

Dust Diseases Board (DDB) Researcher Development Stream Awards Program PhD Scholarships Application Form FY25

Disclaimer

The information in this form and its attachments is used to advise the DDB on funding allocation, perform due diligence, and support post-award reporting. This information will be shared with third parties for assessment and may be shared with other NSW Government Departments or Agencies. The submission of your application does not guarantee funding. The costs for producing the application are borne by the applicant. Applicants should read the *DDB Researcher Development Stream Awards Program Guidelines FY25* to be fully informed of requirements.

Freedom of Information

Information provided in this application and related documents is treated confidentially. However, Dust Diseases Care (DDC) is subject to the *Government Information (Public Access) Act 2009*. As a result, the details contained in this application and other pertinent information may be disclosed if requested under the Act.

Application Instructions

Before completing the application, please read the *DDB Researcher Development Stream Awards Program Guidelines FY25*. **Answer each question** in this form, typing your responses below each question, where relevant.

Important: When completing this application, please consult **Appendix 1** PhD Scholarships Application Submission Protocol in the *DDB Researcher Development Stream Awards Program Guidelines FY25*. This **Appendix** provides detailed instructions on how to complete, format, and submit your application.

Additionally, **complete and attach all required documentation and the prescribed template** as specified in this form. Please note that word limits are strictly enforced; any information exceeding the word limit will not be considered. You are required to **adhere to all formatting and submission requirements**.

To include an attachment to this PDF document, go to: Tools > Edit PDF > More > Attach File

Follow instructions on the [Adobe website](#).

Candidate and Research Information

Candidate Category

DDB's PhD Scholarships are designed to support the following categories of applicants. Please indicate the category that best describes your current role **by selecting the appropriate box**:

- ☐ Early Career Research Scientists
- ☐ Occupational Hygienists
- ☐ Working in Occupational Health, please specify your area/field:
- ☐ Other, please specify your area/field:
-

PhD Pursuit

Are you pursuing or planning to undertake a PhD?
Note: Coursework degrees do not qualify as higher degrees by research.

- ☐ Yes
- ☐ No

If no, are not eligible to apply.

Research Area

The DDB PhD Scholarships aim to enhance capacities in key fields related to dust diseases, such as those mentioned below, but not limited to. Please indicate the area your proposed research falls under **by selecting the appropriate box(es)**:

- ☐ Thoracic oncology
- ☐ Respiratory health

- ☐ Public Health
- ☐ Nursing
- ☐ Psychology
- ☐ Radiology
- ☐ Other, please specify

Stage of Dust Disease

Please indicate the **stage of the dust disease** that your research targets **by selecting the appropriate box(es)**:

- ☐ Risk Identification
- ☐ Prevention
- ☐ Diagnosis
- ☐ Treatment
- ☐ Quality of Life/End of Life

Type of Research

Please indicate the **type of research** that your research targets **by selecting the appropriate box(es)**:

- ☐ Descriptive
- ☐ Epidemiology
- ☐ Basic
- ☐ Intervention
- ☐ Clinical Trial
- ☐ Care
- ☐ Translation

Part A – Administrative Overview

A1. Application Title

Please provide a clear and concise title for your project (**maximum 10 words**).

A2. Candidate Summary

Are you an Australian citizen/permanent resident?

☐ Yes☐ No

If no, are not eligible to apply.

If yes, please provide the following details:

Title First Name

Middle Name

Family Name

Email Address

Honours Degree Qualification

Have you obtained an Honours degree? This is an **eligibility requirement**.

☐ Yes☐ No

If yes, please select the type and provide the grade:

☐ H1 (First Class Honours). Grade: ☐ H2A (Second Class Honours (A Division). Grade: ☐ H2B (Second Class Honours (B Division). Grade: ☐ H3 (Third Class Honours). Grade:

If no, please specify the equivalent qualification you have obtained:

Master's Degree Qualification

Do you hold a Master's degree in a related field (e.g., thoracic oncology, respiratory health, public health, nursing, psychology, radiology)?

☐ Yes

☐ No

If yes, please provide the following details for your Master's degree:

Degree Title

Institution (and Country)

Year First Enrolled:

Year Graduated:

Grade Achieved:

Previous Scholarship History

Have you previously received a DDB PhD Scholarship?

