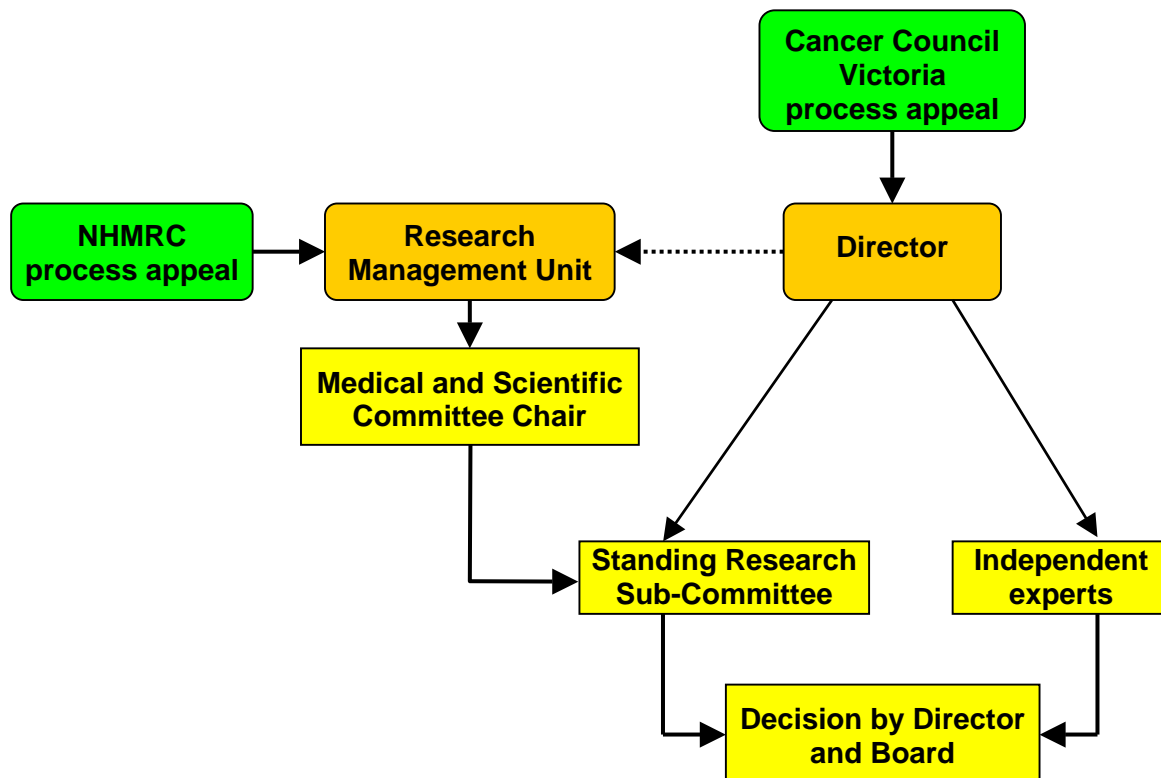


Grant Application Appeals Process



NHMRC Appeals Process (for information)

1. Applicants have 28 days from the date on the letter notifying them of the outcome of their application, to lodge an objection to the CEO of the NHMRC.
2. Objections can only be considered against administrative process and not the merits of a particular decision.
3. A written response to all objections is provided by the NHMRC to the applicant.
4. The NHMRC advises the Head of Cancer Council Victoria's Research Management Unit that an objection has been received involving a Cancer Council application.
5. If the applicant is not satisfied with the outcome, they may refer their objection to the NHMRC Commissioner of Complaints.
6. The NHMRC investigates the objection or complaint and if valid, provides part or full funding for the project, provided the application was originally submitted for NHMRC funding consideration. If invalid, NHMRC provides a written response to the complainant.
7. The NHMRC advises the Head of the Cancer Council Victoria's Research Management Unit of the outcome of the objection or complaint.
8. If a 'Cancer Council Victoria only' application, the Cancer Council Victoria has to decide what action to take.

Cancer Council Victoria Process

1. If the complaint is about Cancer Council Victoria's processes and does not involve the NHMRC:
 - i. Applicants have 6 weeks from the date on the letter notifying them of the outcome of their application, to lodge a complaint.
 - ii. All complaints must be addressed to the Director of the Cancer Council.

The Director
Cancer Council Victoria
1 Rathdowne Street
Carlton Vic 3053
 - iii. The complaint must be in writing, be signed by the complainant, describe the action complained about and specify the nature of and grounds for the complaint.
 - iv. The Director has the discretion to delegate the matter to the Standing Sub-Committee on Research for review or seek the advice of independent experts.
 - v. The Head of Research Management Unit will notify the Chair of the Medical and Scientific Committee.
 - vi. The Standing Sub-Committee on Research or a panel of independent experts will review the grounds for complaint, and advise the Director to enable appropriate action.
 - vii. The complainant will be advised of the Cancer Council Victoria's decision.
2. If the Cancer Council is advised by the NHMRC of an objection or complaint prior to the scheduled Standing Research Sub-Committee meeting in November, the application will be circulated and discussed, with a view to the action to be taken should the objection or complaint be upheld.
 - i. The Standing Research Sub-Committee will be asked to consider the scientific merit of the application.
 - ii. The Chair will be delegated the authority to act according to the Committee's deliberations once the result of the objection or complaint is known.
 - iii. If the application is within the Cancer Council's fundable range ie considered to be of equal merit to those applications recommended for funding, any funding offers will be subject to NHMRC not funding the project, and would require approval by the Director and the Board.
 - iv. If the application were not within the Cancer Council's fundable range ie not considered to be of equal merit to those applications recommended for funding, the complainant would be advised that the application had been reviewed by the Standing Research Sub-Committee and deemed to be unsuccessful / non-competitive in this year's funding round.
3. If the Cancer Council is advised by the NHMRC of a successful objection or complaint after the Standing Research Sub-Committee has met to determine which applications will be recommended for funding, and the application was submitted for 'Cancer Council only' consideration:
 - i. The Head of Research Management Unit will notify the Chair of the Medical and Scientific Committee.

- ii. The Standing Sub-Committee on Research will review the scientific merit of the application.
- iii. If the application is fundable ie considered to be of equal merit to those applications recommended for funding, an offer of one year's funding will be made, subject to Director and Board approval and funding being available.
- iv. If the application is not considered worthy of funding, the complainant will be advised of the Cancer Council Victoria's decision.

Woody Macpherson
Head, Research Management Unit

July 2009