 



NCSEHE Small Grants   
Research Program: 2024 Round

# Proposal Coversheet

|  |  |
| --- | --- |
|  | **(Applicant to complete this column)** |
| **Proposal title**  No more than 10 words |  |
| **Organisation details**  Name and address of the organisation/s submitting the proposal |  |
| **Contact details**  Name, title, address and contact numbers (phone, fax, email) of the person NCSEHE should contact in relation to the proposal |  |
| **Researcher(s)** - Name and organisation   1. Chief investigator 2. Other investigators |  |
| **Funding requested** (excluding GST) |  |
| **Is this project part of any other program or initiative for which you have received funding?   If “Yes”, could you please provide details?** | Yes  No  |
| **Australian Business Number (ABN)** |  |
| **Is this organisation registered for GST?** | Yes  No  |

**Proposal Documentation:** The *2024 Round* *Guidelines* and *Proposal Template* (this document) are available at: [https://www.ncsehe.edu.au/grants-and-fellowship/small-grants/](https://aus01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.ncsehe.edu.au%2Fgrants-and-fellowship%2Fsmall-grants%2F&data=05%7C01%7CP.Koshy%40curtin.edu.au%7Cb0eae1f4bed444ff5d3e08db9e0ac01f%7C5a740cd757684d09ae13f706b09fa22c%7C0%7C0%7C638277541226704567%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=HnR75SDY3BPAjaon0r8ZzIeGV7PEz81af9ln2zV6Ofw%3D&reserved=0)

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# Proposal

**Please Note:**Your proposal should not exceed 8 pages. Please use 11-point Arial font, and do not change the margin sizes.

1. **Project Abstract (100 words or less)**

**2. Please indicate with an X: (a) Priority Student Groups and (b) Research Approach**

**Targeted Priority Groups**

* + First Nations Australian Students 
  + Low SES Students 
  + Students with Disability 
  + Students from Regional and Remote Australia 
  + Students from Non-English Speaking Backgrounds 
  + Women in Non-Traditional Areas 
  + Other (please specify) 

**Research Approach**

1. Innovative use of data sources. 
2. Comparative 
3. Interdisciplinary 
4. Account for cumulative disadvantage . 

**3. Outline research project and intended purpose and outcomes**

**4. Research Project Details**

1. **Key research topics and question to be addressed**
2. **Methodology (including data sources)**
3. **Timeframe (including milestones)**
4. **Deliverables – products and outputs**

**(including any dissemination or promotional activities)**

**5. Research experience and expertise**

1. **Organisation details**
2. **Quality assurance and project management**
3. **Risk management**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Category** | **Risk** | **Likelihood\*** | **Impact\*** | **Management strategies** |
| Staff | Possible loss of key researchers (including proposed leave or secondment arrangements, other work  commitments |  |  |  |
| Project management & coordination | Lack of communication across research teams and with  NCSEHE |  |  |  |
| Methodology | Survey development/ clearance, sample identification and  response rates |  |  |  |
| *Others as identified* |  |  |  |
| Adherence to  timelines |  |  |  |  |
| *Others as identified* |  |  |  |  |

\* Categorise as high (H), medium (M) or low (L)

1. **Budget**

Please insert additional line items if applicable to the proposal. Please specify funding requested from NCSEHE, separate from any in-kind contributions.

It is anticipated that grants will be for amounts between AUD $30,000 and $50,000 (excluding GST), although other amounts may be considered.

Please note that the *Small Grants Research Program* will not provide funding to cover institutional infrastructure and overhead charges.

|  |  |  |  |
| --- | --- | --- | --- |
| **Costs for the life of the program (AUD)** | | | |
| **Budget item** | **Number of days** | **Daily Rate (excl GST)** | **Amount (excl GST)** |
| Chief researcher Other research staff  Other |  |  |  |
| Clerical/other support staff |  |  |  |
| Quality assurance cost *(please specify)* | | |  |
| Data extraction/gathering | | |  |
| Survey technical report | | |  |
| Other cost | | |  |
| Sub-total (excluding GST) | | |  |
| **GST** | | |  |
| **Total** (including GST) | | |  |

**In-kind Contributions:**

**Appendices**

One page résumé and two referees per individual researcher.

**Contact**

Professor Ian Li   
Director – Research Program

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