

OFFICIAL

2024-25 PREMIER'S
AWARDS FOR HEALTH
AND MEDICAL
RESEARCH

30TH ANNIVERSARY

PROGRAM GUIDELINES



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1. Program Summary

1.1 Overview

The Premier's Awards for Health and Medical Research were established in 1995 by the Victorian Government, in partnership with the Australian Society for Medical Research (ASMR), to provide support and recognition to Victoria's most talented Early Career health and medical Researchers (Early Career Researchers), inspiring them to build a successful long-term career.

The 2024-25 Premier's Awards for Health and Medical Research (the Awards) represent the 30th anniversary of this awards program.

1.2 Program objectives

The objectives of the Premier's Awards for Health and Medical Research are to:

- provide targeted recognition and financial incentive to Victoria's Early Career Researchers
- recognise and promote Victoria's health and medical researchers and their research.

1.3 Program outcomes

The expected outcomes of the Premier's Awards for Health and Medical Research are:

- Victorian health and medical researchers and their research have an increased profile within the Victorian health and medical research sector.
- The Victorian community has an increased understanding of the value and quality of Victorian health and medical research.
- State recognition motivates current and aspiring researchers to pursue and sustain a career in Victoria's health and medical research sector.

Over the longer-term, this program is expected to lead to the following outcomes:

- Awards finalists and winners sustain and build their career within the Victorian health and medical research sector.
- Current and aspiring researchers choose to pursue and sustain a career in health and medical research in Victoria.
- More Aboriginal and Torres Strait Islander peoples pursue and sustain a career in health and medical research in Victoria.
- Victoria's strong health and medical research brand is attracting and retaining the best medical researchers, as well as investment.

1.4 Key program dates

Table 1 provides an overview of key program dates (indicative only and may be subject to change).

All award finalists and winners for the 2024-25 Premier's Awards for Health and Medical Research will be announced at an awards ceremony to be held in late June 2025 (date to be confirmed).

Table 1: 2024-25 Premier's Awards for Health and Medical Research – key dates

Component	Dates
Application period	Opening: 10am 24 February 2025 Closing: 5pm 21 March 2025
Application assessment, moderation, recommendations, and ministerial approval	Mid-March – Late April 2025
Notification of application outcome	Early May 2025
Media opportunity development in conjunction with award finalists and winners	May 2025
Event (awards ceremony)	Late June 2025

1.5 Administering organisation

The Premier's Awards for Health and Medical Research are administered by the Department of Jobs, Skills, Industry and Regions.

1.6 Key strategic overlays with intersection

Health and Medical Research Strategy: 2022-2032

The Premier's Awards for Health and Medical Research seek to deliver on the Victorian Government's vision for health and medical research, as articulated through the *Health and Medical Research Strategy: 2022-2032* – that Victoria's thriving medical research community is solving global health challenges and advancing the Victorian economy thereby contributing to:

- improved health outcomes
- a strong global reputation
- jobs and workforce growth
- economic growth.

The Premier's Awards for Health and Medical Research also seek to deliver on the Victorian Government's vision for Victoria's health and medical research workforce, as articulated through *Victoria's Health and Medical Research Workforce Action Plan 2024*. The Premier's Awards for Health and Medical Research align with the second domain of the action plan, to attract and retain talent. They contribute to this outcome by raising the profile of Victorian health and medical research and celebrating the State's world-class talent.

marra ngarrgo, marra goorri: The Victorian Aboriginal Health, Medical, and Wellbeing Research Accord

marra ngarrgo, marra goorri endeavours to improve the ethical standards of health, medical and wellbeing research that impacts Aboriginal and Torres Strait Islander peoples in Victoria. The implementation of the Accord is being led by the Victorian Aboriginal Community Controlled Health Organisation (VACCHO).

The Victorian Government has endorsed the Accord and strives to uphold its values and guiding principles to ensure improved ethical standards and cultural safety in research, and adherence to self-determination principles.

For further information on *marra ngarrgo*, *marra goorri* please visit the Accord webpage: www.vaccho.org.au/accord/.

