

# **INTRODUCTION TO THE RESEARCH FELLOWSHIP SCHEME**

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**Briefing Session of the 2020 Open Call for  
Research Fellowship Scheme (the Scheme)**

# OUTLINE

- Overview of the Scheme
- Mission of the Scheme
- Eligibility and Requirement
- Review Process
- Points to note
- Monitoring and Presentation

# RESEARCH FELLOWSHIP SCHEME

- Administered by the Research Fund Secretariat (the Secretariat), Food and Health Bureau
- Established in Aug 2015
- Operated on an annual basis  
(Aug 2015, Aug 2016, Oct 2017, Aug 2018, Aug 2019, Sep 2020)
- Two components  
(**training** programme and **research** project)

## MISSION OF THE SCHEME

- Enhance **research capability** and build research capacity to facilitate the translation of knowledge into formulation of health policy and clinical practice
- Support researchers or professionals in their **early to mid-career**, particularly healthcare professionals, and attract them to join the research community

## MISSION OF THE SCHEME (2)

- Support successful applicant to:
  - attend overseas training programme for at least 3 months cumulatively
  - carry out an original research project in public health or health services\* (in particular public health policy), rather than basic science
- Basic science project with low translational value or requiring long time for influencing health practice will **not be considered**

\* Health services research covers a broad area of clinical research on the prevalence, incidence, cause, prevention, treatment of human diseases, effectiveness and cost-effectiveness of healthcare services and policy. Clinical studies on the care and rehabilitation of patients are also included. Examples include clinical studies on major non-communicable diseases (NCD), modifiable lifestyle factors, primary care, chronic disease management and palliative care, elderly care and infectious diseases.

## MISSION OF THE SCHEME (3)

- To echo FHB's strategic direction to tackle NCDs, higher priority will be given to applications related to cancer research or addressing the following modifiable risk factors -
  - Smoking;
  - Alcohol drinking;
  - Unhealthy diet; and
  - Physical inactivity
- At least one award will be given to each of of the modifiable risk factors for NCD

# GRANT SIZE

## ➤ \$1.2 million for up to 2 years

1) \$0.4 million (maximum) for **overseas** training programme

- Training/course fee
- Air package (up to **two round-trip** economy class)
- Accommodation expenses
- Subsistence allowances

2) \$0.8 million for research project

- Staff costs (including cost for research staff and reliever)
- Other expenses
- Equipment

# ELIGIBILITY

## ➤ Fellowship Applicant (FA)

- Researchers or professionals in **medical and health-related** discipline (*incl.* doctors, nurses and allied health professionals)
- **No more than ten years'** post-doctoral or post-qualification (*e.g.* medical or nursing degree) at the closing date of the application, whichever is less
- **Full-time employees** of tertiary institutions (*i.e.* Administering Institution (AI)) funded by the University Grants Committee throughout the fellowship period

## ELIGIBILITY (2)

### ➤ **Fellowship Applicant (FA)**

- Support from a mentor
- FA with ongoing fellowship project is not eligible
- Resubmission of previous rejected application is not allowed

# REQUIREMENT FOR TRAINING PROGRAMME

- ✓ Train FA as a better scientist/researcher
- ✓ Knowledge/skills acquired from training should be relevant and applicable to the research project
- ✓ Include all the details of the training programme and clearly state its purpose, deliverables and relevance to the research project in the Application Form
- x Clinical attachment that cannot improve FA's research capability
- x Degree programme

# REQUIREMENT FOR RESEARCH PROJECT

- ✓ Offer an opportunity for FA to apply knowledge and skills acquired in the training programme
- ✓ Related to health and health services
- ✓ **Original** and able to advance scientific knowledge
- ✓ With **translational potential** within short-medium timeframe
- ✓ **Small-scale** study, preferably with no more than three research objectives
- ✓ **Pilot studies** with simpler study design or proof of concept studies are welcomed

# PROOF OF CONCEPT STUDIES

- Proof of Concept studies refer to studies which aim to verify the practical potential of some concepts or theories.
- e.g. early testing of potential efficacy, safety or feasibility of a treatment.

