NHRP FUNDING ROUND 2024

Investigative Panel or research Project application form

Please use the table below to provide summary details of your research funding application. Please do not amend the structure of the tables in any way. The word limits for each section of the application are specified in the AHURI NHRP Guidelines for applicants and will be checked. Please note instructions are for the information of applicants and should be removed from the proposal.

|  |  |
| --- | --- |
| Project code  (allocated by AHURI Limited) |  |
|  |  |
| Project title (13 words or less) |  |
|  |  |
| Project Type | Investigative Panel or Research Project |
|  |  |
| Topic | Please identify the relevant Topic (e.g., 2024F) |
|  |  |
| Total funds requested (ex GST) |  |
|  |  |
| Précis (research statement) (50 words or less) |  |
|  |  |

University use (optional)

|  |  |  |
| --- | --- | --- |
| Field of Research (FOR) | Socio Economic Objective (SEO) | Type of Research (TOR) |

Researchers, positions and university affiliations

Please note if a team member is an Early Career Researcher.

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Title | First name | Last name | Affiliation | Position | Salary | Main role Note if ECR | Time on project\* | No. of days\*\* | ORCID ID |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |

\* Refers to the percentage of work hours per year committed to the project.

\*\* Refers to the total number of days committed over the life of the project.

Executive summary (400–500 words)

Clearly identify the aim of the research, briefly outline the proposed research methods and indicate how the topic will contribute to housing policy development.

Research scope

|  |  |
| --- | --- |
| **Location(s) of empirical research** (i.e., case studies, data sets etc.) | Name the cities/ towns and/or states. |
| **Scale(s) of analysis** | (e.g., individual/ household/ neighbourhood/ community/ institution/ nation) |
| **Jurisdictional relevance of research** | (i.e., which states/territories, national) |
| **International collaboration** | **Y/N**  If *yes*, please state nature of collaboration (e.g., international research team member, case study). |
| **Indigenous component** | Will the research collect or draw on information on indigenous status, and present analysis according to indigeneity?  **Y/N**  If *no*, please state reason. |
| **Gender component** | Will the research collect or draw on information on gender, and present analysis according to gender?  **Y/N**  If *no*, please state reason. |

Research proposal

Please follow the written instructions closely. **(Note: instructions are for the information of applicants and should be removed from the proposal).** The Research Proposal must be 3,000 words or less. All words within the research proposal section will be counted, **except for** Table 5 and the reference list. The word count therefore includes, but is not limited to; headings, tables, figures, endnotes and footnotes.

Applications with research proposals exceeding 3,000 words will not be assessed. This word count **does not include** the CVs however CVs should be included in the application document.

Applications should be structured using the following headings.

# Relevance to policy development

Clearly state the research aims and questions. Explain how these research aims and questions contribute to policy development. Demonstrate that your team has an understanding of the policy issue and literature and relate it to the research proposed.

Clearly identify the nature of the information to be obtained through the research, the link between these potential findings and the key policy issue, and the capacity of the potential research findings to actively inform policy development. Findings need to be relevant to a broader population of policy concern. For a Data research topic the application must demonstrate relevance to policy development and appropriate understanding of issues of relevance to the AHURI policy community.

# Research approach

Outline the approach taken, including the approach to policy engagement for the project.

Specify the overall research design, the research methods to be used and how the data analysis will be conducted. It must be clear how the research design, the research methods and the data analysis techniques will provide answers to each key research question. In multi-method research designs explain how the different types of data will be analysed and integrated. Significant issues that might affect the progress of the research (e.g., data access issues) should be identified and strategies for overcoming these issues detailed.

Applications should provide as much information about the methodology being used as possible. This should include models being used, reference to successful previous examples of the approach (if a relatively new approach), details of variables being used, and explanations of how possible risks or limitations will be managed/mitigated.

Please fill in the following table as part of your application (material currently in table is for illustrative purposes).

