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# NATIONAL BREAST CANCER FOUNDATION INVESTIGATOR INITIATED RESEARCH SCHEME GUIDELINES

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Application deadline  
5 pm AEST Monday 3 June  
2019

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# 1. The National Breast Cancer Foundation (NBCF) Overview

The National Breast Cancer Foundation (NBCF) is Australia's leading national body funding game-changing breast cancer research with money raised entirely by the Australian public. Our mission is simple: stop deaths from breast cancer. We do this by identifying, funding and championing world-class research that will have a substantial impact on breast cancer.

## 2. NBCF Investigator Initiated Research Scheme (IIRS) Guiding Principles.

The NBCF Investigator Initiated Research Scheme will support research into the prevention and treatment of breast cancer, and to the social and public health needs of all individuals and their families living with or beyond a diagnosis of breast cancer.

The NBCF Investigator Initiated Research Scheme will support the research costs (or portions thereof) and salary (if requested) of outstanding investigators with a vision to expand the scale and scope of breast cancer research in Australia. The IIRS has flexibility to span the breadth of the previously offered grant schemes including fellowships, pilot studies, infrastructure and project grants.

NBCF supports breast cancer research through funds raised entirely by the Australian public. In submitting their proposals, applicants should be mindful of the limited albeit substantial funds available every year and therefore contain their costs so that they are realistic and competitive.

NBCF aims to fund a portfolio that comprises a very small number of large, costly projects and a larger number of small-medium sized projects with a good value for money proposition. Projects pursuing highly innovative and original ideas that challenge existing paradigms or break new theoretical ground, including preliminary studies aimed at providing "proof-of-principle" data are particularly encouraged. The aim of these types of studies is to set up a strong platform to enable investigators to be more competitive in obtaining future funding. All projects proposals have to clearly articulate a path leading to

translation of the research findings into impactful results for those affected by breast cancer.

NBCF also aims to foster the development and career progression of scientists at all career stages but particularly emphasises its intent to support highly talented mid-career researchers with a strong passion and interest in breast cancer. Established leaders in the field are encouraged to support such researchers to submit research proposals as main applicants.

Clinical Practitioners with an interest in pursuing an academic career and the ability to directly translate their research findings to patient care practices, clinical guidelines or health policy changes are also strongly encouraged to apply for funding through this scheme.

## 2.1 Changes from the previous IIRS Grants Round

The following major changes to the IIRS will be implemented in 2019:

- NBCF Fellowships will be integrated into the IIRS scheme with specific criteria for their evaluation during the peer review process.
- The funding cap for Principal Investigators (PIs) has been reduced from \$2 million to \$1.5 million.

## 3. Funding Information

Funding is offered for all aspects of research related costs, and therefore, research proposals could comprise the salaries of personnel directly or proportionately involved in the research project (that are not otherwise funded), as well as the costs of materials and equipment. A maximum of one proposal per applicant will be considered in any round of applications as PI. There is no limit imposed on the number of applications a researcher can be named as a Co-Investigator (Co-I) or Associate Investigator (AI).

The duration of the funding period that will be considered is 1 to 5 years. Depending on the category of the nominated PI, there is a cap on the maximum duration of the proposed grant, as detailed in Table 1.

Funding is offered from 1 January of the year following the relevant Grants Round. Applicants can submit a request to delay the start of the funding by a maximum of 12 months (i.e. for a commencement date no later than 31 December of each year). Requests for a delayed start that exceed 12 months will only be agreed to by NBCF in exceptional circumstances, such as situations where the PI requires parental carer or health related leave.

In the event where funding for a project (or similar projects) is offered concomitantly by NBCF and by another research funder (such as the NHMRC), NBCF reserves the right to withdraw funding wholly or in part. Where the value of the other funder's offer is at least equivalent to the value of the offer by NBCF, the funding offer from NBCF will be automatically withdrawn, in order to maximise the opportunity for breast cancer research in Australia.

