

The Gladys M Brawn Memorial Fellowship Scheme Policy

July 2009



1. Establishment, Purpose and Management of Scheme

The Gladys M Brawn Memorial Fellowship Scheme was established in 1995 to provide fellowships to scholars who are or have demonstrated the potential to become world recognised academics or clinicians, in medicine or in disciplines related to medicine, in order to promote research and study in that particular discipline. The scheme is a result of the generous donations to The University of Newcastle, through the Faculty of Health, from the late Leslie Harold Brawn in memory of his wife Gladys M Brawn. The terms of the Gladys M Brawn Memorial bequest are determined by a Deed (attachment 1) established in 1993 and the conditions of the Deed make it essential that the Bequest be established in perpetuity.

Net income derived from investment of the funds is used to fund the fellowships. Annual investment earnings which are not committed in any given year are returned to the capital fund for further investment. Administration of the scheme is by the Gladys M Brawn Memorial Gift Committee whose terms of reference are defined in The Gladys M Brawn Memorial Gift Committee Constitution (attachment 2). Where sufficient funds are available, fellowships are advertised nationally and internationally on an annual basis. In making nominations for award, the Brawn Gift Committee takes into account expert advice from the Pro-Vice Chancellor Faculty of Health concerning the relative merits of the applicant and the projects proposed. The level of funding provided through each scheme will be reviewed annually by The Brawn Gift Committee and adjusted accordingly. Whilst the aim of the scheme is to be as flexible as possible within the terms of the Deed, this policy provides some guidelines for the management of the scheme by The Brawn Gift Committee.

Funds available to be used to create Fellowships from the Brawn Bequest are derived from the interest available each year less 15% for Capital Preservation therefore maintaining the Capital fund. The net funds available each year are determined after the deduction of annual grant in aid support for existing eligible Senior Research Fellows.

When an award is made for a fixed term Fellowship (post doctoral or strategic) the total expenditure for the entire duration of the award (e.g. 2 or 3 years) is committed from the funds available in the year that the Fellowship is awarded so that no further financial commitment is required from the Brawn Bequest in subsequent years.

When a continuing award is made for a Senior Fellowship the grant in aid is budgeted as an annual commitment from the available funds each year for as long as the Fellow remains eligible for the grant in aid. The Senior Fellows safety net (currently \$300,000) is retained within the Bequest account in order to maximise interest earnings. The safety net is in place for a time determined by the Faculty Research Management Committee to offset the need to fund the Fellow in the event that external funding is no longer made available. Commitments of funds to comprise the safety net can be made at any time as long as the Senior Fellow is assured of being able to access the safety net should circumstances require it.

To track expenditure for individual Fellows a separate cost centre is established for each with a budget allocated to limit expenditure to the amount awarded. The funds are transferred as at the 31st December each year to maximise interest earnings.

Once commitments are no longer required (e.g. safety net allocation), the Brawn Committee decides whether to roll the excess funds back into the Capital Fund or utilise them for further funding opportunities.

2. Fellowship Schemes

2.1 Senior Research Fellows

The principal aim of the Brawn Fund is to support Senior Research Fellows of the highest possible calibre who will add strategic value to the research profile of The University of Newcastle. Senior Fellows are

expected to either bring their own salary support or obtain external salary support within 5 years. Normally Senior Fellows will be appointed full-time.

Senior fellows with their own salary support will receive:

- A grant-in-aid of \$35,000 per year.
- A safety net of \$300,000 to provide salary support for up to 2 years should their external salary support fail to be renewed. If a Fellow requires the use of the Safety net, the grant-in-aid allocation of \$35,000 is suspended until external funding is secured.
- a contribution (up to a maximum of 50%) towards any salary gap between the remuneration provided by the external salary and the University salary rate for the level of appointment of the Senior Fellow.
- and by negotiation may receive a start-up package up to the value of \$500,000.

Senior Fellows who do not initially bring their own salary support but who represent strong potential to do so, and whose appointment would have particular strategic value to the Faculty, may be provided with a salary for up to 5 years without the annual grant in aid. When external salary support is secured the extra benefits above will apply.

