

Lifetime Support Authority of South Australia

Research, Education or Program Grant Guidelines

Guideline on how to apply for a Research, Education or Program grant from the LSA

Overview

The Lifetime Support Authority (LSA) was established under the *Motor Vehicle Accidents (Lifetime Support Scheme) Act 2013* to provide necessary and reasonable treatment, care and support to participants with very serious injuries as a result of a motor vehicle accident in South Australia. To support innovation and technological advances in treatment and care for participants in the Lifetime Support Scheme (LSS), the LSA provides funding towards research, education and programs (REP) whose outcomes will contribute to high-quality services. Funding is provided through:

- REP funding application proposals;
- Projects directly commissioned by the LSA;
- Small seeding grants;
- Support for state representatives of peak national bodies servicing LSS participants, such as Brain Injury SA and PQSA;
- Sponsorships such as events, seminars, conferences, internships or scholarships.

Purpose of this Guideline

This guideline is to be used as a reference guide when applying for a grant for research, education or programs that address the LSA's REP Future Shaping Priority Areas (Table 3). Applicants should read these guidelines before completing an Expression of Interest (EOI). Please note that an LSA Funding Application Form can only be completed following advice of a successful EOI.

LSA Expectations

The LSA has the following expectations in terms of successful REP proposals:

- The grant applicant/nominee will be required to enter into an agreement with the LSA.
- Invoicing and rights to intellectual property will be negotiated in the course of executing the agreement.
- The outcomes (milestone reports) of the REP must be submitted to the LSA within the agreed timeframes.

- Where applicable, the grant applicant will need to provide evidence of ethics approval before funding will be released.
- The grant applicant will present their results to the LSA community.
- The LSA logo and Government of South Australia should feature on all websites and collateral for projects funded by LSA.
- The LSA reserves the right to refer the milestone report (MR) to the LSA Board and to promote the outcomes of the REP as it sees fit. As such please declare the commercial in confidence section of each MR.

How to Apply

An EOI is to be submitted to the LSA via the [LSA website](#). Please ensure you upload (as part of your EOI) any supporting evidence and a detailed study budget including total income for the project (confirmed other grants, applicant's contribution, organisational 'in kind' support etc.) and expenditure (staff, contractors, equipment administration etc.).

To ensure a consistent and coordinated approach in the establishment of the LSA's REP, the Board and the executive management team (EMT) are responsible for approving all grants provided by the LSA, based on the recommendation(s) of the REP review panel. All EOIs will be reviewed based on the LSA's relevant tier (see below), funding application evaluation criteria (Table 1) and the categorisation set out in Table 2. The application pathway is shown in greater detail in Tables 4a and b.

Tier 1	Tier 2	Tier 3
For grants up to \$25,000, an internal approval of the EMT will be sufficient. The approval will be provided to the LSA board for noting.	For grants between \$25,001 and \$100,000 the approval must include an external specialist with relevant experience, in addition to the recommendation made by EMT. The approval will be provided to the LSA board for noting.	All proposals for grants over \$100,001 are to be prepared for approval by the LSA board. The approval will involve a report from the REP review panel (including an external member with relevant expertise). The applicants may be asked to present at the LSA board meeting.

Table 1 – LSA Funding Application Evaluation Criteria

CRITERIA	EVIDENCE SOUGHT
Strategic Priority	Does the work address at least one of the LSA's Future Shaping Research Priorities (see Table 3)?
Design	Will the research methodology, objective and measurements achieve the required outcomes? Do the outcomes link to the LSA's strategic priorities and are they relevant to the provision of high-quality services to LSS participants? Is there a detailed, clear description of the project scope?
Applicant's Credentials	Has the applicant provided evidence of your capability or experience such as a CV, credentialing certificate or publications/links?
Evidence to support the work	Has the applicant included references to peer supported material (achieved from a literature review) and/or provided supporting evidence of the importance of the work?
Sample Group	Has the applicant indicated their REP involves humans? If so, what is the desired sample size and group? How will they be recruited? Please note, to access the LSA's participants, staff or community the applicant must seek approval from the LSA during agreement negotiations.
Ethics approval	Is ethics approval required? If so, has the applicant supplied timeline or evidence of submission/a copy of their approval letter?
Financial Stability	Has the applicant uploaded a copy of their project budget to capture value for money to engage community, industry or other relevant LSA audiences and details covering all direct income and costs of the project?
Proposal Categorisation	Based on all of the above, the work is given a category number between 1 and 7 as shown below in Table 2. Only category 1–4 proposals will be considered by the panel against the LSA's strategic priorities. Proposals categorised 5 to 7 will not receive funding. Does the applicant's proposal meet the requirements of a category 1–4?