2. Award recognition and prize money

2.1 Awards for Early Career Researchers

The Premier’s Awards for Health and Medical Research will include 5 categories of Awards for Early Career Researchers:

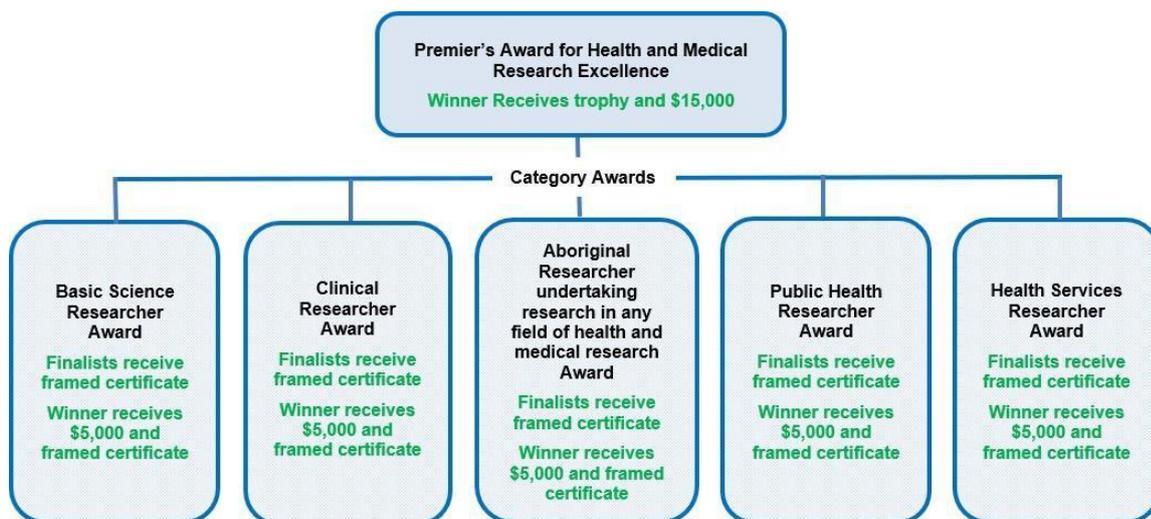
- Aboriginal Researcher undertaking research in any field of health and medical research Award
- Basic Science Researcher Award
- Clinical Researcher Award
- Public Health Researcher Award
- Health Services Researcher Award.

Each of the 5 category award winners will receive \$5,000 (excluding GST) in prize money. Each winner will also be presented with a framed certificate. All category award finalists will receive a framed certificate.

There will be an overall winner from the 5 categories who will receive the Premier’s Award for Health and Medical Research Excellence. They will receive an additional \$15,000 (total prize money of \$20,000 excluding GST) and will be presented with a trophy.

Figure 1 provides a summary of the Awards for Early Career Researchers. Further information regarding these categories is available within **Appendix A** of these program guidelines.

Figure 1: Awards for Early Career Researchers



2.2 Legacy Award

In recognition of this year's 30th anniversary of the awards program, a Legacy Award will be awarded to recognise the research excellence of one previous Premier's Awards winner.

All Legacy Award finalists will receive a framed certificate. The winner of the Legacy Award will receive \$10,000 (excluding GST) and will be presented with a trophy.

3. Eligibility criteria

Eligible applicants may only apply for one category within the Awards for Early Career Researchers, or the Legacy Award. Applicants must only submit one application for consideration.

3.1 Eligible applicants

Research project requirements for all applicants

All applicants are required to nominate one research project to form the basis of their application. The chosen research project must meet the following criteria to be eligible for consideration:

- Must have been or is conducted within a field of health and medical research, with research activities having been predominately led from a Victorian academic or research institute.
- Must have been or is underway following the applicant's obtainment of their PhD – this:
 - may include a project that was commenced prior to PhD obtainment, and was actively continued following PhD obtainment
 - cannot include a project that was completed prior to PhD obtainment.
- Must align with the award for which their application has been submitted for consideration. Care should be taken by the applicant to review the eligibility criteria detailed within these program guidelines, when deciding on which award to apply for.

Awards for Early Career Researchers

To be eligible to apply for the 5 categories of awards, all applicants must also meet the following criteria:

Qualification requirements

Applicants must be either of the following:

- a) a postdoctoral researcher who has completed a PhD within a health and medical field in the last 5 years as of 1 February 2025, at a Victorian academic or research institute; **or**
- b) a postdoctoral researcher who has completed a PhD within a health and medical field in the last 6 years as of 1 February 2025, at a Victorian academic or research institute, but has faced career disruptions for one or more years since graduating, due to extenuating circumstances.

Victorian academic or research institute

Applicants must currently be conducting research at a Victorian academic or research institute. Please refer to **Appendix A** of these program guidelines for further details.

