



## **Diabetes Australia Research Program**

### **GUIDELINES**

2025 Millennium Award  
2025 Coghlan Award

*Please read these Guidelines before completing your application.*

**Closing date for applications:**

**Wednesday 31 July 2024**

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# 2024 DIABETES AUSTRALIA RESEARCH PROGRAM

## Overview

Diabetes Australia is dedicated to reducing the incidence and impact of diabetes on people, health systems and society. We work with people living with or at risk of diabetes, their families and carers, health professionals, researchers, funders, other diabetes organisations and the community to positively change people's lives. more than \$36 million in over 500 diabetes research projects across Australia over the past thirteen years.

Project applications will be considered across all types of diabetes and areas of interest including type 1 diabetes, type 2 diabetes, diabetes in pregnancy, pre-diabetes and risk factors, behavioural research, self-management of diabetes, and Aboriginal and Torres Strait Islander health and diabetes.

Diabetes Australia is pleased to offer the following Awards for 2025:

- Two \$150,000 Millennium Awards: one for type 1 diabetes and one for type 2 diabetes.
- One \$150,000 Charles Campbell Coghlan OAM Emerging Researcher Award for an early to mid-career researcher.

Diabetes Australia supports and develops outstanding diabetes research in Australia. We do this by funding research towards the prevention, management or cure for diabetes. We foster young and upcoming diabetes researchers, and diversity in research across many areas of importance.

The Diabetes Australia Research Program is made possible by the generous support of the Estate of Charles Campbell Coghlan OAM, the Thiele Foundation and all our generous supporters, partners and donors.

## **AWARDS**

### **Millennium Awards (two year duration)**

The two Millennium Awards (one for type 1 diabetes and one for type 2 diabetes) of up to \$150,000 each are granted over a two-year period, with projects expected to be complete by the end of the 2026 calendar year.

The Millennium Awards are intended to provide for basic science, clinical or translational research. The main focus can be either type 1 or type 2 diabetes. These focus areas can reflect various populations, including children, youth, adults, older people, Aboriginal and Torres Strait Islander and the culturally and linguistically diverse. The major classifications of the research include the following:

- Self-management / education
- Psychological / behavioural research; and mental health and diabetes
- Glycaemic management - including use of technologies
- Exercise / nutrition
- Islet biology
- Health care systems research
- Epidemiology
- Insulin resistance / obesity
- Complications - Vision / eye
- Complications - Kidney
- Complications - Nerve
- Complications - Cardiovascular
- Complications - Foot problems and amputations
- Complications - Other

Millennium Awards will be awarded for a two-year period. The successful award recipients will be paid in equal half-yearly instalments (January and July) 30 days after an appropriately rendered Tax Invoice has been received.

## **Charles Campbell Coghlan OAM Emerging Researcher Award (two year duration)**

The Charles Campbell Coghlan OAM Emerging Researcher Award (Coghlan Award) is a new award of up to \$150,000 over a two-year period, with projects expected to be complete by the end of the 2026 calendar year.

The Coghlan Award is intended to provide for basic science, clinical or translational research. The main focus can be either type 1 diabetes, type 2 diabetes, diabetes in pregnancy (GDM or pre-existing) or pre-diabetes, but is not limited to these areas. These focus areas can reflect various populations, including children, youth, adults, older people, Aboriginal and Torres Strait Islander and the culturally and linguistically diverse. The major classifications of the research include the following:

- Self-management / education
- Psychological / behavioural research; and mental health and diabetes
- Glycaemic management - including use of technologies
- Exercise / nutrition
- Islet biology
- Health care systems research
- Epidemiology
- Insulin resistance / obesity
- Complications - Vision / eye
- Complications - Kidney
- Complications - Nerve
- Complications - Cardiovascular
- Complications - Foot problems and amputations
- Complications - Other

The Charles Campbell Coghlan OAM Emerging Researcher Award will be awarded for a two-year period. The successful award recipient will be paid in equal half-yearly instalments (January and July) 30 days after an appropriately rendered Tax Invoice has been received.

## **GENERAL INFORMATION**

The closing date for applications is **Wednesday 31 July 2024**. Late applications will not be accepted.

We expect to be able to notify successful applicants in late October 2024.

