

Major trauma research grant: Application guide 2024



He Kaupare. He Manaaki.
He Whakaora.
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Te Whatu Ora
Health New Zealand

Te Tāhū Hauora
Health Quality & Safety
Commission



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Introduction

Te Tāhū Hauora Health Quality & Safety Commission (Te Tāhū Hauora) is working with the Accident Compensation Corporation (ACC) and Te Whatu Ora National Clinical Network – Trauma to establish a research programme for major trauma in Aotearoa New Zealand.

This guide will help you assess whether your proposed research meets the criteria for this grant, provide information about the application and assessment process and support you to fully complete the application form. The '[Application process](#)' section provides detail about the information we are seeking for each question.

Major trauma research grant aims

The objectives of the major trauma research grant are to:

- foster and build a culture of research across all aspects of major trauma service design and delivery across Aotearoa New Zealand
- improve the quality, safety, effectiveness, efficiency and sustainability of major trauma care and rehabilitation
- improve equity of access and the consistency and continuity of trauma-related care for all New Zealanders
- uphold Te Tiriti o Waitangi and advance Māori health outcomes
- support research that upholds Te Tiriti o Waitangi by reflecting Te Tiriti principles (tino rangatiratanga, equity, active protection, options and partnership) in practice
- strengthen the use of evidence to inform decision-making related to optimal models of care and pathways to improve the system of major trauma care and rehabilitation.

We will do this by:

- investing uniquely in research projects that explicitly align with the above objectives
- prioritising health equity and Māori health
- growing trauma research capacity, capability and engagement
- enabling and supporting research that informs opportunities in real-world, practical settings
- connecting researchers, institutions, clinical networks and clinicians wherever possible
- improving translation and uptake of research findings in policy, practice and systems.

Scope

To be within scope for funding, the proposed research must fulfil the following.

1. Have the potential to directly inform changes to major trauma care policy, practice or systems.

Major trauma care can include the delivery of relevant health and social services, such as through prevention, diagnosis and screening, prognosis, treatment, care and/or support at all levels (ie, pre-hospital through to community-based rehabilitation).

These could be at a local, regional and/or national level in Aotearoa New Zealand, and international connections can support this, where appropriate.

Evaluation of interventions to improve outcomes of care and national consistency in the adoption of best practice models of care (eg, critical bleeding bundle, serious traumatic brain injury transport/transfer guidelines).

2. Demonstrate a clear connection to a need in major trauma care.

Major trauma care needs are expected to be identified with health sector leadership or meaningful end-user involvement. They should be substantiated by evidence of a gap in knowledge, such as consumer, clinical, health provider, support worker, community or population collaboration and/or partnership throughout the research process.

Research that is out of scope for this grant

3. Clinical service improvement using quality improvement methods.

The National Clinical Network has a regional fund that is partially dedicated to offsetting time and resources to support local quality improvement projects. Although these may be relevant for national consistency in service delivery, these projects are considered operational and not research.

4. Longer-term clinical trials with a large participant cohort or over a long period of time, such as clinical trial methods that are likely to require follow-up for more than 1 year or a sample size requiring longer-term recruitment strategies.

If you are uncertain whether your idea for a project is out of scope, please request a consult with the National Clinical Network by emailing help@majortrauma.nz.

Research priorities

The network will prioritise funding of the following types of research projects:

- observational studies: observational research, audits and related activities
- implementation science
- social science
- intervention studies/clinical trials (provided the feasibility for completion in the funding period and within budget can be demonstrated)
- Māori health research
- Pacific health research.

Further information about these study types can be found on the National Ethics Advisory Committee website: neac.health.govt.nz/publications-and-resources/neac-publications/national-ethical-standards-for-health-and-disability-research-and-quality-improvement

Clinical areas of focus for 2024 funding

The following themes and topics are considered a priority for 2024 funding. Each theme highlights specific topics of interest to the Network.

- Equity
 - Geography, ethnicity, age
 - Access to pathways across regions
- Integrated care (eg, patient journeys/system design and process)
 - Trauma systems
 - Destination pathways
 - Action-based research linking hospital to rehabilitation
- Specific clinical areas
 - Critical haemorrhage
 - Chest trauma
 - Serious traumatic brain injury (not minor injuries/concussion)
 - Paediatric trauma
- Health outcomes
 - Long-term use of patient-reported outcome measures related to services received
 - Use and monitoring of patient-reported outcome measures in clinical care

Assessment criteria

Proposals will be assessed by a grant review subcommittee, chaired by the network research lead, Dr Belinda Gabbe. Each subcommittee member will refer to the following criteria throughout the review process.

