**QUEX Institute Accelerator Grant Scheme 2019 Application Form**

Please return the completed form to QUEX@exeter.ac.uk and globalstrategy@uq.edu.au by **16 September 2019**.

***QUEX Institute Accelerator Grant applications must clearly detail intended funding submissions and other outputs that will result from this initiative. When completing this form, please remember to write in a way that is readily accessible to a general audience. Applications will be reviewed by an interdisciplinary panel.***

***Please review the QUEX Institute Accelerator Grant Scheme 2019 Guidelines for Applicants
before completing your application***

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| **1. Applicants *(please add further lines if there are more applicants)*** |
| **Lead Applicant (1)** |
| Name |  |
| Post |  |
| Appointment type | fixed term / continuing |
| Appointment | academic / research / adjunct / conjoint / honorary / emeritus  |
| Department |  |
| Institution |  |
| Email |  |
| **Co-Applicant (2)** |
| Name |  |
| Post |  |
| Appointment type | fixed term / continuing |
| Appointment | academic / research / adjunct / conjoint / honorary / emeritus |
| Department |  |
| Institution |  |
| Email |  |
| **Additional Applicant (if applicable) (3)** |
| Name |  |
| Post |  |
| Appointment type | fixed term / continuing |
| Appointment | academic / research / adjunct / conjoint / honorary / emeritus |
| Department |  |
| Institution |  |
| Email |  |
| **Additional Applicant (if applicable) (4)** |
| Name |  |
| Post |  |
| Appointment type | fixed term / continuing |
| Appointment | academic / research / adjunct / conjoint / honorary / emeritus |
| Department |  |
| Institution |  |
| Email |  |

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| **2. Title / Name of proposed initiative *(max 70 characters, can be provisional)*** |
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| Start Date: |  |
| End Date: |  |

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| **3(a). Please specify one or more of the** [**QUEX Themes**](https://www.exeter.ac.uk/quex/themes/) **that this project aligns to:** |
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| **3(b). Please specify one or more of the** [**QUEX Sub-themes**](https://www.exeter.ac.uk/quex/themes/) **that this project aligns to:** |
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| **3(c). Please specify one or more of the** [**United Nations Sustainable Development Goals**](https://www.un.org/sustainabledevelopment/sustainable-development-goals/) **that this project aligns to:** |
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| **4. AMOUNT REQUESTED (Max AUD 50,000/ GBP 30,000)** *Funding will be provided in full to the nominated lead applicant in the currency of their home institution. The lead applicant will be responsible for the budget and spending and transfer arrangements.* |
| **Total:** |  |

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| **5. Please provide a summary of your research** *(300 words max). Within the context of your identified QUEX theme(s), please describe your project using language that is readily accessible to academics of other disciplines and/or members of the public. Should your project be successful, this text may be used on the QUEX Institute website.*  |
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| **6. Describe your project in more detail.** *(500 words max). Please ensure that you:*1. *Provide background and context*
2. *Outline the aims and objectives*
3. *Showcase how your proposal is original, novel and has high impact potential*
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| **7.** **The plan - methodologies and approaches.** *(500 words max) Please provide a clear description of your project plan, including how the funds will be used. Please include the methods / approaches that you intend to use (with some justification as to why they are the most appropriate), a timeline for the proposed plan (taking into consideration that the project must be completed within 12 months) and give some clear idea of who in the collaboration will be responsible for each step along the way.* |
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| **8.** **Anticipated outcomes, benefits and non-academic impact** *(300 words max). Please articulate the anticipated outcomes of your project, including* 1. *Expected outputs (e.g. co-publications, policy papers, larger research or teaching grant submissions, teaching or mobility program etc.),*
2. *Describe how the initiative will contribute to expanding and sustaining the QUEX Institute relationship (e.g. education, further research, growth of collaboration, the inclusion of other world-leading Institutions from across the globe, etc.),*
3. *Highlight any expected non-academic impacts (influencing policy, end-users, wider public (socio-economic / health / environmental) benefits and influence.*
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| **9.** **Why the QUEX Institute?** *(300 words max). Please clearly describe / justify:*1. *Why is the QUEX Institute the best platform from which to launch, support or grow your collaboration?*
2. *What will your collaboration and project bring to the benefit of the QUEX Institute and community?*
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| **10.** **COSTS:** Please provide a breakdown of the costs associated with this project – this should include direct costs only. A brief justification for each element should be provided. |
|  | **Cost** | **Justification** |
| **Lead Applicant Institution (1)** |  |  |
| Eligible Staff Costs  |  |  |
| Travel and Subsistence |  |  |
| External Speakers/Facilitators |  |  |
| Venue Costs |  |  |
| Other (detail) |  |  |
| **Co-Applicant Institution (2)** |  |  |
| Eligible Staff Costs |  |  |
| Travel and Subsistence |  |  |
| External Speakers/Facilitators |  |  |
| Venue Costs |  |  |
| Other (detail) |  |  |
| **TOTAL** |  |
| Eligible Staff Costs |  |
| Travel and Subsistence |  |
| External Speakers/Facilitators |  |
| Venue Costs |  |
| Other (detail) |  |

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| **11.** **In submitting this application, you are confirming that: you have read and will comply with the guidance notes for the QUEX Institute Accelerator Grant Scheme; the information given is accurate; the costs have been approved by your departments’ internal processes; the work can be carried out within 12 months; and a final report will be provided 2 months later.** |
| SIGNATURE OF LEAD APPLICANT SIGNATURE OF LEAD APPLICANT’S HEAD OF COLLEGE/SCHOOLSIGNATURE OF CO-APPLICANT SIGNATURE OF CO-APPLICANT’S HEAD OF COLLEGE/SCHOOL | DATEDATEDATEDATE |

**12. Supporting documentation**

Please attach any relevant supporting documentation, e.g. support letter if a third partner is involved, confirming participation and any relevant financial/in-kind contributions outlined in section 10; market research, etc.

**13. Conditions of Funding:**

Awardees have until **14 October 2020** to complete initiatives and expend the funding.

Funding is only provided for the activities as detailed in your application.

Expenditure of the award must not exceed the value of the award.

Details of the award may be listed on the QUEX Institute websites of The University of Queensland and University of Exeter.

All publications resulting from this project should include the following acknowledgement: *‘This project was supported by the QUEX Institute – a partnership of The University of Queensland and the University of Exeter’*.

The QUEX Institute team may, from time to time, contact award holders to monitor progress and expenditure.

A final project report and financial acquittal will need to be completed and submitted by **14 December 2020.**