All applications are reviewed using the agreed assessment criteria. Please refer to the section titled “Grant Assessment Criteria” of these Guidelines for further details.

Applications that do not comply with any element of the Guidelines, including formatting requirements, will be deemed ineligible.

## WHO CAN APPLY (ELIGIBILITY)

Diabetes Australia Research Program grants are available to non-profit organisations concerned with the promotion of health care, education and / or medical research in the area of diabetes. These organisations must possess the requisite facilities to carry out the activities detailed in the application.

## Application Requirements

The application form must be used and completed in its entirety; any incomplete forms may not be accepted.

Only one application per Responsible Investigator (RI) may be submitted for a Coghlan or Millennium Award. That is, RIs may only submit one Coghlan or one Millennium Award application, not both.

The applicant (RI) must have secured the appropriate approval from the supporting organisation prior to submitting an application. The accuracy of the information in the application is solely the responsibility of the applicant and the supporting organisation (institution).

Any proposed research involving humans or animals, must conform to the general principles set out by the NHMRC. **Note:** successful applications requiring ethics approval will need to provide proof that approval has been granted before any funding will be provided. Additionally, applicants will need to provide evidence within the first 60 days of receiving the Award Letter of Offer, that they have submitted all necessary ethics approval applications.

All personnel whose salaries are funded under the application will be subject to the conditions of employment of the organisation by which they are employed. It is the responsibility of the RI to ensure that the salaries of all personnel listed in the budget are appropriate.

Applications that include equipment costing over \$5,000 or conference travel will be ineligible. An application that seeks funding for administrative or other indirect expenses will not be considered. The budget information needs to be transparent; this will assist Diabetes Australia and the reviewers in the assessment of the application.

Details of the proposed project and track record statement (for Coghlan Award applications only) will need to be provided as a separate Portable Document Format (PDF) file. Please note that the maximum page length for details of the proposed project is nine pages (excluding references) for Millennium and Coghlan Awards. The maximum page length for the track record statement for Coghlan Award applications is 2 pages. In addition, the following requirements should be met:

- Font: Times New Roman at least 12pt
- Line spacing: at least Single
- Margins: at least 2 cm; and
- Any graphs, tables or pictures should be clear and legible.



The Application form (as a Word document and **not** a PDF) along with the project details (as a PDF) and for Coghlan Awards, the track record statement (as a PDF), must be emailed to [research@diabetesaustralia.com.au](mailto:research@diabetesaustralia.com.au) prior to midnight (Australian Capital Territory) of the closing date. Those applications that do not comply with these format requirements will automatically be excluded from the assessment process.

## **Peer Review**

All applications are to detail the fields of expertise of the Responsible Investigator (RI) and named Participants. In submitting an application, the applicant (RI) acknowledges their obligation to participate in the Diabetes Australia Research Program peer review process and that they have advised all named Participants of their obligation; specifically, as part of the peer review process, **they may be required to review up to three other applications.**

In the event that an RI or named Participant is unable to contribute satisfactorily to the peer review process, the relevant RI will be informed and given a short time to respond. However, should a satisfactory response not be received, Diabetes Australia management will have the discretion to withdraw that application.

## **Funding Restrictions**

### ***One Grant Per Applicant***

The Diabetes Australia Research Program will not fund more than one project per applicant per year, consequently:

- Millennium and Coghlan Award recipients cannot apply for funding in the grant round in the year following their successful application.

### ***Duplicate Funding***

The Diabetes Australia Research Program will not fund activities in a Millennium Award or Coghlan Award application if they are funded through other Research Programs. Applicants are required to advise the Diabetes Australia Research Program Manager in this circumstance.

## **AWARD ASSESSMENT CRITERIA**

Millennium Award applications will be assessed against the first two criteria, Research Methods / Quality (40%) and Potential Research Outcomes / Merit (60%) only. Coghlan Award applications will be assessed against all three criteria, Research Methods / Quality (30%), Potential Research Outcomes / Merit (35%) and Emerging Leader Potential (35%).

### **Research Methods / Quality**

This criterion is based on the details of the research plan and assesses the appropriateness of the suggested methods and the scientific quality of the study design. Applications will need to show strong design using robust methods. The reviewer will also need to consider whether the research team has the necessary skills and experience to complete the project; in doing so they should consider the timeframes, sufficiency of the budget and whether the principal researcher has the necessary resources.

