

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 <input type="checkbox"/> No <input type="checkbox"/>
Australian Business Number (ABN)	
Is this organisation registered for GST?	Yes <input type="checkbox"/> No <input type="checkbox"/>

Proposal Documentation: The *2024 Round Guidelines* and *Proposal Template* (this document) are available at: <https://www.ncsehe.edu.au/grants-and-fellowship/small-grants/>

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

(a) Key research topics and question to be addressed

(b) Methodology (including data sources)

(c) Timeframe (including milestones)

**(d) Deliverables – products and outputs
(including any dissemination or promotional activities)**

5. Research experience and expertise

6. Organisation details

7. Quality assurance and project management

8. 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			
	<i>Others as identified</i>			
Adherence to timelines				
<i>Others as identified</i>				

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

9. 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 (<i>please specify</i>)			
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

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