Citizenship and residency requirements

Applicants must be either an Australian or New Zealand citizen or have permanent residency in Australia.

Application requirements and supporting documentation

Applicants must be able to meet all application requirements and supply all supporting documentation as outlined within these program guidelines.

Applicants for the Aboriginal Researcher undertaking research in any field of health and medical research Award must also meet the following:

Applicants must be of Aboriginal and/or Torres Strait Islander descent; identify as an Aboriginal and/or Torres Strait Islander person; and, be accepted as such by the Aboriginal and/or Torres Strait Islander community in which they live (or originate).

Legacy Award

To be eligible to apply for the Legacy Award, all applicants must also meet the following criteria:

Previous Premier's Award for Health and Medical Research award winner

Applicants must be a previous winner of an award in any year of the Premier's Awards for Health and Medical Research from 1995 to 2023-24 (inclusive).

Victorian academic or research institute

Applicants must currently be conducting research at a Victorian academic or research institute. Please refer to **Appendix A** of these program guidelines for further details.

Citizenship and residency requirements

Applicants must be either an Australian or New Zealand citizen or have permanent residency in Australia.

Application requirements and supporting documentation

Applicants must be able to meet all application requirements and supply all supporting documentation as outlined within these program guidelines.

3.2 Ineligible applicants

Awards for Early Career Researchers

Previous Premier's Award for Health and Medical Research Excellence or award category winners are ineligible to apply.

Applicants for the Legacy Award are ineligible to apply for the Awards for Early Career Researchers and are ineligible for consideration for the Premier's Award for Health and Medical Research Excellence.

Legacy Award

Previous Premier's Awards for Health and Medical Research finalists or commendees who were not selected as an award winner are ineligible to apply.

4. Assessment information

The Premier's Awards for Health and Medical Research represent a highly competitive program, and eligible applications will be required to rate highly against the assessment criteria compared to other eligible applications.

All materials supplied by applicants with their application will be taken into consideration during the assessment process.

4.1 Assessment process – eligibility assessment

Eligibility will be reviewed by the Department of Jobs, Skills, Industry and Regions and an eligibility report will be provided to the independent expert selection panel.

4.2 Assessment process – expert selection panel

Eligible applications will be assessed by an expert selection panel comprising leading members of the Victorian health and medical research community, representing a broad range of health and medical research fields. This panel will be external to the Department of Jobs, Skills, Industry and Regions, and will be supported by the department as secretariat.

Each expert selection panel member will sign a confidentiality agreement and complete a conflict of interest declaration to declare any conflict of interest they have with applicants and organisations. If a conflict is deemed material by the Department of Jobs, Skills, Industry and Regions, the panelist will be removed from the assessment of the application.

The expert selection panel will review eligible applications against set assessment criteria in section 4.3 (Assessment criteria) of these program guidelines, and make the following recommendations for consideration and approval by the Minister for Economic Growth and Jobs:

- (Awards for Early Career Researchers) up to 3 finalists and one winner for each category of award, and one winner of the Premier's Health and Medical Research Excellence Award.
- (Legacy Award) up to 3 finalists and one winner of the Legacy Award.

4.3 Assessment criteria

The assessment criteria as reflected in **Table 2** will be applied in the assessment of all applications for the Premier's Awards for Health and Medical Research.

Table 2: Assessment criteria and weighting

Criteria	Weighted percentage
<p>1. Quality and significance of research project outcomes</p> <ul style="list-style-type: none"> • Scientific rigour regarding all aspects of the research design, including methodology, hypotheses, measurement of outcomes and statistical analysis. • Applicant's project contributes novel insights into an issue where there is both burden and unmet research need, and the extent to which the research will lead to translational outcomes. • Research output as judged by measurable outcomes such as research publications, patent applications, adoption of findings or methods into clinical or public health practice, prizes, evidence of 	70%

research and research-related knowledge transfer and other evidence of national and international recognition including conference/speaking engagement.	
2. Applicant's degree of independence and autonomy <ul style="list-style-type: none"> In conceiving their research project, including the generation of hypotheses, research design and methodology. In the execution of the research project, including interpretation of the results and in writing the papers. 	15%
3. Demonstrates qualities of an emerging leader (if applying for the Awards for Early Career Researchers) or an established leader (if applying for the Legacy Award) in their field <ul style="list-style-type: none"> As judged by contributions such as: collaborative networking between other organisations/institutions, peer reviewing of publications, engagement with community or public advocacy, facilitating and/or speaking at events, student mentoring, equitable collaboration on their university or institute departmental activities, and active involvement in student or professional societies, committees, clubs or teams. 	15%

5. Application process

5.1 Steps to apply

An overview of the application process is enclosed within **Table 3**. Information regarding this application process and a list of frequently asked questions (FAQs) will be available on the [Department of Jobs, Skills, Industry and Regions website](#).

