

## Grant

Subject: **Mentoring - Aboriginal and Torres Strait Islander Pathology and Faculty Trainees**  
Approval Date: August 2018, May 2019  
Review Date: August 2022  
Review By: Aboriginal and Torres Strait Islander and Māori Health & Workforce Steering Group  
Number: 1/2018

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### 1. Purpose of the Grant

To advance and promote education and training amongst Aboriginal and Torres Strait Islander (ATSI) Pathology and Faculty trainees to complete their Pathology training, thus addressing the barriers and disadvantages faced by indigenous trainees.

### 2. Funding source

Specialist Training Program (STP) funding and the RCPA Board.

### 3. Value

Number of Grants and value to be determined and advertised by the Aboriginal and Torres Strait Islander and Māori Health & Workforce Steering Group by 14 November each year.

### 4. Payments

To be made subject to prior approval of the activity or material proposed. Reimbursement of expenses on submission of original receipts. Receipts must be submitted within the timeline of the project.

### 5. Applicant eligibility

Applications must originate from an RCPA Fellow or a Faculty Fellow solely for the promotion of education and training of an Aboriginal and Torres Strait Islander Pathology or Faculty Trainee. Applicants will need to demonstrate that the funds will be dedicated to ensuring the Aboriginal and Torres Strait Islander Trainee has access to two mentors:

1. a Fellow of the College familiar with the curriculum and assessment for training (but not the Trainee's direct supervision) who has been trained/is experienced in mentoring principles; and
2. an Aboriginal and Torres Strait Islander specialist medical practitioner (not necessarily trained in pathology) allocated in consultation with the Trainee [and the Australian Indigenous Doctors Association (AIDA) if required].

An applicant may only apply for one Aboriginal and Torres Strait Islander Grant per calendar year.

### 6. Project eligibility

All mentoring activities to occur either in Australia or New Zealand and support the promotion of Pathology/Faculty education and training.

## **7. Allowable costs**

Project costs can relate to the following but are not limited to:

- Travel for face to face mentoring and information sessions, maximum of two trips/year;
- Use of digital technology to optimise and maintain ongoing interaction;
- Support with CV and writing other applications;
- Hosting the Aboriginal and Torres Strait Islander Trainee for attachments or for attending Scientific Conferences;
- Attendance of mentors at AIDA and other relevant meetings;
- Pathology text book/training material for the Aboriginal and Torres Strait Islander Trainee; and
- Attendance of the Aboriginal and Torres Strait Islander Trainee at select registrar webinar sessions.

## **8. Excluded costs**

- Laboratory equipment and materials
- Clinical work which does not include an educational or training component.
- Course development costs including preparation by lecturers and experts.

## **9. Timeline of Project**

Support for each applicant will be for the duration of pathology training subject to satisfactory progress reports

## **10. Method of application**

Applications open 1 July each year. Number of Grants and value for the following year determined and advertised by the Aboriginal and Torres Strait Islander and Māori Health & Workforce Steering Group.

Submission of a single document in electronic format (preferably PDF) by 14 November each year. Submission document must include:

- Completed Application Form (see below)
- Statement of support from the two proposed Mentors.

## **11. Assessment and Decision**

Applications are assessed by the Aboriginal and Torres Strait Islander and Māori Health & Workforce Steering Group. The Grant is awarded by the RCPA on the advice of the Aboriginal and Torres Strait Islander and Māori Health & Workforce Steering Group.

The RCPA reserves the right to not make a Grant in a given year.

## **12. Notification**

Applicants will be advised in writing of the outcome of their applications before 31 December in the year in which they applied.

## **13. Reporting**

The RCPA must be acknowledged in any presentation or publication arising from this activity and also be advised of such publications or presentations.

The applicant must provide a brief non-technical summary (300-500 words) within 3 months of concluding the funded activity.

#### **14. Concessions**

The Aboriginal and Torres Strait Islander and Māori Health & Workforce Steering Group may relax or modify these requirements in special circumstances or to avoid hardship to a candidate for or recipient of a Grant.

#### **15. Suspension**

The RCPA Board may at any time suspend or terminate a Grant or require the forfeiture of the Grant emolument as the Board may determine, if it is satisfied that the recipient is not diligently pursuing the proposed project or has failed to comply with any of the terms and conditions on which the Grant was granted.

#### **16. Additional Funding**

Applicants are required to notify the Aboriginal and Torres Strait Islander and Māori Health & Workforce Steering Group if they are a recipient of other financial grants or have received other sources of funding.

## Guide and Application Form

### RCPA Grant: Mentoring - Aboriginal and Torres Strait Islander Pathology and Faculty Trainees

Applicants are reminded that clarity and succinctness of an application are among the criteria considered by the Aboriginal and Torres Strait Islander and Māori Health & Workforce Steering Group in making its recommendation. Long applications are not necessarily rated more highly than succinct ones.

