**APPENDIX C**

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| **Veterans’ Health Advisory Panel****Stage 2: Application Form for 2018 Research Funding**  |
| *This form must be completed by the applicant, saved as a PDF, and sent to The Secretary, Veterans’ Health Advisory Panel, email:* *helena.strange@nzdf.mil.nz**Before completing this form please read all the attached information.****Font size no smaller than Arial 12pt.******Due by midday, 25 January 2019. Incomplete or late applications will not be accepted.*** |
|  |
| 1. **COVERSHEET**
 |
|   |
| **List all Principal & Associate Investigators** *(add boxes if required)* |
| Principal Investigator & Institution |  |
| Address  |  |
| Phone numbers |  |
| Email |  |
|  |
| Associate Investigator & Institution |  |
| Address  |  |
| Phone numbers |  |
| Email |  |
|  |
| Associate Investigator & Institution |  |
| Address  |  |
| Phone numbers |  |
| Email |  |
|   |
| **CVs** *(complete Appendix C1 for each named investigator (researcher))* |
|  |
| **Referees x 2**  |
| Name(s) |  |
| Address  |  |
| Phone numbers |  |
| Email |  |
| Context |  |
|  |
| Name(s) |  |
| Address  |  |
| Phone numbers |  |
| Email |  |
| Context |  |

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| 1. **MAIN PROJECT PROPOSAL (Expand on Stage 1 Proposal)**
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| 1. **Research title**
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| 1. **Abstract project proposal**

*Below provide a 350 word maximum plain language summary to describe the research, its aims, key methods and reasons for doing it. NB: This is used to share information regarding the project.* |
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| 1. **Project duration and milestone dates**
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| 1. **Questions / aims / objectives of the research**
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| 1. **Research question(s)**

 1. **Aims and objectives of the research**

*Below, include as many of the project’s aims and objectives as required and the time it will take to do them.*

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|  | **Objective**  | **Timeframe (period)** |
| **1** | Delete and type here | (MM/YY TO MM/YY) |
| **2** |  |  |
| **3** |  |  |
| **4** |  |  |
| **5** |  |  |

 *To add more lines, place cursor at end of table row and hit ‘enter’.* |
| 1. **Background and rationale for the research**

*(1 pg. max- Please include and list all references in the references section)* |
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| 1. **Impact of the research to veterans’ health** *(1 pg. max)*

**i.e. What difference will the project make?** |
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| 1. **Addressing the *Guiding Principles for Investment***

*(In around 2 pages clearly outline how the project will meet each principle below)* |
| 1. **Take a broad holistic view of health research, including the physical and mental health and wellbeing, and social outcomes of veterans and/or their families.**
2. **Focus on research that aims to benefit the health of veterans and/or their families by informing policy and practice.**
3. **Focus on contemporary veterans (from the 1990 Gulf War onwards) *- Note for this 2018 call for research proposals the focus is Viet Nam veterans and health. However, any research proposals could also find links to impacts on contemporary veterans.***
4. **Focus on issues relevant to New Zealand.**
5. **Work collaboratively with other agencies, including Veterans’ Affairs and the NZDF, to help ensure the relevance of research, optimise research design, leverage funding, and maximise the benefit for veterans.**
6. **Build on existing research infrastructure and capability, including the Statistics NZ Integrated Data Infrastructure (IDI).**
7. **Align with the principles set out in the New Zealand Health Research Strategy 2017­–2027**
8. **Compliance with Government procurement guidelines will be a paramount consideration when making investment decisions**
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| 1. **Research design and methodology** *(3 pages max)*
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| 1. **Design and methodology**
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| 1. **Participants and location(s)**
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| 1. **Data collection, analysis, and management**
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| 1. **Quality assurance**
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| 1. **Publication and dissemination plan**

*Outline your dissemination plan, including publications, activities and any events and their expected delivery dates.* |
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| --- | --- | --- |
|  | **Outputs/Events** | **Date (expected)** |
| **1** | Delete and type here | (DD/YY TO DD/YY) |
| **2** |  |  |
| **3** |  |  |
| **4** |  |  |
| **5** |  |  |
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*Add more rows as required* |

