



The Hospital Research
Foundation Group
Palliative Care

Competitive Grant Round

Improving Palliative Care in the Community

Guidelines v1.0

Stage 1: Expression of Interest (EOI)

Stage 1 Open: Monday 6th July 2026 at 12:00pm (ACST)

Stage 1 Close: Wednesday 12th August 2026 at 4:00pm (ACST)

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1. About The Hospital Research Foundation Group - Palliative Care

The Hospital Research Foundation (THRF) Group 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.”

THRF Group 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.

THRF Group 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 Round

2.1 Round Objectives

THRF Group is seeking to fund practical ideas that improve end of life care in the community with the overall objective:

To improve equitable access to end-of-life care for under-served South Australians through the implementation of evidence-based models in community settings.

For this round, THRF Group seeks proposals that aim to improve end of life care and support for under-served South Australians, including but not limited to:

- Aboriginal and Torres Strait Islander people,
- people experiencing homelessness,
- people living in rural and remote locations,
- people in residential aged care facilities, or
- accessing other community-based palliative care providers.

In particular, we are looking for proposals that will create immediate positive, demonstrable health and wellbeing outcomes for those receiving care and/or their families and carers, and that aim to address inequity by either:

- (a) improving access to quality palliative care when or where it is needed;
- (b) identifying and implementing tailored, culturally aware palliative care approaches to meet their unique needs; or
- (c) improving upon a currently successful service model.

THRF Group encourages proposals incorporating:

- teams comprising suitable clinical personnel and where possible, engaging different organisations;
- transdisciplinary approaches combining processes, ideas and techniques from different specialties/fields. Such approaches could involve clinicians from the relevant medical field, or personnel or technologies from “non-medical” disciplines such as engineering, or computer science, or other relevant domains;
- effective and meaningful consumer participation and engagement.

2.2 Round Exclusions

Proposals considered out of scope for this round include those that solely or predominantly focus on:

- Undertaking systematic review or meta-analysis
- Quantifying inequity in the chosen population
- Evaluation of existing services
- Research or surveys

In addition, proposals must not duplicate or substantially overlap with existing projects or pending proposals.

THRF Group reserves the right at its sole discretion to exclude from further consideration any applications breaching these exclusions.

3. Requirements

As an aid for applicants when reading these Guidelines, THRF Group has developed a set of general [FAQs available on our website](#). However, please note that in the event of inconsistency between these Guidelines and the FAQs, these Guidelines will prevail.

3.1 Who Can Apply

Applications for this grant must be submitted via an Eligible Administering Organisation. In this round, an Eligible Administering Organisation must:

- be a legal entity with an active Australian Business Number (ABN);
- have a physical and operational presence in SA; and
- demonstrate adherence to appropriate clinical governance and compliance practices.

Eligible Administering Organisations must not be part of an industry that produces products or services that may contribute to poor physical health or mental wellbeing of the community.

The Project Leader has the primary responsibility to run and report on the project (if approved). The Project Leader must be a salaried staff member of the nominated Eligible Administering Organisation.

The Project Leader must:

- be able to demonstrate professional career experience (and/or lived experience if also involved in the project as a consumer) relevant to the field of this round;
- provide a meaningful contribution and time commitment to the proposed project over its full duration;
- have met their obligations regarding previous THRF Group-funded projects, including submission of satisfactory reporting as per the relevant funding agreement/s.

3.2 Collaborating Personnel / Organisations

Proposals incorporating collaboration within and across other South Australian organisations, including with industry and other innovation sectors, will be supported.

Projects must not involve any organisation that is part of an industry producing products or services that may contribute to poor physical health or mental wellbeing of the community.

3.3 Engagement with Consumers

To optimise the potential for successful and sustainable implementation of initiatives funded under this round, consumers should be clearly and meaningfully engaged and involved in the proposed application. Consumer engagement is essential for health service culture, quality and safety and patient-centred care.

Partnering with consumers, carers and community and using their knowledge and experience enables a better consumer experience, more cost effective co-designed services and supports and, most importantly, delivery of services and supports which meet the needs of the community, resulting in improved population health and wellbeing.

