Sexual Health Research Fund Grant Application Form

Research Proposal Summary

Title (maximum 20 words)

**Please note that applications exceeding the specified page limits will be returned for editing.**

**Please maintain formatting and do not increase margins on the Application Form.**

**Only applications completed electronically will be accepted.**

Please ensure required appendices are completed. These are linked on the final page of this application form.

Please include references as required. References will not be included in the page count.

Section 1.1: Program Manager or Principal Investigator  
(10 page maximum CV required – separate to this application)

|  |  |
| --- | --- |
| Full name and Title |  |
| Email |  |
| Institution/Organisation |  |
| Other partners |  |
| Location of research |  |
| Any Existing Material that would contribute to this research, and names of the owners  Please provide a short summary of each item |  |

Section 1.2: Other Significant Partners/Project Staff

|  |  |  |
| --- | --- | --- |
| [Name] | [Organisation] | [Field of research/work] - [Role in project] |
|  |  | *Please note that summarising the CVs of the investigators is insufficient. Specific information on their individual role in the project is required.* |
|  |  |  |
|  |  |  |
|  |  |  |

Insert/delete rows as required

Section 1.3: Track Record (maximum 2 pages)

Provide a description of the track record of the program manager/principal investigator and the other significant project team members

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|  |

Section 2: Partnership with relevant Service Providers (maximum ½ page)

Provide an overview of the relationship with any other partner organisations in the research including relevant service providers in a range of sectors including health, education and social services.

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| --- |
| *This description should outline what relationship exists, or is planned to exist, between the organisations, as well as the role each partner organisation will have, and detail the contribution the organisations are expected to make to achieve the research outcome  Include details of any formal or informal agreements executed or pending between organisations. Please note that summarising the organisations’ mission/ vision/ strategic goals does not address the criteria for this question.*  [*See also Appendix 1: Partnership Arrangements*](http://files.clickdimensions.com/ashmorgau-apflc/files/app1partnershiparrangements.docx?1579648489005)*.* |

Section 3: Research/Program Proposal Details (maximum 6 pages)

Provide a brief description of the proposed research and its aims. Include reference to the research questions being addressed and potential outcomes of the proposed program of research.

|  |
| --- |
| Background |
| Significance/Innovation |
| Aims |
| Specific Research Questions/Outcomes |
| Methods (data sources, analysis/statistics) or Implementation |
| Timetable (month to month) |
| Ethics (as appropriate) |
| Evaluation Methods  *This section should outline:*   * *The evaluation methodology.* * *Whether the evaluation will be internal or external. Please also account for evaluation in the proposal’s budget.* * *How this evaluation connects with the proposal’s objectives and methods.* * *How the findings from the evaluation will be used.*   *This section will be assessed by the Research Sub-Committee based on:*   * *Articulation of the degree of independence* * *Timing of the evaluation of the research. Evaluation should be undertaken at a time when the outcomes of the research can be spoken to* * *Demonstration of appropriate balance between qualitative and quantitative data* * *The impact/translational capability of the evaluation. This may include context variables and identification of any other barriers (workforce, capacity, systems, money etc.)* |
| Dissemination Plan (publications/conferences) |
| Any additional comments you would like to make (optional) |

Section 4: Budget (maximum 1 page)

Please provide a breakdown of how the funds will be used in the table below.

In kind contributions (i.e. staff wages) should be clearly noted in the budget.

This breakdown should not be an estimate, but as accurate to the dollar value as possible. Suggested items have been included below. Please remove or add items as necessary. Ensure all budget items include GST.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Indicative Budget (list all items individually)** | **Additional Detail** | **Units** | **Unit cost** | **$ including GST** |
| *Staff wages. Please include wages with different unit costs separately.* |  |  |  |  |
| *Conference or forum attendance* |  |  |  |  |
| *Promotional expenditures* |  |  |  |  |
| *Transcription* |  |  |  |  |
| *Publication and study dissemination* |  |  |  |  |
| *Consumables* |  |  |  |  |
| *Staff travel – flights* |  |  |  |  |
| *Staff travel – other (please specify)* |  |  |  |  |
| *Staff per diem* |  |  |  |  |
| *Participant travel* |  |  |  |  |
| *Participant per diem* |  |  |  |  |
| *Participant incentive* |  |  |  |  |
| *Student incentive* |  |  |  |  |
| *Administrative overheads* *(up to 10% may be allowed)* |  |  |  |  |
| **TOTAL (Maximum of $100,000 including GST)** | | | |  |

Completed application forms and CV of the Program Manager or Principal Investigator must be submitted by email to the administrator at [SHRF@ashm.org.au](mailto:SHRF@ashm.org.au) with the subject heading: Sexual Health Research Fund Grant Proposal – (Surname of Program Manager/Principal Investigator) by **5:00pm (AEST) on Friday April 15th, 2022.** If you do not receive a response within 2 business days of submission, please contact Bianca Leber on 0435 799 237.

For applications which are submitted prior to the end date, please allow 1 week to receive feedback from ASHM. ASHM will be closed for the Christmas period from 20th December 2021 to 7th January 2022, resuming operations on 10th January 2022.

Section 5: Acknowledgement of Intellectual Property

An open data sharing policy will be implemented in relation to all funded research projects. Applicants who are successful in receiving funding will not own any intellectual property resulting from the research.

Please answer the following questions relating to Intellectual Property:

**Do you understand that all Project IP generated under a SHRF funding agreement will be legally and beneficially owned by the State of Queensland acting through Queensland Health (“the State”)**

Yes

No

**Do you understand that the grant recipient must notify ASHM and provide details and copies of any Project IP developed during the funded research project?**

Yes

No

**Do you understand that a grant recipient must grant to the State and ASHM license to use the Existing Material that contributes to the funded research project, to the extent that the Project IP is reliant upon this use? This Existing Material must not infringe the Intellectual Property Rights of any third party.**

Yes

No

Signature of applicant \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_/\_\_/\_\_

Checklist before submission

Please ensure that the following are completed prior to submission.

Applications sent without all documents will be returned to the applicant for resubmission.

Documents should be sent as separate files.

|  |  |
| --- | --- |
| ☐ | Application form |
| ☐ | Principal investigator’s CV |
| ☐ | [Appendix 1: Partnership Arrangements](http://files.clickdimensions.com/ashmorgau-apflc/files/app1partnershiparrangements.docx?1579648489005) |
| ☐ | [Appendix 2: Disclosures of Interest](http://files.clickdimensions.com/ashmorgau-apflc/files/app2disclosuresofinterest.docx?1579499423897) |