REQUEST FOR PROPOSALS

Expression of Interest Template

March 2016

.

**Proposal Template**

**AGEING WELL NATIONAL SCIENCE CHALLENGE –**

**RESEARCH PROPOSAL TEMPLATE**

**EXPRESSION OF INTEREST**

Please use 11pt (Arial) font for the completion of this proposal template and keep your responses within the requested limits. (We expect that a paragraph will be no more than seven sentences, with an upper limit of 200 words). No changes to margins and formatting of this template will be accepted.

1. **Project Name**:
2. **Project Team Leaders/Collaborators**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Name** | **Institution** | **PI /Co-PI/ AI** | **FTE**  **16/17** | **FTE**  **17/18** | **FTE**  **18/19** |
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1. **Are there any conflicts of interest to register in relation to this proposal?**
2. **Brief overview of current international and national research in the area of your proposed research**

*The intent is to demonstrate how your proposal relates to, or builds from, and does not replicate other work. In particular, refer to current/recent MBIE/HRC/Marsden funded research*. **[max 1/2 page]**

1. **What is the specific research question your project will address? [max 1 paragraph]**
2. **What is the gap/opportunity in NZ that provides the rationale for your project?**

*Show why your proposal is the piece of work that should be done in relation to the area, and why it isn’t business‑as‑usual.* ***[max ½ page]***

1. **How is this research informed by Vision Matauranga? [max 1 paragraph]**
2. **How does your project help to address the Ageing Well NSC mission? [max 1 paragraph]**
3. **Brief outline of proposed research, including timeframes and outcomes/outputs by 31 December 2018 [max 1 page]**
4. **Who are the end users of your project and how have they been identified? What is the pathway to implementation? [max ½ page]**

*Has any consultation or interaction with end-users occurred, and what plans are* *there during the research?*

1. **Is there co-funding for your project? What is proposed? [max 1 paragraph]**
2. **Referring to section 3 on the key information document (page 5), to which impact(s) does your proposal relate [max 1 paragraph]**
3. **INDICATIVE PROJECT BUDGET – All requested funding to June 2019, figures are GST exclusive**

*Please use your institutional budget tool to make accurate calculations. (Additional rows can be inserted into table if needed.). Justification for budget amounts will be required in the full proposal.*

*If funding is being requested to provide a stipend for a PhD or Masters Student, the student should be named and inserted in the “Project Costs” field.*

*Post Doctorate applications should also complete this indicative budget template form but will not incur overheads.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Salaries\*** | **Salary amount** | **PI / AI (PI at least 0.1FTE)** | **FTE** | **$** |
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| **Overheads** *Please provide overhead rate used (%)* | | | | **$** |
|  |  | | |  |
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| **Salary-related costs** | | | | **$** |
|  | ACC | | |  |
| Superannuation | | |  |
|  | | |  |
| **Project costs (eg. consumables) and materials/research expenses** | | | | **$** |
|  |  | | |  |
|  | | |  |
| **Travel (if essential)** | | | | **$** |
|  |  | | |  |
|  | | |  |
| **TOTAL (GST exclusive)** | | | | **$** |
|  |

**\*If the EOI is shortlisted to proceed to a full proposal this budget may be modified, within reason, and within the overall budget indication provided**

**Please submit your EoI as a PDF document to** [**administrator.ageingwell@otago.ac.nz**](mailto:administrator.ageingwell@otago.ac.nz) **by noon on Monday, 16 May 2016. Applications submitted through academic institutions’ Research Offices or their equivalents would be preferred.**