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| 1. **Ethical issues**
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| 1. **Funding budget**
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|  | **Year 1** | **Year 2** | **Total** |
|   | **Budget $** | **FTE** | **Budget $** | **FTE** | **Budget $** | **FTE** |
| **Salaries:** |   |   |   |   |   |   |
| Principal Investigator/s |  |  |  |  |  |  |
| Associate Investigators |  |  |  |  |  |  |
| Postdoctoral Fellows |  |  |  |  |  |  |
| Research & Technical Assistants |  |  |  |  |  |  |
| Others |  |  |  |  |  |  |
| **Total salaries** |  |  |  |  |  |  |
| Salary related costs |  |  |  |  |  |  |
| **Total salaries and related costs (a)** |  |  |  |  |  |  |
|   |  |  |  |  |  |  |
| **Indirect costs:** |  |  |  |  |  |  |
| Overheads |  |  |  |  |  |  |
|   |  |  |  |  |  |  |
| **Direct costs:** |  |  |  |  |  |  |
| Expendables |  |  |  |  |  |  |
| Equipment depreciation |  |  |  |  |  |  |
| Equipment rental |  |  |  |  |  |  |
| Postgraduate student stipends |  |  |  |  |  |  |
| Subcontractors |  |  |  |  |  |  |
| Extraordinary expenditure |  |  |  |  |  |  |
| **Total other costs (b)** |  |  |  |  |  |  |
| **Subtotal (a + b)** |  |  |  |  |  |  |
| GST at 15% |  |  |  |  |  |  |
| **GRAND TOTAL**  |  |  |  |  |  |  |

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| 1. **Budget justification**
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| 1. **Host declaration and signatures**

*Signed by duly authorised signatory on behalf of the host organisation* |
| **Principal investigator/s (First Named) declaration**I declare that the details provided in this proposal are true and correct.Signature:Name:Date:**Host and institutional approval** to conduct this research from and under the host institution with its support is declared by:Signature:Name:Date:***Signed by duly authorised signatory on behalf of the host organisation*** |

**APPENDIX C1**

**Curriculum Vitae** *(8 pages maximum)*

*Include a CV for all named investigators and researchers contributing to the research (use the RS&T CV format). Copy the template below as required for each team member.*

**PART 1 – Personal and professional details**

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| **1a. Personal details** |
| **Name** | Title | First name | Second name(s) | Family name |
| **Present position** |  |
| **Organisation/employer** |  |
| **Contact address** |  |
|  |
|  | **Post code** |  |
| **Work telephone** |  | **Mobile** |  |
| **E-mail** |  |
| **Personal website** (if applicable) |  |

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| **1b. Academic qualifications** |

*List in reverse date order. Start each qualification on a new line, i.e. year conferred, qualification, discipline, and university/institute.*

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| **1c. Professional positions held** |

*List in reverse date order. Start each position on a new line, i.e. year-year, job title, organisation.*

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| **1d. Present research/professional speciality** |

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| --- | --- |
| **1e. Years of research experience** (exclude periods away from research) | years |

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| **1f. Professional distinctions and memberships** (e.g. honours, prizes, scholarships, governance roles etc.) |

*List in reverse date order. Start each item on a new line, i.e. year / year-year, distinction.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **1g. Number of peer- reviewed publications and patents** | Journal articles | Books, book chapters, books edited | Conference proceedings | Patents |
|  |  |  |  |

**PART 2 – Information relevant to this proposal**

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| **2a. Research publications and dissemination relevant to this project** |

*List in reverse date order.*

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| **2b. Previous research work relevant to this project** |

*Repeat and expand box below as necessary.*

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| **Research title:** **Principal outcome:** **Principal end user(s):**  |
| **Research title:** **Principal outcome:** **Principal end user(s):**  |
| **Research title:** **Principal outcome:** **Principal end user(s):**  |