☐ Yes

☐ No

If yes, you are not eligible to apply for another DDB PhD Scholarship if you have previously received one.

Employment Status

Do you currently hold a full-time academic position or any other full-time employment?

☐ Yes

☐ No

If yes, please provide details of your current employment status. Note that you must not hold a full-time academic position or any other full-time position while receiving the DDB PhD Scholarship. Any changes in employment status must be reported to DDC promptly.

Position Title

Organisation/Institution

Department/Division (if applicable)

Start Date

End Date (if applicable)

Academic and Relevant Professional Qualifications

Please provide details of your academic and relevant professional qualifications. Complete the table below with the required information for each qualification. If applicable, include any qualifications where you withdrew before completion.

| Degree Title | Institution (and Country) | Year First Enrolled | Year Graduated | Year Withdrawn (if applicable) |
|--------------|---------------------------|---------------------|----------------|--------------------------------|
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Supporting Documents

In **two separate PDF documents**, please **attach** the following documents with your application:

Certified Academic Transcripts

- **Attach** certified copies of your academic transcripts.

Curriculum Vitae (CV)

- **Attach** a copy of your recent CV.

Ensure your CV **adheres** to **Appendix 1** PhD Scholarships Application Submission Protocol in the *DDB Researcher Development Stream Awards Program Guidelines FY25* (**maximum four A4 pages**).

A3. PhD Enrolment Status Summary

Have you been offered a placement, accepted, or enrolled as a PhD student?

☐

Yes

☐

No

If no, are not eligible to apply.

If yes, please provide the following details:

Name of Institution

Discipline Area

Date of Commencement

In a separate PDF document, please **attach** evidence of offer, acceptance, or enrolment as a PhD student at an Australian institution.

A4. Current Scholarship or Award Funding

Are you currently receiving any scholarship or award funding?

☐ Yes

☐ No

If yes, please list details of the scholarship or fellowship funding award/s in the table below:

| Grant/Award Title | Funding Source | Grant Type | Total Grant Amount \$ | Start Date | End Date |
|-------------------------|----------------|------------|-----------------------|------------|----------|
| | | | | | |
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| | | | | | |
| | | | | | |
| | | | | | |
| Total Funding Amount \$ | | | | | |

Note: If you are **awarded any subsequent** scholarship or funding from another source after submitting this application form, you **must promptly notify** DDC.

A5. Name of the Administering Organisation/Institution

The university, research organisation, or institute that will sign the Funding Agreement and assume responsibility for managing the grant funds.

Organisation/Institution Name

Email Address

A6. Name of the Research Institution

The institution where the research or project will be conducted. The Administering Organisation/Institution and Research Institution **may be the same entity**.

Institution Name

Email Address:

A7. Support from the Administering Organisation/Institution

In a separate PDF document, please **attach a statement of support** from the Administering Organisation/Institution, signed by the Deputy/Pro Vice-Chancellor (Research) or their delegate/equivalent, detailing how the Administering Organisation/Institution will support the Candidate.

Ensure the statement **adheres** to **Appendix 1** PhD Scholarships Application Submission Protocol in the *DDB Researcher Development Stream Awards Program Guidelines FY25* (**maximum two A4 pages**).

A8. Application Overview

Please provide an overview of your application, emphasising project's aims, importance, anticipated outcomes and benefits.

Ensure your overview **adheres** to **Appendix 1** PhD Scholarships Application Submission Protocol in the *DDB Researcher Development Stream Awards Program Guidelines FY25* (**maximum 150 words**).

Part B – Academic and Research Development Overview

When responding to the following questions, focus on highlighting specific skills or knowledge you aim to develop, how your research aligns with DDB’s strategic goals, and the potential impact of the scholarship on advancing your academic and professional career in dust disease research.

B1. Research Project and Supervisor Impact

Explain how this research project and your Nominated Primary Supervisor can enhance your knowledge and skill set.

Ensure your explanation **adheres** to **Appendix 1** PhD Scholarships Application Submission Protocol in the *DDB Researcher Development Stream Awards Program Guidelines FY25* (**maximum 250 words**)

B2. Scholarship Contribution to Academic and Career Aspirations

Describe how this scholarship will advance your long-term academic and professional goals.