Table : Research questions, data sources and methodology

|  |  |  |
| --- | --- | --- |
| Research question | Data sources | Methodology  (including data sources) |
| Research question 1 (e.g., How do housing and income inequalities contribute to social and spatial polarisation and how have these inequalities been changing in the 25 years, 1996 to 2021?). | E.g., ABS Census data: 1996, 2001, 2016, 2021; for Sydney SLAs.  Consistently defined measures of household income, rents, employment, household and labour market characteristics and dwelling types. | Analysis of distribution curves, Gini coefficients and Lorenz curves for household incomes in Sydney using SLA data for each year. |
| Research question 2 etc. | Review of previous literature about housing inequality, housing policy makers and practitioners. | Synthesis report to discuss the channels by which the housing market contributes to social inequity. |

The key outputs to be developed through the project need to be specified, these outputs should maximise the effective dissemination of the findings. These may include AHURI peer reviewed published reports, research papers, discussion papers or work in progress reports. The final outputs will be agreed in consultation with AHURI Limited at the time of contracting.

The policy engagement approach must be clearly outlined in the research proposal if the research includes engagement. This could involve a reference or advisory group or another form of policy engagement appropriate to the research. The schedule should detail timelines for policy engagement activities. It is expected that research teams will work with AHURI Limited in the coordination of policy engagement activities. The policy engagement approach will be finalised by the research team leader and AHURI Limited when the contract is negotiated.

# Timeline

A detailed schedule is required showing the key tasks and milestones. The schedule should cover the activities to be carried out, when they will occur, how they relate to other activities, how long they will take and what the key outputs associated with each activity will be. The proposed start and end dates of each activity must be provided. Ensure that sufficient time is allowed to complete the deliverables as detailed. The project timeline should reflect completion within a timeframe of 12 months or less. This table will form the basis for the project contract.

Figure : Example timeline

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | 2024 | | | | | | | | | 2025 | | |
| A | M | J | J | A | S | O | N | D | J | F | M |
| Commencement | **X** |  |  |  |  |  |  |  |  |  |  |  |
| Literature review |  |  |  |  |  |  |  |  |  |  |  |  |
| Work in progress report |  |  | **X** |  |  |  |  |  |  |  |  |  |
| Data collection/analysis |  |  |  |  |  |  |  |  |  |  |  |  |
| Final Report |  |  |  |  |  | **X** |  |  |  |  |  |  |
| Finalisation of Report/Copy edit changes |  |  |  |  |  |  |  |  | **X** |  |  |  |

# Budget (including budget justification and value for money)

The budget should identify the inputs of staff time and resources required to complete each stage of the Research project including direct and in-direct costs of research e.g., salary, travel, data, specific software but not associated staffing costs, such as leave entitlements and severance pay.

The delivery of the research outputs should be fully funded. A robust justification for each item of expenditure (including salary and staffing levels) is required to demonstrate value for money. Provide an item-by-item budget showing funds sought for:

* Personnel costs—clearly attributed to each member of the research team and a total provided for each member of the research team (as per template).
* Engagement activities, including personnel time, venue and catering costs and travel (where appropriate).
* Data collection or purchase.
* Travel (itemising origins and destinations for travel, daily allowances etc.).
* Other costs associated with the conduct of the research.

Please provide details of any other support the project has received or is seeking. Where in-kind resources of external organisations are required to conduct and complete the research, letters that formally detail the resources to be provided should be included with the application. Correspondence that offers general, positive support for the project will be removed from proposals and not taken into consideration as part of the assessment process.