Criteria (weighting)

- Translational potential/value and likelihood to inform or influence the practice of trauma care across Aotearoa New Zealand (20 percent)
- Originality of the research topic for generating new knowledge in Aotearoa New Zealand's trauma system (15 percent)
- Relevance to the scope of funding toward the priority themes and topic areas (15 percent)
- Significance of the research question for clinicians, patients or the trauma system (15 percent)
- Credibility of study design and method; whether the proposed design is likely to achieve project objectives (10 percent)
- Feasibility of the intended project to be completed on time and within budget (10 percent)
- Past performance and track records of applicants (5 percent)
- Research capacity of administering institution (5 percent)
- Justification of requested budget and value for money (5 percent)

Reporting

Successful applicants will be required to provide written progress reports and a final summary report. Templates for these reports will be available on the national trauma network website in early 2024. See the 'Key dates' section for reporting dates.

The network research lead may provide feedback on or ask questions about specific details of each report, usually within 2 weeks of receiving the report. Any subsequent action or response will be at the discretion of the principal investigator (PI).

Grant payment

Grants will be made in two payments of \$25,000 each.

The first payment will be made approximately 2 weeks after notification of a successful application.

The second payment will be made once the first grant report has been received and any feedback provided. This will likely be towards the end of November 2024.

We may ask for a portion of the funding to be returned if providers fail to complete the second progress report or final summary report.

Key dates

Key dates for the 2024 major trauma research grant funding round are as follows.

- Application process opens: 1 December 2023
- Application deadline: 23 February 2024
- Notification of successful projects: 15 March 2024
- Research activity must commence by: 1 May 2024
- First project progress report due: 1 November 2024
- Second project progress report due: 1 May 2025
- Final project report due: 31 October 2025.

How to prepare and submit your application

Before submission

Before you submit your application, please read:

- the [governance and access to registry data](#) web page on the National Trauma Network website
- the [National Ethical Standards for Health and Disability Research and Quality Improvement](#) to determine whether institutional ethics review is required.

Determine ethics requirements

All Network-funded research must have, where necessary, ethics approval from the appropriate regulatory agencies before the research begins.

Two types of approved ethics committees conduct reviews of the proposals to be funded by the major trauma research grant:

- health and disability ethics committees
 - [find out if your project will need health and disability ethics review](#)
 - [how to apply for Health and Disability Ethics Committees review](#)
- institutional ethics committees.

Determine data requirements

The National Clinical Network – Trauma has oversight of the New Zealand Trauma Registry, a valuable database of comprehensive injury data for all hospital-admitted major trauma patients. More information related to the National Minimum Data Set for major trauma can be found [here](#).

Data request process

Research into injury is key to progressing the goals of the National Clinical Network – Trauma. New Zealand and international researchers may wish to request national aggregate New Zealand Trauma Registry data to conduct their research. To do this:

- read and understand the [data definitions](#) for the data points maintained within the Minimum Data Set
- read and understand the [data use policy](#) and the [privacy framework](#)
- download and complete the [provision of data form](#) and the [data request form](#)
- submit all both forms where requested in the application form. If you have trouble uploading them, please instead email to: help@majortrauma.nz.

The application process

Applications are open from 1 December 2023 through 23 February 2024.

On the National Trauma Network website, visit the Major Trauma Research Programme web page ([here](#)) and click on 'Application form' to open the application form. The [Appendix](#) contains a copy of all questions and sections of the application form. The following sections provide more information about what is required in each field.

Answers should be no longer than 500 words unless stated otherwise. If we require more information, we will contact you.

Research title

The research project title should be succinct and clearly describe the proposed work. The title must not exceed 80 characters, including spaces and punctuation. Use sentence case, not all upper-case type.

Host organisation

The host organisation is the institution or organisation that will be responsible for ensuring an awarded grant is completed according to the requirements of the grant and as proposed in the application.

We require a letter of support from the host organisation confirming their support to ensure the proposed project can be completed.

Principal investigator

The PI will be the first point of contact during the application and assessment process and will act for and in concurrence with the other research team members. All correspondence for the application will be addressed to the PI and the host (if applicable).

Please provide additional detail about the PI, including previous experience relevant to the research activity, and their role in connecting this work to future major trauma research opportunities.

