

# Evidence to Practice Grants

## Application Guidelines

Closing date: 5pm, Friday 13 March 2015



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## Introduction

The Cancer Institute NSW is Australia's first state-wide government-supported cancer control agency. Our vision is to lessen the impact of cancer in NSW and we are focused on taking a collaborative approach to improving outcomes in cancer prevention, diagnosis, treatment, care and ultimately, survival.

Currently, the Cancer Institute NSW is working on delivering the NSW Cancer Plan 2011-2015, the NSW Government strategy that sets the platform for programs and campaigns aimed at lessening the impact of cancer across NSW over the next five years. The NSW Cancer Plan 2011-2015 can be downloaded from the Cancer Institute NSW website: [www.cancerinstitute.org.au](http://www.cancerinstitute.org.au).

The goals of the *NSW Cancer Plan 2011-2015 (the Plan)* are to:

1. Reduce the incidence of cancer
2. Improve the survival of people with cancer
3. Improve the quality of life of people with cancer and their carers

Underpinning the goals of *the Plan* is a focus on improving outcomes for people in priority groups such as Aboriginal and Torres Strait Islander people, people from culturally and linguistically diverse backgrounds and people in rural and remote NSW.

## Objectives of the Program

The Innovation Grant Program is a Cancer Institute NSW wide program. One of the components of the Innovation Grant Program is the Evidence to Practice Grants. The aim of the Evidence to Practice Grants is to provide funding to organisations with an interest in cancer control to undertake projects that embed evaluated research into practice or generate evidence to fill an existing gap. However the focus of the grants is service-centred initiatives and not research proposals.

Consideration will be given to applications which:

- Assist organisations transfer cancer related research outcomes into clinical practice; or
- Build upon evidence which is currently available or generate new evidence where there are gaps (e.g. publications, previous projects).

To be eligible for funding in 2015/16:

- The organisation must be based in NSW and provide services or have an interest in cancer control
- The organisation must apply using the attached application template. If applying for a shade provision grant please note there is a specific application for shade grants only.
- The project must commence in 2015/16. All obligations regarding previously funded projects involving the applicants must have been fulfilled to the satisfaction of the Cancer Institute NSW. Such obligations include the provision of satisfactory progress, final and financial reports.

## Evidence to Practice Grants for 2015/16

There are four types of Evidence to Practice Grants for 2015/16, with specific priority areas, as follows:

### 1. Tobacco Control

#### Grant value up to \$150,000 (excluding GST) per grant for a 2 year funding period

**The following criteria must be met:**

- A focus on best practice approaches to tobacco control in Arabic, Chinese or Vietnamese communities, Aboriginal and Torres Strait Islander populations, or other priority groups with high smoking prevalence.
- Promote the use of Quitline and/or iCanQuit website.
- Include a strong evaluation framework that is embedded in the project design and plan, with particular focus on the potential scalability or sustainability of the initiative.
- Demonstrate alignment with tobacco control strategic frameworks (e.g. NSW Tobacco Strategy 2012-2017, NSW Cancer Plan 2011-2015)
- Addresses clear service or evidence gaps.
- Partner with other relevant stakeholder organisations/groups and submit sign-off by all partners as part of the application.

**Desirable Criteria:**

- Collaborate with an academic institution or other research agency to plan and conduct evaluation of the initiative will be viewed favourably.
- In-kind support provided by the lead or partner organisations will be viewed favourably.

### 2. Skin Cancer Prevention - Shade Provision

#### Grant value up to \$25,000 (excluding GST) per grant

Both organisations and individuals may apply for the Shade Provision grants.

**The following criteria must be met:**

- Demonstrate alignment with the *NSW Skin Cancer Prevention Strategy 2012-2015*.
- Conduct a shade audit to demonstrate the need for shade at your organisation. Please use the [SunSmart](#) shade audit tool to complete your audit online and attach a copy to your application. Alternatively a copy of the shade audit is included in the application form. Please include photographs and a site map as part of the shade audit.
- We also encourage you to read this useful resource about developing a shade structure: [Guidelines to Shade](#) (Cancer Council NSW, 2013).
- Demonstrate existing complimentary strategies or commit to implementing complimentary strategies. (e.g. an organisational skin cancer prevention policy) to support skin cancer prevention.

- Provide a minimum of one quote from a shade supplier for the construction of the proposed shade structure.

**Desirable Criteria:**

- Work with the Cancer Institute NSW as a case study in shade provision.

### 3. Breast Cancer Screening

**Grant value up to \$150,000 (excluding GST) per grant for a 2 year funding period.**

**The following criteria must be met:**

- The nominated project must focus on a sustainable workplace settings approach to embed breast screening into workplace policies, programs and practices, where appropriate.
- The ability to develop a model that increases breast screening amongst women in the workplace.
- Pilot the model with three different workplaces and/or industries where there is the capacity to screen greater than 60 women within the target age group of 50-74 years of age.
- Outcomes of the project will include the development of a toolkit/evaluation framework/guidelines that have the capacity to be transferrable across multiple workplace settings.
- Applications submitted by an organisation outside of BreastScreen NSW must involve the relevant BreastScreen Screening and Assessment Service from project conception, and a letter of support should be submitted with the application.
- Include a strong evaluation framework that is embedded in the project design and plan, with particular focus on the potential scalability or sustainability of the initiative. The evaluation framework should consider process, impact and outcome evaluation.
- Allocate at least 15% of the total project spend to evaluation.
- Willingness to undertake ethics approval for publication in a journal.