### **Potential Research Outcomes / Merit**

This criterion is drawn from the literature review and research plan. This refers to the significance and impact of the study on a particular area of diabetes research or clinical care. Applications will need to show that the results are likely to influence future diabetes research, treatment or clinical care. Originality looks at what is new or likely to be added to the literature by the project. It is advantageous that applicants demonstrate their potential future diabetes leadership through the innovation and originality of the research.

### **Emerging Leader Potential**

This criterion is based on the track record of the applicant which should demonstrate past achievements as well as their potential to become an emerging leader in diabetes research.

The final score for Millennium Awards will be weighted so that Research Methods / Quality scores and Potential Research Outcomes / Merit scores will contribute 40% and 60% to the final score, respectively.

The final score for the Coghlan Award will be weighted so that Research Methods / Quality scores, Potential Research Outcomes / Merit scores and Emerging Leader Potential will contribute 30%, 35% and 35% to the final score, respectively.

Scoring guidelines specifically aligned to these assessment criteria will be provided to each reviewer (see next section titled “Scoring System”).

## SCORING SYSTEM

Scoring guidelines which aim to simplify the review process and make the rankings more consistent are outlined in the following table:

Score	Descriptor	Research Methods / Quality	Potential Research Outcomes / Merit	Emerging Leader Potential (Coghlan Award only)
10	Exceptional	Clear objectives, with flawless design. Highly feasible study with all resources required and relevant expertise available.	Will result in a major advance in knowledge and translate into significant outcomes for the diabetes community. Is highly innovative and likely to result in highly influential publications and plenary presentations.	Exceptional potential to become an emerging leader in diabetes research Very substantial past achievements, relative to opportunity.
9	Outstanding	Clear objectives with near flawless design. Very likely to be achieved with resources available.	Will advance knowledge in an important area of diabetes and translate into significant outcomes for the diabetes community. Is innovative and likely to result in highly influential publications.	Outstanding potential to become an emerging leader in diabetes research. Substantial past achievements, relative to opportunity.
8	Excellent	Clear objectives however with some minor design concerns. Good feasibility although some barriers evident which may require minor developmental work.	Will advance knowledge in diabetes and translate into tangible outcomes for the diabetes community. Is innovative and likely to result in influential publications.	Excellent potential to become an emerging leader in diabetes research. Very many achievements, relative to opportunity.
7	Very Good	Clear objective however with some design concerns. Good feasibility but minor concerns regarding the breadth of relevant expertise available.	Most likely will advance knowledge in diabetes and translate into tangible outcomes for the diabetes community. Is innovative and likely to result in publications. Outcomes can form the basis for a further competitive grant proposal.	Very good potential to become an emerging leader in diabetes research. Many past achievements, relative to opportunity.

<b>Score</b>	<b>Descriptor</b>	<b>Research Methods / Quality</b>	<b>Potential Research Outcomes / Merit</b>	<b>Emerging Leader Potential (Coghlan Award only)</b>
6	Good	Clear objective although several design concerns. Likely to be successfully achieved, although some concerns about the need for more significant developmental work.	Addresses an issue of some importance in diabetes. May have some novel aspects and may result in publications. Outcomes can form the basis for a further competitive grant proposal.	Good potential to become an emerging leader in diabetes research. Average past achievements, relative to opportunity.
5	Satisfactory	Clear objectives although several potentially significant design concerns. Can be achieved but needs some potentially significant developmental work.	Will address an issue of minor importance in diabetes and may have some novel aspects. May result in publications.	Satisfactory potential to become an emerging leader in diabetes research. Below average past achievements, relative to opportunity.
4	Fair	Some objectives questionable or unclear, several significant design concerns. Some concerns regarding feasibility.	Will address an issue of minor importance in diabetes. Results will only underpin existing knowledge in the field. May result in low impact publications.	Fair potential to become an emerging leader in diabetes research. Several past achievements, relative to opportunity.
3	Marginal	Objectives questionable or unclear. Several significant design concerns and unlikely to be successful.	Does not address an issue of more than marginal concern in the field and follows previously established approaches.	Marginal potential to become an emerging leader in diabetes research. Some past achievements, relative to opportunity.
2	Unsatisfactory	Contains several major design flaws and unlikely to be completed successfully.	Does not address an issue of any importance in the field and has little novelty.	Limited potential to become an emerging leader in diabetes research. Few past achievements, relative to opportunity.
1	Poor	Unfeasible and poorly designed research plan unlikely to be successful.	Does not address an area of any importance in the field and will not advance current knowledge.	Limited potential to become an emerging leader in diabetes research Very few past achievements, relative to opportunity.

