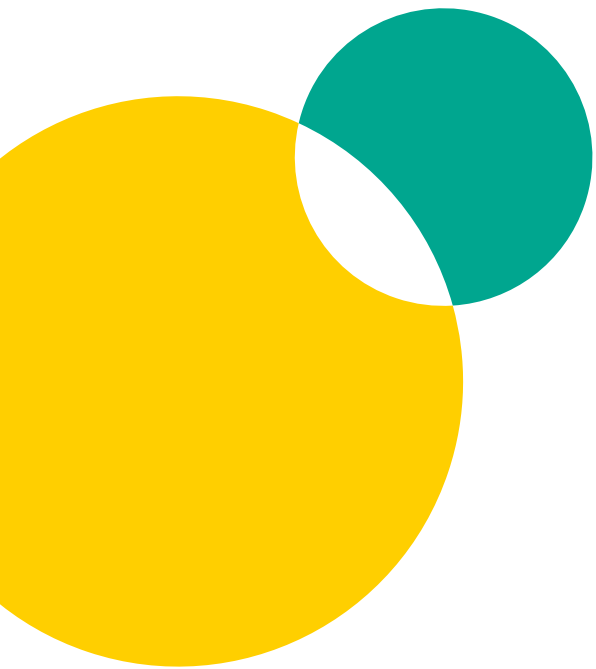




The Australian
General Practice
Research Foundation

2025 Grants and Awards

Information
for applicants



“

We will champion impactful research that addresses real-world challenges and drives meaningful change in general practice.”

Dr Michael Wright
RACGP President

This guideline

This handbook provides essential information for individuals applying for the 2025 Australian General Practice Research Foundation grants and awards.

Applicants are required to review this handbook in its entirety alongside the relevant grant application form(s). Applicants must ensure they understand the terms and conditions outlined in this document and the individual requirements of the grant(s) for which they intend to apply.

The Foundation

The Australian General Practice Research Foundation (the Foundation) is the philanthropic arm of the Royal Australian College of General Practitioners (RACGP). For over 60 years, the Foundation has enabled critical research in general practice, helping to shape Australian primary care for a healthier tomorrow. For more information about the work of the Foundation, please visit our [website](#).

Grants and awards

Through our annual grants and awards round, the Foundation funds research and innovation in general practice to address the evolving health needs of patients and communities across Australia. Thanks to the generous support of our partners, donors and RACGP members, we are proud to offer a record \$900,000 in funding for our 2025 grants and awards round.

Available grants

Key dates

Major and large grants

3 March 2025

Expressions of interest (EOI) open

4 April 2025

Expressions of interest close*

12 May 2025

Notification of outcome.

Applications open
(by invitation only)

20 June 2025

Applications close*

August 2025

Notification of grant outcomes

General grants and financial support grants

12 May 2025

Applications open

20 June 2025

Applications close*

August 2025

Notification of grant outcomes

**Applications close at 5.00pm AEST*

We are unable to accept late applications.

Thank you to our valued grant funding partners:



Major grants (\$200,000 and over)

- **Healthcare Systems and Sustainability Grant**
supported by nib Foundation
- **Prevention Strategies in Primary Care Grant**
supported by Medibank Better Health Foundation

Large grants (\$100,000–\$199,999)

- **Health Services Research in General Practice Grant**
supported by HCF Research Foundation
- **Therapeutic Guidelines Research Grant**
supported by Therapeutic Guidelines Limited

General grants (up to \$99,999)

- **Diabetes in General Practice Research Grant**
supported by Diabetes Australia
- **GP Wellbeing Grant**
- **ANEDGP Innovation Grant**
- **Family Medical Care Education and Research Grant**
- **Chris Silagy Research Grant**
- **RACGP WA Faculty Research Grant**

Individual support awards

- **Indigenous Health Award**
- **Walpole Grieve Award**
- **Charles Bridges–Webb Memorial Award**

Overview of grants and awards

Healthcare Systems and Sustainability Grant (supported by nib foundation)

Value	1-2 grants at a combined total of up to \$250,000
Timeframe	24 months
Focus	Systemic issues in the Australian healthcare system

Prevention Strategies in Primary Care Grant (supported by Medibank Better Health Foundation)

Value	1-2 grants at a combined total of up to \$250,000
Timeframe	24 months
Focus	Preventive care in general practice.