## REQUIREMENT FOR RESEARCH PROJECT (2)

- x Simple replication of previous overseas studies
- x Research project aiming to develop methods/ techniques/research platforms without evaluation of the tool in a clinical setting

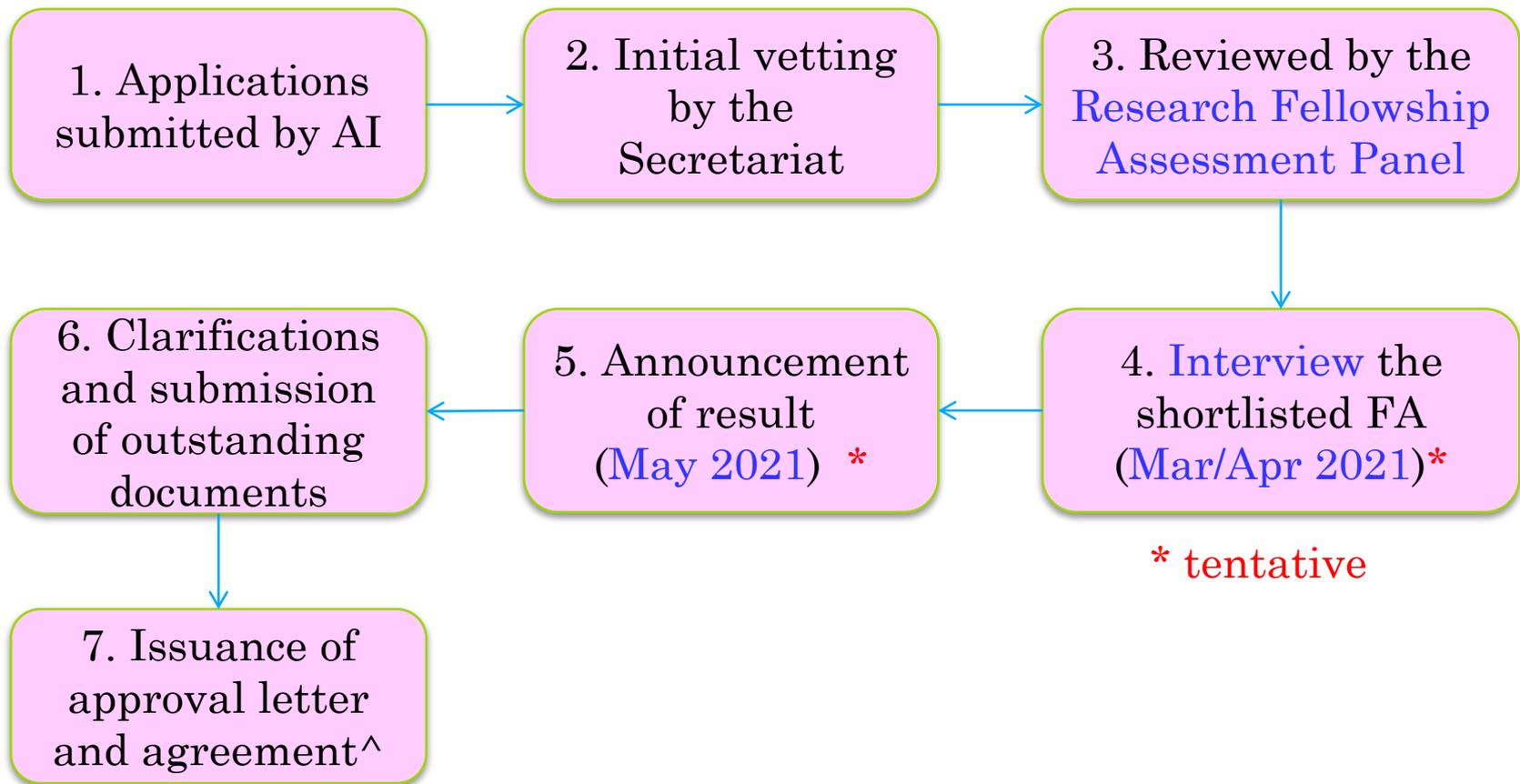
### Example

- x An engineering project aiming to solely develop a medical device without evaluation of the accuracy, reliability and feasibility of the device on patients is considered ineligible

## APPLICATION PACKAGE

- Original signed Application Form with all attachments
- Ten photocopies, two-sided, of the full set of Application Form
- Nomination letter from President/Vice-Chancellor (in a sealed envelope)
- Soft copies for:
  - Application Form in MS Word files
  - Full set of Application Form together with all attachments in a single PDF file

# REVIEW PROCESS



◇ FA may need to satisfactorily address comments of the Assessment Panel before confirmation of funding.