NBCF will review grant application budgets and ongoing costs via progress reports. NBCF reserves the right to amend budgets deemed incorrect and to audit institutions. NBCF will, at its sole discretion, cease funding of projects if progress is not appropriate.

### **3.1 Funding Cap**

In any given year, PIs can only hold total NBCF awards to a maximum combined value of \$1.5 million. For grants commencing in 2018 onward the value refers to the total budget of projects (rather than the funding remaining unspent). For grants commencing before 2018, the value will be calculated pro-rata on funding outstanding at 1 January 2020 (new funding start date), as calculated at the time of application.

Once the \$1.5 million cap is reached, no further proposals from the same PI will be considered until the conclusion of previous projects that reduce the combined value of funds held by the PI to less than \$1.5 million. There is no funding cap for Co-Is.

Applications that, if funded, would result in a PI's total value of NBCF awards exceeding \$1.5 million will be considered ineligible for funding.

Note: The \$1.5 million funding cap applies to PIs only, and only includes awards held by the applying PI as a PI.

Please contact NBCF prior to submitting your application if you require clarification.

### 3.2 Salary support and duration of Funding

All PIs have to demonstrate career excellence relative to opportunity and a commitment to carry out research projects that will have a significant impact on breast cancer.

The NBCF Investigator Initiated Research Scheme is designed to have a single PI applying for funding. A PI can nominate a maximum of five Co-Is on the grant and an unlimited number of Associate Investigators (AIs). Requests for salary for AIs will not be allowed. All Co-Is are considered to be equal on the grant.

Applications are invited from PIs within four career-based categories. Maximum salaries are based on current university salary scales and capped as detailed in Table 1. Salary on-costs will be supported by NBCF to a limit of 9.5% superannuation. Strictly no other salary on-costs will be supported. Please see the NBCF Grant Expenditure Guidelines for further details.

### 3.3 NBCF Fellowships

Principal and Co-Investigators of funded IIRS Projects whose salary is being supported at 0.5 FTE or greater may make a formal request to be considered for the title of “NBCF Fellow”. Potential candidates willing to be considered for an NBCF fellowship award title will need to:

- Indicate their candidacy where appropriate in the application form;
- provide a statement describing why he/she should be considered for this fellowship award; and
- provide a statement describing his/her potential impact as a future leader in breast cancer research.

### 3.4 Responsibilities of NBCF Funded Researchers

NBCF relies on the assistance from the Investigators of funded projects in order to conduct its peer review process and engage with the community. The responsibilities of funded researchers are detailed in the NBCF Funding Agreement.

Funded Principal and Co-Investigators are required to:

- join a peer review committee hosted by NBCF in relation to research funding and participate in assessing and scoring applications for NBCF funding grants and other activities from time to time, as reasonably requested by NBCF; and
- provide presentations, tours and host meetings with NBCF donors as reasonably requested by NBCF from time to time.

Unreasonable or repeated non-compliance with the above requirements may result in disciplinary action at the discretion of the NBCF Board on the advice of the Research Advisory Committee.

**Table 1: Investigator Categories**

Category	Experience/ Qualification	Role	Notes	Maximum salary and FTE	Maximum grant duration
1	< 3 years postdoctoral experience	Co-I	Exceptional researchers in this category may be included as Co-Is. Generally, researchers in this category would be listed as additional personnel.	As per university/ institute salary scales (requested salaries will be reviewed and must be competitive)	NA (not eligible as PI)
2	3-7 years postdoctoral experience	PI Co-I AI*	Applications from this category of researchers are particularly encouraged, in order to increase the long-term breast cancer research capability within Australia. There is no limit to the number of consecutive awards that a Category 2 researcher can obtain under this scheme, provided their postdoctoral research experience remains competitive and below the 7 year time limit.	\$110,000 for 1.0 FTE (i.e. full time equivalent salary of \$110,000 inclusive of 9.5% superannuation)	4 years for PI

