:

1. **Documentary evidence** of the impact of your research (e.g. key reports, discussion papers, publications or articles, presentations, and/or policy documents). Please attach all listed documentary evidence at the end of your Application Form when combined into a single pdf document. If the document is lengthy, please only include the front page and relevant chapters/page(s).
2. **A Verification Form**, to be completed by a research user (defined as a policy maker, program designer, service provider or similar) who can independently confirm that the research has had an impact on policy, programs or service delivery. Send a copy of your application to the verifier prior to the completion of the Verification Form. Please organise for this Verification Form to be completed and sent directly to the Sax Institute by 5pm, 26 August 2019.

Note:

- A verifier should be an end user or individual who can comment on the impact of research, including the significance of it and the applicant's personal contribution to it. This is preferable to a research colleague or PhD supervisor.
- Verification reports that demonstrate a greater degree of independence will be viewed favourably.
- Where research has been delivered overseas, the verifier should be located in the country where the impact is being realised.
- It is your responsibility to ensure that the nominated research user completes and submits the Verification Form DIRECTLY to the Sax Institute via communications@saxinstitute.org.au before 5pm, 26 August 2019. Any Verification Form received after the closing date will not be considered.
- Only those applications that provide verification will be considered by the Assessment Committee.
- Verification Forms sent from applicants to the Sax Institute will not be considered.
- Only one Verification Form per applicant will be accepted.

Application checklist

- I have completed all sections of the Application Form
- I have saved the Application Form using the naming convention *Firstname_Surname_2019_Research Action Award Application* (for example, *Jo_Smith_2019_Research Action Award Application*)
- I have included up to three articles or other publications that have been published about my research at the end of the Application Form, as part of the merged PDF document
- I have arranged for the Verification Form to be completed and submitted by an independent user of research
- I have provided a copy of the completed Application Form to my nominated research user for verification
- I have attached at the end of the Application Form copies of all documentary evidence listed
- I have signed the Application Form in Section 4
- I have merged this Application Form and all other application materials into a single PDF document and the file is no larger than 10MB. The application has been emailed to communications@saxinstitute.org.au.

Confidentiality

All applications will be treated confidentially and will only be viewed by the Assessment Committee and Sax Institute staff. Please refer to the privacy statement in the Application Form for more details.

Acknowledgement

We would like to acknowledge the support of the NSW Ministry of Health and Commonwealth Bank of Australia for the Sax Institute Research Action Awards.

Appendix A: List of Sax Institute Ordinary Members

Australian Centre for Public and Population Health Research, University of Technology Sydney

Australian Research Centre in Complementary and Integrative Medicine, University of Technology Sydney

Cancer Council New South Wales

Centre for Clinical Epidemiology and Biostatistics, The University of Newcastle

Centre for Health Economics Research and Evaluation, University of Technology Sydney

Centre for Health Informatics, Macquarie University

Centre for Health Systems and Safety Research, Macquarie University

Centre for Healthcare Resilience and Implementation Science, Macquarie University

Centre for Primary Health Care and Equity, UNSW Sydney

Centre for Social Research in Health, UNSW Sydney

Clinical & Population Perinatal Health Research, The University of Sydney

College of Health and Medicine, Australian National University

Dementia Centre for Research Collaboration, UNSW Sydney

Garvan Institute of Medical Research

George Institute for Global Health

Health Services and Practice Research Strength, University of Technology Sydney

Hunter Medical Research Institute, The University of Newcastle

Illawarra Health and Medical Research Institute, University of Wollongong

Ingham Institute for Applied Medical Research

Kirby Institute, UNSW Sydney

Menzies Centre for Health Policy, The University of Sydney and Australian National University

Menzies Health Institute Queensland, Griffith University

Menzies School of Health Research, Charles Darwin University

National Ageing Research Institute

National Centre for Immunisation Research & Surveillance, The University of Sydney

National Drug and Alcohol Research Centre, UNSW Sydney

National Perinatal Epidemiology and Statistics Unit (NPESU), UNSW Sydney

Neuroscience Research Australia (NeuRA)

Poche Centre for Indigenous Health, The University of Sydney

Population Wellbeing and Environment Research Lab (PowerLab), University of Wollongong

Prevention Research Collaboration, The University of Sydney

Priority Research Centre for Health Behaviour, The University of Newcastle

Psychiatry Research and Teaching Unit, School of Psychiatry, UNSW Sydney

Research Centre for Generational Health and Ageing, The University of Newcastle

Research Unit, Justice Health and Forensic Mental Health Network

School of Medicine and Public Health, The University of Newcastle

School of Medicine Sydney, University of Notre Dame Australia

School of Population & Global Health, The University of Western Australia

School of Public Health and Community Medicine, UNSW Sydney

School of Public Health and Preventive Medicine, Monash University

Simpson Centre for Health Services Research, UNSW Sydney

Social Policy Research Centre, UNSW Sydney

Surgical Outcomes Research Centre (SOURCE), The University of Sydney

Susan Wakil School of Nursing and Midwifery, The University of Sydney

Sydney Dental School, The University of Sydney

Sydney School of Public Health, The University of Sydney

University Centre for Rural Health - North Coast, The University of Sydney, Southern Cross University, Western Sydney University and University of Wollongong