## **GRANT REVIEW PROCESS**

### **Overview**

The Diabetes Australia Research Program is a robust peer review process and relies on the cooperation of researchers providing reviews on a timely basis.

It is paramount that the quality of the review process remains high, as our funds come from the community, via Diabetes Australia members, corporate partners, trusts and individual donors. We also need to ensure that this high-quality peer review process maintains the confidence of the scientific community. This will allow the Diabetes Australia Research Program to attract the highest calibre applications and ensure the confidence of current and future donors, and the wider community.

The following principles guide the Diabetes Australia Research Program peer review process:

- Fair (all applications treated equally and in accordance with documented processes)
- Transparent (assessment criteria and process clearly documented)
- Merit based (funding decisions based on merit)
- Obligation to donors and targeted areas for funding consideration to be pre-defined and communicated to ensure an equitable process.

Our aim is to support the best research ideas each year as judged by peers and in accordance with these Guidelines. Peer decisions remain the cornerstone of the grant process, and the Assessment Criteria described earlier are:

- Research methods and quality
- Potential research outcomes and merit
- Emerging Leader Potential (Coghlan Award only)

### **Management of Conflicts of Interest**

The difficulty in a small research community is that potential conflicts of interest arise frequently. All Research Advisory Panel members and reviewers must declare their conflicts of interest prior to assessing confidential information; this includes Grant and Award applications in full. In respect of conflicted Research Advisory Panel members, they will not participate in a discussion in which there is a real or perceived conflict of interest, and they are required to excuse themselves from that aspect of a meeting and any relevant application review(s). No reviewer will be assigned an application on which they have a conflict of interest.

## **Millennium Awards: Review Process**

After the closing date, Millennium Award applications will be assigned to five reviewers by the Research Advisory Panel Co-Chairs. Reviewers will be assigned according to their area of expertise. The general steps in the Millennium Award application review process are:

- Research Advisory Panel Co-Chairs allocation to five reviewers.
- Scores are collated and ranked by the Diabetes Australia Research Program team.
- Adjudication if required, will be conducted by the Diabetes Australia Director of Research and Research Advisory Panel Co-Chairs.
- Diabetes Australia management in partnership with the Research Advisory Panel Co-Chairs recommend the highest ranked applicants to the Diabetes Australia Research Board
- Diabetes Australia Research Board awards two Millennium Awards

### ***Consideration of Capacity Building***

The Diabetes Australia Research Board in determining which recommended applications to fund, may take into consideration an applicant's proven ability to build capacity in diabetes research.

## **Charles Campbell Coghlan OAM Emerging Researcher Award: Review Process**

After the closing date, Charles Campbell Coghlan OAM Emerging Researcher Award applications will be assigned to five reviewers by the Research Advisory Panel Co-Chairs. The general steps in the Coghlan Award application review process are:

- Research Advisory Panel Co-Chairs allocation to five reviewers
- Scores are collated and ranked by the Diabetes Australia Research Program team
- Adjudication if required will be conducted by the Diabetes Australia Director of Research and Research Advisory Panel Co-Chairs.
- Diabetes Australia management in partnership with the Research Advisory Panel Co-Chairs recommend the highest ranked applicants to the Diabetes Australia Research Board
- Diabetes Australia Research Board awards one Coghlan Award

### ***Additional Eligibility Criteria***

In addition to the existing eligibility criteria (see section titled “Who can apply (Eligibility)”), applicants for the Coghlan Award must be less than 15 years post PhD (or equivalent).