Table 3: Premier's Awards for Health and Medical Research application process

Step 1:	Applicants should read these program guidelines in full and ensure that they understand and agree to the terms and conditions contained in these guidelines prior to participating in the Premier's Awards for Health and Medical Research. By applying for the Premier's Awards for Health and Medical Research, an applicant is agreeing to comply with the obligations of applicants as set out in these guidelines and the terms and conditions of the award (if selected as a finalist or winner).
Step 2:	Applicants will need to provide referee letters. The reference letter template will be accessible via the online portal accessible through the Department of Jobs, Skills, Industry and Regions website . This template is for completion by referees.
Step 3:	Applicants should ensure they have all required supporting documentation ready.
Step 4:	Applicants are required to submit an application online via the online portal accessible through the Department of Jobs, Skills, Industry and Regions website . All questions in the application need to be completed or indicated not applicable. Late applications will not be accepted.
Step 5:	Receipt of application will be acknowledged via automated email.

5.2 Application dates

Subject to necessary approvals, applications will:

- open on Monday 24 February 2025 and remain open for no more than 4 weeks
- close on Friday 21 March at 5pm.

Late applications will not be accepted.

All applicants will be advised via email of the outcome of their application approximately 8 weeks after the closing date.

Application opening and closing dates may be subject to change. Up to date program dates will be published on the [Department of Jobs, Skills, Industry and Regions website](#).

5.3 General conditions and requirements

Personal information

Applicants are required to supply personal information relevant to the application and the personal information of referees (and PhD supervisors, where applicable), who must be aware of, and have consented to, their personal information being supplied.

Further information is available within section 9 (Privacy and confidentiality) of these program guidelines.

Allowable number of applications

Applicants must only apply for one award category within the Awards for Early Career Researchers, or the Legacy Award – that is, a total of one application submitted for consideration.

Applicants must ensure that they meet the criteria for the award nominated in their application.

The following approach will be applied by the Department of Jobs, Skills, Industry and Regions in cases in which an applicant has generated multiple applications:

- All incomplete applications that have not been submitted for consideration will be deemed ineligible.
- If an applicant submits multiple applications for consideration, representative/s of the department will contact the applicant and request they select one application to proceed with. Failure by the applicant to action this within prescribed timeframes will result in all submitted applications being deemed ineligible.

Application submission and email address

Applicants will be required to register and complete an online application form accompanied by the required documentation outlined in section 6 (Documentation and information requirements) of these program guidelines.

Applicants should submit a maximum of one application for consideration, using their personal email address.

Applications must not:

- be submitted by third parties on behalf of an applicant

- be submitted from shared organisational email addresses – for example, shared mailboxes of research departments.

Failure to comply will result in the application being deemed ineligible.

Award consideration

It is recognised that applicants for the Awards for Early Career Researchers may have been eligible to apply for more than one award category. Applicants will only be considered for the award category they have nominated in their application.

Applicant attestation, declaration and document requirements

Applicants must make the required attestation/s and declarations in the Application Form and must submit all required documentation (that meets the documentation and information requirements) to be eligible for award consideration.

Failure to comply will result in the application being deemed ineligible.

Incomplete and late applications

To support the integrity and competitiveness of the Premier's Awards for Health and Medical Research:

- Submitted applications that do not provide all the required information (such as missing attachments) will be deemed ineligible. It is the applicant's responsibility to ensure that their application is submitted with all required information.
- Applications not submitted in full by the application period closing date and time will be deemed ineligible and will not be accepted.

6. Documentation and information requirements

Applicants may be contacted by representatives of the Department of Jobs, Skills, Industry and Regions if documentation contained within their application is unclear.

6.1 General documentation requirements – all applicants

Documentation requirements (PDF or Word formats accepted for attachments)

Table 4 outlines the documentation requirements for all applicants for the Premier's Awards for Health and Medical Research.

