**Requests for ESSA In-kind Support for Research Projects Form**

**Instructions to applicants:**

* Please ensure you have read and understood **‘ESSA Guide to Requests for In-kind Support for Research Projects’ and that you have checked the forward dates associated with ESSA’s evaluation of the application and when ESSA would provide notification of the outcome.**
* Applicants must take care to provide all information requested within this application form.
* You will understand that ESSA is unable to accept requests for consideration where the external research deadline is less than 15 business days from submission of the request to ESSA.
* Once the form is completed, please attach Investigator CVs and combine in a SINGLE pdf document for submission.

***Applications must be submitted to*** [***research@essa.org.au***](mailto:research@essa.org.au)***. (using the subject line Request for Support: Principle Investigator Surname)***

1. **Investigator details:**

*Please duplicate field if required.  
NB: At least one investigator(s) must be a member of ESSA. Please include professional URL e.g. University research profile, ORCID, LinkedIn, ResearchGate*

**Principal Investigator(s):**

|  |  |  |
| --- | --- | --- |
| Name: | | Title: |
| Institution: | | |
| Professional URL: | | |
| Email: | | |
| Phone: | If an ESSA member - ESSA ID: | |

**Associate Investigator(s):**

*Please provide a list of all associate investigators. Please set out clearly. For each investigator provide:*

* *Name and title*
* *Institution/business*
* *Professional URL e.g. University research profile, ORCID, LinkedIn, ResearchGate*  
  *NB: At least one investigator(s) must be a member of ESSA. Please include professional URL*
* *Email address*
* *ESSA Membership Number (if relevant)*

1. **Name of administering organisation:**
2. **Collaborating Institution(s) or Industry Partner(s):**

1.

2.

3.

1. **Project title:**
2. **Project funding:**

*Please provide this information for ESSA planning purposes*

|  |  |
| --- | --- |
| Is this project already funded? | YES/NO |
| Are you seeking grant funding for this project? | YES/NO |
| If yes, please list the funding agency/scheme |  |
| Approx. date when grant outcome will be known |  |
| Estimated start and finish dates for the project if funded |  |

1. **Summary of proposal and how the proposed project would contribute** **to** [**ESSA’s 2024 -2026 Strategic Plan**](https://www.essa.org.au/Public/About/Strategic_Plan/Public/ABOUT_ESSA/Strategic_Plan.aspx) **and** [**ESSA’s PAU Policy and Advocacy Strategic Priorities 2023-2025**](https://www.essa.org.au/Public/Public/Advocacy/Policy_Statements.aspx) **):**

Briefly describe the rationale and significance of the proposed project; how this will address a gap in the literature; benefit exercise and sports science practitioners, the industry, or the community; and address ESSA’s stated research priorities. Please use plain English. (max 200 words.)

1. **Aims and hypotheses (***max. 1 paragraph***):**Describe the aims and hypotheses of the research proposal.
2. **Project description (***max. 2 pages***):** 
   * Outline the conceptual framework, design, and methods, and demonstrate that these are adequately developed, well integrated, and appropriate to achieve the aims of the project. Include research plans and proposed timelines including when the project will start and the anticipated completion date.
   * Clearly outline how and why support from ESSA would assist in achieving the research objectives and how these would assist ESSA in meeting its strategic objectives.
   * Describe those who will benefit from the project and how the project would support ESSA and its membership.
3. **Research environment:**

*Describe the existing or developing research environment within the administering organisation/collaborating organisation(s) for this project. Summarise the role, responsibilities, and contributions of each organisation.*

1. **References:**

Include key references only, including relevant references that refer to the Investigator team’s previous research or industry contribution.

1. **Detail of in-kind support requested:**

*Please outline the nature of your request by selecting the appropriate box below.*

*Refer to the Types of support in the Guide and state the type number/s below. Please confidentially share letter of support template, any survey questions, grant details, training summary, dissemination plan or project details using attachments.*

|  |  |  |
| --- | --- | --- |
| **Support Type Number** | **Inkind Research Support Type Description** |  |
| 1 | Letter of Support |  |
| 2a | Share approved member research survey |  |
| 2b | Share approved student member research survey |  |
| 3 | Share training opportunity |  |
| 4 | Collaborate for a research / industry partnership through a grant |  |
| 5 | Disseminate research outputs arising from a successfully funded project |  |
| 6 | Disseminate findings post-project |  |
| 7 | Share project announcement |  |
| 8 | Other |  |

***PLEASE NOTE:*** *If you are seeking a* ***Letter of Support, please provide a draft letter*** *using content and formatting required by the funding agency along with this application for ESSA to finalise if support is agreed.*

***Tick here to confirm if a Letter of Support is needed, and a draft has been attached***

1. **Human research ethics requirements:**

*If ethics approval is already obtained, please provide name of committee and approval number and desirably a copy of any survey.* *In-kind activities agreed by ESSA will not commence until evidence of HREC approval is supplied.*

|  |  |
| --- | --- |
| Is human ethics approval required for this project? YES NO | |
| Human Research Ethics Committee: | Application/Approval Number: |

1. **Certification by applicant:**

*In signing this page, you certify that all application details are correct, that written agreement to involvement has been provided by all Investigators, and that you agree in future to share with ESSA the final report and/or publications arising for the benefit of ESSA members. Digital signature acceptable.*

|  |  |
| --- | --- |
| Name:  Title: | |
| Signature: | Date: |