Applicants are encouraged to seek advice from experienced colleagues in their preparation of an application.

#### Mandatory Requirements

Applications for this Grant **must** comply with the following directions. Failure to comply may result in an application not being considered.

- Applications **must** be submitted by email as a **single** PDF file to [rcpa@rcpa.edu.au](mailto:rcpa@rcpa.edu.au).
- Applications **must** be submitted by 5.00pm (AEST) on 14 November of the year in which the application is being made. Late applications will not be considered.
- Note that only one application can be made in any one year.
- Receipt of applications will be acknowledged by email.
- Applications **must** be provided on the Application form that follows this guide.
- Applications **must** be typed, preferably in Arial font with the minimum size being 10 point. Applications may be single-spaced.
- Applications are limited to no more than 20 pages in total.
- The following numbers and headings **must** be used, and presented as per the application form:

- 1. Date of submission.**
- 2. Name of applicant.**
- 3. Contact details of applicant.**  
Include postal, email, and telephone contact details.
- 4. Statement of applicant eligibility.**  
Address the specific requirements in the Grant description regarding the applicant's eligibility, and describe the significance of the project or proposal in relation to career thus far and professional goals (max. 200 words)
- 5. Statement of project eligibility.**  
Address the specific requirements in the Grant description regarding the project's eligibility.
- 6. Title of project** (max. 2 lines)
- 7. Summary of project** (max. 200 words)
- 8. Lay summary of project** (max. 200 words)

- 9. Background and significance of project** (max, 1 page)  
Applicants should address the criteria outlined in the Grant description.
- 10. Details of project** (max. 3 pages)
- 11. Requested budget.**  
State how much funding is sought and justify this in relation to allowable and excluded expenses as specified in the Grant description. Include a breakdown of individual expenses. Concurrent applications to other funding agencies should be identified at this point.
- 12. Timeline for project or proposal.**  
Address the specific requirements in the Grant description regarding the project's timeline. Include specific dates and a timeline of expected project progress.
- 13. Endorsement of application.**  
Include statements of support or approval as specified in the Grant description. Statements should be no more than one page each. Note the number of endorsements required as listed in the terms of reference.
- 14. Applicant's Curriculum Vitae.**  
Include a brief CV of no more than three pages.
- 15. Signature of applicant.**  
The applicant **must** sign the final statement in the application form

#### **Further advice**

General enquiries regarding the process of application and assessment can be directed to the RCPA via [rcpa@rcpa.edu.au](mailto:rcpa@rcpa.edu.au).

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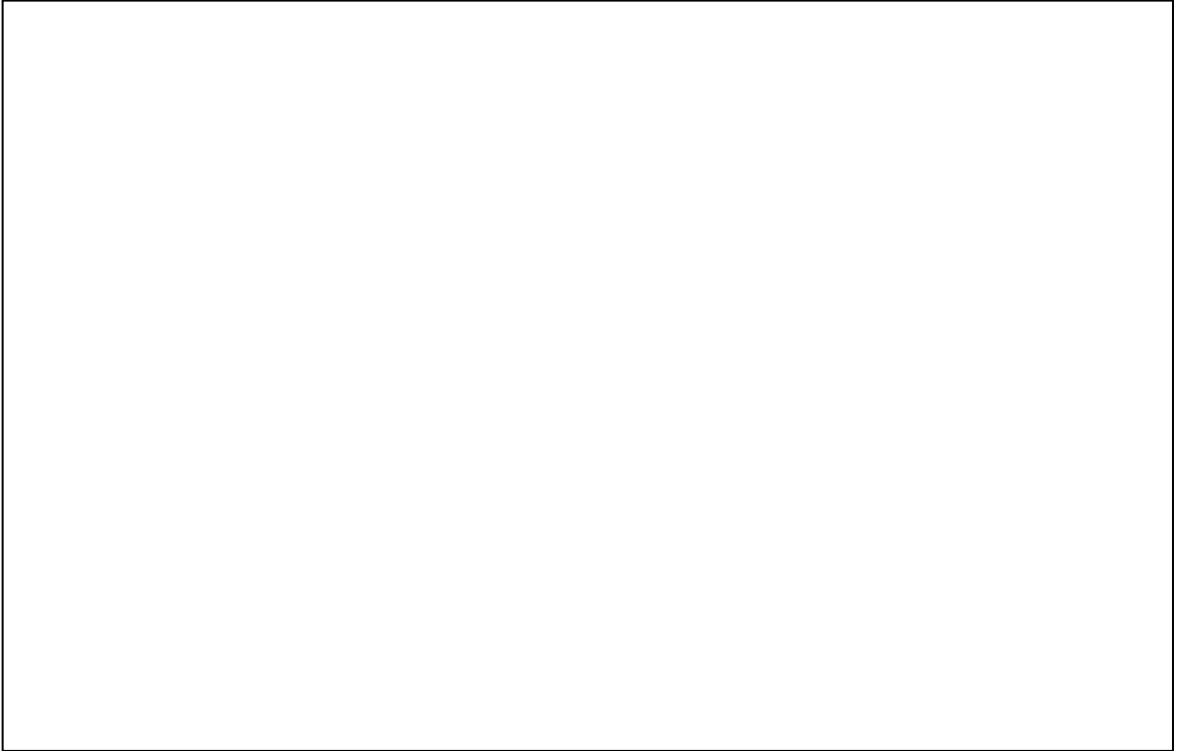


