EXPRESSION OF INTEREST TEMPLATE

Queensland Research Program Round 41

Research Capacity Building Grants

Expressions of Interest (EOI) for the Research Capacity Building grant scheme in Grant Round 41 **close 8 April 2024 at 10:00am AEST**. This template can be used to complete your EOI prior to submitting via [SmartyGrants](https://emfqld.smartygrants.com.au/).

Please refer to the Funding Guidelines available on [EMF website](https://emergencyfoundation.org.au/research-capacity-building/) to ensure you meet the eligibility criteria and for detailed information on completing your application.

Please note SmartyGrants is not Word compatible therefore you will need to copy the content into the online grant application form. There is no requirement to upload this working template to SmartyGrants.

Should you have any questions please contact the EMF Research Team on (07) 3720 5700 or email [grants@emfoundation.org.au](mailto:grants@emfoundation.org.au).

**EXPRESSION OF INTEREST TEMPLATE**

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| **1.** | **Applying Institution:** [Please refer to Section 3.1 in the Research Capacity Building Funding Guidelines. Research Capacity Building grants are primarily intended for: Emergency Departments of Queensland public hospitals, Queensland Ambulance Service, or Retrieval Services Queensland.] |

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| **2.** | **Research Champion:** [Title - First name – Last Name – Position/Institution – Email – Phone number.] |

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| **3.** | **Research Champion’s relevant experience:** [Max 200 words. Please outline how the Research Champion’s experience and expertise can support and build capacity in the applying emergency department or institution. Refer to Section 3.3 in the Research Capacity Building Funding Guidelines.] |

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| **4.** | **Research Capacity Baseline and Limitations:**  [Max 300 words. Please briefly outline your department/institution’s research capacity baseline, – i.e. existing research infrastructure, research active personnel and projects, and research funding. Please identify areas where a lack of capacity has limited or prevented research.] |
|  | [Your response here] |

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| **5.** | **Proposal Summary** [Max 500 words. Please describe the purpose and strategic vision for the requested Research Capacity Building grant, e.g. proposed research activities and research capacity building activities and expected outcomes. Please explain how the research capacity baseline outlined above can be successfully expanded by a Research Capacity Building grant from EMF. Please detail availability, capacity, and research experience of key personnel including the Research Champion.] |
|  | [Your response here] |

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| **6.** | **Structure of funding model and estimated Budget (GST exclusive): Total $** [Please outline the budget request and funding model, e.g. duration of funding and level of employment of research personnel. If there is potential matched funding from your department and/or institution, please include details here. Refer to Funding Guidelines Section 5.]  If you are invited to submit a full application, the budget request in the full application must be consistent with the budget requested in the EOI unless changes are requested by EMF at EOI stage.]  Example for budget request: A Clinical Research Coordinator at level NG6.1 will be required for 0.7 FTE per year for 1 year: $73,371 + $22,011 on-costs = $95,383. The Clinical Research Coordinator needs to be experienced in [include your requirements here], hence the classification required. Salary on-costs of 30% have been applied. |
|  | [Your response here] |

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| **7.** | **How will the proposed Research Capacity Building model ensure sustainability of research activities after EMF funding has ceased? What are the main risks and how will these risks be mitigated?**  [Max 200 words.] |
|  | [Your response here] |