

EMERGENCY SERVICES FOUNDATION APPLICATION PACK.



Thank you for your interest in applying for an Emergency Services Foundation scholarship.

The Foundation has awarded over 80 scholarships since 1988. However, as numbers are limited, it is important that you present your proposal in the best possible manner. The following information is provided to assist you in preparing a successful application.

Please read thoroughly to ensure you have a good understanding of what is expected of you.

1. The purpose of the Scheme is to enable fellowships and grants to be made to members of Victorian emergency services and emergency health agencies from the pre-hospital arena that provide assistance to the Victorian community to assist them to undertake advanced studies in Australia or overseas. This might be by participating in formal courses of education or training or by attachment for study or observation with other agencies or educational or training institutions to advance their educational and professional standards. In addition, members can develop their individual vocational skills, knowledge and understanding in order to improve the range, quality and efficiency of the emergency services for the benefit of the community. However, applications that are deemed to be primarily focussed on the attainment of academic qualifications are unlikely to be successful. Joint applications will only be considered in exceptional circumstances. The benefits to the community should be emphasised in your application.

2. It is imperative that agencies endorse recommended applicants for scholarships and explain in their supporting documentation how they would perceive the benefits flowing to the agencies and / or the community if their nominee is successful. This endorsement should include acknowledgement that the sponsoring agency is concerned about the subject, that it is relevant and timely, and that the agency supports the proposed methodology.

Furthermore, agencies endorsing applications will be required to respond formally to the report when presented with comments on the scholarship winner's recommendations and an indication of whether or not the recommendations will be adopted. If these are to be adopted, methodology for their implementation should be indicated and, if not, reasons should be given for their rejection.

This response to the Foundation and to the author of the scholarship report should be in writing and include timetables for implementation if appropriate. Seek support from your own organisation as well as past scholarship recipients for your project.

3. The amounts of grants and fellowships will vary according to the proposal and reflect the merit / content of the proposed project or trial program.

Directors will also decide any conditions the recipient of the fellowship or grant is to fulfil, including the duration of the award. Ideally, the duration of travel should not exceed four weeks. It is important to have realistic expectations on travel arrangements and time frames.

4. Scholarship proposals could focus on a range of areas containing a primary interest in pre-hospital emergency health or emergency services including but not limited to pre-hospital emergency patient treatment, emergency prevention, preparedness, response, recovery and risk management elements of their agency's roles, lessening the hazards experienced by emergency services workers and pre-hospital health care. Although relevance across a range of agencies is an advantage, it is not mandatory. Applicants should avoid submissions that duplicate research undertaken by previous scholarship winners. Make sure you know exactly what you want to do and what problem you are trying to solve.

A list of topics covered by past winners is attached to this pack. You can also refer to our website, www.esf.com.au

5. Applications for the award of a grant or fellowship are assessed by the Directors of the Foundation and their decision is final. Applicants will be judged against the following criteria:

Value to the Community and other agencies	20 points
Value to the applicant's agency.	10 points
Value to the applicant.	3 points
Quality of presentation (both written and verbal).	10 points (5/5)
Capacity of the applicant to transfer and/or implement the outcome of the scholarship.	15 points
Degree of innovation.	5 points
Any other pertinent factors.	7 points
TOTAL:	70 points

Applicants are encouraged to address these criteria in their submissions.

6. Grants and fellowships are intended to cover expenses of travel (economy class) and all subsistence and incidental costs incurred. As a guide, allowance standards applicable to Public Service Staff should be used to calculate expenses unless candidates have information to contradict this. Due allowance for exchange rates must be made. Costing should include appropriate travel insurance or access to corporate card insurance. The grant makes no provision for costs associated with dependants. Costing should be as accurate as possible.

7. Applications should include:

- Proposed time of travel (approximate dates).
- Approximate but detailed costs in total and how the figure has been derived.
- Extent of study and benefits.
- Application Forms. (Pages 5 to 8 of this document).

8. Successful candidates will be provided with an advance by the Directors. They will be required to account for and substantiate their expenditure.

9. Candidacy is open to serving members and volunteers associated with recognised emergency service organisations agencies providing emergency and pre-hospital health services to the Victorian community. An application form is attached to this document.

10. Successful candidates will be required to sign an agreement to submit a comprehensive report to the Directors and to the Head of Agency on completion of the study. They may also be requested to make presentations to courses on their research activity. The scholarship winner(s) will not be able to undertake travel during duty time and will be required to take leave to accommodate the scholarship.