Ensure your description **adheres** to **Appendix 1** PhD Scholarships Application Submission Protocol in the *DDB Researcher Development Stream Awards Program Guidelines FY25* (**maximum 250 words**).

B3. Research Focus and Academic Pathway Alignment

Explain how your research focus is connected to your current academic pursuits and future scholarly goals.

Ensure your explanation **adheres** to **Appendix 1** PhD Scholarships Application Submission Protocol in the *DDB Researcher Development Stream Awards Program Guidelines FY25* (**maximum 250 words**)

B4. Post-PhD Academic and Professional Objectives

Outline your academic and professional goals upon completing your PhD.

Ensure your outline **adheres** to **Appendix 1** PhD Scholarships Application Submission Protocol in the *DDB Researcher Development Stream Awards Program Guidelines FY25* (**maximum 250 words**)

Part C – Candidate’s Referees and Nominated Primary Supervisor

C1. Candidate’s Referees

Nominated Primary Supervisor (First Referee) from the Enrolling Institution

Please provide the details of your Nominated Primary Supervisor from the enrolling institution. This should be someone who will oversee your research project and can speak to your academic and research capabilities within the context of the institution.

| | |
|---|----------------------|
| Title | First Name |
| <input type="text"/> | <input type="text"/> |
| Middle Name | Family Name |
| <input type="text"/> | <input type="text"/> |
| Position Title | |
| <input type="text"/> | |
| Institutional Affiliation | |
| <input type="text"/> | |
| Qualifications: List the relevant degrees, certifications, and professional qualifications, starting with the highest degree and including professional certifications in reverse chronological order. | |
| <input type="text"/> | |
| Email Address | |
| <input type="text"/> | |

First Referee’s Statement:

In a separate PDF document, please attach a statement from your Nominated Primary Supervisor supporting your application.

Ensure the statement **adheres** to **Appendix 1** PhD Scholarships Application Submission Protocol in the *DDB Researcher Development Stream Awards Program Guidelines FY25* (**maximum one A4 page**).

Expert on Candidate's Relevant Work and Research Capacity (Second Referee)

The Nominated Primary Supervisor (First Referee) and the Expert on Candidate's Relevant Work and Research Capacity (Second Referee) **cannot** be the same person.

Please provide the details of an expert who can attest to your relevant work and research capacity. This should be someone familiar with your previous research, professional achievements, and specific skills related to your field of study.

| | |
|----------------------|----------------------|
| Title | First Name |
| <input type="text"/> | <input type="text"/> |

| | |
|----------------------|----------------------|
| Middle Name | Family Name |
| <input type="text"/> | <input type="text"/> |

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|----------------------|
| Position Title |
| <input type="text"/> |

| |
|---------------------------|
| Institutional Affiliation |
| <input type="text"/> |

Qualifications: List the relevant degrees, certifications, and professional qualifications, starting with the highest degree and including professional certifications in reverse chronological order.

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| <input type="text"/> |
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| Email Address |
| <input type="text"/> |

Second Referee's Statement:

In a separate PDF document, please **attach** a statement from your Work and Research Referee supporting your application.

Ensure the statement **adheres** to **Appendix 1** PhD Scholarships Application Submission Protocol in the *DDB Researcher Development Stream Awards Program Guidelines FY25* (**maximum one A4 page**).

C2. Nominated Primary Supervisor (First Referee) Capability Statement

Please provide a capability statement from the Nominated Primary Supervisor. Include how they will support the Candidate, detailing their relevant qualifications and experience. Additionally, outline their supervisory capabilities, emphasising their expertise in the Candidate’s research area and their ability to guide the Candidate towards achieving the project’s goals.

Ensure the statement **adheres** to **Appendix 1** PhD Scholarships Application Submission Protocol in the *DDB Researcher Development Stream Awards Program Guidelines FY25* (**maximum 400 words**).

C3. Nominated Primary Supervisor (First Referee) Details

In a separate PDF document, please attach a current CV for the Nominated Primary Supervisor. The CV should emphasise qualifications, experiences, and accomplishments pertinent to the project (maximum four A4 pages, and include only publications from the past five years).

Part D – Project Description

D1. Proposed Start Date

The proposed start date should fall between **1 July 2025** and **31 December 2025**.

