1. PURPOSE AND SCOPE

This policy governs the Awarding of the Foundation for Surgery Tour de Cure Cancer Research Scholarship. It covers the application and selection criteria as well as the duration, value, frequency and conditions of the Scholarship.

2. KEYWORDS

Foundation, Surgery, Research, Scholarship, Tour de Cure.

3. BODY OF POLICY

3.1. Background

The Foundation for Surgery Tour de Cure Cancer Research Scholarship is intended to support Fellows, Trainees and International Medical Graduates to undertake a cancer research project.

3.2. Eligibility Criteria

Applications for this Scholarship are open to Fellows of the College, and Trainees or International Medical Graduates on a pathway to Fellowship.

All Fellowships, Scholarships and Grants are conditional upon the applicant being a permanent resident or citizen of Australia or New Zealand, or an International Medical Graduate accepted into the College as a Trainee.

Applicants are eligible for a maximum of four years of Scholarship funding. This can be made up of multiple Scholarships and does not have to be taken consecutively.

3.3. Selection Criteria

The Scholarship recipient will be chosen on the basis of his/her written application, Curriculum Vitae, supporting references and subsequent interview.

Scholarship applicants will be short-listed for interview based upon the candidate’s academic record, postgraduate training, research experience, and publication history, the experience of the supervisor and reputation of the institution where the research is to be undertaken. These criteria will be assessed from information provided in the application, supporting references and accompanying Curriculum Vitae.

Short-listed applicants will be interviewed by a panel comprised of the Chair of the Board of Surgical Research and two other Board members. Assessment will be based upon the candidate’s understanding of the research project as evidenced by their explanation of the project and ability to address questions from the panel. The candidate will also be assessed on their initiative in attempting to source other funding.

Based on the above criteria, the Board of Surgical Research will provide a short-list of two applicants to the Board of Tour de Cure for it to select the successful applicant.

3.4. Value of the Scholarship

The Scholarship consists of a stipend plus departmental maintenance. Prospective applicants should refer to the College website www.surgeons.org for information on the current value of the Scholarship.

3.5. Duration of the Scholarship

The Scholarship is of 12 months duration.

3.6. Frequency of the Scholarship

The Scholarship is to be awarded annually, subject to availability of funding and
providing there is a worthy applicant.

3.7. Conditions of the Scholarship

3.7.1. Research Program

a) The following conditions are based on information supplied at the point of application on which scholars’ applications were assessed and approved. Any changes from those originally approved by the College will require the College’s prior consent. To obtain this consent, scholars are required to complete an amendment form available from the College.

b) The completion of Referee Form Two, Section A of the Application Form by the proposed supervisor is considered certification that he/she is willing to accept the role of supervisor of the named research study.

c) Preference will be given to scholars who undertake the research study at an approved institute in Australia or New Zealand. However, consideration will be given to scholars who wish to undertake all or a proportion of their research in an overseas institution. In these cases scholars must submit a strong justification of their application and supply the names of two supervisors. One intended supervisor of their research must be situated in an approved institute in Australia or New Zealand. Written approval from the intended Head of Department where the research is planned to be conducted overseas is also required.

3.7.2. Financial Arrangements

In Australia and New Zealand scholars may engage in professional work for additional remuneration for up to an average of 10% of each working week provided that:

a) The work carried out under this entitlement is related to the broad area of his/her research activities;

b) The additional work is undertaken with the permission of the scholar’s supervisor and employing institution. Clinical sessional work, teaching and consulting are all categories of work for which permission could be sought.

c) In regard to 3.7.2a)-b) above the scholar must refer to his/her financial or taxation advisor to ascertain the taxability of the stipend. General information about whether the Fellowships /Scholarships are exempt from income tax is available on the College website. Please go to www.surgeons.org/scholarships/ and follow the links to Research FAQs.

d) The Scholarship will be paid to an Administering Institution on behalf of the scholar. In 2014 payment of the annual value of the Award will be made in one instalment in July. In subsequent years, payment will be made in one instalment prior to the 1 March in the given year. The control of the expenditure will be governed by the normal policies and procedures of the Administering Institution.
e) Award funds will be paid on receipt of a valid tax invoice provided by the Administering Institution. Payment will only be made if the requirements outlined in points 3.7.4, 3.7.5 and 3.7.13 of these conditions are satisfied.

f) The scholarship is for $125,000 being $100,000 from the Tour de Cure corpus and $25,000 from the recipient's Research Department. This is provided to the administering institution to allocate.

