Expression of Interest for research project

Submission form

Australian Government

Instructions

Please complete this EOI submission form and send it and all supporting information as a single PDF file via email to research@naturalhazards.com.au **by the closing date specified**.

If you have any questions or need support completing your submission, please email research@naturalhazards.com.au.

Privacy statement

Once submitted all EOIs will be treated as commercial in confidence.

Part A – general details

Project ID and title

Lead research organisation

Name

Principal researcher

Title

First name   Surname

Position

School

Department

Phone   Email

Summary of qualifications (max 50 words)

Project team

Please list all people expected to contribute to the delivery of the project, including the Principal Researcher.
Where Research Fellows and Research Assistants are not yet hired, please list role type under 'Name' and label with "(role to be filled)". If there is insufficient space, please provide a separate attachment in addition to completing the table below.

Name	Organisation	Project role	Expertise brought to project	Time (FTE)[1]
FTE total				

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1 Total (cumulative) contribution over the life of the project.

Diversity statement

The Centre particularly encourages EOIs from diverse project teams, e.g., including Aboriginal and Torres Strait Islander peoples, women, culturally and linguistically diverse people, people with a disability, LGBTIQ+ people, and people with family and caring responsibilities.

If you would like to provide information about the diversity of this project team, please do so here (optional).

Part B – submission

Proposed approach

Please describe how the project team intends to approach the project, including an indicative methodology (max 400 words).

Indicative schedule of work

Please provide an indicative schedule of work and interim milestones/deliverables as described in the Call for EOIs document. If you would like to provide additional schedule detail, please include it as a separate attachment in addition to completing this table.

Task	Description	Deliverables	Start date	End date

Proposed project budget

Please provide a proposed project budget including details of any in kind contribution from the research organisation/s using the table below. If you would like to provide additional budget detail, please include it as a separate attachment in addition to completing this table.

Item	TOTAL ($)
Cash budget allocation[2]	
Salaries (including on-costs)	
Operating expenses	
Essential equipment purchases[3]	
TOTAL	
Fund source/s	
Natural Hazards Research Australia	
Other (please specify)	
In-kind contributions	
Lead research organisation	
Other (please specify)	
TOTAL	

Please provide your calculations for the in-kind amounts listed above.

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2   Administrative overheads are limited to direct salary-related on-costs. Indirect cost recoveries are not to be included. Other administrative overheads and indirect costs can be included as in-kind contributions.

3   Ordinarily, project funds are not to be used to purchase equipment. Where funds for equipment are requested, they will need to be justified.

Statement of outcomes and outputs

Please provide a clear statement describing the outcomes and outputs that the proposed approach to this project would deliver and how the findings could translate into practice (max 500 words).

Statement of capability

Please provide a statement of capability for the project team, including the proposed contributions of each team member to the project (max 600 words).

Statement of research experience and stakeholder engagement

Please provide a statement demonstrating the project team's relevant research experience and stakeholder engagement (max 500 words).

COVID-19 risk management statement

Please outline any known or anticipated impacts of COVID-19 pandemic restrictions or human resource risks on timely delivery of the project. Where appropriate, include risk management arrangements for these impacts (max 500 words).

Attachments

Please check which of the following are included as attachments to this submission:

CVs for each of the project team members (Required - max two pages each):

Number:

Additional project team members

Additional schedule of works detail

Additional budget detail

Other – please specify:

Conflicts of interest

If the project team has any conflicts of interest to disclose, please outline them below.

Declaration

By submitting this EOI, I, the Principal Researcher declare that:

The project team has read and agree to abide by the requirements specified in the Call for EOIs for this project

The proposed project team does not have any conflicts of interest to disclose, other than those outlined above

The project team will secure any ethics committee approval required prior to undertaking the research

The information contained in this submission is true and accurate