Further guidance on consumer/community involvement can be found in the following resources:

- SA Health's Consumer, Carer and Community Engagement [webpage](#), and their [Consumer, Carer and Community Engagement Guide](#)
- Applications involving Aboriginal and Torres Strait Islander peoples must particularly ensure the following are taken into account when formulating the project and its proposed approach: [National Safety and Quality Health Service Standards for Aboriginal and Torres Strait Islander Health](#)
- Local Health Networks also have resources on- and mechanisms for- appropriate engagement with consumers and community, including Aboriginal and Torres Strait Islander peoples, e.g. [CALHN Aboriginal Consumer and Community Engagement](#)

3.4 Project Governance

The Project Leader and Eligible Administering Organisation must:

- Be able to demonstrate ongoing compliance of their service / support with the *National Safety and Quality Primary and Community Healthcare Standards* or equivalent.
- Ensure all services / supports are delivered in accordance with relevant professional, legislative, and regulatory requirements. This includes maintaining appropriate professional registration for all clinicians and health professionals through the relevant National Boards, as well as ensuring mandatory screening and safeguarding requirements are current and documented, including National Police Checks and Working With Children Checks (WWCC) where applicable.

The Eligible Administering Organisation must have governance, credentialing, and workforce compliance systems in place to monitor and uphold the above standards.

3.5 Use of Artificial Intelligence in Application Preparation

Generative AI (GenAI) may be used to support application preparation, but such use must accord with the [NHMRC Policy on Use of Generative Artificial Intelligence in Grant Applications and Peer Review](#), and any of the applicant's own organisational policies that may apply.

Where GenAI is used during preparation of the application, this must be declared and the nature of the use disclosed as part of the application.

3.6 Incomplete, False or Misleading Information

All information submitted to THRF Group (including applications and reports) must be complete, current and accurate at the time of submission, and free of false or misleading information.

Examples of false or misleading information include, but are not limited to, providing:

- dishonest statements regarding time commitments to the project for which support is being sought;
- incomplete or inaccurate facts regarding other sources of funding;
- inaccurate claims regarding career and other relevant experience; or
- incomplete or misleading information relating to legislative, ethics, regulatory or governance requirements or other factors that may impact the team's ability to commence and conduct the project appropriately.

If THRF Group 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 the Administering Organisation.

4. Funding

4.1 Funding Amount

The maximum funding that can be requested is up to \$50,000 (total) over 12 months. It is anticipated that up to four (4) applications will be supported in this round.

Noting assessment criteria concerning cost-effectiveness and value for money, proposals requesting lower amounts and/or leveraging co-funding are welcome.

Funding can be requested to support salaries and direct project costs as further described below. Funding cannot be requested to support organisational indirect costs, infrastructure levies, or general administrative costs. Further exclusions are indicated below.

THRF Group reserves the right to vary the available funding in this round at its sole discretion.

4.2 Salary Support

Salary support may be requested for personnel needed to undertake the project. The need for any such salary support must be well-justified.

Salary support requests should include the base salary and direct on-costs, such as leave accruals and the superannuation guarantee contribution. Such on-costs are limited to a maximum 30% of the base salary request. Applicants must verify the appropriate base salary scales and rate of on-costs before finalising budgets in the application form. Project staff are to be appointed at standard award conditions, commensurate with experience, as determined by their employer.

Due to the limited term of project funding, stipends for tertiary students should not be included in proposal budget requests.

4.3 Direct Project Costs

Direct project costs are those non-salary costs directly related to the conduct of the project and may include consumables, services, software, minor equipment (<\$10,000 unit cost), consumer engagement costs, and travel for the purposes of conducting the project.

Conference attendance/travel, publication, open access fees, patenting and/or IP protection costs are not considered direct project costs and should not be included in proposal budget requests.

5. Application Stages and Assessment

This round will follow a two- stage process as outlined below. THRF Group reserves the right to modify or amend these stages at its sole discretion.

- Stage 1. Full Application
- Stage 2. Further Information / Interview

These stages are described in further detail below.

5.1 Stage 1: Full Application

Applicants will submit their application in the specified format through THRF Group's SmartyGrants platform.