### ***Career Disruption***

A career disruption is a prolonged interruption to the ability to work due to pregnancy, illness/injury and/or carer responsibilities. Career disruptions can be included on the application and will be taken into account in track record assessment (see below, “Track Record Statement”) and in determining an applicant’s eligibility to hold a Coghlan Award (see above, “Additional Eligibility Criteria”).

### ***Track Record Statement***

Applicants are required to demonstrate past achievements as well as their potential to become an emerging leader in diabetes through their track record statement. This statement should be no more than 2 pages and include information not listed elsewhere in the application. This includes any relative to opportunity considerations that should be taken into account. The following areas should be considered in preparing this statement:

- career summary including qualifications, employment and appointment history
- research support including grants and fellowships
- contribution to field of diabetes research
- patents including the type of patent, if the patent has been granted, when it has been granted, to whom it has been granted and if it is current
- collaborations
- community engagement and participation
- professional involvement including committees, conference organisation, conference participation
- international standing including invitations to speak, international committees
- supervision and mentoring
- peer review involvement including Diabetes Australia, other granting organisations, manuscripts, editorial responsibilities

- industry relevant expertise and output
- other contributions to Diabetes Australia and other diabetes organisations
- other information you think is vital to your application

In addition, applicants are asked to list their top 5 publications in the last 5 years and reasons why these publications have been selected.



## **SUCCESSFUL AWARD APPLICATIONS**

### **Certification Form**

A Certification Form signed by the applicant and the institution will need to be completed prior to payment of any funds. The Certification Form and these Guidelines together form the basis of the terms and conditions of funding for the identified project.

### **Reporting Requirements**

Millennium and Coghlan Awards are expected to be completed within two calendar years.

#### ***Final / Progress Report***

Within three months of the expiry of each granting period, a Final Report must be forwarded to the Diabetes Australia Research Program team. In the case of Millennium and Coghlan Awards, a Progress Report on the first year should also be provided within three months of the completion of the first year.

The report should be consistent with the information requirements of our Final / Progress Report template, available on our website or by contacting the team at [research@diabetesaustralia.com.au](mailto:research@diabetesaustralia.com.au)

#### ***Financial Acquittal***

Within three months of the expiry of each granting period, the institution responsible for administering the grant must provide a financial acquittal of the funds received to the Diabetes Australia Research Program team.

The report should include the amount of funding received; expenditure across the categories identified in the application; and should be signed by the finance officer.

### **Acknowledgment**

Any publication arising from work funded by a Millennium Award or Coghlan Award must acknowledge the support of Diabetes Australia and specific sponsors where relevant.

## Promotion

Recipients are required to actively promote diabetes research through a range of channels including but not limited to:

- providing a 90-second video, if requested, on why the Diabetes Australia Research Program and your research is important, especially for people living with diabetes;
- participating in communications, including video presentations, media releases and publications (such as Circle and the Cure Club newsletter); and
- speaking at events.

In addition, recipients are required to:

- present their Diabetes Australia Research Program funded research at least once at an Australasian Diabetes Congress within 3 years (Millennium and Coghlan Awards). This requirement may also be met by presenting their research at an Australasian Paediatric Endocrine Group or Australasian Diabetes in Pregnancy Society meeting.
- advise Diabetes Australia Research of any publication of their findings, preferably prior to the findings being published.

The support provided by the Diabetes Australian Research Program should be appropriately acknowledged in abstracts and publications related to the above requirements.

## Change to Award Terms and Conditions

When a recipient is awarded a Millennium Award or Coghlan Award, they are to refer to these Guidelines and complete other requirements in the offer letter. If the recipient wishes to change any of the terms and conditions, including deliverables, they need to obtain written permission from the Diabetes Australia Research Program Manager. This does occur from time to time and the most likely scenarios are:

- Request for extension to the grant period
- Change of institution or responsible investigator
- Change in payment schedule

## Unspent Funds

All funds which are unexpended or uncommitted at the end of the grant period are to be returned to the Diabetes Australia Research Program.

## FURTHER INFORMATION

To obtain forms, guidelines and information, please visit the Diabetes Australia web site <http://www.diabetesaustralia.com.au/research>

For further information, please contact the Diabetes Australia Research Program on 02 6232 3800 or contact us via email: [research@diabetesaustralia.com.au](mailto:research@diabetesaustralia.com.au)