

REQUEST FOR PROPOSALS

Expression of Interest

Template

October 2018

**AGEING WELL NATIONAL SCIENCE CHALLENGE –**

***Kia eke kairangi ki te taikaumātuatanga***

**RESEARCH PROPOSAL TEMPLATE - EXPRESSION OF INTEREST**

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| **Programme Title** |
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| **Focus Area** (select one) | | | | |
| Health and Wellbeing in Ageing |  |  | Ageing and Māori |  |

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| **Research leaders** (name up to five; programme leader[[1]](#footnote-1) should be first) | |
| Name | Department and/or Organisation |
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| **Other named investigators** (add additional rows as needed) | |
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| Name | Department and/or Organisation |
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| **Research priorities, aims and objectives** *(one page max.)* |

State which Focus Area research priority/priorities the programme will address, and for each priority indicate the research aims and objectives. There is no need to provide context, background, or justification for the priority/priorities.

Through the aims and objectives, the assessors will be looking to understand what will be done in the research programme, without discussion of methodology. So, ensure that titles of aims and objectives are meaningful. You may provide one explanatory sentence for each aim and each objective, if needed.

For the sake of this proposal, *aims* are considered to be the broad statements of what needs to be achieved, whereas *objectives* are the specific steps that must be completed to achieve the aim.

Use Calibri 10 and do not adjust the margins. A diagram may be used, within the page limit. Delete these instructions.

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| **Contribution to Challenge cross-cutting themes, including Vision Mātauranga** *(500 words max.)* |

Outline how the research programme will align with each of the Challenge’s four cross-cutting themes. Pay particular attention to showing how the proposal addresses equitable outcomes and Vision Mātauranga [i.e. the required cross cutting themes].

Use Calibri 10 and do not adjust the margins. Delete these instructions.

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| **Path to impact**  *(one page max.)* |

Provide a narrative describing *how* the outputs from the research will be used to create impact, including a brief description of *what* impacts can be expected by the end of the research programme, and what may accrue in the longer term.

Assessors will be interested in the likelihood and magnitude of impact. Describe the stakeholders associated with the research programme, what contribution they made in creating the research questions, what their ongoing contribution will be and how they might action findings from research outputs to improve/maintain the health and wellbeing of older New Zealanders. The narrative and the proposed impacts should align with the Focus Area outcome statement.

Stakeholders are considered to be any group that is engaged with the research programme and who are likely to act on the research outputs.

Use Calibri 10 and do not adjust the margins. A diagram may be used, within the page limit. Delete these instructions.

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| **Research Design** *(one page max.)* |

Briefly explain the main elements of the research design. This does not require methodological detail, but should summarise the types of research approaches that will be used in relation to the research aims and objectives.

Assessors will use this to consider the appropriateness of the research approach in relation to resources, team expertise, and intended outputs and impacts.

Use Calibri 10 and do not adjust the margins. A diagram may be used, within the page limit. Delete these instructions.

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| **Timeline** |

Present a timeline for the aims and objectives; you might use a table or a GANTT chart.

The assessors want to understand the feasibility of delivering the research within the available time. If it is not clear from the objectives, it may help also to specify anticipated research outputs, with particular reference to how these outputs relate to the Focus Area outcome statement. Do not list possible publications or conference presentations. Delete these instructions.

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| **References** |

No more than one page of references. Use Calibri 10 and do not adjust the margins. Delete these instructions.

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| **Expertise** |

Attach standard CVs for up to five key research leaders.

For each of the other named investigators, provide no more than two sentences describing their experience relevant for this proposal. Delete these instructions.

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| **Indicative Programme Budget (GST exclusive)** |

Please provide an indication of expected fully costed budget. No justification is required at this stage. If, at the full application stage, there is variation of more than ±5% from the budget total indicated here, explanation of the variance will be required. Please use your institutional budget tool to make accurate calculations. (Additional rows can be inserted into table if needed.)

Salaries: provide names only for named investigators. For other staff (named or unnamed) provide a role title.

Graduate student costs (such as stipend) should be included in the “Materials and research expenses” field. Delete these instructions

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| **Programme title** |
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| **Salaries** | | | | | | |
| Named investigators and key personnel (role) | FTE  Yr 1 | FTE  Yr 2 | FTE  Yr 3 | FTE  Yr 3 | FTE  Yr 4 | FTE  Yr 5\* |
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*Add rows as required*

* *For Yr 5 – six months maximum awarded*

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|  | **Total $** |
| Casual staff | $ |
| Materials and research expenses | $ |
| Travel, meetings | $ |

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|  | **Total budget (incl overheads) excl GST** | $ |

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| **Please submit your EoI as a PDF document to** [**ageingwell@otago.ac.nz**](mailto:ageingwell@otago.ac.nz) **before 12:00 noon, on 17 December 2018. A proposal must be submitted as a PDF via the host organisation’s Research Office, or equivalent. Submission indicates host institution acknowledgment of the proposal.** |

1. The programme leader is the individual who takes overall responsibility and is the point of first contact. [↑](#footnote-ref-1)