At time of submission, full applications must include a signed endorsement from the Eligible Administering Organisation in the [specified format](#) to be considered complete. It is the Project Leader's responsibility to ensure that this endorsement is obtained prior to submission and no extensions to the round deadline will be approved for this purpose.

Eligible full applications will be reviewed against the relevant assessment criteria (refer 5.3 below).

In the case that none of the invited submissions is deemed worthy of funding, THRF Group may close the round without awarding funding.

5.2 Stage 2: Further Information / Interview

Before the final decision is made, THRF Group may request further information or detail from applicants and/or the Administering Organisation. Shortlisted applicants may also be interviewed by a panel convened by THRF Group.

5.3 Assessment Criteria

Eligible applications will be assessed by a panel convened by THRF Group against the weighted criteria below. Conflicts of interest will be managed by THRF Group.

Unmet Need (20% weighting)

The extent to which the proposal:

- addresses an unmet need in palliative care services and supports in South Australia, and
- is solving a clear and important problem for under-served communities accessing those services.

Approach, Innovation and Feasibility (30% weighting)

The extent to which the project's approach to addressing the defined area of unmet need:

- is highly innovative,
- meaningfully engages relevant consumers,
- can be delivered in the timeframe (12 months) and with the resources available, and
- is cost effective and value for money.

Impact and Sustainability (30% weighting)

The extent to which:

- the proposed project outcomes will have a meaningful positive impact for the community, and
- the approach is likely to be supported by- and sustainable within- the service/community following completion of the funded project.

Project Team (20% weighting)

The extent to which the project team includes:

- a diversity of relevant skills, experience and capabilities,
- representatives directly working within the relevant area(s), including clinical staff, and
- consumer and lived-experience representation.

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	Very Good: 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 line with the [NHMRC Policy on Use of Generative Artificial Intelligence \(AI\) in Grant Applications and Peer Review](#), GenAI will not be used by reviewers to evaluate, critique and/or score applications.

5.4 Funding Decision

The final funding decision will be made by THRF Group, informed by assessor reviews, and determined by funding availability.

THRF Group 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 THRF Group funding agreement/s, including but not limited to reporting, financial acquittal, and acknowledgement requirements. THRF Group's funding decision will be final and no further negotiations will be entered into.

5.5 Terms and Conditions for Funding

If a project is selected for funding, THRF Group and the Eligible Administering Organisation will enter into a formal funding agreement detailing funding terms and conditions. An example of terms and conditions from the provisional funding agreement is available in Appendix A.

Unless otherwise agreed, the project must commence within six (6) months of receiving notification of the award, but not before the funding agreement is fully executed. The Eligible Administering Organisation will be responsible for ensuring all relevant ethics and governance approvals and collaborative agreements are in place to enable the project to proceed.

The funding agreement between THRF Group and the Administering Organisation will include provisions that Project Leaders must:

- provide regular reports on financial expenditure and project progress as requested. Progress will be monitored against agreed progress points / milestones, and evidence of outputs and outcomes will be required;
- report any unexpected delays or changes to the project plan to THRF Group in a timely manner;
- acknowledge THRF Group funding support in all presentations of the work;
- provide updates upon request to THRF Group Communications and Marketing teams;
- participate in media opportunities coordinated by THRF Group where necessary, including local radio and local and national media announcements. Relevant media advice and preparation will be available via THRF Group's Communications team;
- seek in advance THRF Group's approval regarding the content, timing and release of public announcements, media releases, and/or online information relating to the project; and
- assist in future grant reviews if requested by THRF Group (where reasonably practicable).

6. How to Apply

Applications must be completed and submitted online through THRF Group's SmartyGrants platform (link provided overleaf) by the close date/time indicated. Please note:

- **Only electronic submission through the SmartyGrants system will be accepted.**
- **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.**
- **The submission portal closes at the time specified, and no extensions will be granted.**

Please also note:

- The SmartyGrants PDF download/preview may not reflect all required questions within the application form as some sections may be conditional. We strongly recommend working through the online form within the SmartyGrants system well before the deadline to ensure you understand all of the information that will be required to complete the submission.
- 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 Project Leader's family name, for example "Transcript_Smith.pdf".
- Links to download the Administering Organisation endorsement template are provided within these guidelines and within the SmartyGrants form.
- Unless otherwise requested by THRF Group, information additional to that requested in the application form will not be considered for assessment.

