# How to use this document

* Enter the project title, application ID and surname in the header.
* Review the relevant Guidelines for instruction on each section of the Grant Proposal.
* When ready to commence, delete the blue text in the body of the page **being careful not to delete the existing Section Breaks/ Page Breaks**.
* To view the page breaks, click on the “show/hide” (¶) icon on the “**Home”** menu bar (see image below).
* Excess pages or words will be redacted.
* Contact the OFR if you require assistance.


# Lay Summary of Proposed Research

[All information provided in this section must be in language that can be understood by an interested, intelligent person without a scientific background. Do not use scientific jargon, abbreviations and do not include journal citations in the lay summary. This summary should include information on the aims and importance of the study.

In the description of your study please include:

* Brief background/context
* Aim of study
* How you will go about the research
* The information the research will provide.

### Research Proposal (4 pages)

# Aims

[Describe the specific aims of the project, including a clear statement of the hypotheses to be tested.]

# Background

[This section should give clarity on the research question being addressed. The information should convince the reader of why the study needs to be done. Include information about recent progress in the field of research that relates to your proposal, and the relationship of your proposal to work in the field generally. The following points may be used as a guide:

* Conduct a comprehensive literature search
* Critically appraise the relevant literature and discuss the current knowledge on the topic (include deficiencies). If applicable, discuss the current treatment options and the associated issues risks and benefits.
* Indicate how the research question has emerged and fits logically with the evidence detailed above.
* Explain how your study will contribute to existing research and benefit your target population.
* Discuss the importance of the topic (e.g., public health, clinical importance, community, incidence, prevalence, mortality and morbidity)]

# Research PLAN

## Study design and methodology

[Outline the research plan in detail, including the following where appropriate:

* Description of the experimental design. Qualify how the design will achieve the aims and objective
* Type of study e.g., Cohort-study (retrospective or prospective), interventional study, case-control study, cross-sectional study, etc.
* Strategies to ensure that the experimental results will be robust, unbiased and reproducible
* Strengths and weaknesses of the study design and approach
* Specify the basic design elements including the population to be studied (e.g., Adults aged 18-35), any risk factors present
* Outline any ethical considerations
* Describe each clinical or laboratory assessment that will be carried out as part of this study
* Indicate what data will be collected e.g., blood tests, MRI’s, genetic testing, questionnaires etc.

## Sample size estimation and justification: Specify the estimated sample size and justify how this sample size will ensure that your study numbers will reach statistical significance

## Power calculations: Describe and detail how the power calculations were obtained

## Statistical methods to be undertaken: Describe the statistical methods that will be undertaken for this study. It is recommended this section is written in collaboration with a statistician

# Timeline

[Specify the time frame for each component of the study, this may include study visits, how long recruitment is open for and how long analysis will take etc. – you may include a Gantt chart.]

# SIGNIFICANCE

[Describe the planned outcome of the research plan and the potential significance of the research.]

### References

### Team Quality & Capability relevant to this proposal (1 page)

Outline how the complementary strengths of the team, as distinct from the individuals, are best placed to execute the outlined proposal. Consider whether:

* the CIA has appropriate expertise and skill to lead and achieve the aims of the project
* the team has access to resources, infrastructure, equipment and facilities
* the team is appropriate and has the skill and expertise that specifically targets all aspects of the proposed research.

Consumer and Community Engagement (½ page)

* Describe the involvement of consumers in your research project.
* What model of engagement has been and/or will be adopted?
* Where the projects are conducted for specific groups, has there been appropriate, in-depth consultation and involvement throughout the study design and proposed implementation? Consider, for instance, research aiming to improve health outcomes for Aboriginal and Torres Strait Islander members of our community.