Category	Experience/Qualification	Role	Notes	Maximum salary and FTE	Maximum grant duration
3	7-12 years postdoctoral experience	PI Co-I AI*	Applicants within this category would be outstanding researchers with demonstrated leadership capabilities, ability to act as independent researchers but are yet to be appointed in a Senior Leadership role. Whilst there is no limit on the number of consecutive awards that a Category 3 researcher can obtain under this scheme, it is unlikely that a researcher within this category who has not been able to secure a professorial appointment after one successful NBCF award would be competitive to receive additional funding within the same category.	\$130,000 for 1.0 FTE (i.e. full time equivalent salary of \$130,000 inclusive of 9.5% superannuation)	4 years for PI
4	> 12 years postdoctoral experience	PI Co-I AI*	Applicants within this category would be an established researcher with a long-standing academic career and/ or an NHMRC Senior Research Fellow, Principal Research Fellow or Senior Principal Research Fellow.	\$36,000 for 0.2 FTE (i.e. full time equivalent salary of \$180,000 inclusive of 9.5% superannuation)	5 years for PI



Category	Experience/Qualification	Role	Notes	Maximum salary and FTE	Maximum grant duration
5	Clinical Practitioner	PI Co-I AI*	A Clinical Practitioner must be a practising clinician, public health, health service, allied health professional, nurse, or Aboriginal and Torres Strait Islander health member. For the majority of their non-research time they must be employed by a health care authority (e.g. a hospital, primary care facility, or a state or territory health department) to provide clinical care, or to provide public health services, or be employed in a policy development role in the health sector, and includes applicants who are self-employed clinicians in private practice. Clinical Practitioners must propose to undertake breast cancer research that is linked to their clinical practice, as the overall aim of funding clinical practitioners is that of accelerating the translation of research funding into every-day clinical practice. Clinical practitioners can only receive salary support from one award at a time.	\$175,000 for 0.7 FTE (i.e. full time equivalent salary of \$250,000 inclusive of 9.5% superannuation)	5 years for PI

\*AIs cannot apply for salary support

Additional personnel: PIs may apply for the salaries of any research support staff they deem appropriate to ensure the successful completion of the project (comprising research assistants/officers, junior postdoctoral fellows, students, and specialised personnel such as bio-informaticians, statisticians, project managers etc.) Salaries must be consistent with university/institute scales. The requested salaries will be reviewed and must be competitive.

Researchers without a PhD may be eligible to apply if they can establish that their research qualifications and experience are equivalent to the Category they have classified themselves. Eligibility will be determined at the discretion of the NBCF Director, Research Investment. Researchers without a PhD who intend to apply as a PI are required to confirm their eligibility with NBCF prior to submitting their application.

Researchers are expected to quantify the remuneration they are seeking from NBCF over the duration of the grant based on the full time equivalent (FTE) to be allocated specifically to the project and its supervision. Salary will be adjusted pro-rata for intended FTEs lower than the maximum quoted in Table 1. The FTE requested should be proportional to the time committed to the project.

### 3.5 Project Costs

In estimating the costs of the proposed research, applicants should keep in mind that large, costly projects requiring a substantial percentage of NBCF's annual budget will only be funded in exceptional circumstances (e.g. an outstanding opportunity for breast cancer improvement through new discoveries or implementation of existing knowledge that can be readily translated in clinical practice).

Project costs are not capped (except as described previously regarding the \$1.5 million funding cap). However, applicants should clearly articulate the scientific excellence of their project, and costing must be realistic and competitive. All applications will be subject to a thorough budget review as part of the peer review process.

All co-funding secured from additional sources (hosting institution, University, Government agencies, not-for-profit organisations etc.) must be itemised and reported. This allows NBCF to assess and articulate the value proposition of its funding to a range of stakeholders, including the Australian public, NBCF donors and supporters, as well as the NBCF Board of Directors.

