

Design for Health Scholarship Information Sheet

The Australian Health Design Council (AHDC) is a not-for-profit, non-government organisation that provides a forum for all professionals involved in the Australian health design sector to share knowledge, develop expertise, foster research, and enhance skills in health facility planning, design, and management across both the private and public sectors.

With AHDC support, you can take your career to the next level in the field of health facility design.

The AHDC Design Research Scholarships are intended for architect-researchers, health facility planners, and other design professionals with an interest in health facility design.

This will provide career opportunities, advance the design evidence base within the field, and be a catalyst for knowledge sharing within the health facility design community.

AHDC is committed to:

1. Promoting high quality, efficient, effective, and safe health facility design that responds to the needs of the Australian populace and in doing so, respects the rights and requirements of patients, the health workforce, the community in a sustainable natural/built environment;
2. Facilitating the exchange of feedback and comments provided by health facility design professionals to the designated bodies on the Australian health strategies, processes, procedures,

and design guidelines;

3. Evaluating and encouraging innovation in health facility design, and dissemination of the results for feedback, debate, and improved performance;
4. Supporting training and education in health facility design to ensure the long-term sustainability of the industry;
5. Providing an expert voice for health design professions in dealing with government and other policymakers regarding matters that affect the design or delivery of high-quality healthcare facilities;
6. Aligning with other agencies in the sector to share knowledge, understand goals and objectives to improve health facility design and procurement; and
7. Bringing together health design professionals for networking and knowledge sharing purposes.

Overview

The **AHDC** Research Scholarship is a \$5,000 per year grant to a PhD (or equivalent doctoral studies) candidate, or a one-off grant of \$5,000 to a Research Masters student studying within a design faculty or health service management course offering the opportunity to specialise in the field of health facility design.

Each grant will provide valuable financial aid for high-performing research students to further their research project and disseminate knowledge within the health facility design community.

- PhD (or equivalent) candidates will receive funding over a maximum of three (3) years, totaling \$15,000, paid in annual installments of \$5,000.
- Successful Masters students will receive a one-off \$5,000 grant.

Who Can Apply?

Applicants for scholarships must be enrolled as Higher Degree Research students at an Australian university, either as PhD (or equivalent) candidates or master's students.

Additional weighting is given to applicants who are architects/designers/health facility planners, and current financial members of **AHDC**.

Preference will be given to Australian or New Zealand residents and citizens.

How can it be used?

The Scholarship provides top-up funding for Higher Degree Research students undertaking thesis projects related to health facility design.

When can I apply?

Scholarships are awarded annually, with applications accepted during the month of April.

Successful applicants will be notified within one month of applications closing.

Late applications will not be considered.

Key Details:

Scholarship Convener: Dr Jane Repin Carthey
AHDC Research Chair

Submission Requirements: Application form and all supporting information to be submitted via email as a single Adobe PDF document. Ensure the document is less than 10MB.

Email: research@aus hdc.org.au

Subject: AHDC Research Scholarship

More Information: For full eligibility, selection criteria, and scholarship rules, download a copy of the Funding Guidelines and Application Form available at <https://aus hdc.org.au/research-scholarship>

For further questions, please contact AHDC Research Chair on the email address listed above.

Design for Health Scholarship Funding Guidelines

1 OBJECTIVES

The AHDC is a non-government organisation of professionals involved and/or interested in quality design of health facilities and is the conduit between knowledge providers and knowledge users in Australian health design. The AHDC Research Scholarship is a top-up scholarship for research higher degree students who are undertaking projects related to the field of health facility design. Scholarships are intended for architect-researchers, health planners, and other design professionals with an interest in health facility design. This will provide career opportunities, advance the design evidence base within the field, and be a catalyst for knowledge sharing within the health facility design community.

2 ELIGIBILITY

2.1 The AHDC Research Scholarship

The AHDC Research Scholarship is offered annually, on a competitive basis to those who meet the following criteria:

1. The applicant must be enrolled as a Research Higher Degree student within an Australian university.
2. The applicant must be able to show evidence that they have completed the confirmation (or equivalent) milestone, prior to funding being awarded.
3. The proposed research project (thesis or exegesis) must be related to health facility design and investigate issues of relevance to Australian health facilities.
4. The applicant should be able to provide evidence of a strong and supportive advisory team, with appropriate experience in the research area.