Table 2 – LSA’s Categories for REP

GRANT CATEGORIES

CAT.	CATEGORY DESCRIPTOR	NOTES	TRANSLATIONAL IMPACT & RELEVANCE	SCIENTIFIC MERIT	TRACK RECORD
1	Highest International Quality and Research Performance	It is anticipated that only 1–5% of applications will fall into this category.	The planned work addresses an issue of utmost importance to human health and will translate into fundamental outcomes in the science and practice of clinical medicine or public health. It will be published in journals of the highest impact factor and will be the subject of invited plenary presentations at international meetings, often with relevance across several fields. The work is highly innovative and introduces advances in concept.	The proposal is lucid in its objectives, exemplary in design and certain to be accomplished.	Applications in this category are generally from the most outstanding researchers in the country. They have strong international reputations or are well on the way to developing them.
2	Highly Competitive	The panel regards these applications as in the “absolutely must fund” category. It is anticipated that 5-10% of applications will fall into this category with a maximum of 10% in categories 1 & 2.	The planned work addresses an issue of major importance to human health. It will be published in journals of the highest impact factor for the field and could be the subject of invited plenary presentations at international and national meetings. The work is innovative with respect to the question being addressed and the approach to it.	The proposal has clarity of purpose and a near-flawless design. There is a high probability of successful accomplishment.	The applicants have a record of achievement, relative to opportunity, that places them in the top 10-20% of peers and have a growing international reputation. One or more of the Chief Investigators (CIs) are frequently on the stage at international specialty meetings as leaders in their field, or as emerging leaders.
3	Excellent	The panel regards these applications as in the “strong desire to fund” category. It is anticipated that some 15% of applications will fall into this category.	The planned work addresses an issue of considerable importance to human health. It will be published in the top two or three journals for the field and could be the subject of invited plenary presentations at national specialty meetings. The work contains at least one innovative idea.	The proposal has clarity of design, and any reservations are minor and unlikely to prevent successful outcome.	The applicants have a record of achievement, relative to opportunity, that places them well above average for their peers. They have a growing national reputation and their work appears frequently at national meetings.
4	Good	The panel regards these applications as in the “fundable” category, budgetary restrictions aside. It is anticipated that some 25% of applications will fall into this category.	The planned work addresses an issue of some importance to human health. It will be published in the middle-ranking to major journals for the field. The work may have some novel aspects, while others underpin or extend existing knowledge. There are minor concerns about successful completion.	The proposal is sound, but has several areas of minor concern in experimental design or feasibility.	The applicants have a solid record of achievement, relative to opportunity. One or more of the CIs has an existing or emerging national reputation, albeit in a niche area.
5	Satisfactory	It is anticipated that approximately 50% of applications will fall into categories 5, 6 or 7. This category includes all applications which, budgetary restrictions aside, are fundable, based on a satisfactory research approach and design. The panel will be confident that the applicants will be able to undertake the research. However, on balance the application is one that is not competitive in the LSA round this year.			
6	Marginal	These applications display a number of good features but are not competitive in comparison with other grants.			
7	Poor	Un-fundable grants (reasons must be clearly articulated to applicants).			

Table 3 – LSA’s Future Shaping REP Priority Areas

<p>Outcome measures</p>	<p>Investigating the most effective outcome measures which can be adopted and prescribed to LSA’s service providers is a key area that will improve services for LSS participants. This includes factors affecting pain levels, functioning, mental state, return to work etc. enabling them to carry out daily tasks. We are also interested in any benchmarking opportunities used by similar programs interstate or overseas so these can be harnessed by the LSA.</p>
<p>Quality of Brain Injury Rehabilitation</p>	<p>Given over 60% of all LSS participants are affected by a traumatic brain injury (TBI), research investigating the quality of brain injury rehabilitation is of great interest to the LSA. The LSA is particularly interested in what will enhance a TBI participant’s recovery of cognition, ability to set goals and the frames of reference related to cognition that could be used to guide the effectiveness of service provider intervention (e.g. retraining to return driving).</p>
<p>Getting Life Chances Back</p>	<p>Being a person-centred service, the LSA aims to ensure LSS participants’ are given the opportunity to achieve their goals and aspirations. The LSA is interested in REP investigating what choice and control means to LSS participants’ and how the LSA can provide support to enable them to transition back to making decisions for themselves. The LSA is also interested in gaining an understanding of how families can be supported to respect the participant’s dignity of risk.</p>
<p>Adjustment to Injury</p>	<p>What can be provided to facilitate a participant’s adjustment to injury, taking into account the following areas:</p> <ul style="list-style-type: none"> ■ Focusing on participation as well as function ■ The impact of the change in family dynamics ■ The interface with attendant care ■ Ensuring LSA and service provider capacity <p>We are also interested in comparison studies testing the quality of life among cohorts in different programs such as: Work Corporation, NDIS, TAC, iCare etc.</p>

