1. The Foundation will offer up to $5400 per annum to each Dental School in Australia. The Directors intend $2200 each to be made available as research support at each Dental School for up to two (2) dental students in dentistry or other oral health university programmes, who are accepted to participate in an approved research project.

Where consumable materials are required in support of the project, the Foundation will make available up to $500 (inclusive of GST) per student to the University. Requests for reimbursement of consumables must be made within three (3) months of submission of the final report.

2. Successful applicants will be students enrolled in dentistry or other oral health programmes at the time of application and will work in a University Department under the supervision of a member of the academic staff.

3. Applications are to be submitted on the official application form of the Foundation. Forms will be available from the office of the Head/Dean of each Dental School and need to be received by the Foundation by March 31.

4. Applications will be considered in each School by a local committee selected by the relevant Dental School. Final selection of the Dental Students Research Grants will be made by the Foundation's Research Advisory Committee.

5. All projects chosen should be of a self-contained and limited nature which can reasonably be expected to be completed in the given time, and should not be part of an on-going project.

6. Each student shall conduct an individual project and any variation to conduct a combined project shall require prior approval by the Directors of the ADRF.

7. The Committee for each School will forward to the Foundation, by the end of March each year, the completed application form(s) of the candidate(s) selected for the grant.

8. In considering these applications for approval, the Foundation's Research Advisory Committee will review the applications for eligibility and scientific relevance. A recommendation will be submitted to the Foundation's Executive Committee, and then the local School will be informed of the outcome.

9. The money will be made available to the student(s) in four instalments, the first three being as follows; $600 at the commencement of the project, $600 in the middle of the project and $300 on completion of the research, the latter to be contingent upon advice from the project supervisor that completion has been attained.

To permit payments to be made on time, it is essential that the student notifies the ADRF in writing of acceptance of the grant and the actual date of commencement of the project. This should be done in consultation with the supervisor and submitted to the ADRF within 14 days of notification of the award of the grant.
10. On finalisation of the project, the balance of $700 will be payable. An abstract of no more than 400 words and a comprehensive final report, which shall bear the name of the student and supervisor(s), will be submitted to the Foundation. The abstract shall conform to the ADRF Abstract Guidelines.

11. Payment of the grant moneys will be made by EFT to the student’s home address, unless other arrangements are made with the Foundation.

   Where consumable materials are required in support of the project, the Foundation will make available up to $500 (inclusive of GST) for each project to the Institution, payable within three [3] months from the date of receipt of the final report.

12. Abstracts will be published in a supplement to the December issue of the *Australian Dental Journal*. The final report should conform to the customary requirements for papers submitted to the *Australian Dental Journal* (as set out in the ADJ “Guidelines for Authors”), to be received by July 31 in the year following award of the Grant. The final abstract shall conform to the ADRF Abstract Guidelines for inclusion in the ADJ Supplement.

   If the final report is to be submitted for publication in the *Australian Dental Journal*, the author(s) may forward the manuscript directly to the Editor at the same time as the report is forwarded to the Foundation. Publication of the Abstract in the ADJ Supplement in the *Australian Dental Journal* shall not prevent the author(s) from submitting more detailed or specialised papers to other scientific journals.

   **Please note new requirement:**

   In addition to a scientific abstract, the Foundation requests a brief description of 500 ‘characters’ in lay language also be provided to assist someone with a non-scientific background to be able to understand the research. The lay language summary is intended for publication in broad general purpose outlets such as the ADA *News Bulletin* and will assist the Foundation in disseminating your research findings, while promoting the importance of dental research and the need for ongoing funding.

13. **Leonard Hansen Prize**

   The final report will be eligible to compete for the Leonard Hansen Prize, which consists of a certificate and $500, provided that it has been submitted by the required date of July 31 and it is accompanied by certification from the project supervisors that both the research and the report thereof have been truly the work of the student, assisted only by oversight, encouragement and advice. (Note: the Leonard Hansen Prize is intended for individual students. No other students can be cited as author of the report).

14. Normal courtesy would require an acknowledgment of the support of the Foundation being made in any publication arising from the work carried out by the holders of research grants.