When putting together their budgets, PIs should refer to the NBCF Grant Expenditure Guidelines which can be downloaded from [here](#). The project costs are separated into three budget categories:

## Infrastructure, Equipment and Consumables:

- Costing relating to equipment or infrastructure must be fully itemised.
- Costing relating to consumables can be shown as an aggregate figure for items with individual costs  $\leq$  \$5,000, but must be fully itemised for items with individual costs  $>$  \$5,000.

## Investigator salaries:

- The FTE salary must be consistent with the percentage of time to be devoted to the project, as described in the application form.
- The maximum salaries and FTEs specified in Table 1 cannot be exceeded.
- Salary can only be claimed for the PI or Co-Is. AIs cannot claim a salary.

## Personnel Salaries:

- Costing relating to support staff can comprise either full-time or part-time salaries for personnel directly involved in the research project.
- Additional personnel involved in the research project must be indicated, with titles and salary figures commensurate to their position.

# 4. Eligibility

## 4.1 Administering Institution

- The proposed project must be located/managed/operated under the auspices of a University, hospital or major research institution(s) located within Australia.
- A single institution must be nominated as the Administering Institution.
- The institution must have in place policies and procedures for the management of public funds, for the management of Intellectual Property, for the proper conduct of research in relation to ethics and good scientific conduct.
- Prior to submission of the Application, the institution nominated as the Administering Institution must review NBCF's standard funding agreement (Funding Agreement) and agree to perform the proposed Project on the terms of that Funding Agreement, if funding is granted.

## 4.2 Applicant (Principal Investigator)

Each application has a single PI (the applicant), and can nominate a maximum of five Co-Is. The applicant can also nominate any number of AIs who will have an advisory role in the project.

At the time of application, the PI and Co-I(s) must:

- Have demonstrated research experience, capability and productivity commensurate with the salary level they apply for.
- Demonstrate excellent potential for a career in breast cancer research OR bring specialist knowledge/experience to the team from an area outside breast cancer research as appropriate for the project.
- Ensure that the submitted application is not the same or similar (in whole or in part) to a project described in another current NBCF submitted or funded application or to work already published.
- Agree to execute a deed undertaking to comply with the Funding Agreement entered into by the Administering Institution, if funding is granted.

The PI and at least 50% of the nominated Co-Is must:

- Reside in Australia (or intend to reside in Australia) throughout the funding period.
- Be an Australian citizen, have resident status or have an appropriate visa to work in Australia for the entire duration of the funding period.

During the funding period it may be possible to vary the Administering Institution, however the PI must remain the same and the award cannot be transferred to another individual.

## 5. Assessment of Applications

### 5.1 Review Process

All applications will be reviewed for completeness and adherence to the guidelines by NBCF. Applications that have provided incomplete documentation at the deadline will be excluded

From the assessment process and strictly no additional documentation or new applications will be accepted after the deadline. Decisions on eligibility will be made by the Director, Research Investment and are final.

Applicants must only list peer reviewed publications and not manuscripts that have been submitted or are under review. Publications listed on pre-print servers such as BioRxiv will not be considered and should not be listed.

Applicants should consider appointing Co-Is and/or AIs with the appropriate scientific expertise required for the successful completion of the proposed research. As an example, if the proposed research requires a considerable amount of statistical analysis to be performed, the applicant should include a statistician on the Investigator Team.

Applicants are advised to refer to the newly revised Guidelines for Consumers and Researchers when addressing the consumer related section of the application form [here](#). NBCF endeavours to fund research that has significant scientific merit and is also considered highly relevant by the breast cancer community.

Prior to peer review assessment, projects will be divided into streams depending on the total amount of funding requested. Cost brackets will be decided after all applications are received and viewed, and will be set where natural breakpoints are identified.