5. A weighting will be given to applicants who are a) architects/designers and, b) financial members of AHDC.

AHDC reserves the right to not offer the Research Scholarship if it deems that there are not suitable applicants or projects to be considered for the award. The number of scholarships awarded will depend on the calibre of applicants and ongoing financial commitments of AHDC.

3 GRANT DETAILS

3.1 Financial Value

The financial value of the Research Scholarship is \$5,000 per year, over a period of three years for applicants undertaking a PhD or other equivalent professional doctorate, or one year for applicants undertaking a M.Phil, or equivalent masters by research degree.

The Scholarship will be paid in installments to doctoral students' university or institution. A program of milestones and activities provided by the applicant will be used to determine the milestones for release of funds.

All successful applicants will enter a legally binding agreement with AHDC for the funding period. All money not spent during the funded period shall be returned to AHDC.

3.2 Scholarship Rules

1. The AHDC Board (or representative) shall appoint a review panel (minimum three members) to judge applications for the Research Scholarship and the Undergraduate Prize. The panel's decision is final.
2. Applications will be acknowledged on receipt.

3. Final decision and application feedback will be provided by the AHDC Board.
4. There will be no opportunity for appeal of the AHDC decision regarding award of scholarships or prizes.

3.3 Selection Criteria

1. Applicant – (relative to opportunity, 50%)
 - Academic qualification (architect, engineer, other)
 - Academic record
 - Practical experience in health facility design
 - Medals, prizes and awards
 - Research achievement (publications, presentations, posters, seminars)
 - Postgraduate/research training and/or research/professional experience
 - Broader community engagement
 - AHDC membership
2. Research Environment and Advisory Team (20%)
 - Advisory team have relevant experience and expertise
 - Mentoring and training environment
 - Institutional support
 - Advisory team contains an architect with experience in health facility design
3. Research Project (30%)
 - Aligned with AHDC objectives
 - Aims that are well-defined
 - Appropriate research design
 - Feasible
 - Will contribute to the applicant’s future career aspirations.

4 CONFIDENTIALITY AND PRIVACY

Information contained in applications is regarded as confidential unless otherwise indicated and will be received and treated as confidential by AHDC.

Information comprising the names of the successful research holder and the title of the research project will be published on the AHDC website and via appropriate social media avenues. AHDC will make publicly available information about the areas of research of the scholarship and a brief description of the project provided by the applicant.

Documents containing personal information are handled and protected in accordance with the provisions of the Privacy Act 1988, which sets standards for the collection,

storage, used and disclosure of, access to, personal information. Personal information is disclosed only with permission of the individual to whom it relates or where the Act allows.

5 OBLIGATIONS OF RECIPIENTS

5.1 Research Scholarship

It is expected that a successful applicant will actively disseminate the findings of their research to the health design and broader architectural design community. Publication in peer-reviewed journals and presentations at a scientific conference and at trade conferences are expected outcomes. AHDC must be acknowledged as a sponsor when research is published or shared. It is expected that during the period of the Research Scholarship, the candidate shall present their research to:

- A recognised peer-reviewed health design conference
- Other relevant conferences and professional forums e.g., ACHSM, EuHPN or SALUS Global conference.

Candidates may be requested to write blog articles for the AHDC research blog over the life of the scholarship.

Unless provided elsewhere, the provided budget must account for these expectations as no additional funding will be provided from AHDC for conference expenditure including travel.

6 APPLICATION REQUIREMENTS

The application must contain all the information necessary for consideration of the proposal without the need for further written or oral explanation, or reference to additional documentation, including online resources. All details in the application must be current at the time of application. Application forms can be downloaded from the AHDC website. All applications must use the relevant template. Applications not created using the template will not be considered.

Applications for the Research Scholarship should include:

1. A maximum two-page curriculum vitae outlining the professional and academic achievements of the applicant.
2. A maximum three-page proposal outlining the project, including a brief background, project aims, proposed methods and anticipated outcomes.
3. A one-page supporting statement from the applicant’s advisory team outlining the experience and expertise

of the team relative to the proposed project.