D2. Duration

What is the proposed duration of the scholarship? (**maximum of 3 years**)?

years

D3. Detailed Project Proposal

In a **separate PDF document**, please describe your proposed research project, including its research objectives, context, innovation and originality, methodology, alignment with DDB’s strategic goals, and expected impact and significance.

Ensure your description **adheres** to **Appendix 1** PhD Scholarships Application Submission Protocol in the *DDB Researcher Development Stream Awards Program Guidelines FY25* (**maximum five A4 pages, including references**).

D4. Interdisciplinary Research

Projects should introduce innovative research methods and demonstrate the Candidate’s ability to integrate knowledge from various academic disciplines relevant to dust diseases. Does your application involve interdisciplinary research?

☐ Yes☐ No

If yes, describe the nature of the interdisciplinary research.

Ensure your statement **adheres** to **Appendix 1** PhD Scholarships Application Submission Protocol in the *DDB Researcher Development Stream Awards Program Guidelines FY25* (**maximum 150 words**).

Part E – Ethics

E1. Ethical Issues

Does your project involve any ethical risks or ethical considerations? **If yes**, please describe these concerns and outline the measures you intend to implement to mitigate them. In addition, please provide the name of the Ethics Committee you will apply to for approval.

Ensure your statement **adheres to Appendix 1** PhD Scholarships Application Submission Protocol in the *DDB Researcher Development Stream Awards Program Guidelines FY25* (**maximum 250 words**).

Part F – Staging

F1. Project Staging

All DDB grants managed by DDC are structured in stages, with payments issued after the successful completion of each stage. Please **complete** and **attach** the Project Staging Template, following the detailed **instructions** and **examples** provided within the template.

Ensure to **adhere** to **Appendix 1** PhD Scholarships Application Submission Protocol in the *DDB Researcher Development Stream Awards Program Guidelines FY25* when completing this section.

Part G – Compliance and Declaration

Before completing this section, please ensure you follow the instructions outlined in **Appendix 1** PhD Scholarships Application Submission Protocol in the *DDB Researcher Development Stream Awards Program Guidelines FY25*.

G1. Declaration by Applicant

I hereby confirm that:

- I have read and complied with the *DDB Researcher Development Stream Awards Program Guidelines FY25*.
- The details in this application are true and complete.
- I meet the eligibility requirements specified in the *DDB Researcher Development Stream Awards Program Guidelines FY25*.
- The proposed project will provide me with significant opportunities to develop and further my skills and capabilities. I am committed to leveraging this opportunity to progress my career in fields relevant to dust diseases, including, but not limited to, thoracic oncology, respiratory health, public health, nursing, psychology, or radiology.
- I have secured relevant supervision from the Administering Organisation/Institution or the Research Institution for the term of the scholarship.
- I have obtained the support of the Administering Organisation/Institution.
- I am responsible for the creation and intellectual content of this application, ensuring all references and contributions are properly acknowledged.
- I have followed the *DDB Researcher Development Stream Awards Program Guidelines FY25* and Submission Protocol.
- If successful, I will adhere to the DDC Grant Funding Agreement.
- All legal requirements will be satisfied before starting the research.
- I have disclosed any significant personal and financial interests or conflicts of interest to the relevant Administering Organisation/Institution and will update them of any changes post-application submission.
- I will inform the Administering Organisation/Institution of any changes in my circumstances that may impact my eligibility or ability to undertake the project after submitting this application.
- The information in this form and attachments is collected for funding recommendations and post-award reporting. This information may be shared with external assessors and disclosed to other NSW Government Departments or Agencies as allowed by law.

☐ I consent

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| Title | Full Name |
| <input type="text"/> | <input type="text"/> |

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|----------------------|----------------------|
| Signature | Date |
| <input type="text"/> | <input type="text"/> |

G2. Submission Details

Please provide the contact information for the primary Administrative Organisation/Institution contact.

I certify that I have read, understood, and complied with the *DDB Researcher Development Stream Awards Program Guidelines FY25*.

Confirm that you have reviewed all entries for compliance and accuracy before submission and that you understand the method and requirements for submission.

| | |
|--------------------------------|----------------------|
| Title | Full Name |
| <input type="text"/> | <input type="text"/> |
| Position Title in Organisation | |
| <input type="text"/> | |
| Email Address | |
| <input type="text"/> | |

☐ All details reviewed and confirmed

G3. Declaration by the Deputy/Pro Vice-Chancellor (Research) or their delegate or equivalent in the Administering Organisation/Institution

Before completing this section, please ensure you follow the instructions outlined in **Appendix 1** PhD Scholarships Application Submission Protocol in the *DDB Researcher Development Stream Awards Program Guidelines FY25*.

