shpa
promoting excellence in medicines management

ABN 54 004 553 806

RESEARCH AND DEVELOPMENT GRANTS PROGRAM
Professional Development Grant Application
ASSESSMENT CRITERIA

	CRITERIA	Assessment/ Possible Score
1.	**Name of grant** a. General conditions met?	ESSENTIAL
	b. Grant specific conditions met? (ESSENTIAL)	ESSENTIAL
2.	**Applicant details** a. Length of current SHPA membership appropriate for the grant	ESSENTIAL
	b. Appropriateness of application to applicant's current position and experience	5
3.	**Type of activity to be undertaken** a. Is it appropriate to the grant?	ESSENTIAL
	b. Description of activity and objectives or reasons for undertaking clearly outlined? Include if you are presenting and add abstract.	20
	c. <u>**Study tours and preceptorships**</u> require site confirmation	ESSENTIAL
	d. <u>**Conferences**</u> require evidence of the conference program (web link)	ESSENTIAL
	e. <u>**Courses**</u> require a copy of the course program or prospectus (or web link)	ESSENTIAL

4.	**Expected outcomes**
	a. Outline of benefits of the activity to the following:
	   ▪ Individual
	   ▪ Place of employment
	   ▪ Australian hospital pharmacy and healthcare community
	   ▪ Healthcare community
		20
		(4 x 5)

	b. Description of how colleagues will be informed of information gained	5
5.	**Proposed grant budget**	5
6.	**Declaration of other financial support** Obtained other financial support? If yes, amount:	$_____
7.	**Leave considerations** Leave approved	Y / N
8.	**Curriculum vitae** CV relevant to the grant application?	Y / N
	Professional engagement	5
9.	**Referee reports** Completed referee reports received by closing date	ESSENTIAL
10.	**Statement of Head of Department** Supporting of application	ESSENTIAL
	Grant report history Overdue reports	ESSENTIAL
	Total score	60