Assessments will be conducted by scientific Peer Review Committees (PRCs) and the Consumer Advisory Panel (CAP). The weight applied to each PRC/CAP assessment criterion is described in Tables 2 and 3.

The NBCF Research Advisory Committee (RAC) will review the scores and comments from the PRCs and CAP and evaluate the costing and financial competitiveness of the projects. The RAC will make recommendations to the NBCF Board of Directors which makes the final decision on NBCF funding. NBCF retains full discretion on whether to award the full amount requested by the PI or part thereof. NBCF may also stipulate conditions of approval in regards to consumer engagement as recommended by the CAP.

**Table 2: PRC Review Criteria**

Criteria	Description	Weighting
Track Record of the Team (PI and Co-Is)	The combined Investigator team should demonstrate the expertise and experience required to effectively deliver the proposed study. Relative to opportunity, the team's combined record of research achievements and productivity determined by peer reviewed publications, awards, other evidence of national and international recognition, research experience and skills, leadership skills and previous funding success, will be assessed.	35%
Scientific Quality of the Project	The research project will be assessed on the proposed objectives, design/approach, rational, methodology, and overall feasibility.	30%
Innovation	The project will be assessed for its innovative approach.	20%
Significance and Translational Potential	The project will be assessed on its likelihood to result in influential publications, advancement of knowledge in an area of importance to breast cancer, and its ability to translate into outcomes for breast cancer patients.	15%

**Table 3: CAP Review Criteria (all criteria weighted equally)**

Assessment	Description
Relevance, Equity and Alignment	This question will assess the relevance of the issue/problem to breast cancer, and the ability to directly address differences in breast cancer care, outcomes or responses to treatment in or across different population groups. Consideration will be given to the impact on populations with poorer outcomes (which may include under-studied patient groups, those with a high disease burden, age groups, Aboriginal and Torres Strait Islander peoples, people of culturally and linguistically diverse backgrounds, or regional/rural locations).
Translation and Impact	This question will assess how specific methodologies or approaches and collaborations will be used to ensure that the results of this research are translated directly or indirectly into beneficial outcomes for breast cancer patients.
Consumer Engagement	This question will assess the involvement and level of engagement of consumers in the development, planned conduct and communication of results of this research proposal. Consumer and consumer representatives are defined in NBCF's Guidelines for Consumers and Researchers <a href="#">here</a> . As described in the guidelines, the level and type of consumer involvement appropriate for each project will vary depending on the nature of the project.

## 5.2 Investigator Team

As stated in Table 2, the Track Record assessment will take the strength of the entire Investigator team (PI and CoIs) into consideration. The Team Track Record will be considered as positive contributions to the research project from team members (exclusive of AIs), and not as an average across the team. Inclusion of early and mid-career researchers (where appropriate and as part of a comprehensive team) is strongly encouraged, as is the opportunity for these researchers to apply as PIs.

## 5.3 Relative to Opportunity

All applications are assessed “relative to opportunity”. PIs and Co-Is should provide details of relative to opportunity considerations and the effect this has had on their research, research achievements and productivity relative to the stage of career.

Applicants are to provide documentation on the period(s) when the disruptions

occurred. These considerations might be taken into account for the assessment of the track record of the applicant(s) at the entire discretion of the peer review panel.

Circumstances considered under relative to opportunity include:

- amount of time spent as an active researcher; this specifically excludes consideration of full-time or part-time work;
- employment outside the research sector including time spent working in industry;
- career disruption (please refer to 'Career disruption/breaks - Section 5.4');
- available resources (including situations where research might be conducted in remote or isolated communities);
- clinical, administrative or teaching workload;
- relocation of an applicant and his/her research laboratory or clinical practice setting or other similar circumstances that impact upon research productivity;
- restrictions on publication associated with time spent working in other sectors (e.g. industry, policy and government); and
- typical performance of researchers in the research field in question.

