



Medical Research Future Fund Grant Reporting Requirements

The Business Grants Hub (BGH) within the Department of Industry, Science, Energy and Resources and the National Health and Medical Research Council (NHMRC) administer Medical Research Future Fund (MRFF) grants on behalf of the Department of Health. As part of their grant agreement with the Commonwealth, MRFF grantees are required to submit regular reports describing the progress and outcomes of their research to the relevant administering hub (BGH or NHMRC).

The Department of Health recently published the [MRFF Monitoring, Evaluation and Learning Strategy](#) (the Strategy), which describes the importance of grant progress monitoring to:

- assure that projects meet their intended objectives during MRFF funding and after it ends
- oversee issues and risks as they arise, including opportunities for early intervention
- provide information to support improvements in grant design (e.g. understanding key features of successful projects).

The reporting requirements for MRFF grantees across both administering hubs (BGH and NHMRC) have recently been updated to reflect these objectives.

What are the new reporting requirements?

The questions asked of grantees in their scientific progress and final reports have been updated.

The requirements for financial reports (e.g. financial statements) and the frequency of reporting have not changed.

What information are grantees required to provide?

MRFF grantees are required to provide information in their scientific progress and final reports in three main areas:

1. **Project Progress:** progress towards completion of project activities, management of risks, and implementation of the research findings
2. **Project Expenditure:** details of expenditure and any partner contributions
3. **Project Evaluation:** how the research contributes to the Measures of Success for the MRFF (as described in the Strategy), key research findings, and lessons learned.

Why have the reporting requirements changed?

The reporting requirements for scientific progress and final reports have been updated to support ongoing monitoring, evaluation and continuous improvement of the performance of the MRFF as described in the Strategy.

The changes are intended to provide information on the progress and outcomes of MRFF research investments, so that the Minister and Department of Health can continue to refine and improve the design, implementation, management and evaluation of the MRFF over the course of the 10-Year Investment Plan.

When will the new reporting requirements be implemented?

The new reporting requirements for scientific progress and final reports are in the process of being implemented across BGH and NHMRC. MRFF grantees that have not yet submitted scientific progress or final reports for the 2021-22 financial year should expect to report on their activities according to the updated requirements.

Consistent with current practice, reports must be submitted to the relevant administering hub (BGH or NHMRC), which will remind MRFF grantees of their reporting requirements and provide the reporting template before the due date.

Who do I contact for further information?

The administering hub (BGH or NHMRC) should be the first point of contact for any questions about the new requirements.