Health Services Research in General Practice Grant (supported by HCF Research Foundation)

Value	1 grant of up to \$100,000
Timeframe	18 months
Focus	Health services issues of relevance to general practice.

Therapeutic Guidelines Research Grant (supported by TGL)

Value	1 grant of up to \$100,000
Timeframe	18 months
Focus	Use and/or implementation of TGL guidelines in general practice.

Diabetes in General Practice Research Grant (supported by Diabetes Australia)

Value	1 grant of up to \$60,000
Timeframe	12 months
Focus	Diabetes management, prevention, and/or clinical care in general practice.

GP Wellbeing Grant

Value	1 grant of up to \$40,000
Timeframe	12 months
Focus	Mental health and wellbeing among GPs and practice teams.

ANEDGP Innovation Grant

Value	1 grant of up to \$20,000
Timeframe	12 months
Focus	Innovation, research and/or quality improvement projects in South Adelaide.

Family Medical Care Education and Research Grant

Value	1 grant of up to \$20,000
Timeframe	12 months
Focus	Research by new and emerging GP researchers of benefit to primary health care.

Chris Silagy Research Scholarship

Value	1 grant of up to \$15,000
Timeframe	12 months
Focus	Evidence-based primary health care.

Overview of grants and awards (cont.)

RACGP Western Australia Research Grant

Value	1 grant of up to \$10,000
Timeframe	12 months
Focus	Research by new and emerging GP researchers in Western Australia.

Indigenous Health Award

Value	1 grant of up to \$10,000
Timeframe	N/A
Focus	Financial support for Aboriginal and Torres Strait Islander medical students and graduates.

Walpole Grieve Award

Value	1 grant of up to \$5,000
Timeframe	N/A (individual financial support)
Focus	Support for travel for research or educational purposes for an early career researcher.

Charles Bridges-Webb Memorial Award

Value	1 grant of up to \$1,000
Timeframe	N/A (individual financial support)
Focus	Support for direct research costs for GP registrars undertaking research of relevance to general practice

General information

Eligibility

To be eligible for a Foundation grant or award, the principal investigator must be a general practitioner or general practice registrar.

Please note that the Indigenous Health Award and the ANEDGP Innovation Grant are exceptions to this requirement.

Additional eligibility criteria may apply to specific grants. Applicants are encouraged to review the eligibility requirements for each grant carefully.

Early career researcher grants

The Foundation is dedicated to fostering general practice research by supporting new and emerging researchers in developing their skills and advancing their careers.

The following grants are specifically designed for early career researchers:

- Family Medical Care Education and Research Grant
- RACGP Western Australia Research Grant
- Walpole Grieve Award

Eligibility Criteria for Early Career Researchers

Applicants for these grants must meet one of the following criteria:

- Have not yet undertaken a research higher degree; OR
- Be currently enrolled in a research higher degree; OR
- Be within five years of completing a research higher degree as of the grant application closing date.

Applicants who have been the first-named/lead investigator or a major beneficiary of an ARC, MRFF, or NHMRC grant or fellowship (excluding a PhD scholarship) are not eligible to apply for early career researcher grants.

Significant career interruptions may be considered at the discretion of the Foundation.

Applying for multiple grants

Applicants may apply for multiple grants but cannot be awarded more than one grant for the same research project. Each grant application must be submitted separately using the relevant application forms.

Applicants must disclose any additional grants they applied for, including but not limited to Australian General Practice Research Foundation grants, in the project budget.

If the projects are related but not the same, applicants should clearly explain the differences in the application form. If the projects are deemed sufficiently different, it is possible for both to be awarded a grant.

Notification of additional funding

Applicants must inform the Foundation immediately if they secure funding from an alternative source for a project that is a subject of a Foundation grant application.

Terms and conditions

Applicants are required to review the Grant Application Terms and Conditions provided at the end of this handbook. By submitting an application, applicants acknowledge and agree to be bound by these Terms and Conditions. Successful grant recipients and their administering organisations will be required to enter into a formal grant agreement on Foundation standard terms.

How to apply

Before you start

Before starting your application, ensure you have read and understood the award details, eligibility criteria, selection criteria, and terms of grants and awards outlined in this handbook and on the relevant grant webpage(s).

Application Process

Applications must be submitted via the relevant online application form, available on the Foundation website at: <https://www.racgp.org.au/foundation/research-funding>. Select the specific grant to view the award details and access the application form.