Table 4: Documentation requirements for all applicants

	Requirement	Reason for requirement
Research project specific requirements	Project title – title of the nominated one research project (up to 210 characters including spaces).	Eligibility and assessment criteria
	Project summary – An abstract (short paragraph of up to 1,750 characters including spaces) explaining the research project and its importance in non-technical terms, understandable by the lay public. The abstract should clearly indicate the impact of the research on health outcomes.	Eligibility and assessment criteria



	Project report – A complete description (up to 7,000 characters including spaces) of the project highlighting its importance and contribution to health or medical research.	Eligibility and assessment criteria
Research project specific requirements	<p>Referees and reference letters – Applicants must nominate 2 referees. Each referee must provide one reference letter. One referee must be the Head of the department or organisation where the nominated (one) research project was or is undertaken.</p> <p>Applicants must ensure that the letters are completed on the academic or research institute’s letterhead and use the reference letter template accessible via the online portal accessible through the Department of Jobs, Skills, Industry and Regions website.</p> <p>The letters must cover the requirements detailed in Annexure B of these guidelines.</p>	Eligibility, assessment criteria and due diligence
Other requirements	<p>Curriculum Vitae (CV) – CVs should be no more than 3 pages with 12-point font. It should list publications and outcomes arising from the applicant’s research projects or PhD studies, and relevant experience including:</p> <ul style="list-style-type: none"> ○ a list of the applicant’s top 5 publications or presentations, or those accepted for publication, within the last 5 years, and describe why they are important. The list of publications related to the applicant’s PhD can be included as an appendix and is not included in the 3-page limit (relevant to Awards for Early Career Researchers) ○ evidence of research and research-related knowledge transfer ○ any commercial (e.g., patent), clinical practice, public health or policy outcomes ○ evidence of involvement in extracurricular activities, or any other contributions to the scientific field beyond the applicant’s research project that, demonstrates leadership capacity. 	Assessment criteria

6.2 Additional documentation requirements – Awards for Early Career Researchers

Table 5 outlines additional documentation requirements specific to applicants for Awards for Early Career Researchers.

Table 5: Additional documentation requirements – Awards for Early Career Researchers

	Requirement	Reason for requirement
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Key eligibility requirements	Application attestation and supporting documentation	Eligibility criteria and due diligence
	<p>Applicants for the Awards for Early Career Researchers must:</p> <ol style="list-style-type: none"> 1) Attest to meeting the research project requirements detailed within these program guidelines. 2) Attest to having fulfilled all the requirements of a PhD within: <ul style="list-style-type: none"> ○ the last 5 years as of 1 February 2025; or ○ the last 6 years as of 1 February 2025 for applicants that have faced career disruptions for one or more years since PhD obtainment, due to extenuating circumstances. 3) Attest to currently conducting research at a Victorian academic or research institute. 4) Attest to being an Australian or New Zealand citizen or having permanent residency in Australia. 5) Attest to not being a previous winner of an award in any year of the Premier's Awards for Health and Medical Research from 1995 to 2023-24 (inclusive). 6) (where applicable) Include an attached signed statement of no more than 500 words attesting to the nature of the extenuating circumstances and duration of the career disruption faced. 7) Include evidence from the institution that has conferred their PhD (such as a letter detailing evidence of qualification and/or PhD conferral), or an academic transcript. 8) Confirm the date on which their PhD requirements were met, and include details pertaining to their PhD institution and supervisor, as outlined within the application form. 9) (if applying for the Aboriginal Researcher undertaking research in any field of health and medical research Award) attest to being of Aboriginal and/or Torres Strait Islander descent; identifying as an Aboriginal and/or Torres Strait Islander person; and, being accepted as such by the Aboriginal and/or Torres Strait Islander community in which they live (or originate). 	

6.3 Additional documentation requirements – Legacy Award

Table 6 outlines additional documentation requirements specific to applicants for the Legacy Award.

Table 6: Additional documentation requirements – Legacy Award

	Requirement	Reason for requirement
Key eligibility requirements	<p>Application attestation</p> <p>Applicants for the Legacy Award must:</p> <ol style="list-style-type: none"> 1) Attest to meeting the research project requirements detailed within these program guidelines. 2) Attest to being a previous winner of an award in any year of the Premier's Awards for Health and Medical Research from 1995 to 2023-24 (inclusive). 3) Attest to currently conducting the research at a Victorian academic or research institute. 4) Attest to being an Australian or New Zealand citizen or having permanent residency in Australia. 	Eligibility criteria and due diligence

7. Finalists and winners

7.1 Approval of finalists and winners

The Department of Jobs, Skills, Industry and Regions will brief the Minister for Economic Growth and Jobs on the expert selection panel's recommended award finalists and winners, for their consideration and approval.

