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Development Grants

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**Critical dates**

Wednesday **18 November 2015**

**Applications open in RGMS**

Monday **18 January 2016**

**1st Internal date for review by RIC**

Wednesday **20 January 2016**

**Minimum Data due**

Monday **1 February 2016**

**Final submission due to RIC**

**Overview**

The Development Grants scheme provides financial support to individual researchers and/or research teams to undertake health and medical research within Australia at the proof of principle or pre-seed stage that specifically drives towards a commercial outcome within a five-year timeframe.

This scheme supports the commercial development of a product, process, procedure or service that if applied, would result in improved health care, disease prevention or provide health cost savings.

Research supported by this scheme must have experimental data that supports a demonstrated proof of principle or pre-seed concept and have a detailed feasible commercialisation strategy that takes into account the regulatory pathway, protectable IP, commercial barriers and potential routes to market.

**Steps to be completed by Chief Investigator A (CIA):**

1. Submit a Notice of Intent (NOI)

The [NOI](http://noi.mro.unimelb.edu.au/) should be completed early to provide RIC with CIA contact details.

1. Complete/update RGMS Profile and CV

Each CI will need to obtain access to [RGMS](http://www.rgms.nhmrc.gov.au/) to complete this step.

1. Review the funding documents

The CIA should read the NHMRC [Funding Rules](http://www.nhmrc.gov.au/book/nhmrc-funding-rules-2016), [Key Changes](http://www.nhmrc.gov.au/book/nhmrc-funding-rules-2016/development-grants-funding-rules/2-key-changes) and [Advice and Instructions to Applicants](https://www.nhmrc.gov.au/book/nhmrc-advice-and-instructions-applicants-2016/development-grants-specific-advice-and), as well as review the [UoM Lodgement Form](https://research.unimelb.edu.au/funding/docs/NHMRC-2017-Development-Grants-lodgement-form.docm) and [UoM Authority to Submit](https://research.unimelb.edu.au/funding/docs/nhmrc-development-%20grants-2017-authoritytosubmit-v2-doc.docm) form.

1. Complete draft application

Complete the draft application in [RGMS](http://www.rgms.nhmrc.gov.au/).

Strategic review of your Grant proposal is also available.

1. Email a draft application to RIC

Email a draft application to [RIC](mailto:nhmrc-project@unimelb.edu.au) for review. A hardcopy is not required.

* + Use the ‘Request Latest Snapshot Report’ function in [RGMS](http://www.rgms.nhmrc.gov.au/).
  + Email two snapshot reports, the draft Grant Proposal (as a PDF) and a completed UOM Lodgement Form. A UOM Authority to Submit form is **not** required at this stage.
  + Confirm in your email if you would like a strategic review of your Grant Proposal. This review will be conducted by external consultant Graeme Steed and Business Development Manager Dr Ruth Park-Jones
  + RIC will send an email upon receipt.

1. Complete the application after feedback

After taking feedback from RIC into consideration, complete the application in [RGMS](http://www.rgms.nhmrc.gov.au/). Upload all documents and referee reports as outlined in Advice and Instructions to Applicants, paying special attention to formatting requirements. It is suggested to seek advice from colleagues, Faculty Mentors, etc. before finalising the application.

1. Certify the application in RGMS

Certify the application via the ‘CI Certification’ function in [RGMS](http://www.rgms.nhmrc.gov.au/). Snapshot reports will be automatically generated, please wait for these to be produced. The application will be locked once certified and status then will be Submitted to RAO.

1. Submit the *UOM Authority to Submit* form

Submit a UOM Authority to Submit form to Melbourne Research in hardcopy before 9.00 am on the final internal closing date. The form should include:

* + CIA and Head of Department/Institute Director signatures
  + Written evidence (e.g. email) from all CIs and AIs. This evidence must clearly state the application ID number and include the relevant "I certify..." text provided in the Authority to Submit form. All written evidence must be attached to the finished Authority to Submit form with the other signatures.