Apply at:

<https://hospitalresearch.smartygrants.com.au/2026-IPCC>

Stage 1 Closes Wednesday 12th August 2026 at 4:00pm (ACST)

All queries should be directed to grants@hospitalresearch.org.au

Incomplete, late or incorrectly submitted applications will not be considered

7. Round Timetable

Stage 1 Full Applications Open	Monday 6 th July 2026 at 12:00pm (ACST)
Stage 1 Full Applications Close	Wednesday 12 th August 2026 at 4:00pm (ACST)
Stage 2 Interviews	Indicatively 4-6 weeks after Stage 1 closes
Final Outcomes	Indicatively 2 weeks after Stage 2 Interviews

Please note that THRF Group is unable to provide specific dates for stages noted as 'indicative' above. All applicants will be notified of the outcome of their submission once all assessment processes have been completed. We appreciate your patience during this time.

APPENDIX A – Example Funding Terms and Conditions

TERMS AND CONDITIONS

1. THRF will provide \$[#] (Funds) + GST to the Administering Organisation to be used for the Project. Subject to these Terms and Conditions including any applicable Payment Conditions, the Funds will be paid in instalments as follows upon receipt of appropriate invoices by THRF:

Instalment #	Funds Instalment Amount (+GST)	Payment Conditions	Required Project Reports	Due date for Required Project Reports
1	40% of total funds	Full execution of this Agreement	N/A	N/A
2	40% of total funds	Following submission and acceptance by THRF of the Required Project Reports	<ul style="list-style-type: none"> • Progress Report • Statement of income and expenditure to date 	dd/mm/yyyy
3	20% of total funds	Following submission and acceptance by THRF of the Required Project Reports	<ul style="list-style-type: none"> • Project Completion Report • Certified final acquittal of income and expenditure for the total Funds received and expended 	dd/mm/yyyy
N/A	N/A	N/A	<ul style="list-style-type: none"> • Project Follow-up Report 	dd/mm/yyyy
\$[#]		Total THRF Funds		

2. The Administering Organisation agrees that:
 - i. The Project will be conducted in accordance with the proposal attached at Annexure A, any Special Conditions and the budget and milestones specified in the proposal;
 - ii. Unless otherwise agreed, the Project cannot commence, nor Project Funds be expended, until all relevant collaborative agreements and required ethics and biosafety approvals are in place;
 - iii. The Project must be conducted in accordance with all applicable laws, regulations, industry codes, and requirements of any regulatory authority;
 - iv. The Funds must be used solely for the purpose of the Project;
 - v. The Administering Organisation will ensure the Required Project Reports are provided by the due date set out in Clause 1 above.
 - vi. The Project must not be varied without THRF's explicit approval. Any unexpected delays or proposed changes to the Project must be advised to THRF immediately upon the Administering Organisation becoming aware of the delay or change; and
 - vii. THRF may, at its sole discretion, approve a variation request, or request any reasonable modification to the proposed variation.
3. The Administering Organisation acknowledges and agrees that:
 - i. The content, timing and release of any public announcement, media release, update and/or online publication by the Administering Organisation relating to this Agreement or the Project, including publications or presentations in relation to the Project or its inventions, discoveries, progress reports or findings, must be approved by THRF in advance of release, and where practicable, must include representation from THRF;
 - ii. Notwithstanding Clause 3.i. above, the Administering Organisation is entitled to publish or present the results of the Project in professional and scholarly publications or forums provided the material appropriately acknowledges the funding contribution by THRF; and
 - iii. Project personnel must assist with and where practicable participate in media opportunities coordinated by THRF, including local and national media announcements or fundraising promotion relating to the Project.
4. THRF reserves the right to request further reports and to conduct progress reviews in relation to the Project at any time.
5. Upon the Project Completion Date the Administering Organisation will reimburse THRF any portion of the Funds that have not been expended for, or which have not been committed to, the Project.

This Agreement will remain in force until the Administering Organisation has completed all of its obligations under this Agreement.