The Minister for Economic Growth and Jobs will approve award finalists and winners at their absolute discretion. This decision will not be subject to review or appeal of any kind.

7.2 Publicity and acknowledgment – finalists and winners

Applicants selected as finalists or winners must agree to cooperate with the Department of Jobs, Skills, Industry and Regions in the promotion of the awards. This may include involvement in photography, video production, media releases, promotional events and ancillary activities. Such materials may be published by the Department of Jobs, Skills, Industry and Regions and/or via ministerial channels in an official capacity on behalf of the Victorian Government to support and promote the Premier's Awards for Health and Medical Research, including this year's finalists and winners.

Finalists and winners will be required to attend the awards presentation ceremony. They must not make any public announcement or issue any press release about the Premier's Awards for Health and Medical Research without prior written approval from the Department of Jobs, Skills, Industry and Regions.

The Department of Jobs, Skills, Industry and Regions may publicise the benefits accruing to award finalists and winners and/or the State associated with the provision of the award. The Department of Jobs, Skills, Industry and Regions may include the names of award finalists and winners, and awards provided in any publicity material and in the Department of Jobs, Skills, Industry and Regions' annual report.

The Department of Jobs, Skills, Industry and Regions may request finalists and winners to fact check any text and seek approval to use any owned content associated with the activity prior to the publication of any such promotional materials.

Award winners are required to acknowledge receipt of the award in their Curriculum Vitae for a 10-year period and keep the Department of Jobs, Skills, Industry and Regions advised with any significant career related news and achievements, via email: ohmr@ecodev.vic.gov.au.

7.3 Other award finalist commitments

Award finalists will be invited to attend and will be formally publicly announced at the awards ceremony. Award finalists must agree to commit to:

- not disclose knowledge or make any reference to their status as a finalist of an award until otherwise advised by the Department of Jobs, Skills, Industry and Regions
- attend the awards ceremony proposed to be held in late June 2025 (exemptions will apply in certain circumstances)
- work with the Department of Jobs, Skills, Industry and Regions in the development of media opportunities designed to support and promote the Premier's Awards for Health and Medical Research and its awards ceremony. This may include the production and submission of video footage, and/or photography for publication and promotional purposes.

7.4 Other award winner commitments

Winners will be invited to attend and will be formally publicly announced at the awards ceremony. Award winners must agree to:

- not disclose knowledge or make any reference to their status as a winner of an award until otherwise advised by the Department of Jobs, Skills, Industry and Regions
- attend the awards ceremony proposed to be held in late June 2025 (exemptions will apply in certain circumstances)
- work with the Department of Jobs, Skills, Industry and Regions in the development of media opportunities designed to support and promote the Premier's Awards for Health and Medical Research and its awards ceremony. This may include the production and submission of video footage, and/or photography for publication and promotional purposes.
- acknowledge receipt of the award in their Curriculum Vitae for a 10-year period
- keep the Department of Jobs, Skills, Industry and Regions updated with any significant career related news and achievements, via email: ohmr@ecodev.vic.gov.au.

The Premier's Award for Health and Medical Research Excellence winner and Legacy Award winner are expected to provide a short speech at the ceremony upon receipt of their award. They may also be invited to participate in additional media and promotional opportunities by the Department of Jobs, Skills, Industry and Regions.

8. Compliance

8.1 Verification and due diligence assessments

Applicants may be subject to due diligence checks to enable the department to assess the application. Outcomes from such checks may be taken into account in any decision to recommend an applicant as an award finalist or winner.

The Department of Jobs, Skills, Industry and Regions reserves the right to:

- contact applicants and/or their reference letter referees to request further information regarding their application as part of the assessment process
- contact award winners to confirm details necessary for award prize money payment processing
- undertake other fact-checking or due diligence processes as deemed appropriate by the department.

8.2 False or misleading information

If any attestation, declaration or statement made, or information provided by the applicant is found to be inaccurate, false or misleading, the application will not be recommended for ministerial consideration, and any prize money that has been provided will be repayable on demand.

9. Privacy and confidentiality

Any personal information provided for this program will be collected and used by the Department of Jobs, Skills, Industry and Regions for the purposes of assessing eligibility, program administration, program monitoring and evaluation.

The Department of Jobs, Skills, Industry and Regions completes a range of eligibility assessments that may include data matching to clarify the accuracy and quality of information supplied. This is part of our auditing and monitoring processes and for confirming eligibility across this program.