11. Successful candidates should be aware that their report, on completion, will be lodged with their agency libraries and distributed to other agencies within Australia. A copy of the report will also be lodged in the Emergency Management Australia Institute (EMAI) at Mt Macedon. To this end the report should include an executive summary of not more than 250 words that can become the synopsis for inclusion in *EMInfo* to alert other interested parties of the availability of the report. The full report is also to be provided electronically and will be lodged on appropriate websites, e.g. EMAI. OESC and various other host agencies including ESF.

12. Unsuccessful applicants are welcome to apply for future scholarships However, persons who have previously received a scholarship under this scheme are precluded from applying.

13. The application form should be completed by candidates and submitted to their agency for formal recommendation and prioritising.

14. Closing date for applications is the **14th February 2011**. Organisational and Foundation assessment will take up to twelve weeks to complete and all applicants will be notified in writing of the outcome by the first week of April 2011. (See Time Frame Application Process on page 4.)

After Application Submission...

Upon receipt of your application, your agency will, after reviewing all applications it has received from its members, decide if it will endorse it so that it can proceed to the next stage (i.e – review by the ESF Scholarship Selection Committee.)

If your agency does not endorse your application, you should consult the person responsible within your organisation.

If your agency does endorse your application but the ESF Scholarship Selection Committee does not accept it, you will be notified and invited to seek advice from the ESF Alumni on improving your chances of success for the following year.

If the ESF Scholarship Selection Committee accepts your application, you will be notified and invited to attend an interview where you will be asked to make a presentation of your proposed area of study. It is from this presentation / interview that that the Scholarship Committee will decide if you will be awarded a scholarship.

Note: Make sure you have made the appropriate contacts and arrangements with them to fulfil your itinerary.

If after the interview the ESF decide not to award you a scholarship, you will be notified and advised as to how to improve your application and then invited to re-submit your application the following year.

Successful applicants will then be sent an Awardees' Pack. This pack will contain information to help you on your way to preparing for your study tour and what is expected of you when you return.

Should you need advice on any aspect of preparing an application and the processes involved, contact Jenny Davis on 0406 003 765 who will put you in touch with an ESF Alumni member within your agency. Alumni members have all previously been awarded a scholarship and will be happy to mentor and guide you through the process.

ESF TIME FRAME APPLICATION PROCESS:

- 13TH September 2010 – 14th January 2011 - Scholarship applications open.
- 14th February 2011– 21st February 2011- Agencies submit applications to ESF for approval process.
- 2nd & 3rd March 2011 - ESF Selection Committee meet to short list scholarship applications.
- 15th and 16th March 2011 – Interviews are conducted for final suitable applicants.
- First week of April 2011 – Successful ESF awardees are notified.



APPLICATION FORM

Personal Particulars – Please use Block letters

Surname: _____

Given Names: _____

Associated Organisation _____

Length of Service _____ Years _____ Months

Present Rank &/or Position Held _____

Business Address _____

_____ Postcode _____

Business Phone Number _____

Email _____

Personal Mailing Address:

Address _____

_____ Postcode _____

Telephone A/H _____ MOB _____

Date of Birth ____/____/____ Place of Birth _____

Next of Kin Emergency Contact Details:

Name _____

Relationship _____

Address _____

_____ Postcode _____

Telephone A/H _____ MOB _____

B/H _____ Email _____



EDUCATIONAL & PROFESSIONAL BACKGROUND

Educational Background:

- Attach statement of study undertaken at post school institutions, qualifications obtained and period of attendance.

Professional Experience:

- Attach details of your professional experience including details of positions held, nature and duration of work.

Research Activity:

- Attach details of any research activity that you have performed or details of any papers or theses that you have produced.

SCHOLARSHIP SCHEME PROPOSAL

Statement of Purpose:

- Attach a statement as to why you consider it desirable for you to obtain experience in the particular research project.
- Outline the program you propose to undertake and the capabilities that you possess to carry it through.
- Indicate how it will benefit you personally and the emergency services as a whole.

Timetable:

- Attach proposed commencing and finishing dates at each organisation to be visited

Cost:

- Attach cost in total and how the figure has been derived

Statement by Candidate: I _____ (*full name*) declare that the information given in this application is to the best of my knowledge, complete and accurate. I agree to observe the conditions of the Award known as the Combined Emergency Services Foundation Scholarship Scheme and to advise the Directors of the details it requires in the administration of the Award.

Signed _____ Date _____



Recommendation by Head of Associated Organisation: Yes / No

Remarks: _____

Priority Order Number _____

Signed _____

Date _____

CHECK LIST

Please tick box when completed and attach with application form.