4. For doctoral or masters research, the supporting statement should also outline the institutional support available to the applicant to ensure the success of the project.
5. Program of research activities with clear indication of timeline for project definition, ethics approval, early stage review, late state review, and thesis submission.

7 INTELLECTUAL PROPERTY

All intellectual property rights will remain with the research student (or their institution as outlined in their ethics proposal).

However, AHDC reserves the right to publish information regarding the successful research or design projects on its website, in members' forums and via social media. The purpose will be to share the research and to promote interest in health design within the architectural and broader communities.

8 SELECTION AND APPROVAL PROCESS

8.1 Review Panel

The AHDC Board will appoint a Board Member to facilitate the Research Scholarship review process and to act as Chair of the review panel. The review panel will be appointed by the AHDC Board. The review panel must consist of at least three members of which:

1. Two (2) must have a PhD (or equivalent qualification) from an approved tertiary institution
2. At least one (1) must have a demonstrated track record in health facility design research.

All applications for the scholarship will be reviewed by all members of the panel.

8.2 Conflicts of Interest

Conflicts of interest must be declared by members of the AHDC Board and the Research Review Panel. Members of the AHDC Board and/or Review Panel must withdraw from considering applications if they, or any research student associated with a board/review panel member, choose to submit a Research Scholarship application.

8.3 Exclusion

Exclusion of ineligible applications for AHDC funding may take place at any time during the selection process.

Applications may be excluded under the following circumstances:

- The application contravenes, or is inconsistent with, this funding policy
- The application does not address the funding criteria
- The application includes incomplete or misleading information
- The applicant or advisory team are previous recipients of the AHDC scholarship and have not completed the dissemination and reporting requirements relating to the previous scholarship.

8.4 Assessment of Application and Recommendations

Once an application has been successful in gaining funding, the AHDC research scholarship review panel will perform final checks of eligibility. Each application will be assessed against the selection criteria and a recommendation forwarded to the AHDC Board.

8.5 Feedback

The AHDC Board will provide feedback to all applicants based on the comments of the reviewers.

8.6 Offer of Funding

The successful Scholarship applicant will be advised within four weeks of the closing of applications.

Any queries regarding the criteria, rules, procedures, and application process, as well the final research scholarship application can be emailed to the Scholarship Convener:

Email: research@aus hdc.org.au

Subject: AHDC Research Scholarship

Receipt of your application will be acknowledged by the committee. Once the application has been peer reviewed by the research committee you will be notified in writing four weeks after the close of applications. All applicants will be notified of their success / non-success and receive feedback on their application.

9 ADMINISTRATION OF GRANTS

9.1 Formal Agreement

All research scholarships are offered in accordance with a Formal Agreement between AHDC and the University representing the successful applicant. This Formal Agreement will include schedules that detail specific conditions for each scholarship (e.g., budget).

Requests to vary the terms contained in the Formal Agreement or its Schedule must be submitted to the AHDC Board.

9.2 Payments

Payment of funds will be made to the nominated bank account of the University/Institution in installments according to a research program agreed by the University/Institution, AHDC and the Applicant. Funds must be used only for the purposes approved and detailed in the Formal Agreement.

10 ETHICS AND OTHER REQUIRED APPROVALS

AHDC reserves the right to request all information relating to decisions regarding ethical issues arising from an application. It is the responsibility of the applicant to ensure that written consent and/or approval is granted regarding potential ethical issues related to the research. Formal approval must be provided to the AHDC Board before funding is released. The offer of funding may be withdrawn if approvals are not obtained.

10.1 Ethical Implications of Human Research

AHDC requires reassurance that research involving humans has been reviewed and is approved by a relevant HREC as complying with National Health and Medical Research Council's National Statement, which is available on the NHMRC website. Such approval must be provided to AHDC before funds are released.

