**NATIONAL ASTHMA RESEARCH PROGRAM**

**PARTNERSHIP GRANT: APPLICATION**

Please submit your completed full application to [research@asthma.org.au](mailto:researcher@asthma.org.au).

Late or incomplete applications will not be accepted. Applications that do not meet the stipulated criteria will not be accepted. Before completing your application please read the [National Asthma Research Program Strategy](https://asthma.org.au/wp-content/uploads/2020/02/AA-NARP_2020_Web.pdf) and the Partnership Grant Assessment Criteria.

For general enquiries, please contact [research@asthma.org.au](mailto:research@asthma.org.au)

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| **Application format**   * Applications must be lodged electronically in Microsoft Windows Word or PDF format, using this form. Applications not received in this format will not be accepted. * Files should be no larger than 1mb in size * Left margin should be at least 2.5cm with content aligned text left * Font (body) should be Calibri 11 point * Applications should be in one document, and named as follows: SURNAME OF LEAD RESEARCHER\_EOI\_PROJECTGRANT\_YEAR |

**PART 1: APPLICANT (LEAD RESEARCHER)**

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| --- | --- | --- |
| **Applicant details** | | |
| Title | First name | Last name |
|  |  |  |
| Gender | Date of Birth | Citizenship |
|  |  |  |
| Institution/Department | | Position |
|  | |  |
| Mailing address line 1 | | |
|  | | |
| Mailing address line 2 | | |
|  | | |
| Suburb | Postcode | State |
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| Telephone | Email |  |
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| **Applicant privacy** |
| Asthma Australia values your privacy and the security of your personal information.  This program or service is funded by donors and as such non-identifiable information may be provided to stakeholders and third parties to assess the impact of Asthma Australia’s program. At no time will your details be provided to a third party for purposes of promoting products, services, events, fundraising, or other activities. For full details on AA’s Privacy Policy, please refer to our website: <https://asthma.org.au/privacy-statement/>.  Asthma Australia would like to contact you about upcoming research grants, campaigns and information about asthma.  I agree to receive communications from Asthma Australia. |

**PART 2: INSTITUTION (LEAD ORGANISATION)**

You must appoint a lead organisation. Only the lead organisation can submit the application and enter into the grant agreement with Asthma Australia. The application should identify all other members of the proposed group.

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| **Administering Institution** | | |
| Institution name | | Institution department |
|  | |  |
| Name of institution contact | | Preferred contact method |
|  | |  |
| Mailing address line 1 | | |
|  | | |
| Mailing address line 2 | | |
|  | | |
| Suburb | Postcode | State |
|  |  |  |
| Telephone | Email | Fax |
|  |  |  |

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| --- | --- | --- | --- |
| **Institution’s authorised representative** | | | |
| Title | First name | Last name | Designation |
|  |  |  |  |
| Acknowledgment by administering institution | | | |
| In supporting this application, we agree:   1. That the institution acknowledges the merit of the proposed research project 2. That the institution is prepared to act as the administering organisation | | | |

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| Institution’s authorised representative signature |  | Date (DD/MM/YYYY) |

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| **Head of institution/department or delegate** | | | | |
| Title | First name | Last name | | Designation |
|  |  |  | |  |
| Telephone | | | Email | |
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| Assessment of the value of the project and the availability of facilities | | | | |
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| Head of institution/department or delegate signature |  | Date (DD/MM/YYYY) |

**PART 3: PARTNERS**

This section should identify all participating institutions/organisations and their in-kind or cash support to the project. A letter of support from each of the partners must be attached to the application which details (max 2 pages);

* Details of the project partner
* How the project partner will work with the lead organisation and/or other partners
* Relevant experience and/or expertise the project partner brings
* Role/responsibilities of the project partner
* Resources contributing (in-kind or cash), if any
* Nominated management level contact and signature

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| **Partners (add partners as required)**  Please include a summary only below of the partners, their roles and responsibilities and in-kind or cash contributions. Detail should be included in the letter of support. | | | |
| **1** | Partnering institution/organisation | In-kind Support | Cash contribution |
|  | $ | $ |
| Summary of roles/responsibilities of the project partner | | |
|  | | |

