GRANT APPLICATION TEMPLATE – EMERGE GRANTS

The Emerge grant scheme opens on 5 August 2021 and **closes 11 October 2021 at 5pm AEST**.

This template can be used to build your grant application prior to submitting via SmartyGrants. Please refer to the **Emerge grants Funding Guidelines** available on [EMF’s website](http://emergencyfoundation.org.au/queensland-research-program/) to ensure you meet the eligibility criteria and for detailed information on completing your application.

Please note SmartyGrants is not Word compatible therefore the online grant application will need to be populated by copying the content into the online 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).

## Part A: Executive Summary

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| **A1.** | **Project Title:** [Max 30 words.] |

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| **A2.** | **Principal Investigator:** [Title – First name – Last Name] |

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| **A3.** | **Administering Institution:** [Refer to section 3.2 of the Funding Guidelines. Either the Principal Investigator or the Mentor must have a formal affiliation with the Administering Institution; the affiliation must be clearly shown. A tenuous connection to the Administering Institution will not be accepted.] |

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| **A4.** | **Project summary** [Max 150 words. Please provide a short summary that is easily accessible to the general public, i.e. in clear and plain English without jargon and unexplained acronyms.] |
|  | [Your response here] |

## Part B: Project Description

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| **B1.** | **Project Plan** [Max 1000 words. Please describe the project’s background, aims and objectives, hypothesis/research question, research design and methods, analytics plan and expected outcomes.] |
|  | [Your response here] |

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| **B2.** | **Relevance to emergency medicine** [Max 150 words. Please explain how the proposed research is directed at improving the field of emergency medicine for the benefit of patients in Queensland.] |
|  | [Your response here] |

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| **B3.** | **Table or Figure** [You can upload one table or figure as supporting documentation, e.g. a project timeline or recruitment plan] |
|  | [Your response here] |

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| **B4.** | **References** |
|  | [Your response here] |

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| **B5.** | **Budget request (GST exclusive)**  Please refer to the Funding Guidelines for eligible expenditures. | | |
|  | **Budget item** | **Cost in (AU$)** | **Justification** |
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## Part C: Principal Investigator

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| **C1.** | **Email address:** |

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| **C2.** | **Phone number:** [Mobile number preferred] |

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| **C3.** | **Please describe your current clinical role and, if applicable, a brief overview of your research experience.** [Max 150 words. Please include the institution and department you are currently working at.] |
|  | [Your response here] |

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| **C4.** | **Please explain your role in the proposed project.** [Max 100 words. It is expected that the Principal Investigator be the lead researcher on the project, responsible for conducting a large percentage of the research.] |
|  | [Your response here] |

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| **C5.** | **Please describe how the proposed research might benefit you, e.g. in progressing your career or investigating an area of interest.**  [Max 150 words] |
|  | [Your response here] |

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| **C6.** | **Curriculum vitae** [Please upload a short and recent CV of 2-3 pages]. |

## Part D: Mentor and Research Team

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| **D1.** | **Mentor Name:** [Title – First Name – Last Name] |

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| **D2.** | **Mentor email address:** |

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| **D3.** | **Mentor phone number:** [Mobile number preferred] |

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| **D4.** | **Mentor: please describe your current role and, a brief overview of your research track record.** [Max 150 words. Please refer to the guidelines for the Emerge grant scheme for Mentor eligibility.] |

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| **D5.** | **Mentor: please indicate the number of hours per week you can commit to mentoring the proposed project per week:** |

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| **D6.** | **Mentor statement**  [Max 250 words. Please describe why you have chosen to support the applicant and how you will ensure the applicant receives high quality research training.] |
|  | [Your response here] |

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| **D7.** | **Mentor’s CV** [Please upload a CV less than 12 months old, detailing relevant research experience including the past five years of publications and funding success, if applicable, max 3 pages. If you have been awarded EMF grants in the last 5 years as Principal Investigator or Co-Investigator, please ensure these are included in your CV.] |

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| **D8.** | **Research team, if applicable**  [Max 300 words. If there are investigators on the team other than the Principal Investigator and the Mentor, please list them here and briefly describe their role in the project.] |
|  | [Your response here] |

**Part E: Certification**

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| **E1.** | **Online Certification**  The Principal Investigator must certify the following on SmartyGrants:   * The Principal Investigator authorises EMF to make any enquiries it considers necessary in relation to the proposed application. * The Mentor supports the Principal Investigator and the research project and meets the Emerge grant scheme’ eligibility criteria for mentors. * The Principal Investigator has notified the Head/s of Department/s (or equivalent) and the Administering Institution regarding this grant application and any relevant approvals have been obtained. * All members of the research team have given their consent to participate in the manner described in the application (if applicable). * The grant will not be permitted to proceed until appropriate ethics and governance clearance(s) have been obtained.   EMF may at any time request written documentation confirming the above certification. |