#### **5.4 Career Disruption/Break**

Career disruption/break is a sub-category of "relative to opportunity" that will be considered when determining the duration of the applicant's postdoctoral experience. A career disruption involves a prolonged interruption to an Investigator's (PI or Co-I) capacity to work, due to:

- pregnancy;
- major illness;
- carer responsibilities including parental leave and care for immediate family (e.g. spouse, children or elderly parent).

The interruption will involve a continuous absence (full-time) from work for periods of one month or greater and/or a long-term partial return to work (e.g. part-time absences from work due to circumstances classified as career disruptions). Documented evidence (i.e. a letter from an employer) must be provided for the career disruption/break to be considered.

## **6. Grant Administration and Conditions**

### **6.1 Funding Agreement**

Upon acceptance of an offer of funding from NBCF, a Funding Agreement will be prepared and issued to the Administering Institution for review and signing. This Funding Agreement will certify that the institution endorses the application, is willing to administer the research, and has the appropriate facilities and services to be made available for use by the applicant. All parties must accept the terms of the Funding Agreement and sign the Agreement before payments are made.

Projects must commence as set out in the Funding Agreement.

### **6.2 Variations to Funding Agreement**

PIs can request to defer the commencement date of the funding as outlined in Section 3.

PIs can request to extend the duration of the grant for a maximum of 40% of the total duration of the project. No additional NBCF funding is available for project extensions. The PI may apply for multiple extensions, as long as the aggregate duration of the extensions does not exceed 40%. Approval of extensions is at the total discretion of NBCF.

PIs returning from career disruption/breaks can do so at 0.6 FTE or 0.4 FTE if the project does not involve wet bench research.

### **6.3 Reporting Requirements**

PIs will be required to report on progress of funded projects via two digital platforms. Progress Reports outlining the progress versus agreed milestones, financials and relevant approvals will be submitted via SmartyGrants. Research outputs/achievements in the form of peer reviewed publications, awards, other funding, research tools etc. will be submitted via Researchfish. NBCF reserves the right to modify the platform or content requested for submission in the annual reports. Failure to submit reports on time may lead to the suspension of funding. Please view the NBCF Progress Reports website for further details.

NBCF reserves the right to recommend the suspension and/or termination of funding to a grant if progress is unsatisfactory.

Successful PIs will be required to submit regular Financial Reports outlining expenditure of funds in relation to the grant. NBCF reserves the right to withhold payments if a substantial amount of funds are unspent at the time of the financial report.

At the completion of the funding, an audited financial statement is required.

#### **6.4 Peer Review Committee Participation**

Every year, PIs and CoIs funded by NBCF are expected to participate in assessing and scoring research applications as part of Peer Review Committees hosted by NBCF. By signing the Funding Agreement, Administrating Institutions and Collaborating Institutions take responsibility for supporting NBCF Investigators at their Institution in complying with this requirement.

#### **6.5 Media**

NBCF requests that all media releases (materials, announcements) related to data derived from the awarded grant be provided prior to their release for review and approval by NBCF communication/marketing team, and with appropriate NBCF acknowledgement. This is an important aspect of the terms of engagement as it assists in raising NBCF's profile to support future fundraising activities.

#### **6.6 Community Engagements**

PIs and Co-Is funded by NBCF are expected to participate from time to time, and within reason, in NBCF activities such as talks to NBCF supporters, lab tours, media activities, etc. By signing the Funding Agreement, Administrating Institutions and Collaborating Institutions take responsibility for ensuring that NBCF Investigators at their Institution comply with this requirement.

## **6.7 Acknowledgement of Support**

All publications including journal articles/books, media releases and presentation of data derived from the awarded grant must acknowledge the support of NBCF. NBCF strongly recommends that the correct branding (NBCF logo) is used and that investigators use the allocated NBCF Code for the grant.