Using SmartyGrants

The Foundation manages its grant programs through SmartyGrants. If you are not yet a registered user, you must create a free SmartyGrants account before starting your application. Upon registration, you will receive an activation email. Follow the link in the email to activate your account.

Optional Organisation SmartyFile Profile

Once registered, you can create a SmartyFile profile for your organisation at app.smartyfile.com.au. A SmartyFile profile enables collaboration with team members on submissions and automatically pre-fills organisational and contact information into SmartyGrants forms. Use your SmartyGrants login details to access SmartyFile.

Filling Out Your Application Form

To begin your application, click the 'Fill Out Now' or 'Start a Submission' button.

Complete the form by providing responses to the required questions and fields. If you are completing the form on behalf of an organisation with a SmartyFile profile, you can pre-fill organisational contact information by selecting a pre-fillable field.

The form includes a navigation panel on each page, allowing you to quickly move between sections. You can also use the yellow page buttons to navigate through the form. Your progress will be automatically saved as you move from one page to another.

Saving Your Application

To avoid losing your work, it is strongly recommended that you click the blue 'Save Progress' button every 10 to 15 minutes while filling out your application form.

If you need to pause and close your application, click the 'Save and Close' button. You can return to your application at any time before the grant round's closing date by logging back into your account. Once logged in, click 'My Submissions' at the top of the screen to view all your applications, including those you've started or submitted.

Uploading Attachments

As part of your application, you may need to upload supporting documents.

Follow these steps to upload a document:

- (1) Ensure the document is saved on your computer or storage device.
- (2) Click 'Attach a file' and select the document to upload.
- (3) Allow sufficient time for the file to upload. Do not navigate to another page or upload additional documents until the file has been successfully attached, as this may cancel the upload.

File Size Guidelines – The maximum file size is 25 megabytes, but it is strongly recommended to keep files under 5 megabytes to reduce upload time.

Figures, Tables, and Diagrams – You may be asked to upload figures, tables, or diagrams in PDF or Word format. Ensure these documents are properly labeled and referenced in your response to the corresponding form question/field. Explanations of figures, tables, or diagrams should be included in the relevant form question/field, not within the attachment itself.

How to apply (cont.)

Submitting your application

After completing the final page of the application form, click 'Review and Submit' at the bottom of the navigation panel. This will allow you to review your entire application before submitting it. Any required fields that have been missed will be highlighted in red, and you can navigate to the relevant page to make corrections. You also have the option to download a PDF of your application to save or print.

To submit your application, click the 'Submit' button. Upon submission, you will receive a confirmation email with a PDF copy of your submitted form attached. If you do not receive a confirmation email, assume your submission was NOT successfully submitted.

You can log back into SmartyGrants at any time to view your completed application under the 'My Submissions' tab.

Important: Once your form has been submitted, no further changes can be made.

Technical support

If you require further assistance with navigating, completing, saving, uploading attachments, or submitting the application form, you can download the [Help Guide for Applicants](#) or check the [Applicant Frequently Asked Questions \(FAQ's\)](#). Links to these resources are also available directly on the online application form.

Hints and tips for applicants

Library resources

The RACGP's John Murtagh Library offers a collection of resources to support researchers with their applications. A dedicated research subject portal has been developed to meet the needs of researchers. This portal includes:

- Databases (including some subscription-based) with details of coverage, search tips, and guides.
- Full-text journal content on research, methodologies, and writing grant applications.
- Access to hard copy materials, e-books, and electronic resources.
- Links to other RACGP support services and useful web resources.

For assistance, contact Library staff on 03 8699 0519 or via email at library@racgp.org.au. Please note that some resources may be restricted to RACGP members.

Research experience

The Foundation encourages general practitioners and general practice registrars with limited research experience to apply for grants. To improve your chances of success, seek guidance or collaborate with an experienced researcher, especially for complex studies. If unsure where to start, we encourage you to contact a [department of general practice of a university in your state](#).

Addressing Selection Criteria

Applications are assessed against the specified selection criteria, which may vary by grant. It is important to note that the assigned weightings for each criterion differ between grants.

By thoroughly addressing these criteria, applicants can strengthen their proposal and enhance its chances of success.

