



Australasian College
for Emergency Medicine

Morson Taylor Research Grant

Policy FND372

Document review

Timeframe for review:	Every two years or earlier if required
Document authorisation:	ACEM Board
Document implementation:	ACEM Foundation
Document maintenance:	ACEM Foundation and Honours Officer

Revision history

Version	Date	Revisions
v1	Apr-2015	Approved
v2	Mar-2016	Approved by ACEM Foundation: Amended: clauses 1; 2.2; 2.3; 2.4; 3.3; 3.4; 3.5; 3.6; 3.8; 3.9; 3.10 & 3.11. Inserted: clause 2.6
v3	Jan-2017	Amended the word 'award' to 'grant' throughout policy
v4	May-2018	Amended: clauses 2.2; 3.4; 4, 5.1
v5	Sep-2021	Amended eligibility criteria and updated adjudicating committee
v6	Feb-2022	Update to selection process – final determination to ACEM Board

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1. Purpose and background

The Morson Taylor Research Grant (the 'grant') was established in 1999 following generous donations by the late Mrs Elisabeth Morson and Mrs Nairne Taylor. Its purpose is to foster high-quality research in emergency medicine by supporting particular research programs through the provision of monetary funding through the ACEM Foundation.

2. Body of policy

2.1 Nature of grant

The grant consists of a monetary sum, the amount of which is fixed periodically by the ACEM Foundation.

2.2 Eligibility criteria

The grant is open to Fellows of the Australasian College for Emergency Medicine (ACEM/the College) or FACEM trainees. Fellows must be of good standing with the College.

2.3 Applications

Eligible persons interested in applying for the grant should complete the appropriate application form and submit it, together with the documentation specified therein, to the ACEM Foundation within the advertised timeframe.

2.4 Selection process

A panel of three (3) or more assessors convened by the Research Committee shall adjudicate the applications and recommend to the ACEM Foundation, one or more recipient(s) for the grant, based on the following criteria.

- Originality of the research
- Potential application to emergency medicine
- Level of evidence provided by the outcome
- Appropriateness of the study methodology
- Probability of success

The ACEM Board shall determine the recipient(s) of the grant. The decision of the ACEM Board will be final and no correspondence will be entered in to.

All parts of the selection process must be conducted in accordance with the College Conflict of Interest Policy.

2.5 Acknowledgement of grant

The winner(s) of the grant is presented with a citation in acknowledgement of the grant at the College Ceremony held in the year the grant is made.

2.6 Publication of the grant

The ACEM Foundation may publish the recipient's name and the working title of the project to promote the grant and raise the profile of the ACEM Foundation.

3. Conditions of grant

3.1 General

- a. 'Recipient' means the person or persons to whom the funds in question were made available. Where more than one person is the joint recipient of funds, a reference to the 'recipient' includes a reference to all those recipients.
- b. The recipient of a grant and any research, technical or other personnel involved in the grant project are not employees of ACEM. The College takes no responsibility whatsoever for any employment or other entitlements in respect of those parties.

3.2 Adherence to terms of project

The recipient shall adhere to the details of the research project and budget as approved by the College and shall not make any alteration to either without the prior written approval of the College.

3.3 Completion of grant project

An approved project is to be completed within 24 months of the date the grant was made, or within such other timeframe as the ACEM Foundation may in writing allow.

3.4 Grant funds

- a. The sums provided will usually be paid in a lump sum as soon as practicable after the grant is made. They are not subject to inflationary or other incremental adjustments and there is no GST applicable to the grant monies.
- b. When a grant terminates (for any reason), any unexpended balance of grant funds must be returned to the ACEM Foundation. Unused funds may not be expended in subsequent years.

3.5 Matters requiring prior approval

- a. The recipient must obtain the prior express, written approval of the ACEM Foundation in respect of the following:
 - changes to research program or budget
 - approval to apply for patent
 - approval to purchase office equipment with grant funds.
- b. Applications for prior approval must be made in writing, addressed to the ACEM Chief Executive Officer (CEO) and include full details of the subject matter.
- c. Any approval will not be valid if it is not made in writing or does not specify the precise nature of, and limitations on, the approval.

3.6 Required notifications

The recipient shall notify the ACEM Foundation in writing, and in advance wherever possible, of:

- any periods of absence to be taken during the course of the grant (excluding those which are less than four week's duration)
- their leaving, or intention to leave, the relevant institution before the expiration of the grant and the name of the institution their next intended place of employment.

3.7 Ethics

- a. It is expected that any research conducted with the support of a research grant:
 - will have all necessary ethical clearances, and
 - in particular, will comply with policies and statements on research involving humans published by the National Health and Medical Research Council (NHMRC).
- b. Recipients shall also comply with all relevant procedures and policies of the host institution.

3.8 Obligations

a. Reporting obligations

The recipient shall provide the following reports to the ACEM Foundation:

- (i) by 30 May of each year – a statement of expenditure charged to the grant (provided by the host institution)
- (ii) by 30 June of each year – a concise summary of research progress (approximately 300 words)
- (iii) at the termination of the grant –
 - a final statement of expenditure (provided by the host institution)
 - a final report on the overall outcome of the research.

b. Publication obligations

At the termination of the grant, the recipient shall present the results of their work supported by the grant through:

- (iv) presentation at the ACEM Annual Scientific Meeting, Winter Symposium or other appropriate scientific meeting approved by the ACEM Foundation, or
- (v) publication through the usual scientific channels.

All presentations or publications are to acknowledge the support of the Morson Taylor Research Grant and the ACEM Foundation.

3.9 Intellectual property

Any discovery arising out of work supported by the grant must not be the subject of application for patent, except with:

- the written approval of ACEM Board; and
- the agreement of the institution in which the work is carried out.

3.10 Ownership and disposition of property

- a. Equipment of any kind purchased from grant funds remains the property of ACEM. With the prior approval of ACEM, the grant recipient may transfer or donate such equipment to another approved project or relevant institution.
- b. ACEM may arrange or direct removal or transfer of equipment between laboratories:
 - at any time after completion of the original research projects, or
 - at such time as, in the opinion of ACEM, the equipment is no longer required for the purposes of the project.

3.11 Prohibited Usage of Funds

Grant funds may not be used to acquire office equipment such as personal computers, laptop computers, tablets, smart phones, facsimile machines, photocopiers etc. unless the recipient has obtained, in writing, the prior express approval of the ACEM Foundation.

3.12 Termination of Grant

- a. A grant may be terminated if the conditions of grant are not observed.
- b. A grant will terminate if the recipient leaves the institution before the expiration of the grant unless other arrangements satisfactory to the ACEM Foundation are made beforehand.



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