

GEMPASS Education Grants Program Stream 2: Professional Development Initiative Grants 2026

APPLICATION GUIDELINES 2026

1. About GEMPASS and the Education Grants Program

The Graduate Entry Medical Program Application and Selection Service (GEMPASS) Australia consists of nine Australian member universities who collectively develop and administer a shared approach to managing applications for entry to their medical schools. This includes the development and administration of the Graduate Australian Medical School Admissions Test (GAMSAT) and the management of a transparent, fair, and equitable admissions process known as the national Graduate Entry Medical School Admissions System (GEMSAS) which offers an on-line application and matching system for applicants to member universities medical programs.

The GEMPASS Education Grants Program aims to stimulate and support initiatives and innovations with the goal of advancing medical education in Australia through relevant and collaborative education research and scholarship. These grants are funded through surplus cashflow from GEMPASS operations.

2. Professional Development Initiative Grants Overview and Objectives

The Professional Development Initiative Grants aim to support high quality activities that enhance scholarship and/or research in medical education amongst GEMPASS member schools. Examples of activities include a series of workshops, hosting seminars or symposia, inviting a visiting scholar, and developing and trialing professional development resources. The objectives are to:

- Provide professional development opportunities for staff from GEMPASS member schools involved in medical education,
- Foster collaboration amongst GEMPASS schools,
- Share knowledge and learning across participating GEMPASS schools that result in benefits to all GEMPASS members.

Involvement of other Australian medical, allied health, health science, and public health schools in the professional development activities is encouraged.

Funding

The total amount of funding available per year for this stream is \$75,000, which may be used to fund multiple projects. Individual projects may seek the maximum amount of funding (\$75 000). At least one Professional Development Initiative Grant will be awarded per year. Grant funding will be awarded for 18 months of approval, anticipating that the project will be completed by February 2028.

3. Eligibility criteria

- 3.1. Applications must include at least 4 GEMPASS member schools (see Section 10) which are involved in the design and implementation of the activities described in the application.
- 3.2. Applicants can only be from eligible organisations. Eligible organisations are GEMPASS member schools.
- 3.3. The GEMPASS member school that submits the application is the administering organisation.
- 3.4. The person who submits the application on behalf of the GEMPASS member school is the Lead Applicant.
- 3.5. Only one grant per year may be awarded to the same lead GEMPASS member school.
- 3.6. Submitted applications require sign-off from the Lead Applicant's Head of School/ Department.

4. Budget guidelines

The grant funding can only be spent on eligible expenditure items that directly support the project.

Eligible expenditure items:

- Costs associated with an international/domestic speaker's visit (e.g. travel, honoraria, accommodation etc.)
- Costs associated with collaborative workshops.
- Other venue, catering and accommodation costs that are directly related to the proposed activities.
- Salaries for administrative support (up to a maximum 20% of total funding requested).
- Reimbursement, honorariums for community or student participants involved in co-design, workshops, etc.

The following expense items are NOT supported by this scheme:

- Individual professional development activities.
- Membership fees.
- Equipment.
- Costs associated with attending conferences.

5. Assessment criteria

The following assessment criteria must be addressed in the application:

1. Activity(ies) relevance and quality (50%)

Relevance to addressing a gap in member school staff knowledge, skills, or expertise. Appropriateness and clarity of the aim and objective of the Professional Development activities, approach, and plan to attract and engage potential participants; the diversity of participants; timeline and appropriateness of the budget, expected outputs. Activities can be for academic, clinical and professional staff.

2. Team experiences relevant to career stage and opportunity (25%)

The capability of the team to conduct and/or facilitate the proposed activities, including experience and expertise, attracting visiting scholars; evidence of applicants' research and/or scholarship in medical education, including awards, presentations, scholarly outputs, leadership and mentoring contributions.

3. Benefit (25%)

How the project meets the objective(s) of the Professional Development Initiative Grant scheme and the broader purpose of the GEMPASS Education Grants Program; how will participants in the activities be able to translate their learnings into practice, and how will the benefits be shared across member schools and disseminated more broadly.

6. Application Process

Complete the Application Template and send it as a PDF to info@gempass.org.au with the subject: **Professional Development Application – name of Applicant and Organisation** by the Closing Date and Time. An acknowledgement of receipt will be sent.

7. Grant Selection Process

Grant applications under the Professional Development Initiative stream will be reviewed by the GEMPASS Grants Committee, who will make recommendations to the GEMPASS Board. The GEMPASS Board reserves the right to make reasonable adjustments to the budget of an awarded project.

8. Grant Timeline

Monday 23 February 2026	Applications open
Monday 15 June 2026, 9.00am (AEST)	Applications due
July 2026	Assessment of applications
By 31 July 2026	Outcomes announced
August 2026	Grant agreement issued
September 2026	2026 Professional Development Initiative Grant commences
February 2028	2026 Professional Development Initiative Grant expected to finish
31 August 2028	Final report and budget expenditure report due

9. Grant Conditions

- Grant offers must be accepted by the university's authorised person and the Lead Applicant by means of a fully completed and signed grant agreement.
- The Lead Applicant is responsible for coordination between participating schools for the project, including its concept, the strategic decisions called for in its pursuit, and the communication of the results.
- The Lead Applicant will be the contact person for all administrative matters to do with the project.

- The Lead Investigator must ensure that the project is conducted in compliance with the Australian Code for the Responsible Conduct of Research (2018). Projects cannot proceed until appropriate ethics (if data are to be collected) or other required approvals have been obtained.
- The GEMPASS grant funding must be acknowledged in any presentations and publications resulting from the project.
- The Lead Applicant must provide a final report including budget expenditure within six (6) months of project completion. A report template will be provided.

The GEMPASS Secretariat will not provide any secretarial, logistical, or advertising support to the funding awardee.

10. GEMPASS Members

Australian National University

Deakin University

Griffith University

Macquarie University

University of Melbourne

University of Notre Dame Australia

University of Queensland

University of Western Australia

University of Wollongong