Below are the most common criteria and their explanations:

Scientific quality of the proposed research project

This criterion evaluates the rigour and strength of the research plan. Projects with a clear research question, robust methodology, and sound approach to data collection and analysis will be rated highly.

Likelihood of translation and impact

This criterion assesses the potential of the research to generate practical, meaningful outcomes that improve patient care and/or healthcare systems. Proposals with a well-articulated strategy for disseminating findings and translating them into policy or clinical practice will be rated highly.

Innovation and originality of the project

This criterion considers the novelty and significance of the research. Projects that demonstrate originality in approach, incorporating innovative ideas to address identified unmet needs or gaps in general practice research, will be rated highly.

Feasibility of the project

This criterion assesses the practicality and viability of the research within the funding period. Proposals with a clear and realistic research plan, timeline and budget, along with the necessary expertise and support to ensure successful completion, will be rated highly.

Contribution to building research capacity in general practice

This criterion evaluates the project's potential to strengthen research capacity within general practice. Proposals that provide meaningful opportunities for skill development or training of research team members, particularly early career researchers, and those that foster collaboration or expand research networks within and beyond general practice will be rated highly.

Hints and tips for applicants (cont.)

Common mistakes

Below are some common mistakes in developing research proposals and writing applications, along with tips on how to avoid them. These insights have been gathered from past reviewer feedback.

Inadequate Academic Support

If you lack experience as a researcher, it's essential to involve an experienced researcher to ensure the project is well-supported and feasible.

Inadequate Budget

An insufficient or poorly justified budget can weaken your application. Create a realistic budget, and if you're unsure of the costs, seek advice. Clearly outline other funding sources if the project requires more than the grant offers.

Overly Ambitious Goals

Proposing a project that cannot realistically be completed within the timeframe is a common issue. Ensure your project's scope is achievable within the specified time limits.

Insufficient Information

Providing inadequate details in the research plan can hinder the reviewers' ability to assess your proposal. Include comprehensive information on methodology, analysis, sample size calculation, and data collection methods. Support your proposal with evidence from the literature and clearly explain the significance of your research question.

Lack of Clarity

A poorly articulated or disorganised research plan can confuse reviewers. Clearly outline your aims and ensure the research plan is structured and focused. Avoid overly lengthy or wordy descriptions, and ensure the methodology aligns with your research question.

Failure to Address Selection Criteria

Ignoring the selection criteria can significantly impact your chances of success. Carefully review the criteria and ensure your application addresses all relevant points and weightings.

Neglecting Specific Issues

Failing to consider ethical or cultural aspects, especially for research involving minority or Aboriginal and Torres Strait Islander groups, can weaken your application. Address any special considerations in the research plan and ethics section.

Failure to Check Your Application

Submitting an incomplete or error-filled application can undermine your proposal. Proofread thoroughly, ensure all questions are answered, and confirm no key information is missing. Have colleagues review your application and follow all submission instructions.

What to expect post-application

Eligibility check

After submitting your application, Foundation staff will review it to ensure compliance with eligibility criteria and award conditions. To avoid disqualification, ensure that all criteria are met and all required documentation is included before submitting. The Foundation reserves the right to exclude any application that is incomplete or fails to meet the specified eligibility criteria and award conditions.

Assessment of applications

Once applications close, a delegated review panel will thoroughly evaluate each submission against the specified criteria. The panel comprises members from RACGP's National Research Awards Committee (NRAC) and, where applicable, representatives from the funding partner organisation. Following the initial assessment, the panel will convene to discuss applications and select the successful candidate. Please note that all decisions are final, and there is no mechanism for appeal.

Given the relatively small general practice research community, conflicts of interest may arise during the assessment process. NRAC has a well-established process for declaring and managing such conflicts. All NRAC members and, where applicable, representatives from the funding partner must declare conflicts of interest before accessing any confidential information, including full grant applications. Panel members with a real or perceived conflict of interest will not assess or discuss the affected applications. To further manage conflicts, NRAC may engage external reviewers from outside Australia to evaluate applications.

Presentation of proposal (Major grants only)

Applicants invited to apply for a major grant must submit a pre-recorded presentation of their proposal along with their application form. Detailed instructions on recording and submitting the presentation are included in the application form. The grant review panel will assess the presentation as part of the evaluation process and provide written questions for further clarification which applicants must respond to within five business days.