^ Fellowship should commence within 6 months from the date of final approval letter

# ASSESSMENT CRITERIA

- FA's capability (30%)
  - (a) Applicant's research potential and capability including Applicant's qualifications, track record in research and training;
- Support by Mentor (10%) **(REVISED)**
  - (b) Recommendations and commitment from the mentor;

## ASSESSMENT CRITERIA (2)

- Training proposal (30%)

- (c) Importance of the training to health care development;
- (d) Relevance of the training to the conduct of the research project;

- Research proposal (30%)

- (e) Scientific merits of the research proposal;  
and
- (f) Translational potential/value of research proposal to public health or health services in Hong Kong

## POINTS TO NOTE - SUBMISSION

- Reach our office via AI by [19 Nov 2020](#) (18:00 HKT)
  - If the application is submitted by post, the post office date stamp must be on or before the closing date.
- Pay attention to AI's **internal deadline**, if any
- Application with incomplete signatures may not be considered
- One application per FA
- Maximum five nominations per AI
- Acknowledgement email will be sent to the FA to acknowledge receipt of the application

# POINTS TO NOTE – REGULATORY / ETHICS APPROVAL / CONSENT FOR ACCESSING THIRD-PARTY DATA

- Submit ethical/safety/regulatory approvals/consent for accessing third-party data within **12 weeks (or as specified by the Secretariat)** after the announcement of funding decisions
- For clinical trials, confirm with Department of Health if a **Clinical Trial Certificate/Medicinal Test Certificate** is required as early as practical (preferably during the submission of application to the scheme) to avoid delay in project commencement.
- Ensure that the protocol/scope approved by the relevant regulatory body/IRB is the **same** as that approved by the scheme

# POINTS TO NOTE –

## MANAGEMENT OF TRACK RECORDS OF APPLICANTS

- **Unethical practices** during the application process or **non-disclosure** of relevant information or **non-compliance** with agreement after project commencement
  
- **Plagiarism, double dipping**
  
- **Consequences**
  - Marking of track record
  - Withdrawal of fellowship application in this round
  - Debar for specified period depending on severity

## POINTS TO NOTE – AWARD

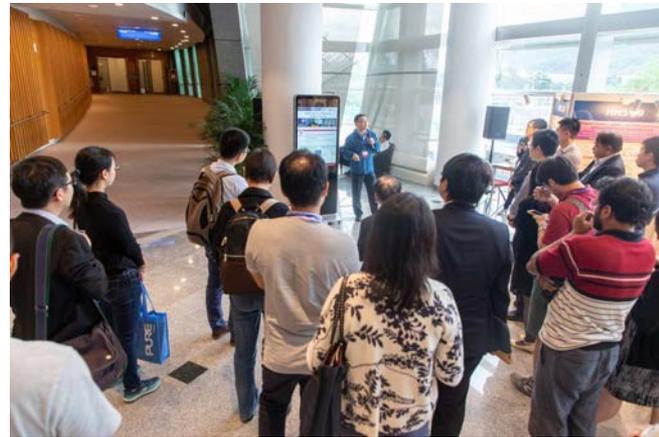
- Conditional upon the enrolment of the proposed training
- Not transferable throughout the course of the fellowship
- All **changes** to the training and research plan, approved budget, project team members and fellowship period require **prior approval**
- **Project extension** –
  - up to 12 months cumulatively: will be considered if there are valid justifications
  - over 12 months cumulatively: on a discretionary basis
- Change of scope / objective of research / training plan is normally not allowed

# MONITORING

- Training report (1 month after training)
- Interim report (every 12 months)
- Certified financial statement
- Additional progress report(s) for projects considered as high risk by the Secretariat e.g. ongoing status of recruitment of vulnerable subjects / rare conditions
- Final report, dissemination report and audited account

# PRESENTATION

- FA is expected to deliver a Research Fellowship presentation on his/her achievements and project deliverables and share his/her learning experience after completion of the fellowship



# FURTHER INFORMATION

<https://rfs.fhb.gov.hk/>



食物及衛生局  
Food and Health Bureau

ENGLISH | 繁體版 | 簡體版 | 



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**THANK YOU**