APPLICATION FORM -

- Personal particulars and details

EDUCATIONAL & PROFESSIONAL BACKGROUND -

- Educational Background statements and papers
- Professional Experience Details
- Research Activity Details

SCHOLARSHIP SCHEME PROPOSAL -

- Statement of Purpose details
- Timetable
- Costing
- Recommendation by Head of Associated Organisation

EMERGENCY SERVICES FOUNDATION SCHOLARSHIP SCHEME RECIPIENTS 1988 to 2009

1988	James DOYLE & Doug QUILLIAM	SES CFA	Examination of Road Accident Rescue Techniques in Sth Australia. Examination of Road Accident Rescue Techniques in Sth Australia.
1989	Keith ADAMSON	MFB	Development of Emergency Training Complex. Study O'seas Experience
	Fiona HAMILTON	CF&L	Development major computer system for fire protection/ suppression
	Patricia MURDOCH	SES	Surviving Emergency Stress
	Kevin MURPHY	MAS	Retrieval & treatment for spinal cases & litigation against paramedic & ambulance personnel. Study in USA/Canada
	Geoff SHEPHERD	VICPOL	Study in USA for Certificate in Delinquency Control
1990	Barbara MORGAN	RLSS	Medical aspects of life saving & instruction – operations & technical equipment
	Phillip JORDAN	VICROAD	Traffic management to improve the safe transport of hazardous goods
	Doug ROBERTS	VICPOL	Emergency management arrangements and DISPLAN
	Alan SULLIVAN	SES	Educating & informing the public in emergency management
	Adrian BARRY	MFB	Impact of hazardous materials on the environment & emergency workers
1991	Euan FERGUSON	DCNR	Study in USA – Investigation of forest & rural wildfires
	Ron WEBB	CFA	The management of career and volunteer fire fighting resources
	Greg GIBSON	MAS	Study in USA – E system & role of quality assurance in pre-hospital emergency care
	Michael FARRELL	MFB	Emergency service communications system
	Michael WHELAN	CFA	Management of information to enhance fire safety in rural Victoria
1992	Trevor PERKINS	MFB	Philosophies, codes & principle for fire protection measures & practices for dangerous goods
	Phil HARRIS	MFB	Use of multi-disciplined task forces to investigate arson
	Andrea HINWOOD	EPA	Environmental assessment and management of emergency incidents
	Ross PENNY	DCNR	Smoke management issues
	Gary TENNYSON	VICPOL	Airport emergency planning & procedures
	Paul JEROME	SES	Heavy vehicle rescue techniques and training methods

1993	David NICHOLSON	MFB	Management of major emergency incidents. Emphasis on impact of civil disorder & terrorist action on fire service procedures
	Gary LYTTLE	CFA	Training concepts of volunteer fire brigades in the USA
	David GRAY	CFA	Fire department response procedures
1994	Gary ARNOLD	VICPOL	Advanced explosives techniques course
	Denis RICH	MFB	Provision of emergency medical services – comparison of identified models
	David RYAN	MAS	Provision of emergency medical services – comparison of identified models
	Frank OLIVER	CFA	Fire & Emergency Service Alerting & Communicating Systems
	Bob ROSS	MFB	Juvenile fire awareness & intervention programmes
1995	Bill McKENDRY	VICPOL	Development of support structures relating to Vicpol community safety and crime prevention strategy
	Louise AVERY	ARC	Registration & inquiry systems following evacuation in emergency
	Andrew MATTHEWS	DCNR	Study US fire detection mapping systems
	Michael WALKER	MFB	Disaster Management
	Leo Van Der TOOREN	VICPOL	Disaster Management
1996	Peter SEIZ	VICPOL	Arson investigation
	Greg BAWDEN	MFB	Computer aided dispatch
	Steven COWLING	MFB	Positive pressure ventilation & training strategies
1997	Euan FERGUSON	CFA	Fire management of privately owned plantations
	Kevin LOOMES	VICPOL	Major incident media strategies – management of media in natural disasters
	Peter COCKS	SES	Major incident media strategies – management of media in natural disasters
	Gareth DAVIS	SES	Flood response & mitigation strategies with table top exercises using PCs
	Mark O'CONNOR	MFB	Urban search & rescue
	David SELF	MFB	First responder role – MFB in emergency medical service
1998	Faye VALCANIS	DNRE	Reducing wildfires through education – investigating methods to bring about change
	Roy MARSHALL	MFB	Fire legislation for public housing with emphasis on people with disabilities – use of multimedia for delivery of fire safety and training programmes
	Stephen WARREN	SES	Development & implementation of dam emergency management plans – community awareness preparedness & warning systems
1999	Gregory McWILLIAM	VICPOL	Arson and fire incident monitoring system (AFI)
	James SAMS	MAS	Use of rapid sequence intubations in emergency medical helicopter programmes in the USA

