



The Hospital Research
Foundation Group
Palliative Care

2027 THRFG Palliative Care Conference Support Grant

Guidelines v1.0

Round closes: Friday 18th December 2026 at 4:00pm (ACDT)

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1. About The Hospital Research Foundation Group Palliative Care

The Hospital Research Foundation Group (THRFG) exists to improve the health and wellbeing of our community. Our purpose is simple:

“Together, fight for better health and wellbeing for our community through life-changing medical research and improved healthcare.”

THRFG is a profit-for-purpose organisation which raises funds through community donations, corporate support and proceeds from The Hospital Research Foundation Home Lottery program. These proceeds enable us to fund and facilitate medical research and patient care services across more than 60 areas of disease and illness, from birth to end-of-life.

THRFG consists of 11 charities which work together to maximise health and wellbeing, and allow supporters to choose an area of healthcare that matters most to them. Through our Group structure, we are committed to delivering a progressive research and grants program that is sustainable, promotes collaboration and delivers impact for the community.

THRFG Palliative Care is a Group charity whose purpose is advancing quality palliative care for all South Australians by supporting essential patient services, quality-of-care improvement initiatives, transformational research, and meaningful education and workforce development.

2. About the Scheme

The 2027 THRFG Palliative Care Conference Support Grant is being made available on a competitive basis to assist eligible rural, regional and remote healthcare professionals in South Australia with the costs of attending the [2027 Oceanic Palliative Care Conference \(OPCC\)](#), to be held in Adelaide from the 20-23 April 2027.

The aim of supporting attendance is to build the clinical development and leadership capabilities of the attendees, and to encourage innovative practice change and person-centred quality improvement initiatives for palliative care services in the regions.

3. Eligibility Criteria

Applications to attend the OPCC in Adelaide from the 20-23 April 2027 will be considered from clinical healthcare professionals who are currently employed and based in a palliative care service delivering end-of-life care in a rural, regional or remote area of South Australia (equivalent to [Modified Monash Model](#) Areas 2 – 7), and who are either:

- An allied health or nursing professional registered with the Australian Health Practitioner Regulation Agency (AHPRA), or
- Are employed by/delivering end-of-life care services through a South Australian-based Aboriginal Community Controlled Health Organisation (ACCHO).

Applicants must also have the full support of their employing palliative care service to attend the conference.

The applicant must be able to demonstrate in the application how attending OPCC will enable their investigation of clinical leadership/practice to support the translation of evidence into practice, how the applicant plans to impact the delivery of quality consumer-centred care, and how the applicant plans to introduce innovative change that improves workplace environments, team culture and quality of life for patients and their carers as a result of their learnings.

4. Funding

4.1 Funding Available

Applications can be made for up to \$3,000 (incl. GST) per attendee, with up to six awards likely to be supported via this scheme in total.

The funding available and its distribution across (successful) applications may be varied without notice by THRFG.

For successful requests, funds can either be provided to the employing organisation if conference registration and travel was arranged via that organisation or to the applicant via direct reimbursement where they personally incurred costs. It is expected to take approximately 4-6 weeks following notification of outcomes for funds to be paid/reimbursed, and alternative funds must be available to secure bookings in the meantime.

4.2 Eligible Expenditure

Funds must be used towards attendance at OPCC in Adelaide from the 20-23 April 2027. Eligible expenditures include conference registration, economy flights or other transportation costs to and from Adelaide, and accommodation for the official conference dates. The cost of appropriate travel insurance may also be included where cover is not provided for employees as standard under the travel policies of the employing organisation.

Funds may not be requested for per diems, airport or hotel transfers, meals, entertainment or memberships, any costs associated with private travel undertaken in conjunction with the conference travel, or to reimburse expenditures made using points from loyalty programs.

The application must list all eligible expenditures associated with undertaking the activity. Each cost included must be evidenced by a quote, receipt or invoice in AUD. The applicant's own estimations, cost ranges or links to search engines are **not** acceptable evidence.

4.3 Conditions of Grant

If awarded funding, the recipient will be required to:

- provide a short (500 word maximum) lay-language report (plus photo/s) about their experience, impact and any collaboration developed. The report should be submitted to grants@hospitalresearch.org.au within two weeks of completion of travel, and may be included in communications or materials by THRFG.
- if requested, present at THRFG event(s) for the community, researchers and/or supporters.
- if the applicant is presenting at the OPCC, appropriately acknowledge the THRFG Palliative Care in any presentation materials during the supported travel period.

5. Application and Assessment

5.1 How to Apply

Applications must be received before 4:00 pm (ACDT) on the relevant round close date below to be considered in that round.

Applications must be completed and submitted through THRFG's online application portal SmartyGrants via the relevant round link provided below.