## **7. Privacy and Confidentiality**

The National Breast Cancer Foundation recognises the importance of your privacy and personal information, and all documents containing personal information will be handled and protected in accordance with the provisions of the Privacy Act 1988. Personal information is collected by us in order to process grant applications. For these purposes, your information may be shared with trusted third parties and our service providers (such as external reviewers/ grant assessors, NBCF's Research Advisory Committee/Consumer Advisory Panel/Board, grant management system provider(s), Administering Institution, co-funding organisations) either in Australia, United Kingdom, United States or other countries. Failure to provide personal information may result in NBCF being unable to process your grant application.

Our Privacy Policy is available on our website <http://www.nbcf.org.au/Privacy.aspx> and contains further details about: (i) how we obtain, store and use the personal information we collect; (ii) where we send it; (iii) how you can access and correct it; (iv) how you can lodge a privacy complaint; (v) how we handle those complaints. You may contact our privacy officer with any queries via email: [info@nbcf.org.au](mailto:info@nbcf.org.au) or mail: PO Box 4126 Sydney NSW 2000, or telephone: 1300 708 763.

## **8. Project Proposal and Submission**

### **8.1 Applications**

All applications must be submitted through our online grants administration system (SmartyGrants). This section has the purpose of giving further details on the information to be submitted as part of the application.

Please complete all sections of the application form. Incomplete applications will not be processed. Please ensure you follow the step-by-step instructions detailed in the IIRS Guidelines Appendix which can be downloaded [here](#).

NBCF strongly recommends that applications are submitted well in advance of the deadline. NBCF also strongly encourages applicants to complete the administrative detail sections as early as possible in the application period.

## 8.2 Uploading Documents

All documents uploaded throughout the application must be in PDF or word format. When attaching a file, you need to allow sufficient time for the file to be uploaded to the page. You should not navigate to another page until the file has been successfully attached, otherwise the file upload will be cancelled. There is a maximum file limit of 25 megabytes. However, it is strongly recommended that you try to keep files under 5 megabytes.

To attach a file, follow these steps:

- Select “Browse” and choose the file you wish to upload and click “Select”.
- The file will begin to upload and the progress bar will be filled in as the file is uploaded.
- When the file upload is completed, the progress bar will disappear and a link to the uploaded file will be available, along with the option to remove the file.

Save files in the following format:

[Application ID] – [first initial] [last name] – [name of document]

e.g. IIRS-20-001- J Smith - Visa

### 8.3 Submission

Applications must be submitted online via the SmartyGrants application system. To apply follow this link: <https://nbcf.smartygrants.com.au/>. PIs must first create an account with SmartyGrants. Your account details are used solely for the purpose of enabling you to complete the application form.

Applications are not submitted until you hit the submit button. Once submitted, you will not be able to make any further changes to your application. You can return to <https://nbcf.smartygrants.com.au/> at any time to view your application, but once it is submitted, it cannot be changed.

When you submit your application, you will receive an automated email acknowledging that your application has been received with a copy of your application attached. This will be sent to the email address used to register on SmartyGrants. Please retain the information in this email throughout the submission process. If you do not receive an email confirmation, please assume your application has not been submitted and contact the NBCF Research Team.

### 8.4 Enquiries

Enquiries can be directed to the Grants Administrator, NBCF Research Investment at [research@nbcf.org.au](mailto:research@nbcf.org.au) or telephone 02 8098 4825.

### 8.5 Key Dates

Action	Date
Call for Applications Open	1 April 2019
Applications Close	3 June 2019
Peer Review	July - October 2019
Advice to Applicants	From early December 2019
Commencement of Funding	1 January 2020

**Note: Completed applications must be submitted via the SmartyGrants system by 5.00 pm AEDT on 3rd June 2019. The SmartyGrants system will automatically lock out any unsubmitted applications at that time.**

## **9. Acknowledgments**

We are indebted to all our committed individual, community and corporate donors, and would like to acknowledge their kind support for the work of the National Breast Cancer Foundation (NBCF) and their commitment to research into the prevention and cure of breast cancer.



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