In assessing an application for the program as well as in any audit or evaluation of a successful grant, it may be necessary to share personal information with State and Commonwealth Government departments and agencies, as well as other external experts. If personal information about a third party is included in the application, the applicant must ensure the third party is aware of and consents to the contents of this privacy statement.

The Department of Jobs, Skills, Industry and Regions collects demographic information for economic reporting purposes. No personal information is used in reporting; all reports are presented with aggregated data.

Any personal information about the applicant or a third party will be collected, held, managed, used, disclosed, or transferred in accordance with the provisions of the Privacy and Data Protection Act 2014 (Vic) and other applicable laws.

Enquiries about access or correction to your personal information, can be emailed to ohmr@ecodev.vic.gov.au.

Other concerns regarding the privacy of personal information, can be emailed to the Department's Privacy Unit at privacy@ecodev.vic.gov.au. The Department's privacy policy is also available by emailing the Department's Privacy Unit.

10. General conditions

10.1 Payment of award prize money

The Minister for Economic Growth and Jobs will approve all award finalists and winners. The Department of Jobs, Skills, Industry and Regions will award prize money to award winners. The department's decisions on all matters pertaining to the award of prize money under this program is at the department's absolute discretion.

10.2 No right of appeal

Ministerial decision in relation to an application is not subject to review or appeal of any kind.

10.3 Feedback

Feedback on individual applications will not be provided.

10.4 Disrepute

The Department of Jobs, Skills, Industry and Regions may at any time, remove an applicant from the application and assessment process, if in the department's opinion association with the applicant may bring a departmental minister, the department or the State of Victoria into disrepute.

10.5 Amendments

The Department of Jobs, Skills, Industry and Regions reserves the right to amend these program guidelines and application terms at any time as it deems appropriate.

10.6 Change in applicant contact details

It is the responsibility of applicants to advise of any change in their contact details from those submitted on the application form to support communication on program matters. Any changes should be forwarded as soon possible to the Department of Jobs, Skills, Industry and Regions at ohmr@ecodev.vic.gov.au.

10.7 Program monitoring and evaluation

Applicants must agree to participate in monitoring and evaluation of the Premier's Awards for Health and Medical Research program for a period of up to 3 years.

11. Tax advice

Tax implications for prize money received may differ depending on individual circumstances. The Department of Jobs, Skills, Industry and Regions recommends recipients of prize money to seek independent tax advice, or alternatively liaise with the Australian Tax Office (ATO) for advice that are specific to their individual circumstances. The ATO website also provides guidance in relation to prize and award payments which may be used for tax determination purposes.

12. Applicant declarations and acknowledgements

By submitting an application for these Awards via the online portal accessible through the [Department of Jobs, Skills, Industry and Regions website](#), the applicant must acknowledge and agree to be bound by the conditions for this program set out in the application form as well as these program guidelines.

A contract is formed with the department once award finalists and winners are advised by email notification.

By submitting an application for these Awards, the applicant declares and acknowledges that:

- they have read the program guidelines and meet the eligibility criteria,
- the statements and information provided in their application are true and correct in every particular, and that they have not supplied false or misleading information,

- the information in relation to their research project (including research and academic work) provided as part of the application is their own and not plagiarised,
- they understand that they will only receive prize money through this program if they are selected as a winner of an award (being a category award, the Premier's Award or the Legacy Award),
- they are responsible for their own costs and expenses related to the preparation and lodgment of their application,
- in lodging their application, they:
 - did not rely on any express or implied statement, warranty, or representation, whether oral, written, or otherwise made by or on behalf of the department, its officers, employees, agents or advisers other than any statement, warranty or representation expressly contained in this program guidelines,
 - considered and understood the program guidelines (including any other documents referenced or referred to in the program guidelines) and any other information made available in writing by the Department of Jobs, Skills Industry and Regions to applicants for the purposes of submitting an application, and
 - did not seek or use the improper assistance of department employees or information unlawfully obtained from the department or any other person in compiling its application,
- they understand that the Premier's Awards for Health and Medical Research are being administered by the Department of Jobs, Skills, Industry and Regions for the State of Victoria, and acknowledge that this responsibility may be transferred to another Victorian Government department or agency should a Machinery of Government Change occur,
- they understand that they may be contacted by the department in relation to their application and they will provide additional information in a timely manner as and when requested by the department to clarify any matters contained in their application.