I affirm that:

- I have read and complied with the *DDB Researcher Development Stream Awards Program Guidelines FY25*.
- All necessary checks confirm that applicant meets eligibility criteria.
- I will notify the DDC of any updates to applicant post-submission.
- The application details and associated documents are true and complete, to the best of my knowledge.
- All required documentation and the prescribed template have been attached as instructed.
- Applicant is responsible for the creation and intellectual content of this application, with proper citations and acknowledgments.
- The Administering Organisation/Institution supports and endorses the research project outlined in this application.
- The Administering Organisation/Institution will ensure that the Candidate receives the necessary support and supervision throughout the term of the scholarship to successfully conduct the research project.
- The Administering Organisation/Institution will provide the necessary resources, facilities, and infrastructure to support the research project throughout the duration of the scholarship.
- To the best of my knowledge, the proposed project will offer the Candidate valuable opportunities to enhance their skills and capabilities, supporting their academic development in fields related to dust diseases.
- Necessary consents have been obtained for third-party reviews for assessment purposes.
- Permissions have been secured for the DDC to manage the details provided in this application.
- Relevant parties have been informed that information from this application may be shared with other NSW Government Departments or Agencies for advisory purposes.
- All personal and financial interests and conflicts of interest have been disclosed to the Administering Organisation/Institution. If awarded, conflicts will be managed according to the *icare Conflict of Interest Policy*, and related guidelines.
- If awarded, I commit to executing the project as proposed and in accordance with the *DDB Researcher Development Stream Awards Program Guidelines FY25* and the DDC Grant Funding Agreement.
- Allocated funds will be used exclusively for the purposes outlined in the grant.
- The project will not commence until an appropriate ethics plan, if required, is in place.
- Applicant and referees whose personal information is included in this application are aware of the Privacy and Confidentiality terms in the *DDB Researcher Development Stream Awards Program Guidelines FY25*.

Title Full Name

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Position Title in Organisation

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Email Address

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Signature

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Date

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Application Checklist for Required Documents and Template

Before submitting your application, please ensure that you have **completed** and **attached** all the required **documents** and the **template** listed below.

To include an attachment to this PDF document, go to:

Tools > Edit PDF > More > Attach File Follow instructions on the [Adobe website](#).

- ☐ **A2. Certified Academic Transcripts**
In a separate PDF document, please **attach** certified copies of your academic transcripts.
- ☐ **A2. Candidate's Curriculum Vitae (CV)**
In a separate PDF document, please **attach** a recent CV (**maximum four A4 pages**).
- ☐ **A3. Evidence of PhD Enrolment Status**
In a separate PDF document, please **attach** evidence of offer, acceptance, or enrolment as a PhD student at an Australian institution.
- ☐ **A7. Statement of Support from the Administering Organisation/Institution**
In a separate PDF document, please **attach** a statement of support signed by the Deputy/Pro Vice-Chancellor (Research) or their delegate/equivalent (**maximum two A4 pages**).
- ☐ **C1. First Referee's Statement (Nominated Primary Supervisor)**
In a separate PDF document, please **attach** a statement from your Nominated Primary Supervisor supporting your application (**maximum one A4 page**).
- ☐ **C1. Second Referee's Statement (Expert on Candidate's Relevant Work and Research Capacity)**
In a separate PDF document, please **attach** a statement from your work and research referee supporting your application (**maximum one A4 page**).
- ☐ **C3. Nominated Primary Supervisor's CV**
In a separate PDF document, please **attach** a current CV for the Nominated Primary Supervisor (**maximum four A4 pages**).
- ☐ **D3. Detailed Project Proposal**
In a separate PDF document, please **attach** a detailed description of your proposed research project, including please describe your proposed research project, including its research objectives, context, innovation and originality, methodology, alignment with DDB's strategic goals, and expected impact and significance (**maximum five A4 pages, including references**).
- ☐ **F1. Project Staging Template**
Complete and attach the [Project Staging Template](#) as instructed.