If you need to change the PI after submitting your application, this can only be done through a change request process. The request will be reviewed by the National Trauma Research and Audit Committee. Please email us at help@majortrauma.nz if you intend to make changes.

Project team members

Project teams are limited to a maximum of six team members. All team members must be named on the application form.

Sole investigator projects are permitted – make sure you select the ‘sole investigator’ box.

All team members of successful applications may be cited by Te Tāhū Hauora or the National Clinical Network – Trauma in their various communication channels.

Team member’s role in project

Include brief information about what each team member will undertake in the activation activities (maximum of one to two sentences). Information on ethnicity, iwi, clinical profession, if applicable (eg, practicing clinician, academic or both), is desired but not mandatory.

Describe the proportion of full-time equivalent (FTE) for each project team member, to indicate the level of commitment or responsibility. This is mandatory.

Hapū, iwi or Māori organisations

You may designate a hapū, iwi or Māori organisation conducting the research that needs to be acknowledged in their own right as investigators on the application.

Research location

Enter the primary location(s) in Aotearoa New Zealand where the research activity will occur. This may be a town/city and/or a clinical institution such as a hospital or private practice.

Discipline(s)

From the drop-down box, select the area of major trauma that the proposed project involves.

The major trauma research grant encourages a multidisciplinary view of trauma care, which should be reflected in the composition of the team or the field in which the research is being conducted.

Proposed term

Enter the proposed term of the work. This should not exceed 18 months; smaller terms are encouraged where appropriate.

Proposed starting date

Enter the proposed commencement date; note that the project must commence by 1 May 2024.

Lay summary

The lay summary is important. It should be a statement of 250 words or fewer that summarises the intent of the proposed research, the intended outcome and how this will advance health service delivery in major trauma care and rehabilitation. The lay summary should be suitable for dissemination to, and understanding by, a lay audience, for example, in a media release and on the Te Tāhū Hauora or National Trauma Network website. This information will also be used to inform the National Clinical Network – Trauma in the final approval process if the application is recommended for funding.

Ethics approval

Please tick the box that describes your progress with seeking ethics approval. See the [‘Determine ethics requirements’](#) section for information about obtaining ethics approval.

How will you undertake the proposed research?

Provide:

- detail about and clear justification for the proposed methods and/or steps for undertaking the research
- evidence that the methods described are appropriate for the specified activity
- a timeframe for the activities.

How will the proposed research contribute to further health delivery research activity?

Outline how this proposed research project will contribute to further major trauma care and rehabilitation delivery and the next steps that would allow this to be achieved. In particular, consider how this research will contribute to improved health delivery by informing decisions or changes to policy, practice or systems in Aotearoa New Zealand.

How will the proposed research advance Māori health?

Describe whether the proposed research is informed by collaboration or partnership with Māori and therefore how it has been designed to advance Māori health. If no existing relationship has informed the proposed research, describe your plan to ensure development of this connection so that the research outcomes may inform future research activity

development of programmes towards improving Māori health outcomes in major trauma care.

How will the proposed research contribute to improving equity?

What are the downstream impacts on health equity stemming from this research and/or potential future research connected to this project? What steps will you take in your research project to ensure you contribute to improving equity in Aotearoa New Zealand? A broad definition of equity should be considered, eg, a range of social determinants and demographics.

What data do you require access to, to complete your project?

Explain what data will be required to fulfil your objectives or answer your research questions. Provide a brief explanation of which data sets are required, a brief rationale and whether there are any data linkage requirements. If New Zealand Trauma Registry data is required, please complete the data request forms as part of this application.

How will you disseminate the results of this project?

Sharing of research findings with the wider trauma community (and others where appropriate) is an expected deliverable of this research grant. To what extent do you anticipate it will be possible to apply the research findings in practice? How do you intend to disseminate your findings to inform improvements in care and further advance knowledge in trauma research in Aotearoa New Zealand and globally?

References

Please use references throughout your application where appropriate. Enter them here either in alphabetical order by first author surname or numerical order, according to the system you have used.

Budget

Provide a detailed breakdown of the costs associated with the proposed research. All values should be GST exclusive.

Please include details of named investigators and/or other key personnel involved in the research activation grant. For each individual, include their FTE, whether they are subcontracted (ie, from an organisation different to the host organisation), whether they are time only (ie, not receiving salary or budget from this activation grant) and the value of any salary or budget they will receive.

Justify the listed costs and describe how the cost for each item was determined.

