**Australian Linguistic Society**

**Research Grant Application Form**

Please fill out the form below, save it as a Word document (.doc or .docx) and email it to

secretary@als.asn.au

**1. Applicant Details**

**PLEASE NOTE:** The principal applicant must be a current financial member of ALS at the date of submission of the application. If the principal applicant is not a current financial member of ALS, the application will not be considered.

If there is more than one applicant for a research grant, please copy the applicant details headings below. Please provide a separate set of applicant details for each applicant. Paste information about additional applicants within this section.

Applicant 1

1.1 Your name:

1.2 Your email address:

1.3 Your best contact phone number:

1.4 Your postal address:

If you are a student, please also provide the following information.

1.5 Your university:

1.5 The degree you are enrolled for (e.g. Honours, MA, or PhD):

1.6 Your year of enrolment (1st, 2nd, 3rd etc):

1.7 Name(s) of supervisor(s):

1.8 Your main supervisor’s email address:

**2. The Project**

*2.1* Project title

Provide a brief, no more than 10 word, title for the project

*2.2* Project Summary

Provide a brief, 200 word maximum, statement summarising what the project will do, its aims, significance and expected outcomes.

*2.3* Research Goals

What goals does your research aim to address? Where will you do the work, and who will you be working with? How long are you going to be there?

*2.4* Research Expertise

What expertise and training do you have to undertake this research? Are there mentors who will assist with expertise?

*2.5* Research Approvals

Does this project require approvals, ethics or otherwise? Have these been obtained? If not, what is the evidence that they will be in place by the commencement of the research project?

*2.6* Research Expenses Summary

What expenses arise in relation to this research? For example, this could include accommodation, payments to consultants, travel. Funding for equipment will only be available in exceptional circumstances.

**NOTE**: This section is a summary and **NOT** the budget, which is to be detailed in Section 3. An example summary would be - “This project requires air/road travel to X. It requires payment to X consultants”

*2.7* Research Time Frame

Are there factors which necessitate that the research be undertaken within a particular time frame?

**NOTE**: This section relates to time constraints which follow inherently from the nature of the research itself. Time constraints which relate principally to the applicants’ schedules are not relevant and will not be considered.

*2.8* Potential Alternate Funding

Have you applied to any other source of funding (e.g. ARC, ELDP)? When will you know the outcome of that application?

If you are a student, please also provide the following information.

Does your School / Centre / Department / Faculty have funds available to students to support research costs? Have you applied for such funds? How much, and what costs would it support? Has your application been approved, and if so what funding has been approved? If your application is still under consideration, when will you know the outcome?

Does your supervisor have a relevant research grant? If so, how much funding is supplied from that research grant for your research?

**3. Budget**

Please provide an estimate of the overall budget for the project. You may request funding up to $5,000. Use the table below and add extra rows as necessary. (The text in the table is just an example, please type over.)

Please clearly show any other funds you have obtained or requested (your own personal contributions, or any student research allocation from your School, for example).

|  |  |  |
| --- | --- | --- |
| Item | Amount (AUD) | Notes |
| e.g. consultant payments | $1000 | 40 hours @ AUD$25 p/h, to be paid from Research Grant |
| e.g. flights | $500 | flights paid by my School/ELDP grant |
| e.g. vehicle hire |  |  |
| e.g. fuel |  |  |
| e.g. accommodation |  |  |

**4. Assessment Criteria**

The scheme is open to projects of all kinds falling under the general heading of “Linguistics”.

The ALS Executive will assess research grant applications against the following criteria.

A. Is the project feasible? What approvals, expertise, and resources are required to complete the project within the timeframe specified?

B. Given the research opportunities available to the applicant(s), is there evidence that the applicant(s) will bring the project to successful completion within a reasonable time frame?

C. Will the proposed research be cost-effective and value for money?

D. What is the potential time period when the research could be undertaken?

E. The potential for the applicant(s) to obtain funding from other sources.

F. The potential significance of the proposed research.

**5. Accounting and Reporting**

Successful applicants will be required to sign a contract with ALS. This contract will set out the research to be undertaken and the funds supplied by ALS. Grantees will be required to:

A. Account for all expenditure.

B. Provide copies of receipts for all expenditure.

C. Provide a final report describing the research undertaken and the results of this research.