Human research, as defined by the National Statement, is conducted with or about people, or their data or tissue. Human participation in research is therefore understood broadly, to include the involvement of human beings through:

- Taking part in surveys, interviews or focus groups
- Undergoing psychological, physiological or medical testing or treatment
- Being observed by researchers
- Researchers having access to their personal documents or other materials
- The collection and use of their body organs, tissues or fluids (e.g., skin, blood, urine, saliva, hair, bones, tumour and other biopsy specimens) or their exhaled breath; and
- Access to their information (in individually identifiable, re-identifiable or non-identifiable form) as part of an existing published or unpublished source or database.

10.2 Use of Datasets for Research Purposes

Applications for funding to support datasets for use in research must comply with the Minimum Guidelines for Health Registers for Statistical and Research Purposes, available on the Australian Institute of Health and Welfare website.

11 ANNUAL REPORTING

Annual financial reports will be required by 1 December to the AHDC Board stating YTD expenditure and on completion of the funding period 30th December stating total overall expenditure and surplus funds. In the case of funds not spent and/or surplus funds at the end of the funding period, AHDC may initiate recovery procedures.

Design for Health Scholarship Application Form

Final Checklist:

The chief investigator must take responsibility for the following:

- 1. All documentation completed in accordance with AHDC Research Scholarship Guidelines
- 2. Obtained signature and recommendation letter from supervisor
- 3. Attached all relevant supporting documentation in a single PDF file with a total size of 10MB or less

1. PROJECT SUMMARY

1.1 Project Title:

Please provide a brief description
of no more than 25 words in length

1.2 Project Summary:

Please provide a summary of
no more than 100 words in
clear, concise terms suitable for
inclusion in publications – the
summary should be intelligible
to the lay reader and outline the
significance of the project

2. SCHOLARSHIP APPLICANT

2.1 Applicant Name:	Title:	
	First Name:	
	Family Name:	
2.2 Applicant Contact Details:	Postal Address:	
	Email Address:	
	Office Phone No:	
	Mobile Phone No:	
	AHDC Member (Y/N):	
2.3 Project Team:	Name:	
	Institution:	
	Skills/ Qualifications:	
	Name:	
	Institution:	
	Skills/ Qualifications:	
	Name:	
	Institution:	
	Skills/ Qualifications:	
	Name:	
	Institution:	
	Skills/ Qualifications:	
	Name:	
Institution:		
Skills/ Qualifications:		

For each applicant in the project team, please indicate their role in the project, the amount of time they can devote to it and the skills relevant to the conduct of the project.

3. RESEARCH OFFICE

3.1 Institution: Cheque will be made payable to this body	Institution Name:	
	Faculty / School:	
3.2 Contact Details: The Institution Contact will be the contact person for all correspondence from AHDC, including the certification of expenditure and progress reports.	Title:	
	First Name:	
	Family Name:	
	Postal Address:	
	Email Address:	
	Office Phone No:	
	Mobile Phone No:	

4. ETHICS APPROVAL

4.1 Approval Status: Do you have approval from an institutional ethics review committee (e.g. university or health service ethics review committee)? If 'No', please briefly summarise activities and timeline to achieve ethics approval (if required).	Approved (Y/N):	
	YES	NO
If 'No', briefly summarise timeline:		

5. EVIDENCE OF SUPERVISOR SUPPORT

5.1 Supervisor Details:	Title:	
Please provide the details of the applicant's primary supervisor.	First Name:	
	Family Name:	
	Institution:	
	Position:	
	5.2 Supervisor's Support	Statement:
The Supervisor to prepare a brief recommendation in support of the Application. By signing this document, the Supervisor confirms they support this application.	Signature:	
	Date:	

6. APPLICANT DECLARATION

6.1 Declaration:

I have read the Australian Health Design Council Research Scholarship Funding Guidelines and agree to adhere to the terms outlined within.

I certify to the best of my knowledge that:

- i. All of the details on this application form are true and complete.
- ii. If successful, I, along with all persons listed on this application, will accept, and adhere to all conditions of the scholarship relating to the Australian Health Design Council.
- iii. I understand and agree that all statutory requirements must be met before payment of the proposed scholarship can be made.
- iv. All persons listed in this application have agreed to take part in the proposed research.
- v. Any funds not used during the funding period are to be returned to AHDC.

Signature:			
Name:		Date:	