# **ACT ED-UC Affiliated Schools Research Program 2022**

**Application Form**

Please submit your completed application: [Education-Research@canberra.edu.au](mailto:Education-Research@canberra.edu.au)

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| --- | --- | --- | --- |
| A1. Proposal Title  *Approximately 15 words* |  | | |
| A2. Contact Details of the Lead Investigator  *Name, title, address and contact numbers (phone and email) of the lead investigator UC should contact in relation to the proposal* |  | | |
| A3. Organisation Participant Summary  *(Organisations where the research team members are affiliated, e.g., University of Canberra, ACT Education Directorate, and Harrison School)* |  | | |
| A4. Team Member(s)  *Name, organization, and role of other members, e.g., co-investigators, collaborators).*  *Please insert additional lines if needed.* | Name | Organisation | Role |
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| A5. Have school team members undertaken/currently undertaking the Affiliated Schools Teachers as Researchers Program? | Yes  No  If yes, please elaborate within Part 2 (f) of the proposal. | | |
| A6. What prior experience do the team members (including lead investigator) have in? *(e.g., Community engaged scholarship, Collaborative research approaches)* | Yes  No  If yes, please elaborate within Part 2 (f) of the proposal. | | |
| A7. Funding Requested (excluding GST) | $ | | |
| A8. Is this project part of any other program or initiative for which the Lead Investigator has currently received or will receive funding? | Yes  No  If yes, please specify: | | |
| A9. Project Period | From \_\_\_\_\_\_\_\_ To \_\_\_\_\_\_\_\_\_\_\_ (\_\_\_Months) | | |

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| B1. Research Priority Areas  *Please indicate with an (X)*  *More than one category possible.* | Early Childhood Education  Cultural Integrity  Personalised Learning  Student Voice  Diversity and Equity  New Model for Schools  Work Life of Teachers and Principals  Effectiveness of Theories of Change  50-year Anniversary of ACT Education  Other Areas Aligning with the Broader Themes | |
| B2. Field of Research (FoR)  *Select up to three classification codes (6-digit codes) that relate to your Proposal. Note that the percentages must total 100%.* |  | |
| B3. The status of Research Ethics Approval from ACT ED & UC | **ACT ED** | **UC** |
| Approved | Approved |
| Not yet submitted | Not yet submitted |
| N/A (ethics approval not needed)  Specify: | N/A (ethics approval not needed)  Specify: |
| B4. Checklist  *Please refer to the Guidelines for Proposals.* | Are you eligible as a lead investigator to apply?  Yes  No | |
| Does your team include both UC Faculty of Education staff and ACT Education Directorate staff and/or Affiliated school staff?  Yes  No | |
| Does your proposal adequately include all the necessary information required in accordance with the proposal format? (see i.e., Part 1, Part 2 and Part 3 in the attached form)?  Yes  No | |
| Does your application include  1) written confirmation from Principals, Directors and Executive Dean (letter or email) supporting the involvement of each team member in the project and  Yes  No  2) one-page summary of key relevant publications by the team?  Yes  No | |

## Proposal

*Please note: There are 3 Parts to this proposal. Please complete each of them.*

**Part 1. Overview and Team (maximum 2 pages)**

*Please use 12pt font, single spaced, 2.54cm margins.*

**(a) Title**

**(b) Abstract (150 words or less)**

**(c) Project team members (name, affiliation, qualifications, research experiences)**

**(d) List of schools involved for data collection**

**(e) Category of funding**

Small Project (up to $20,000)

Medium Project (up to $100,000)

Large Project (up to $300,000)

**Part 2. Research Project Details**

*Notes:* *Refer to the Guidelines for proposals. Maximum 6 pages for Small Projects, 8 pages for Medium Projects and 10 pages for Large Projects, 12pt font, single spaced, 2.54cm margins.*

1. **Aims**
2. **Background**
3. **Key Research Question(s)**
4. **Methodology**
5. **Impact and Sustainability**
6. **Collaboration Plan**

*Notes: Please describe existing collaboration and/or future collaboration plan specifically. When describing the collaboration plan, also respond to the following questions.*

* *What characterizes this project to be a collaborative research process between ACT ED and UC?*
* *What additional support for professional development and learning will be needed to allow this project to be a collaborative research process between ACT ED and UC? and*
* *What research knowledge will the ACT school team need to engage in the research process?*

**Budget**

*Notes: Please, refer to the Guidelines for proposals for which funding can be requested.*

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| --- | --- | --- | --- |
| **Specific Budget item** | **ACT ED** | **Other Funding Source** | |
|  | Cash | Cash | In-Kind |
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|  |  |  | |
| Total (excluding GST) |  |  | |
| GST amount |  |  | |
| Total (including GST) |  |  | |

*Note: University of Canberra researchers should use the university’s budgeting tool in the first instance to calculate expenses. Toolkit can be found here:* <https://www.canberra.edu.au/myuc-s/business-units/DVC-and-VPRI/research-services/research-toolkit>

1. **Timeline**

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| **Month/Year** | **Activity** | **Milestones** |
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1. **Deliverables (products and outputs)**
2. **Background Intellectual Property**
3. **References (APA format, not included within the page limit)**

**Part 3. Appendices**

**(a) Written confirmation** from Principals, Directors and Executive Dean (within a letter of support or as an email extract) supporting the involvement of each team member in the project and stating that the team members’ time on the project is within their teaching, research and/or other workload, or committing additional workload or time allocation, and supporting the involvement of the named Affiliated Schools in the project.

**(b) Key relevant prior publications** by the research team (maximum one page)