

Medical Training Network Project Fund Request for Proposal

Purpose

The Health Education and Training Institute (HETI) are seeking Project Proposals that enable the implementation of dedicated activities to achieve the identified priority areas for action by the following HETI supported Medical Training Network(s):

- NSW Advanced General Medicine Training Network
- NSW Emergency Medicine Training Network
- NSW Medical Administration Training Network
- NSW Paediatric Physician Training Network
- NSW Physician Training Network (BPT)
- NSW Prevocational Training Network
- NSW Psychiatry Training Network
- NSW Radiology Training Network
- NSW Surgical Skills Training Network.

Eligibility

To be eligible to apply an application must:

- Ensure deliverables are implemented within functioning training site/s within a HETI supported Medical Training Network
- Have the documented support of the Chair of the HETI supported Medical Training Network
- Have the documented support of the Chief Executive (or delegate) of the lead organisation.

Assessment Criteria

Applications will be assessed on the following criteria:

- Strength of alignment with the targeted network priority area for action
- Strength of evidence identifying the issues and potential outcomes
- Value for money
- Sustainability
- Ability to replicate elsewhere/across networks

Applications will be prioritised if they are on behalf of a new or evolving training network program (i.e. Advanced Generalist or Radiology)

Deliverables

- A detailed project plan including objectives, milestones, deliverables, KPIs and project budget.
- Research projects must obtain ethics approval.
- An interim progress report against milestones and budget
- A detailed final project report including at a minimum:
 - Achievement of milestones, deliverables and KPIs.

- A summary of key outcomes
- An outline of how the project will be maintained.
- Expenditure against budget.
- **Copies of project deliverables/materials** will need to be forwarded to HETI within 30 days of submission of the Final Report.

Contract Requirements

- Intellectual property rights for new material will be assigned to both the supplier and HETI
- The project developers agree to HETI using the project either in total or in part for inclusion in broader and continuing work. HETI reserves the right to change, modify and improve the project content beyond the term of the funding agreement
- Consent is provided for HETI review and assess project suitability for the purposes of use in broader activities
- The successful applicants agree to sign a standard agreement outlining the terms and conditions prior to dispersal of funds.

Timeframe

Application Timeframe:

Medical Training Network Project Fund Applications will close on 21 June 2018.

Application Assessment Timeframe:

Written advice to all applicants will be issued within 8 weeks of the close of applications.

Project Activity Periods:

Project activity, including finalisation of payments, must be completed by 21 June 2019.

Funding

Funds made available to projects are not recurrent and will not be ongoing. Funds cannot be rolled over across multiple financial years. Applications for funding of up to \$30,000 are encouraged.

Submission

The 2018/19 Medical Training Network Project Fund Application must be submitted by email to: HETI-MedicalEducationFunds@health.nsw.gov.au.

Enquiries

All enquiries can also be directed to HETI-MedicalEducationFunds@health.nsw.gov.au or by telephone on (02) 9844 6106.

Closing Date

Applications must be submitted by 21 June 2018.