**Desirable Criteria:**

- Collaboration with an academic institution or other research agency to plan and conduct evaluation of the initiative.
- Creation of positive stories and/or development of community screening champions.
- Evidence of partnership with stakeholders (e.g. letters of support).

### 4. Cancer Services

**Grant value up to \$140,000 (excluding GST) per grant for up to 12 months**

The focus of this category is on supporting telehealth and remote models of cancer care within NSW. Applicants need to demonstrate successful work in the areas of cancer care and telehealth or shared care, as this project must demonstrate it is building on capacity

already within the NSW health system. Projects building or strengthening networks across NSW and/or partnerships between metropolitan and regional services are strongly encouraged. Applications can be received from Local Health Districts, Medicare Locals, Aboriginal Community Controlled Health Services or similar, with joint applications strongly encouraged.

**The following criteria must be met:**

- Focus on supporting telehealth and remote models of care with NSW
- Building on work underway within Australia
- Implementation of a telehealth model of cancer care
- Collaborative project building networks, partnerships and relationships across NSW
- Project needs to be sustainable beyond the funding period

**Desirable Criteria:**

- Projects addresses the needs of one of more priority populations: Aboriginal communities, CALD, socioeconomically disadvantaged, rural and remote communities
- Project builds links between primary care and cancer services

## Timeline

The milestones for the Evidence to Practice Grants are as follows:

| Date               | Milestone                  |
|--------------------|----------------------------|
| 2 February 2015    | Call for applications      |
| 5pm, 13 March 2015 | Close of applications      |
| 1 May 2015         | Review of applications     |
| 29 May 2015        | Notification to applicants |

## Funding

The funds must be spent for the primary purpose of achieving the objectives of the Evidence to Practice Grants.

All projects funded under the program will be required to report against evaluation measures developed by the applicants as part of the submission process.

Funding is available for organisations from both the public and private sector (e.g. public or private hospitals, Local Health Districts, Primary Health Networks, Non-Government Organisations, Aboriginal Controlled Community Health Services) who provide services or have an interest in cancer control to undertake projects in one of the priority areas.

The Cancer Institute NSW reserves the right to award funds at a different level and for varying periods to that requested in the application.

As part of the final reporting requirements, a full financial acquittal verified by a certified officer is required.

## Application Evaluation

Upon receipt, applications will be reviewed for completeness and adherence to submission requirements. Successful applicants will be selected through a competitive process. Each application will be reviewed and scored according to the criteria outlined in the application template.

When discussing scalability please consider effectiveness, reach and adoption; workforce, technical and organisational resources required; cost consideration; intervention delivery; contextual factors; and appropriate evaluation approaches. For more information please see "The concept of scalability: increasing the scale and potential adoption of health promotion interventions into policy and practice"<sup>1</sup>.

Applicants may be asked to provide additional information in order to reach a final decision.

Each Chief Executive/Chief Executive Officer, Director of Cancer Services (or equivalent, if relevant), BreastScreen NSW Director (if relevant) and Project Lead detailed in the Expression of Interest will be notified in writing of the evaluation outcome. The Cancer Institute NSW is unable to provide any additional information about the reasons for being successful/unsuccessful beyond what is stated in the letter of notification.

## Submitting an Application

Please use the template provided to complete your application. If applying for a shade provision grant please note there is a specific application for shade grants only. Applications should provide all requested information. Only information provided in the application will form the basis of the review process. Keep to the requested word count. Excessive information will not be included in the evaluation. Applications should not exceed 10 pages plus 4 pages of supporting documentation. Documentation including a signed cover letter from the Chief Executive / Chief Executive Officer endorsing the application and providing their support/ sponsorship is to be provided.

Completed applications should be marked **CONFIDENTIAL**.

Applications must be received at the Cancer Institute NSW by **5pm, Friday 13 March 2015**. Incomplete or late applications will not be accepted.

Please email a Word version and a PDF version of your application to [innovation@cancerinstitute.org.au](mailto:innovation@cancerinstitute.org.au) with Evidence to Practice Grant in the title or post to, Evidence to Practice Grant, Cancer Institute NSW, PO Box 41, Alexandria NSW 1435.

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<sup>1</sup> Milat AJ, King L, Bauman AE, Redman S. The concept of scalability: increasing the scale and potential adoption of health promotion interventions into policy and practice. HPIAA 2012

If you would like to discuss your application, please contact Merily Pavón Matkowski via phone on 02 8374 3524 or email at [innovation@cancerinstitute.org.au](mailto:innovation@cancerinstitute.org.au)