	Joseph BUFFONE	SES	Alpine wilderness search & rescue
	Alan RHODES	CFA	Investigating disaster resistant communities
2000	David WOODS	MFESB	Emergency management & fire fighting tactics in underground tunnels
	Bruce KNIGHT	VICPOL	Recent developments in the control of CBR incidents. Identify best practice training & evaluate equipment
	Shane WRIGHT Anthony PEARCE	MFESB RAV	CBR preparedness response & recovery initiatives & strategies including initial response awareness & skills maintenance training, initial & ongoing impact on public health system & multiple agency emergency management
2001	Gary WHITE	DNRE	Evaluation of systems to recognise & address safety issues promptly, effectively and universally & evaluation of systems which promote safe fire fighting behaviours & initiatives
	Sharon LANDERS	MFESB	To investigate models of broad based community safety and injury prevention initiatives & coalitions with a view to greater fire service/ emergency service involvement
	Bruce TOBIN	VICPOL	Releasing information via the internet during a crisis
2002	Robert GATT	VICPOL	Interaction between professional & volunteer search & rescue services 'hug-a-tree' programme
	Mark GARVEY	CFA	Use of geographic information system technology in unforeseen emergencies
2003	Craig SIMPSON	CFA	Simulation training – emphasis on multi agency response to terrorist incidents
	Helen BULL	CFA	How emergency service environmental practices can be improved while maintaining efficient and effective delivery of services
	Rodney HARRIS	MFESB	To study and develop a teen-age driver education program.
	John FITZPATRICK	VICPOL	To examine best practice in use of Dog-Cam technology in search and other operations.
	Michael VANDERZALM	SES	Advanced motor vehicle extraction techniques, instruction and scenario building.
2004	James UNKLES	RAV	Helping the Helper - A study of CISM post September 11 and a comparative evaluation for the CFA & other Victorian Emergency Services.
2005	John COOKE	VICPOL	Research in England – whether the National Driver Improvement Scheme (NDIS) can be applied in Victoria.
	Georgia PRATTIS	MFB	Study of Gender Equity in the U K and how this can be applied for Emergency Services in Australia.
	Brett BOATMAN	CFA	Travel to Canada-to study –'Alpine/Cold Weather Fire fighting Techniques.'
2006	Paul JENNINGS	RAV	Incident Reporting in the Pre –hospital Environment.
	Neil BUMPSTEAD	CFA	Integrated Emergency Services-Marine Emergency Response.
2007	Glenn JENNINGS	CFA	Safer Vehicles, Safer Drivers.
	Adam Smibert	MFB	The Use if Fire Bikes in other Countries.

2008	Jeff GREEN	CFA	Cardiovascular Fatality Prevention.
	Douglas HOCKING	VICPOL	Emergency Planning Risk Management in the University Environment.
	Ms.Vicki KYRIS	VICPOL	Using Corporate Anthropology to Enhance the Alignment of Corporate Support Services with Frontline Operations.
2009	Julie HARRIS	MFB	Knowledge transfer of vulnerable groups amongst various agencies.
	Mick HERMANS	Vicpol	To consider the impacts of civil disturbance, obedience and public order in UK identifying best practice mechanisms in the emergency management of racial/religious events and the conflicts as part of event management.
	Peter KUEFFER	Vic SES	To identify best practice on responder resistance and resilience.
	Michael WHITTY	MFB	To consider expanded use of Thermal Imaging Technology for responders.
2010	Adam Barnett	CFA	<u>Volunteer</u> Critical incident stress management.
	Geoff Dunmore	VICSES	<u>Volunteer</u> Rescue design & Rescue Tool innovation.
	Rubyah Haouchar	VICSES	<u>Volunteer</u> Flood readiness & awareness- Community education.
	Rosie Keane	AMBVIC	<u>Volunteer</u> Strengthening the chain of Survival-Community awareness & education
	Tom Lowe	DSE	Building Community capacity to live with fire.
	Jonathan Payne	VICPOL	Management of OH & S of emergency service employees in uncontrolled environments & seek out best practice in mitigation.
	Ron Sheppard	AVCG	<u>Volunteer</u> Risk management in recreational boating.
	Dalal Smiley	MFB	Achieving diversity in Emergency Services through Positive Action Programs.
	Nigel Taylor	Life Sav Vic.	Water Safety for communities
	Rohan Thornton	CFA	<u>Volunteer</u> Volunteer succession and knowledge management
	Graeme Winterton	VCC	<u>Volunteer</u> Psychological first call during emergencies. Personal support & community network.