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| --- | --- | --- | --- |
| **2** | Partnering institution/organisation | In-kind Support | Cash contribution |
|  | $ | $ |
| Summary of roles/responsibilities of the project partner | | |
|  | | |

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| --- | --- | --- | --- |
| **3** | Partnering institution/organisation | In-kind Support | Cash contribution |
|  | $ | $ |
| Summary of roles/responsibilities of the project partner | | |
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| --- | --- | --- |
| **Total partner contribution ($)** | In-kind Support | Cash contribution |
| $ | $ |

**PART 4: INVESTIGATORS**

This section should identify all chief investigators and their respective track records (including top five publications in the last five years. Track records for each investigator should be a maximum of two pages. This section will be assessed relative to opportunity (see Assessment Criteria), please detail anything you wish to be specifically considered.

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| **Investigators (add investigators as required)** | | | |
| **1** | Title | First name | Last name |
|  |  |  |
| Project role | | Qualifications |
|  | |  |
| Institution | | Percentage of time of project |
|  | |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **2** | Title | First name | Last name |
|  |  |  |
| Project role | | Qualifications |
|  | |  |
| Institution | | Percentage of time of project |
|  | |  |

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| --- | --- | --- | --- |
| **3** | Title | First name | Last name |
|  |  |  |
| Project role | | Qualifications |
|  | |  |
| Institution | | Percentage of time of project |
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|  | Track record for chief investigators, including career disruption, attached (max 2 pages per chief investigator) |
|  | Link to online profile or CV is provided for chief investigators |

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| **Investigator declarations and signatures (all investigators must sign below)** |
| In submitting this application, we agree:   1. It is our intention to publish the results of this project in peer reviewed publications 2. We will provide details and copies to Asthma Australia of such publications and presentations 3. We will give credit to Asthma Australia in all publications, which result from the research funded by the grant, all conferences, presentations and proceedings and in any associated publicity or media coverage of the project 4. To comply with the terms and conditions of the National Asthma Research Program and the ethical standards as set out by the National Health and Medical Research Council (NHMRC) Australia Code for the Responsible Conduct of Research |

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| Applicant signature |  | Date (DD/MM/YYYY) |
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| Investigator 1 signature |  | Date (DD/MM/YYYY) |
|  |  |  |
| Investigator 2 signature |  | Date (DD/MM/YYYY) |
|  |  |  |
| Investigator 3 signature |  | Date (DD/MM/YYYY) |

**PART 5: PROJECT**

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| **Project title (maximum 120 characters)** |
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| **Project description (maximum 250 words)** |
| *Provide a brief explanation in lay terms. This explanation may be used by Asthma Australia in its published hard copy and online information to advise the general public of the research being carried out* |

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| **Project details (max 7 ½ pages)**  *Please note: all scientific information relating to your proposal must be contained in this section including any pilot or feasibility study data supporting the research.* |
| Aims (max ½ page) |
| *Describe the specific aims of the project, including a clear statement of the hypothesis to be tested or research question to be addressed* |
| Background (max 1 page) |
| *Describe the rationale for the project; the objectives of the research; and the background to the project including scientific aspects and any other relevant material* |
| Research plan and expected outcomes (max 4 pages) |
| *Outline the research plan in detail, including as appropriate:*   * *Detailed description of design* * *Techniques to be used* * *Methods of statistical analysis* * *Expected outcomes of the research project* |
| Research Milestones and timeframe (1 page) |
| *Please detail the key research milestones and approximate timeframe (dot points, table or gantt chart).* |
| Feasibility (max 2 pages) |
| *Outline the team capacity and timelines to achieve targets. Investigator track record should be attached for chief investigators* |