The use of the grant-in-aid funds will be at the discretion of the researcher; part or all of it can be used as a non-superannuable salary supplement for the Senior Fellow or in any way to advance the research program of the Senior Fellow (e.g. salaries for staff, scholarships, travel, equipment). Any equipment purchased must remain the property of The University of Newcastle. The Grant-in-Aid must be spent in the year that it is allocated, unless written permission is granted by the Brawn Committee to roll over the funds. However a 10% carry forward is allowable without prior written approval. This carry forward figure is not cumulative.

2.2 Post-doctoral Fellows

Whilst the funding of Senior Research Fellows is a priority, funds may also be used to support high quality post-doctoral researchers. Post-doctoral Fellowships will receive up to 3 years salary support (at an Academic Level A or Level B Salary rate) plus a grant in aid of \$10,000 per annum towards research expenses. Post-doctoral fellows must have the potential to obtain external salary support and will be expected to apply for this support in the first and subsequent years of the fellowship and sacrifice the Brawn Fellowship if and when successful.

The Grant-in-Aid must be spent in the year that it is allocated, unless permission is granted by the Brawn Committee to roll over the funds.

A current Brawn Post-Doctoral Fellow whose fellowship is less than 3 years can apply, as part of a normal competitive application round, to have the fellowship extended up to a maximum of 3 years. Researchers who have previously held a Brawn Postdoctoral Fellowship cannot apply for a second postdoctoral fellowship.

2.3 Strategic Fellows

When surplus funds are available, they may be used to support high quality (usually senior) researchers undertaking a short period of strategic research-related activity designed to enhance the research performance or potential of one or more research groups within the Faculty. This category was created as a means by which the Brawn Committee could have flexibility to take advantage of unusual, strategic opportunities that may arise from time to time and that have the potential to significantly enhance some area of research capacity of the Faculty of Health. Funding for a specific research project will not normally be considered.

The primary purpose of the fellowship must be strategic to advance research in the Faculty rather than to advance the skills or career of the proposed fellow. The duration of the fellowship is flexible (weeks to months, full time or part time) but less than one year.

3. Reporting

- 3.1 Each Brawn Fellow must acknowledge support from the Gladys M Brawn Memorial Fund in all publications arising from and during the tenure of the fellowship and be prepared to promote the memory of Gladys M Brawn in relevant media when required.
- 3.2 Each Brawn Fellow must submit an annual report through the Faculty of Health Research Management Committee to the Brawn Gift Committee
- 3.3 The Faculty of Health will prepare a composite Brawn Fellowship Annual Report every year.

4. Advertising

- 4.1 It is a requirement of the Deed that Brawn Fellowships are advertised internationally each year.
- 4.2 Although it is expected that most senior fellow candidates will be attracted by personal contact, advertising will raise the profile of the Brawn Fund and indicate the seriousness of The University of Newcastle as a place for high quality research.

5. Fellow Leave Arrangements

5.1 Leave Arrangements

As a University of Newcastle academic staff member all Fellows are entitled to leave arrangements in accordance with The University of Newcastle Academic Staff Workplace Agreement found at <http://www.newcastle.edu.au/service/leave-management/leave-management-resources.html>.

5.2 Maternity Leave

All Brawn Fellows are entitled to Maternity Leave/Parental Leave in accordance with The University of Newcastle Academic Staff Workplace Agreement found at <http://www.newcastle.edu.au/service/leave-management/leave-management-resources.html>.

Returning to work on a part-time basis is also allowable subject to approval by the Brawn Committee following the submission of a written request that:

- Specifies the proposed period of part-time fellowship
- Describes how the research program of the Fellow can still meet its objectives despite the Fellow being part-time
- Outlines the arrangements made to ensure that research program meets its objectives while the Fellow is part-time.

The Brawn Fellowship and grant in aid will be suspended whilst leave is taken and will be reactivated when the Fellow returns to work. The duration of the Fellowship will remain as awarded or adjusted on a pro-rata basis if the Fellow returns to work part-time.