3.7.3. Additional Fellowships/Scholarships/Awards

A College scholar may hold additional Awards simultaneously with the College Award being adjusted to cover the shortfall between the College Award and the additional Award.

3.7.4. Reporting

a) The payment of the Award is conditional upon the recipient providing the College with two reports, in the requested format, on research undertaken.

In 2014, this first will be requested in December 2014 for the submission by a specified date in 2015, and the second report of publishable quality will be requested in July 2015 for the submission by a specified date in July 2015.

In subsequent years the first report will be requested in June for the submission by a specified date in July, and the second report of publishable quality will be requested in December for the submission by a specified date in January. If the above mentioned reports are not received the recipient will be ineligible for any further financial assistance from the College and may be required, at the discretion of the College, to refund the Award.

b) Scholars should aim to publish the results of their research, whenever possible, in the ANZ Journal of Surgery. As a minimum, scholars are required to at least present a review article to the Journal.

c) Scholars must prepare and publish an article in Surgical News on the completion of their award.

d) Scholars are required to present their research at the annual meeting of the Surgical Research Society of Australasia, at least once, during the scholarship period or within 12 months after the end of the scholarship period.

e) Scholars are required to complete two Scholarship Evaluation Surveys. The first will be requested upon completion of the award. The second will be requested five years after completion of the award.

3.7.5. Ethics Approval

The College must receive documentary evidence where applicable of ethical approval from the Ethics Committee of the Institution concerned to approve that the project conforms to the general principles set out in the
NH&MRC ‘Statement on Human Experimentation’ and/or the ‘Australian Code of Practice for the Care and Use of Animals for Scientific Purposes’.

3.7.6. Timing of the Award

In 2014 the commencement date for the Award is July. In subsequent years the commencement date for the Award is 1 February.

3.7.7. Part Time Research

The Award is available on a part-time basis. Part-time is defined as half the usual research hours worked by a research scholar. Part-time Scholarships are restricted to Scholarship recipients wishing to undertake research only. Scholarships will not be offered on this basis for scholars to concurrently undertake research and clinical loads. Refer to the Part-time Research Scholarships policy for further details.

3.7.8. Reapplication for the Scholarship

The Award is for 12 months duration. Scholars are eligible to re-apply in subsequent years through the normal application channels and observing the advertised application deadlines and formats in competition with all applications. Scholars who seek support beyond one year are encouraged to apply for similar Fellowships, Scholarships or Grants awarded by external bodies.

3.7.9. Acknowledgements

a) The RACS Foundation for Surgery and Tour de Cure are to be acknowledged in any relevant correspondence, public announcement, advertising, publication or other material relating to the award. The Foundation logo must be included in all presentations relating to the award, including those made at the ASC.

b) Recipients are required to speak at Foundation dinners when invited.

3.7.10. Publications and Patents

The College must be notified of any publications as soon as practicable after acceptance by the journal, or patents arising from the Award together with the results of any research that is to be commercially developed.

3.7.11. Privacy

The College takes reasonable steps to protect the information it holds from misuse or loss and from unauthorised access, modifications or disclosure. The scholar has the right to access his or her personal information and to have it corrected if inaccurate, incomplete or out of date.

3.7.12. Termination of the Scholarship

The College may, at its discretion, for which is considered grave cause, suspend the tenure of an Award for such time as it is thought fit, or deprive the scholar of his/her Award. From the date of either of these decisions, the entitlement to stipend and other allowances shall cease.

Upon termination, monies already paid, and not duly expended, shall be refunded to the Foundation for Surgery.
3.7.13. **Acceptance of Offer**

The scholar, their Head of Department and a representative of the Administering Institution must sign the Acceptance Form as acknowledgement of the above conditions and approved research and return it to the College prior to commencement of the Award.

3.8. **Access**

This policy may be accessed by the general public, College and staff.

3.9. **Communication**

Scholarship recipients will be notified of the policy or any changes to the policy that impact them by email. Other stakeholders are encouraged to check the College website on a regular basis to keep up to date with policy changes.

3.10. **Administering Committee**

The Board of Surgical Research administers the Scholarship.

### 4. ASSOCIATED DOCUMENTS

PRC: Research Scholarships – General

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**Approver**

CEO

**Authoriser**

Council