Queensland Brain Injury Collaborative

## Seed Funding Grant Scheme 2025

Guidelines and Application Form

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| Timelines | |
| Applications open: | Thursday 6th February 2025 9.00 AM AEST |
| Applications close: | Thursday 6th March 2025 5.00 PM AEST |
| Outcomes advised: | April 2025 |
| Grant scheme: | QBIC Seed Funding Grant  Four grants, each up to $25,000 per annum for two-year projects that address one of QBIC’s research areas. |

# Introduction and Objective

The Queensland Brain Injury Collaborative (QBIC) is a research-led initiative focused on improving care across the trajectory of acquired brain injury. The primary research areas of QBIC include stroke, traumatic brain injury (TBI), and concussion (also referred to as mild TBI). QBIC unites a multidisciplinary multi-institutional community that aims to enhance patient care and post-injury quality of life by exchanging knowledge and methodologies across these research areas.

The QBIC Seed Funding Grant Scheme is designed to generate innovative multidisciplinary and multi-institutional projects.

# Eligibility Criteria

To be eligible, all criteria must be met at the time of submission and for the duration of the funding period:

###### Chief Investigator A must be a QBIC member. If you are not a current QBIC member, complete the following online form: <https://qbi.uq.edu.au/qbic-member-sign>.

###### The team must include investigators from at least two different disciplines and organisations to demonstrate meaningful collaboration. Applications must include at least one non-QBIC member to encourage broader participation.

###### Applications must align with one of QBIC’s research areas: stroke, traumatic brain injury, or concussion.

###### Applicants must present a detailed strategy for securing additional funding to support the sustainability of their research. Applicants should also demonstrate a clear pathway for implementation and translation, emphasising the potential benefits to the community.

###### Proposed projects must demonstrate feasibility, with a well-defined and achievable scope. This includes appropriate timelines and resource allocation.

# Funding

QBIC’s 2025 Seed Funding Grant Scheme will provide support for four projects, each receiving up to $25,000 annually for a duration of two years. Note– Funding will be disbursed in two tranches, contingent on the submission of a completed annual progress report.

Funds will be transferred directly to Chief Investigator A. Funds can be used for any purpose that supports research and/or facilitates collaboration (e.g. salaries, project consumables, equipment, data collection). Funds may not be spent on hospitality or travel.

Successful applications will have two years to expend the allocated funds in full. Any funds that remain unspent at the end of this period must be returned to QBIC.

# Assessment Criteria

Applications will be reviewed by an independent panel through a competitive process, based on merit and strategic value.

Applications will be assessed based on the following criteria:

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| --- | --- |
| Criteria | Description |
| Quality of Collaborations  40% | * Chief Investigator A must hold membership with QBIC. * The CI team should comprise investigators from a minimum of two different disciplines and organisations, showcasing substantial collaboration. Applications must include at least one non-QBIC member to encourage broader participation. * The application should illustrate how the proposed project will either strengthen existing collaborations or foster new ones. |
| Research Innovation and Impact  20% | * The project should exhibit importance, innovation, and scientific merit. * The application should demonstrate the potential to contribute significantly to the knowledge in the fields of stroke, traumatic brain injury, or concussion. * Evidence that the project will broaden the applicant’s research program and position the research for external funding or partnership opportunities. * The project outcomes should have a high likelihood of leading to a publication. |
| Feasibility  20% | * The hypotheses and proposed methods should be clearly articulated. * The project should be feasible within the given timeframe. * A detailed budget should be provided, including plans for covering any potential funding shortfalls. |
| Leveraging  20% | * The application should illustrate the project’s potential for leveraging (e.g. additional funding, new partnerships, engagement with industry, government agencies, or other research institutions). |

*Preferential consideration will be given to applications that feature multi-disciplinary multi-institutional projects and projects that hold the potential for broadening their reach across multiple institutions and translation.*

# Reporting of Project Funds

Successful applicants will be required to report progress against the aims and milestones articulated in the application.

###### Annual Progress Reports: a comprehensive review of project progress and annual expenditure. Note– Second tranche funding will only be disbursed on submission and acceptance of an annual progress report.

###### Final Report (within 3 months of project completion): a lay summary of the outcomes of the research project, including any publications, presentations, or external funding obtained as a result. Accompanying the final report will be a statement of full grant period expenditure.

