**HASS Enabler Funding Scheme (HASS EFS) – Application Form**

**Round 1**: Applications due **Friday 11 June 2021** - Funds will need to be fully expended by 15 December 2021

**Round 2**: Applications due **Friday 3 September 2021** - Funds will need to be fully expended by 15 December 2022

Applications are to be submitted to the HASS Faculty Research Office at**research@hass.uq.edu.au****.**

Please carefully review the Guidelines and Conditions of Award before completing this form.

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| **SECTION A – Project** |
| **Please provide details of your project:** |
| **Round** | **1** [ ]  | **2** [ ]  |
| **Title** |  |
| **Summary**  |
| A plain language summary of the project (approx. 200 words)       |

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| **SECTION B – Personnel** |
| **Please provide details of the project’s personnel:** |
| **Lead** |
| **Title** |  | **Name** |  |
| **School** |  |
| **Email** |  | **Phone** |  |
| **Co-Lead/s** *If relevant for a Team application ONLY otherwise leave blank – all named Leads must meet eligibility criteria* |
| **Name/s** | **School** |
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| **Other Collaborators** *For single or Team application please name any other staff involved within UQ or potential external collaborators. This is not a requirement of the scheme for consideration. Anyone listed here does not need to meet eligibility criteria but could be a key collaborator or mentor. This question is here to provide an opportunity to expand on the networks/collaborations of the Lead or Co-Leads if useful otherwise leave blank.*  |
| **Name/s** | **School/Centre/Institute** |
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| **Eligibility Comments (if required):***Eligibility of all Lead and Co-Leads (where relevant) will be reviewed by the HASS FRO as per the Guidelines. Eligibility queries should be checked with the HASS FRO before submitting an application for consideration.* *If any Lead or Co-Lead needs to make a statement in regard to their eligibility, please do so here.* |
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| **SECTION C – Response to Scheme Criteria** |
| **In no more than 1 A4 page please provide your response to the criteria:**  |
| **Concrete research outcomes (eg publications/creative works)** *Describe what will be produced or outcomes***Potential for the activity to lead to future research activity (e.g., an external funding opportunity)***Describe the rationale for your approach and timeline and how this will lead to future research activity* **Relative to opportunity research track record (include all Co-Leads as relevant for a Team application)***Provide a short overview of your track record relative to opportunity. Include a link to UQ Researchers profile or an online CV where available.***Impact of COVID-19 and other equity considerations***Describe briefly impact of COVID-19 to your research productivity.***Alignment with school research priorities** *Identify how your research activity and proposed outcomes will support identified school priorities and initiatives****Any other Details****Include anything else you consider relevant for consideration* |

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| **SECTION D - Budget** |  |
| **2021 Budget Items – Round 1 and Round 2 (as relevant)** | **Amount Requested** |
| **Personnel** (include type of appointment and on-costs for research assistance or request for marking assistance) |  |
|       |        |
| **Total** |  |
| **Equipment** (items costing more than $500 each) |  |
|       |       |
| **Total** |  |
| **Maintenance** (Including equipment items costing $500 or less each) |  |
|       |       |
| **Total** |  |
| **Fieldwork Travel (Local or interstate only)** |  |
|       |       |
| **Total** |  |
| **Other** |  |
|       |       |
| **Total** |  |
| **TOTAL** |       |
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| **2022 Budget Items – Round 2 Only**  | **Amount Requested** |
| **Personnel** (include type of appointment and on-costs for research assistance or request for marking assistance) |  |
|       |        |
| **Total** |  |
| **Equipment** (items costing more than $500 each) |  |
|       |       |
| **Total** |  |
| **Maintenance** (Including equipment items costing $500 or less each) |  |
|       |       |
| **Total** |  |
| **Fieldwork Travel (Local or interstate only)** |  |
|       |       |
| **Total** |  |
| **Other** |  |
|       |       |
| **Total** |  |
| **TOTAL** |       |
| **GRAND TOTAL – Round 1** |       |
| **GRAND TOTAL – Round 2** |       |

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| **SECTION E – Budget Justification** |
| In no more than **1-2 paragraphs**, justify in terms of **need** and **cost**, each budget item requested. When justifying Personnel costs explain what tool/resources were used (ie. UQ Costing and Pricing Tool). You are asked to demonstrate your ability to expend these funds by the relevant deadline - **Round 1:** 15 December 2021, **Round 2:** 15 December 2022. |

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| **SECTION F – Certifications** |
| **Certification by Lead (and/or Co-Leads as relevant to a Team project):**I certify that -1. To the best of my knowledge, all the details on this application are true and complete. I acknowledge that I may be asked to provide further information relating to the application.
2. I have considered the scheme Guidelines in the preparation of this application.
3. I will comply with all necessary UQ policies and procedures in discharging my responsibilities under this funding scheme upon finalisation of program activity and budget.
4. I understand and agree that all ethical clearances must be met before the proposed research can commence.
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| **Signature of Lead** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Signature of Co-Lead** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (delete or add as relevant) |

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| **Lead Head of School Certification:**I certify that -1. The project, if funded under this grant application, can be accommodated within the general facilities in my school
2. I am prepared to have the project, if funded under this grant application, carried out in my school under the conditions set out by the Faculty
3. I have noted the amount of time that the Lead will be devoting to the project and agree that it is appropriate to existing workloads and service roles.
4. I confirm the quality of the student learning experience will be maintained while the Lead is supported to deliver on this project
 |
| **Head of School**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**School**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  |
| **Co-Lead Head of School Certification** (delete or add as relevant)1. I have noted the amount of time that the Co-Lead will be devoting to the project and agree that it is appropriate to existing workloads and service roles.
2. I confirm the quality of the student learning experience will be maintained while the Co-Lead is supported to deliver on this project

**Co-Lead Head of School**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**School**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

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