



SCHOOL OF PHARMACY

GRANTS READERSHIP PROGRAM (GRP)

Mechanics

- School research administration (RA) staff facilitate the process in consultation, if necessary, with the Chair of Research & Postgraduate Committee (or delegate).
- When UQ submission deadlines for major funding bodies (e.g. NHMRC, ARC) are known, a notice is emailed to all School staff advising of date by which applications for the GRP are to be received by School RA staff. This will be 3 weeks before the UQ deadline, and 2 weeks before submission of finished application to the RA staff (this allows 1 week for School RA staff to do checking of the application before forwarding on to UQ).
- The RA staff will contact in 1 member of the School staff to review an application, or the applicant may be asked to nominate (through the RA staff) someone who would be a likely reviewer – This person may be outside the School.
- If there are difficulties finding a suitable reviewer then the Faculty office should be approached for assistance.
- There is no anonymity with respect to the GRP. i.e. the reviewer knows and the applicant knows about each other. Indeed, face-to-face consultation in a follow-up meeting is encouraged, if this is seen to be advantageous.
- For the process to work, unless there are very compelling reasons a School staff member cannot refuse to review an application.
- The critique is emailed (preferably with Track Changes) to the RA staff who immediately forwards it the applicant – The time between receipt of the application by the reviewer and submission of the critique to the RA staff is 1 week. This allows 1 week for changes to be done by the applicant before the internal submission deadline to the School RA staff.

Reviewer Guidelines

- Does the proposal make an impact? (What a great idea!)
- Does the “story” unfold logically and enthusiastically, without overstatement?
- Is the proposal written in a manner that can be understood by a scientist outside the immediate research area
- Are the aims/hypotheses naturally developed (what is known/unknown)?
- Is the proposal feasible (timeline, track record, budget, existing facilities)?
- Do the applicants show evidence of commitment (research started; pilot data)
- Are there any obvious imbalances (background, research plan, outcomes)
- Are there any gaps or contradictions which stand out?
- Grammar, expression, typos, layout?