Table : Example budget table. **This budget table is an Excel table.**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Item** | **Team Leader** | **Researcher** | **Researcher** | **Researcher** | **Units** | **Totals** |
| Management | 4 |  |  |  | 4 | 3,800 |
| **Stage 1** | | | | | | |
| Literature review | 4 |  | 2 | 6 | 12 | 7,800 |
| WIPR1 | 4 | 1 | 1 | 1 | 7 | 5,550 |
| **Stage 2** | | | | | | |
| Data collection | 1 | 4 |  | 10 | 15 | 7,150 |
| Data analysis | 4 | 1 |  | 5 | 10 | 6,350 |
| Engagement activity | 4 | 1 | 1 | 7 | 7 | 5,550 |
| Final Report | 15 | 2 | 3 | 1 | 27 | 20,550 |
| Data deposit *if applicable* | 1 |  |  | 2 | 3 | 1,750 |
| Total days | 37 | 9 | 7 | 32 | 85 |  |
| Daily rate | 950 | 550 | 800 | 400 |  |  |
| **Personnel sub-total** | **35,150** | **4,950** | **5,600** | **12,800** |  | **58,500** |
| Interstate flights for engagement activity (@300 return) | | | | | 2 | 600 |
| Accommodation (@225/night) | | | | | 4 | 900 |
| Per Diem rate $100/day | | | | | 4 | 400 |
| Engagement venue hire and catering | | | | | 1 | 1,000 |
| Other costs (i.e., data purchase) | | | | |  | 2,500 |
| **Subtotal** | | | | | | **63,900** |
| Infrastructure (20%) | | | | | | 12,780 |
| **Subtotal (excl GST)** | | | | | | **76,680** |
| **GST (10%)** | | | | | | **7,668** |
| **Total (incl GST)** | | | | | | **84,348** |

## Deliverable payment schedule:

Table 3 provides an example payment schedule and the percentage of the project budget for each milestone. This is the AHURI standard practice and any changes would have to be negotiated at contracting and require a compelling reason for any change.

Table : Deliverable payment schedule

|  |  |  |
| --- | --- | --- |
| Payment Schedule | Date | Payment (% of total funds ex GST) |
| Commencement | April 2024 | 30% |
| Ethics [if required] | May 2024 | N/A |
| Work in progress report | June 2024 | 20% |
| Engagement event  e.g., Investigative Panel meeting (if applicable) | July 2024 | N/A |
| Final Report | September 2024 | 40% |
| Report finalised/copy edit changes | December 2024 | 10% |

## Distribution of funds:

Please fill in the table below indicating how project funds will be subcontracted to other universities (if applicable).

Table : Distribution of funds

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| University | Salary  costs | Any other costs (e.g., data) | Infrastructure  costs | Total funds contracted |
| University A | $45,000 | $5,000 | $10,000 | $60,000 |
| University B | $80,000 | $10,000 | $18,000 | $108,000 |
| **Total funds contracted** |  |  |  | **$168,000** |

# Research team

Please briefly articulate the ability of the research team to carry out the work by identifying the housing policy experience, housing knowledge and methodological expertise of each team member that is relevant to the application. The ability of the research team to complete the work on time should be clearly demonstrated by detailing how the research will be accommodated into teaching or other work schedules.

Where project team members are currently involved in other AHURI projects, you must name each project and indicate whether it is currently running overdue from its original contracted timelines (Table 5). You should comment if commitments on these projects will adversely affect the commencement of the research in April 2024 or its completion to the timeline provided.

Make clear that the research will be supported by a balanced research team with the appropriate mix of ‘senior’ and ‘junior’ researchers. Applications should ensure that research team leaders allocate sufficient time to lead and manage research according to its size and complexity. Please note the eligibility requirements for research team leaders in the AHURI NHRP Handbook.

Include at the end of this document a CV for each research team member of no more than 500 words each which includes all contact details (physical address, mailing address, email address and telephone number). Publication references will not be included in the word count of the application; please include full citation but list only relevant publications.

Please articulate the extent to which the project contributes to housing research capacity building through the provision of research training opportunities. It may be important to demonstrate how new researchers will be supported. For example, make clear how research training and or other capacity building measures will be advanced through the conduct of the project, particularly for postgraduate students and/or early career researchers. Capacity building statements should also be explicitly linked to the Research Centre’s strategic priorities.

Identify the extent to which the project provides for intra-Research Centre, inter-Research Centre and international collaboration, as well as inter-disciplinary work.

Table : Current AHURI Research (excluded from word count)

|  |  |  |  |
| --- | --- | --- | --- |
| Team member name | Title of research  (and AHURI code) | Current date due | Overdue? |
|  |  |  | (Yes/No) |

# CVs

CVs should be no more than 500 words. Publications are not included in the word count and please include relevant publications only.