Other applications awaiting decision

List any relevant applications pending with the National Clinical Network – Trauma and/or other funders that might alter the proportion of the budget that this grant may support. Indicate any overlap (research, resources and personnel) that the pending applications might have with this application. The applicants agree that the National Clinical Network – Trauma may seek clarification from the other funders if required.

Co-funding and other support

Provide details of any other approaches to other funders for co-funding of or other support for this research. Describe any joint funding arrangements and any significant relationships with third parties (eg, commercial sector entities contributing to project costs, equipment, staff joint appointments). Ideally, describe how the current application relates to those relationships, but note that assessment of commercial links is not part of the review process for this application.

Financial or other interest(s)

For the purposes of this application, a financial or other interest is anything of economic value or a political/philosophical perspective, including relationships with entities outside of the research host organisation. Examples include but are not limited to: positions such as paid or unpaid consultant, director, officer, partner or manager of an entity; salaries; consulting income; honoraria; gifts; loans and travel payments; and alignment with special interest groups seeking to advance or promote a particular world view or policy.

A conflict of interest is where an individual's financial relationships or interests may compromise, or have the appearance of compromising, the individual's professional judgment in conducting or reporting research. If an applicant has identified financial or other interests, please provide the specific details of their proposed conflict management strategy.

Letters of collaboration and supporting documents

Please submit any additional documents that you believe will help the review committee assess the quality of your proposed project. Letters and documents that inform the committee of the broad relevance, importance and potential impact of your project will be helpful.

Privacy provisions

Statistical and reporting purposes

Te Tāhū Hauora is the administrator for the major trauma research grant funding process.

The information you provide will be used to assess your application. Some information, in a non-identifiable form, will also be used for major trauma research and quality improvement programme reporting.

Te Tāhū Hauora will store all applications in a secure place within the major trauma quality improvement programme SharePoint environment.

Personal information

Personal information contained in the application will be available to applicable Te Tāhū Hauora staff and those involved in the assessment process of the major trauma research grant applications. These include members of the National Clinical Network – Trauma Data Governance Group and National Trauma Research and Audit Committee.

Media release

Te Tāhū Hauora intends to publish details of the research contracts for public interest purposes. This will include named individuals, host organisations, research title, lay summaries and funding awarded.

Official Information Act

Official Information Act requests for information about an application or research contract will be discussed with the host organisation and PI before we respond to the request. Where appropriate, the request may be transferred to the host organisation.

**Te Kāwanatanga
o Aotearoa**
New Zealand Government

Appendix

The following text is a copy of the survey for reference only.

Major trauma research grant application

Thank you for your interest in the major trauma research grant.

We will use the information you include here to assess your application. If your application is successful, we may publish your name, organisation name, research title, lay summary and the amount of funding awarded.

Your personal information will be available only to people involved in the assessment process and will not be disclosed to anyone else.

Please refer to the instructions and explanations in the 'Major trauma research grant application guide' as you complete this form.

Please cite references throughout as needed and list the full publication information for each in the 'references' section.

If you have any difficulty, please email help@majortrauma.nz for assistance.

*1. Please enter the title of your research project. Note that titles are restricted to 80 characters.

About your host organisation

Questions on this page relate to your host organisation and the contact person within it.

*2. Please enter the name of your host organisation.

*3. Please enter the name of the contact person at your host organisation.

*4. Please enter a phone number for the contact person.

*5. Please enter an email address for the contact person.

*6. Please enter the postal address for the contact person.

*7. Please upload a letter of support from your host organisation. This should just be a short letter outlining that your host organisation supports this application.

About the principal investigator

The questions on this page relate to your principal investigator. Note that if you wish to change the principal investigator later, you will need to submit a change request.

*8. Please enter the name of your principal investigator.

*9. Please enter a phone number for the principal investigator.

*10. Please enter an email address for the principal investigator.

*11. Please enter a postal address for the principal investigator.

*12. Please enter information about the principal investigator's ethnicity and iwi if applicable and clinician status (eg, practising or academic, or both).

*13. Please enter additional detail about the principal investigator, including previous experience relevant to the research activity and their role in connecting this work to future major trauma research opportunities. You may also upload a resume if you prefer. This is a mandatory question, so please add 'see resume' so you can proceed if you choose to upload one instead.

14. Please upload the principal investigator's resume (optional). If you have difficulty uploading this file, please email it to help@majortrauma.nz with 'Major trauma research grant application' in the subject field.

*15. Is the principal investigator the only team member/investigator in this project? Yes/No

Project team members

Questions on this page relate to the people who will make up your project team. Note that teams may only consist of up to six members, including the principal investigator.