**5. Statement of project eligibility**

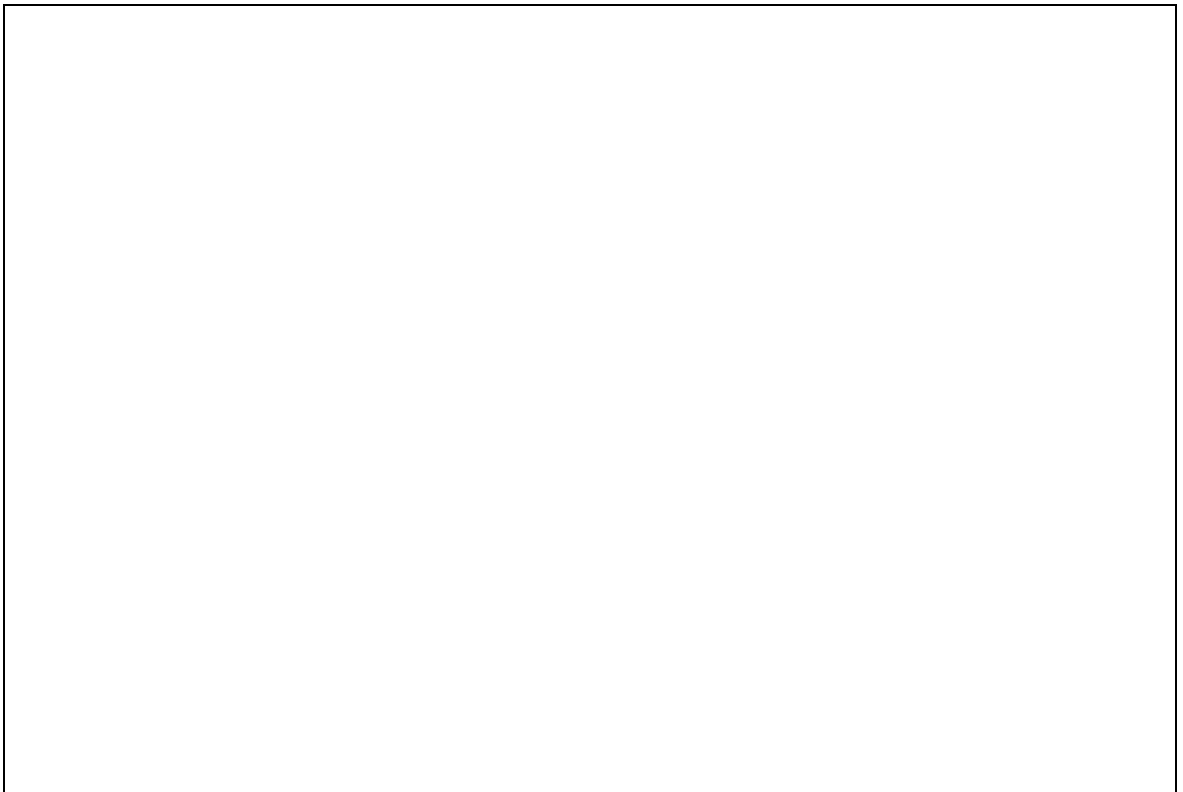
**6. Title of project.**

**7. Summary of project (max. 200 words)**

**8. Lay summary of project (max. 200 words)**



**9. Background and significance of project (maximum 1 page).**





**10. Details of project (maximum 3 pages)**

A large, empty rectangular box with a thin black border, intended for the user to provide details of their project. The box occupies most of the page below the section header.

**11. Requested budget.**

**12. Timeline for project or proposal.**

**13. Endorsement of application.**

Number of endorsement pages - .....

**14. Applicant's Curriculum Vitae.**

Number of Curriculum Vitae pages - .....

**15. Signature of applicant.**

This application for the *RCPA Grant: Mentoring - Aboriginal and Torres Strait Islander Pathology and Faculty Trainees* complies with the criteria specified in the relevant description of the Grant for this year. The applicant agrees to abide by the conditions stipulated in the description of the Grant.

Signed ..... Date.....

**Submit as single PDF document via email to: [rcpa@rcpa.edu.au](mailto:rcpa@rcpa.edu.au)**