Apply at:

<https://hospitalresearch.smartygrants.com.au/2027-pallcareconf>

Applications close: Friday 18th December 2026 at 4:00pm (ACDT)

Indicative notification of outcome: by 15th February 2027

All queries regarding the application process should be directed to grants@hospitalresearch.org.au

Incomplete, incorrectly submitted, or late applications will not be considered.

In addition to the information requested in the online form, applicants will also need to upload the following documents to the application portal for the request to be considered complete:

- A letter from the applicant's line manager or unit head, indicating their support for the applicant's conference attendance.
- Evidence (e.g. quote, screenshot, receipt, invoice) for the cost of each eligible expenditure item associated with the attendance/travel.
- Details of any other funds used towards the eligible expenditures.

Unless otherwise specified in the application form, all uploaded files should be provided in PDF format. File names should include a short description of the item followed by the CIA's family name, for example "Transcript_Smith.pdf".

When submitting an application, please note:

- **Applicants must click on the "Submit" button when the application is finalised.**
- **Applicants will then receive a confirmation of application submission by email.**
- **If the email is not received (after checking junk/spam folders), applicants should assume that the submission has not occurred and re-attempt submission.**

5.2 *Assessment Criteria*

Eligible applications will be assessed against the weighted criteria below by THRFG's Program Director – Wellbeing Programs, Relationship and Administration Lead and Chief of Client and Patient Services.

The applicant must be able to demonstrate in the application how undertaking the proposed activity will enable their investigation of clinical leadership/practice to support the translation of evidence into practice, how the applicant plans to impact the delivery of quality consumer-centred care, and how the applicant plans to introduce innovative change that improves workplace environments, team culture and quality of life for patients and their carers as a result of their learnings.

Benefit and significance to rural, regional and remote palliative care services in South Australia (40%)

The extent to which the applicant can demonstrate that conference participation will be of benefit and significance to their employing palliative care service by enhancing

- delivery of quality consumer-centred care (including how the applicant plans to introduce innovative change);
- quality of life for patients and their carers; and
- workplace environment and team culture;

Applicant development (40%)

The extent to which the applicant can demonstrate that conference participation:

- is relevant to the applicant's professional experience to date;
- provides relevant and meaningful collaboration/professional network expansion opportunities for the applicant;
- provides benefits and opportunities for the applicant's career development, including clinical leadership.

Budget (20%)

The extent to which the proposed budget:

- is reasonable, value-for-money, and sufficiently itemised; and
- has supporting evidence for all eligible costs.

Applicant responses against these criteria will be scored using the rubric outlined below.

Score	Description
5	Outstanding: Of the highest quality - no queries, concerns, or issues
4	Excellent: high quality – a limited number of minor issues, queries, or concerns
3	Good: solid - with some issues, queries, or concerns
2	Borderline: OK but with several issues, queries, or concerns
1	Uncompetitive: Poorly described - with many significant issues, queries, or concerns

In evaluating applications:

- Preference will be given to those who do not have access to any other funds for professional development.
- The level of funding requested will be considered in line with the principles outlined in section 4 and the evidence of costs provided by the applicant.

All assessment criteria will be considered in the context of the Round objectives, and THRFG's Purpose more broadly. Please note that assessors will be required to deal with applications and assessment matters confidentially.

Lay language components of the invited submissions may be used to engage consumers in aspects of the decision-making process.

In the case that no submission is deemed worthy of funding, THRFG may close the round without awarding funding.

Before the final decision is made, THRFG may request further information or detail from applicants and/or their enrolling/employing institution. Shortlisted applicants may also be interviewed by a panel convened by THRFG.

5.3 Funding Decision

Recommendations for award will be made to THRFG CEO for approval. The final funding decision will be made by THRFG, informed by reviewer assessments, and determined by funding availability. This decision will be final, and no further negotiations will be entered into.

Grant funds may be partially and/or provisionally awarded subject to conditions as recommended/determined by THRFG. THRFG also reserves the right to accept, reject, or otherwise modify grant recommendations at its sole discretion. If THRFG becomes aware of omissions or inclusion of misleading information in an application, it may choose to exclude an application from assessment, withdraw funding, and/or refer the matter to your enrolling/employing institution.

THRFG reserves the right not to fund any application for any reason, including where the relevant project personnel and/or Administering Institution have not fulfilled their obligations under previous THRFG funding agreement/s, including but not limited to reporting, financial acquittal, and acknowledgement requirements.

Successful applicants will be notified by THRFG (indicative timeline provided at 5.1), and THRFG will arrange funding transfer to the nominated employing organisation or reimbursement of the individual applicant following confirmation of any outstanding information, including evidence of actual expenditure.