* 16. Please enter the name of your second team member (after the principal investigator)

* 17. Please describe the second team member's role in the project.

18. Please add any additional information about the second team member's ethnicity, iwi and clinical profession (eg, academic or practicing clinician).

*19. What will be the proportion of FTE for this team member?

<<Note that the survey proper allows for these questions to be answered for six members. These have been removed from this copy for brevity and account for the missing question numbers.>>

40. If any hapū, iwi or Māori organisation conducting the research needs to be acknowledged in their own right as investigators, please add details here.

About the project

On this page, please tell us about your project. Refer to the application guide for more information about what to include in your answers and how the information will be used. Unless a word count is stated, please limit your answers to 500 words.

Cite references as needed. You may use either a numbered style or an in-text citation style so long as you include all publication information for each in the references section later in this application form.

* 41. What will be the primary location for this research? This could be an institution or a geographical location.

* 42. What disciplines or areas of major trauma will this research involve? (Tick all that apply.)

- Equity: geography, ethnicity, age
- Equity: access to pathways across regions
- Integrated care: trauma systems

- Integrated care: destination pathways
- Integrated care: action-based research linking hospital to rehabilitation
- Specific clinical areas: critical haemorrhage
- Specific clinical areas: chest trauma
- Specific clinical areas: serious traumatic brain injury
- Specific clinical areas: paediatric trauma
- Health outcomes: long-term use of patient-reported outcome measures related to services received
- Health outcomes: use and monitoring of patient-reported outcome measures in clinical care
- Other (please specify)

*43. What is the proposed term of the work? This should not be longer than 18 months; shorter terms are encouraged.

*44. Enter the proposed starting date of the project. Note that your project must start by 1 May 2024.

*45. Enter your lay summary here. Please ensure this summary is fewer than 250 words. Refer to the guide for other guidelines and how this summary will be used.

*46. Please indicate the status of any ethics approval processes.

- Ethics approval has been obtained.
- Ethics approval has been sought; we are awaiting a response.
- Ethics approval has not yet been sought.
- Ethics approval is not necessary or has been waived for this project.

If ethics approval has not been sought, please explain why not.

*47. How will you undertake the proposed research?

*48. How will the proposed research contribute to further health delivery research activity?

*49. How will the proposed research advance Māori health?

50. How will the proposed research contribute to improving equity?

*51. What data do you require access to, to complete your project? Note: if you will need data from the New Zealand Trauma Registry, please complete the trauma registry data request form and upload at the end of this application or email to help@majortrauma.nz.

*52. How will you disseminate the results of this project?

53. References. Please list the full publication details of any cited references here.

*54. Budget. Provide a detailed breakdown of the costs associated with the proposed research. You may also upload a PDF or Word file in the next question.

55. Please upload your budget (optional). Note that the form will only accept a Word document or a PDF. If you have difficulty uploading this file, please email it to help@majortrauma.nz with 'Major trauma research grant application' in the subject field.

*56. Please justify the costs listed in your budget and describe how the cost for each item was determined.

*57. Please list any other applications relating to this proposed project with decisions pending.

*58. Please list any other approaches you have made to other funders/supporters.

*59. Please list any financial or other interests or conflicts.

60. Please upload any letters of collaboration or supporting documents (optional). If you have difficulty uploading or have more than one file, please email them to help@majortrauma.nz with 'Major trauma research grant application' in the subject field.

61. If you need access to New Zealand Trauma Registry Data, please upload the 'provision of data' form (click [here](#) to access this form).

62. If you need access to New Zealand Trauma Registry Data, please upload the 'data request' form here (click [here](#) to access the form).

*63. By submitting this application, on behalf of the research team, I acknowledge the following. Note that all boxes must be ticked before you may submit. If an element is not applicable, please tick and then add a note in the comments section.

- I have read and adhered to the instructions in the Major Trauma Research Grant Application Guide, including the privacy statements relating to how my data will be used and stored.
- I have read and understood the governance and access to registry data information on the National Trauma Network website.
- I understand that the principal investigator can only be changed by undergoing a change request process.
- I have obtained all necessary ethics approval for this research.
- I understand that data from the New Zealand Trauma Registry cannot be shared with other parties. I agree that any data, or publications resulting from this data, will not be released or distributed without prior written approval from the New Zealand Trauma Registry Data Governance Group.
- I agree that the National Clinical Network - Trauma may seek clarification about the contents of this application from other potential funders.

Add any other comments here.