<p>Accommodation options</p>	<p>Enabling LSS participants' to live in their own or family home comfortably following a serious injury is paramount to improved mental health and self-efficacy. The LSA is particularly interested in access to accommodation options for young people who lived with their parents at the time of the accident and who want or need to transition from the parental home. In line with this, we are interested in what can be provided to replicate the social networks and supports presented in the parental home. Another key area of interest involves the facilitation of special considerations for particular cultural groups.</p>
<p>Advancements in technology</p>	<p>The LSA would like to support research investigating new developments and how these can be introduced to LSS participants' in the areas of driving, communications, access to home, wheelchairs and biomedical or biological innovation such as cyborgs diagnostics. Ethical considerations, costs and benefits are also important factors to take into account for LSS participants'.</p>
<p>Mental Health</p>	<p>The LSA would like to support REP promoting good mental health and wellness for participants' in the LSS. This will provide the LSA with additional valuable tools which can be used in LSS participants' treatment and care plan.</p>
<p>Wellbeing and Resilience</p>	<p>The LSA is interested in investigations regarding resilience following very serious injury as this would offer additional methods for the LSA to implement in treatment plans for LSS participants and enhance their recovery time.</p>
<p>Vocational education and training</p>	<p>Vocational education or training would enable LSS participants to continue with employment opportunities and re-gain self-reliance. The LSA is interested in the provision of vocational education or training that the LSA could utilise for participants' in the LSS.</p>

Application Pathway

The application process from EOI to completion is divided into two streams – research (Stream A) and education and programs (Stream B). All six stages are described below in Tables 4a and 4b.

Table 4a – Pathway for Stream A – Research Applications

STAGE	DETAIL
1 Expression of Interest 	<p>Interested applicants are to submit an EOI via the LSA website. All EOIs are assessed to determine suitability for funding based on the evaluation criteria in Table 1.</p> <p>The LSA will contact eligible applicants to proceed to Stage 2. A meeting may be arranged.</p>
2 Application 	<p>The applicant will be required to fill in a more detailed funding application form. This will include project management milestones and risk assessment considerations.</p>
3 Evaluation 	<p>The LSA Review Panel will conduct due diligence on the application so that a recommendation can be made, depending on the category of the proposal.</p> <p>For applications over 100k, the final decision for approval is made by the LSA Board.</p> <p>All declined applications will receive an 'unsuccessful' letter. All approved applicants proceed to Stage 4.</p>
4 Decision and contract execution 	<p>All research applicants are sent an approval letter and a draft contract/agreement for consideration.</p> <p>Once the contract is negotiated and fully executed, the grants recipient is asked to submit an invoice to the LSA for the first payment.</p>
5 Milestone reporting 	<p>All grant recipients need to provide the LSA with updates on the progress of their research as per the agreement and a final report once the study has closed. Where applicable, quarterly milestone reports must be submitted before the LSA will process an invoice for payment.</p> <p>At the end of the funded period, the grant recipient is to provide the LSA with a Financial Acquittal Form for the grant.</p>
6 Presentations 	<p>Presentations are arranged on a quarterly basis for grant recipients to showcase their work to the LSA community and other key stakeholders.</p> <p>At the time of approval or upon receipt of a milestone report, researchers may be contacted to arrange a suitable time to present their proposed research or recent findings.</p>

Table 4b – Pathway for Stream B – Education and Program Applications

STAGE		DETAIL
1	Expression of Interest	 <p>Interested applicants are to submit an EOI via the LSA website. All EOIs are assessed to determine suitability for funding based on the evaluation criteria in Table 1.</p> <p>The LSA will contact eligible applicants to proceed to Stage 2. A meeting may be arranged.</p>
2	Applications	 <p>Most education or programs will be listed on the Your Say SA website for community comment, at least yearly, as advertised. Applicants will be asked to supply the wording to advertise their education or program on the site. The site can be accessed at: https://yoursay.sa.gov.au/agency-hub.</p>
3	Community voting and subsequent evaluation	 <p>The LSA Review Panel will conduct due diligence on the application prior to its posting on the site. Following a successful Your Say SA voting round, recommendations for funding will be made.</p> <p>All declined applications will receive an 'unsuccessful' letter. All approved applicants proceed to Stage 4.</p>
4	Decision and contract execution	 <p>All successful education and program applicants are sent an approval letter and a draft contract/agreement for consideration.</p> <p>Once the contract is negotiated and fully executed, the funding recipient is asked to submit an invoice to the LSA for the first payment.</p>
5	Milestone reports	 <p>Recipients need to provide the LSA with updates on the progress of their education or program, as well as a final report. Funding recipients are informed of this requirement in the body of their agreement/contract and approval letters.</p> <p>At the end of the funded period, the recipient is to provide the LSA with a Financial Acquittal Form.</p>
6	Presentations	 <p>Presentations are arranged on a quarterly basis for funding recipients to showcase their work to the LSA community and other key stakeholders.</p> <p>At the time of approval or upon receipt of a milestone report, researchers are contacted to arrange a suitable time to present their outcomes.</p>

Contact Details

For further information about REP,
please contact:

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