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| Impact and translation (max 1 page) |
| *Outline how the project meets the Impact and Translation criteria on the National Research Program Assessment criteria. Outline the expected pathway to translation for the research findings, and relevant considerations.* |
| Consumer centred (max 1 page) |
| *Outline how the project meets the consumer centred criteria on the National Research Program Assessment criteria. Outline how consumers have been consulted in the design of this research project and/or how they will continue to participate in the research once underway.* |
| Collaboration (max 1 page) |
| *Outline how the project meets the collaboration criteria on the National Research Program Assessment criteria* |
| Research priority(s) (max 1 page) |
| *Outline how the project meets the Asthma Australia National Research Program Priority(s).* |
| Indigenous Research Excellence Criteria (if applicable). |
| *If applicable, please outline how your research addresses the Indigenous Research Excellence Criteria. For further information, please refer to the Assessment Criteria. Outline how Aboriginal or Torres Strait Islander People have been consulted in the design of this research project and/or how they will continue to participate in the research once underway.* |

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| **Ethics** |
| *If you answer “yes” to any of the following questions, you will need to obtain ethics approval and provide evidence of this to Asthma Australia if your application is funded. Proof of ethics approval is not required for the application.*  *Please delete the relevant answer to each question below.*   * *Does this research proposal require submission to a human research ethics committee or other ethics review process for human research?*   *Yes/no*   * *Does this research proposal require submission to an animal ethics committee?*   *Yes/no*   * *Does this program involve organisms being genetically manipulated such that they fall under current guidelines issued by the Office of the Gene Technology Regulator?*   *Yes/no*   * *Does this program require submission to an institutional biosafety committee?*   *Yes/no* |

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| References (max 2 pages) |
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**PART 6: BUDGET**

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| All applications must provide a summary of eligible project costs over the life of the project in a table as shown below (inclusive of GST). This includes a description of each item, brief justification, priority and total value of the item requested for each year.  The description/justification column should take into account the following:   * **Staffing**   + Detail of staff required   + Role/duties within the project   + Percentage of time spent on the project   + If relevant, how this person is supported at present and when this support ceases * **Equipment**    + Functions of the requested item for the research project   + Note: capital equipment is not funded by Asthma Australia. Minor equipment which is essential for the conduct of the project can be included. The total cost of minor equipment should not exceed $5000. * **Other/direct research costs**   + Includes: additional overtime; additional specialist sessions; experimental animals not normally stocked by the institution; consumables (not normally available through the institution’s stores); translation costs; computing; charges; travel and maintenance.   + If relevant, note why these are not normally available through the institution’s normal supplies or services * **Institutional brokerage fees or grant administration levies**    + Given the size of the grants, and their source (from charitable donors and supporters), it is requested that CIs discuss with their institutions a reduction or waiving of any institutional brokerage fee, administrative overhead or infatuation levy on grants. Where such is not waived please clearly indicate this in the budget,   + Asthma Australia owes it to its donors and supporters to reduce administrative costs and this item cannot exceed 5% of the total grant if applied.   Please indicate the **relative priority** of each budget item as A, B or C in the column provided.  A. Items otherwise unavailable and without this phase of the project could not commence  B. Items without which the rate of progress would be considerably slowed and the quality of the work affected  C. Items which are desirable but not essential and the absence of which would not have the same effect as those in the preceding categories |

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| **Budget (detailed)** | | | | | |
| Type of expenditure | Description/justification | Priority | Year 1 | Year 2 | Year 3 |
| Staffing |  |  | $ | $ | $ |
|  |  | $ | $ | $ |
|  |  |  |  |  |
|  |  | $ | $ | $ |
| Equipment |  |  | $ | $ | $ |
|  |  |  |  |  |
|  |  | $ | $ | $ |
|  |  | $ | $ | $ |
| Other/direct research costs |  |  | $ | $ | $ |
|  |  |  |  |  |
|  |  | $ | $ | $ |
|  |  | $ | $ | $ |
| Institutional brokerage fees or grant administration levies |  |  | $ | $ | $ |
|  |  | $ | $ | $ |

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| --- | --- | --- | --- |
| **Budget (summary)** | | | |
| **Type of expenditure** | **Total Year 1** | **Total Year 2** | **Total Year 3** |
| Staffing | $ | $ | $ |
| Equipment | $ | $ | $ |
| Other/direct research costs | $ | $ | $ |
| Institutional brokerage fees or grant administration levies | $ | $ | $ |
| **Total** |  |  |  |
|  |  | Total Funding Requested | $ |