Notification of outcome

All applicants will be notified of the outcome of their application in August 2025 via email to the primary email address listed in the application form. It is the applicant's responsibility to inform any co-investigators of the outcome. An official announcement will follow in newsGP.

Please note that while brief feedback may be provided, detailed feedback cannot be offered, and no further correspondence regarding the feedback will be entertained.

Successful applicants

Accepting the grant

If your application is successful, you will be required to confirm your provisional acceptance of the grant via email to foundation@racgp.org.au, pending the signing and return of the Grant Agreement (details below). Failure to confirm acceptance by the specified deadline may result in the Foundation awarding the grant to another applicant.

Grant Agreement

The awarding of a grant is contingent upon the Foundation entering into a formal Grant Agreement with the administering organisation, if applicable.

These agreements are based on standard Foundation terms and outline reporting requirements, deadlines, payment schedules, and the required wording for acknowledging funding. Grants provided for individual financial support will not require a Grant Agreement.

Milestones and reports

Grant recipients must fulfill specified milestones, including submission of online reports through the [Foundation website](#). Unless otherwise agreed in writing by Foundation, milestone due dates are outlined below and will be confirmed in the Grant Agreement. Please refer to Overview of grants and awards on pages 4-5 for grant timeframes.

Milestone	12 months	18 Months	24 Months	Financial Support Awards
Provision of publicity materials	Jan 2026	Jan 2026	Jan 2026	Jan 2026
Proof of ethics approval (if required)	June 2026	June 2026	June 2026	N/A
Progress report/s	June 2026	June 2026 Dec 2026	June 2026 Dec 2026 June 2027	N/A
Notification of project completion	Dec 2026	June 2027	Dec 2027	N/A
Final report (incl. expense acquittal)	Mar 2027	Sep 2027	Mar 2028	Dec 2026
Conference presentation	Mar 2028	Sep 2028	Mar 2029	N/A
Outcomes report	Mar 2029	Sep 2029	Mar 2030	N/A

Successful applicants (cont.)

Payment of funds

Unless otherwise agreed in writing by the RACGP, grant funds will be paid according to the following payment schedule upon completion of the relevant milestone:

Milestone	Research grant payments	Individual support awards
Provision of publicity materials	20% of total grant	100% of total award
Proof of ethics approval	60% of total grant	N/A
Final report incl. expense acquittal	20% of total grant	N/A

Acknowledgement of support

Grant recipients are required to acknowledge the support of the Foundation and any funding partners in all publications, presentations, and other works or media related to the research. The specified wording from the Grant Agreement, along with logos where appropriate, must be used. Logos will be provided upon request.

Publicity

Grant recipients acknowledge and agree to participate in publicity efforts initiated by the Foundation and its funding partners. These efforts may include media interviews, press releases, social media features, and public announcements. Recipients consent to the use of their name, image, and information from grant reports for promotional purposes by the Foundation and its partners. The Foundation will make reasonable efforts to collaborate with recipients, taking their schedules and preferences into account for any publicity activities.

Presentation ceremonies

Grant recipients will be invited to attend the Australian General Practice Research Foundation Grants and Awards Presentation Ceremony at the GP25 conference in November 2025.

Event details will be provided via email closer to the date. Additionally, recipients may be invited to smaller presentation ceremonies hosted by RACGP's state and territory faculties. While attendance is highly encouraged, it is not compulsory.