The applicant will need to confirm they have obtained the consent of any person whose personal information has been provided as part of the application and have provided those persons with a copy of the program guidelines.

13. Complaints and feedback

If an applicant wants to lodge a complaint or provide feedback to the department about the process for a grant application, requests can be made via this online [form](#), by sending a written request to ohmr@ecodev.vic.gov.au or by calling [1800 878 969](tel:1800878969).

Requests can be made in relation to the application process and adherence to these guidelines. Re-assessment of an application or overturning of a funding decision for a merit-based grant, will not be considered through the complaints process.

Once your complaint has been received by the department, it will be acknowledged within 2 working days and provided to the review team to be resolved. Your complaint will be resolved within 28 business days unless further investigation is required. If further investigation is required, you may be contacted by phone or email asking for additional information.

14. Further resources

For further information regarding the Premier's Awards for Health and Medical Research, including information regarding past award winners, please visit the [Department of Jobs, Skills, Industry and Regions website](#).

If applicants have any questions while the application period is open, please contact the Department of Jobs, Skills, Industry and Regions, via email at ohmr@ecodev.vic.gov.au.

Appendix A – Glossary

General definitions

Victorian academic or research institute

For the purposes of the Premier's Awards for Health and Medical Research, a Victorian academic or research institute is taken to represent an organisation in the health service, education, or research sector, with principal operations based in Victoria. Examples include:

- universities
- medical research institutes
- health services.

Awards for Early Career Researchers

Aboriginal Researcher undertaking research in any field of health and medical research Award

A researcher who has Aboriginal and/or Torres Strait Islander descent; who also identifies as an Aboriginal and/or Torres Strait Islander person; and is accepted as such by the Aboriginal and/or Torres Strait Islander community in which they live (or originate).

Basic Science Researcher Award

Basic research is experimental and theoretical work where the aim is to acquire new scientific knowledge without having a specific focus on practical applicability or long-term benefits. It provides the foundation to generate and advance further research and knowledge.

Clinical Researcher Award

Clinical research is a branch of healthcare science that determines the safety and efficacy of medications, devices, diagnostic products and treatment regimens intended for human use. These may be used for prevention, treatment, diagnosis or for relieving symptoms of a disease.

Public Health Researcher Award

Public health researchers work within local, national and global populations, seeking to improve the health of communities through evidence-based interventions to promote healthy behaviours. Supporting decision making, policy and practice through evidence and advocacy, public health researchers enable effective, integrated and equitable health care for all.

Health Services Researcher Award

Health services research is a multi-disciplinary research activity with the implicit objective of improving the health services patients receive. Improvement of health services includes better quality care (including care that is effective, timely and appropriate), more accessible care, more equitable distribution of health gains from health services, safer care, and improved efficiency in the provision of health care. Refer to <https://www.hsraanz.org/> for more information.

Appendix B – Reference letter requirements

Reference letters must cover the following:

Quality and significance of research project outcomes:

- scientific rigour regarding all aspects of the research design, including methodology, hypotheses, measurement of outcomes and statistical analysis
- the applicant's project contributes novel insights into an issue where there is both burden and unmet research need, and the extent to which the research will lead to translational outcomes
- research output by the applicant, as judged by measurable outcomes such as research publications, patent applications, adoption of findings or methods into clinical or public health practice, prizes, evidence of research and research-related knowledge transfer and other evidence of national and international recognition.

Applicant's degree of independence and autonomy:

- in conceiving their research project, including the generation of hypotheses, research design and methodology
- in the execution of the research project, including interpretation of the results and in writing the papers.

Demonstrates qualities of an emerging leader (if applying for the Awards for Early Career Researchers) or an established leader (if applying for the Legacy Award) in their field:

- as judged by contributions such as collaborative networking between other organisations/institutions, peer reviewing of publications, engagement with community or public advocacy, facilitating and/or speaking at events, student mentoring, equitable collaboration on their university or institute departmental activities, and active involvement in student or professional societies, committees, clubs or teams.

The reference letter template will require the applicant to acknowledge they have provided referees with a copy of the program guidelines and referees have:

- consented to the release of the reference letter authored by them to third parties for the purposes of the assessment of applications
- confirmed that the applicant has provided them with a copy of the 2024-25 Premier's Awards for Health and Medical Research program guidelines
- confirmed that they have read, understood, and accept the privacy statement as outlined within the program guidelines
- consented to being contacted for further information if required.