###### Other Reports: applicants may be asked to provide ad hoc reports as requested.

Successful applicants will be reminded of their reporting obligations and provided with an appropriate template before a report is due. Content from these reports will contribute to external reports for QBIC funders and other stakeholders.

# Application Process

To apply for the QBIC Seed Funding Grant Scheme, please complete the following application form. Ensure that the completed application form and CVs of the CI team are compiled into one PDF document and emailed to [qbic@uq.edu.au](mailto:qbic@uq.edu.au) no later than 5:00 PM (AEST) on Thursday 6th March 2025. Incomplete or late submissions will not be accepted.

The application should be comprehensive, providing all necessary information for evaluation without requiring additional written or oral clarification, or reference to further documentation, unless specifically requested by the Review Panel.

Please ensure that all information in the application is up to date at the time of submission.

# Further Information

If you require further information about the 2025 QBIC Seed Funding Grant, please email: [qbic@uq.edu.au](mailto:qbic@uq.edu.au).

## QBIC Seed Funding Grant Scheme – 2025

### Application Form

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| Section A – Project Overview |

# Project Title:

# QBIC Research Area:

* Stroke
* Traumatic Brain Injury
* Concussion

# Project Description:

Provide sufficient information to enable the reviewer to ascertain (1) what the project aims to achieve, (2) the research approach, (3) anticipated collaborations, and (4) the project duration (seed-funding will only support two years). 300 words.

# Justification of the Project:

Identify how the project aligns with the QBIC Seed Funding Grant Scheme which aims to support innovative projects that foster collaborations. 200 words.

# Collaboration:

Outline how the project encourages new or strengthens existing collaborations. 300 words.

QBIC encourages collaboration to ensure strong and reciprocal links.

*Projects with multi-disciplinary and multi-institutional collaborations will be favourably viewed.*

|  |  |
| --- | --- |
| Disciplines | * Please list |
| Organisations | * Please list |
| Consumer and Community | * Please list |
| Other Partners | * Please list |

# Potential for Leveraging

Outline how the funds will be leveraged to ensure the long-term sustainability of the project. 300 words.

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| Section B – Work Plan |

# Work Plan (Maximum 2 Pages)

Provide a detailed work plan (2 pages maximum, excluding references) that addresses and describes the following points and meets the assessment criteria outlined in the funding guidelines.

###### Aims, objectives, and milestones to be reported against during the project

###### Background information and preliminary data

###### Project design, methodology, and data management plan

###### Collaborations within QBIC and with external partners

###### Innovation and impact

###### Anticipated research outcomes

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| Section C – Indicative Total Funding Request and Justification |

# Project Budget and Justification

Provide a breakdown of how the grant funds will be expended over the two years, with a justification for each line item.

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| --- | --- | --- | --- |
| Indicative Budget | 2025-2026 | 2026-2027 | Total |
| Salaries | $ | $ | $ |
| *Justification:* | | | |
| Consumables | $ | $ | $ |
| *Justification:* | | | |
| Equipment | $ | $ | $ |
| *Justification:* | | | |
| Publications | $ | $ | $ |
| *Justification:* | | | |
| Total | $ | $ | $ |

*(Add more rows as needed)*

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| --- |
| Section D – Project Team |

# Chief Investigators

Please complete all fields for a maximum of 6 Chief Investigators.

|  |  |  |
| --- | --- | --- |
| Chief Investigator A | | |
| Full Name (including title) |  | |
| Early-Mid Career Researcher | * Yes *(within 15 years of PhD)* | * No |
| QBIC Member | * Yes | * No |
| Profession/Discipline |  | |
| Primary Institutional/  Organisational Affiliation |  | |
| Email |  | |
| Chief Investigator B | | |
| Full Name (including title) |  | |
| Early-Mid Career Researcher | * Yes *(within 15 years of PhD)* | * No |
| QBIC Member | * Yes | * No |
| Profession/Discipline |  | |
| Primary Institutional/  Organisational Affiliation |  | |
| Email |  | |

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| --- | --- | --- |
| Chief Investigator C | | |
| Full Name (including title) |  | |
| Early-Mid Career Researcher | * Yes *(within 15 years of PhD)* | * No |
| QBIC Member | * Yes | * No |
| Profession/Discipline |  | |
| Primary Institutional/  Organisational Affiliation |  | |
| Email |  | |

*(Add more rows as needed)*