Grant application terms & conditions

1. These terms apply to all RACGP grant applications unless otherwise indicated. These terms and Conditions apply to all applications, whether incomplete or otherwise. Applicants agree to these terms and conditions by logging on to the Smartygrants portal.
2. In these Terms, the following words have these meanings:
 - “Applicant” means the parties listed on an application for a Grant.
 - “Grant Agreement” means the formal grant agreement signed by the RACGP and the Grant Recipient.
 - “Grant” means any grant, scholarship, award or other form of funding provided by the RACGP.
 - “Grant Recipient” means the organisation that will receive the funds and enter into a Grant Agreement with RACGP.
 - “NRAC” means the RACGP’s National Research Awards Committee.
 - “Offer Date” means the date of the letter which notifies the Grant Recipient of the successful outcome of their application.
 - “RACGP”, “us” or “our” is a reference to The Royal Australian College of General Practitioners Ltd, including its philanthropic arm, the Australian General Practice Research Foundation.
 - “Terms” means these Grant Application Terms & Conditions.
 - “Uncommitted Funds” means any grant funds awarded that have not been legally committed for spending and that are not payable by the Grant Recipient to the RACGP as a current liability.
 - “you”, “your”, “they” or “their” is a reference to the Applicant.
3. The RACGP is committed to protecting your privacy. By applying for a Grant, Applicants consent to RACGP’s collection of the information provided by them in their application(s) to be used for the purpose of:
 - Assessing their application and, if successful, publicising their name(s), institution and title of their research project;
 - Sharing of their information our funding partners, if necessary, for the purposes of assessing an application;
 - Logging in to the Smartygrants application platform;
 - Reporting on the outcomes of grants and projects to funding partners and governmental third parties;
 - Administer Foundation grants, awards and scholarship programs; and,
 - Promoting the research project applied for, the grant program through which the project is being funded, and/or the activities and impact of the Australian General Practice Research Foundation using RACGP’s various communications channels.
4. If you do not complete the application in full, then your application for a grant will be excluded from assessment. You may access the information RACGP collects from you, or you may make a complaint about breaches of the Privacy Act 1988 (Cth), by contacting the Privacy Officer (privacy@racgp.org.au). Further information about our collection, use, storage and disclosure of your personal information is available on our privacy policy which can be found at www.racgp.org.au/privacy-policy. If you no longer consent to the use of your personal information, please contact us on 1800 198 586 or by email at privacy@racgp.org.au
5. These Terms are governed and construed by the laws of the State of Victoria, Australia.
6. There will be no legally binding agreement between the RACGP and any Applicant in relation to a Grant unless and until a formal grant agreement is signed by the RACGP and the Grant Recipient.
7. The RACGP accepts no liability for any cost incurred by an Applicant in relation to a Grant application.
8. The Grants process is overseen by NRAC on behalf of the RACGP.
9. The NRAC is responsible for the independent, objective evaluation and review of Grant applications. The NRAC may establish subcommittees to support its processes.
10. All decisions are final and no correspondence will be entered into. Decisions made in relation to grants are not subject to reconsideration, review or appeal.
11. The NRAC may ask Applicants to clarify in writing information contained in their application in order for the NRAC to assess their application.
12. The NRAC may remove an application from consideration during the selection process if it is considered uncompetitive, incomplete, incorrect or if the application does not meet the eligibility criteria.
13. Where the Grant funds will only partially fund a project, Applicants must provide evidence they can still undertake a meaningful project in the event other grant applications are not successful. The NRAC may elect to not award grant funding for a project that is, or may be, funded from other sources. Applicants must notify the RACGP immediately if they receive funding from another source for a project that is the subject of a Grant application to the RACGP.
14. Unsuccessful Grant Applicants will be advised in writing; however detailed feedback will not be provided.
15. The NRAC in its sole discretion may decide not to award any Grants if the applications received are assessed as not meeting the required standard.
16. Grant Recipients must be incorporated bodies in Australia that have an ABN and ACN and not individuals, unless the Grant letter of offer specifies that individual support will be provided.
17. Grant funds awarded may only be used for direct research costs (including reasonable costs and project-related salaries) and not for any overhead or management fees of administering organisations.
18. Unless otherwise agreed in writing by RACGP, Grant Recipients will be required to provide reports to RACGP as detailed in the Grant Agreement and outlined in this handbook.
19. Unless otherwise agreed in writing by RACGP, Grant funds will be paid upon completion of relevant milestones to the satisfaction of RACGP, as detailed in the Grant Agreement and outlined in this handbook.
20. Grant Recipients will be required to repay to the RACGP all Uncommitted Funds within 14 days of submission of their final report.
21. Successful Grant Applicants for the Therapeutic Guidelines Research Grant, will be required, as part of the Grant Agreement, to agree to provide joint ownership of any intellectual property rights developed using with the grant funds to Therapeutic Guidelines Ltd.



The Australian
**General Practice
Research Foundation**

Contacts

Lisa Colquhoun
Program Manager, Foundation
lisa.colquhoun@racgp.org.au
(03) 9698 0848

Anna Cornish
Program Coordinator, Foundation
anna.cornish@racgp.org.au
(03) 9698 0848

Sue Byrne
Research and Foundation Administrator
sue.byrne@racgp.org.au
(03) 9698 0848

www.racgp.org.au/foundation
Foundation@racgp.com.au