A hardcopy of the RGMS application is **not** required.

Note that this is an NHMRC requirement and the application cannot be submitted to NHMRC until RIC receives this form.

1. RIC will submit the application

RIC will submit the application NHMRC and the CIA will receive RGMS notification when this has been done.

**Supporting documents**

**NHMRC**

* [NHMRC Development Grant](https://www.nhmrc.gov.au/grants-funding/apply-funding/development-grants)
* Funding Rules: [All Schemes](http://www.nhmrc.gov.au/book/nhmrc-funding-rules-2016/NHMRC-funding-rules-2016) and [Development Grants Specific](https://www.nhmrc.gov.au/book/nhmrc-funding-rules-2016/development-grants-funding-rules)
* Advice and Instructions to Applicants: [All Schemes](https://www.nhmrc.gov.au/book/nhmrc-advice-and-instructions-applicants-2016) and [Development Grants Specific](https://www.nhmrc.gov.au/book/nhmrc-advice-and-instructions-applicants-2016/development-grants-specific-advice-and)
* [Grant Proposal Template](https://www.nhmrc.gov.au/_files_nhmrc/file/grants/apply/development/2015/grant_proposal_template_-_dev_grants_-_funding_commencing_2017_v2.doc)
* [NHMRC Budget Mechanism](https://www.nhmrc.gov.au/grants-funding-apply-funding/budget-mechanism-funding-commencing-2017)
* [Direct Research Costs Guidelines](http://www.nhmrc.gov.au/_files_nhmrc/file/grants/funding/funded/manage/policy/drc_principles%20guidelines_1%20january_2014.pdf) (DRCs)
* [RGMS Character Count online tool](http://www.nhmrc.gov.au/_files_nhmrc/rgms_charcount/rgms_char_count.html?utm_medium=email&utm_campaign=NHMRC+Research+Tracker+-+6+February+2015&utm_content=NHMRC+Research+Tracker+-+6+February+2015+CID_18f41afa614855d6a629096152b72f52&utm_source=Mailbuild&utm_term=NHMRC%20website)
* [RGMS CV and Profile requirements for Development Grants](https://www.nhmrc.gov.au/book/nhmrc-advice-and-instructions-applicants-2016/development-grants-specific-advice-and/2-cv)
* [Peer Review](https://www.nhmrc.gov.au/book/guide-nhmrc-peer-review-2016/development-grants-peer-review-guidelines)
* [Research Classifications](https://www.nhmrc.gov.au/grants-funding/policy/australian-standard-research-classifications-and-nhmrc-research-keywords-and-p)

**RIC**

* [Authority to Submit form](https://research.unimelb.edu.au/funding/docs/nhmrc-development-%20grants-2017-authoritytosubmit-v2-doc.docm)
* [Suggested wording for CI & AI written consent](https://research.unimelb.edu.au/funding/docs/nhmrc_2016_development_grant_wording_for_written_consent_v2.doc)
* [Lodgement form](https://research.unimelb.edu.au/funding/docs/NHMRC-2017-Development-Grants-lodgement-form.docm)
* Copies of previous successful Development Grant applications held in the RIC library are accessible by contacting RIC via email at [nhmrc-project@unimelb.edu.au](mailto:nhmrc-project@unimelb.edu.au)
* [List of Faculty Grant Coordinators/Mentors](https://research.unimelb.edu.au/funding/faculty-grant-coordinators.html)

Questions and primary email [nhmrc-project@unimelb.edu.au](mailto:nhmrc-project@unimelb.edu.au)

**Key contacts**

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| --- | --- |
| **Anne Coco** | 8344 8265 |

* [Staff Intranet](https://staff.unimelb.edu.au/research)
* [Contact us](https://research.unimelb.edu.au/contact-us.html)
* [Find an expert](http://findanexpert.unimelb.edu.au/)

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