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| **Melbourne Social Equity Institute** | APPLICATION FORM Community Engagement Grants 2020 |

The Institute invites proposals for activities to support a researcher with a research idea to test, explore and develop in partnership with members of disadvantaged or marginalised communities. The funding will enable the researcher to develop interdisciplinary and community-engaged networks within and external to the University. The scheme aims to support research ideas that may lead to a proposal for future rounds of the MSEI’s seed funding program or the Community Fellows Program. The Community Engagement Grants are designed to build a researcher’s / research team’s ability to engage with community issues at a grassroots level.

**SECTION 1:**

## Co-ordinating Investigator

## The lead applicant must hold a PhD and be an academic employed at UniMelb on a permanent or fixed term basis with a contract until at least July 2021.

Attach a one‑page CV that includes any grants and publications that are particularly relevant to the proposed project.

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| **Name** |  |
| **Department/School** |  |
| **Faculty** |  |
| **Email** |  |
| **Phone** |  |
| **Find an Expert URL** |  |

## 1.2 Team Members

List UoM team members if known at this stage. Otherwise, please indicate which Faculties or disciplines you would like to engage with in the course of this project.

Provide a link to their Find an Expert page or attach a one‑page CV or for each team member.

**1.3 List the external collaborators involved in the project or those with whom you would like to engage:**

## 1.4 Which MSEI research program(s) does your project align with?

Please tick the relevant box below. If your proposal aligns to more than one area of research, please number in order of relevance.

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|[ ]  [Migration and Social Cohesion](https://socialequity.unimelb.edu.au/programs/migration-and-social-cohesion)  |
|[ ]  [Digital Access and Equity](https://socialequity.unimelb.edu.au/programs/digital-access-and-equity) |
|[ ]  [Mental Health and Society](https://socialequity.unimelb.edu.au/programs/mental-health-and-society) |
|[ ]  [Prevention of Violence Against Women and their Children](https://socialequity.unimelb.edu.au/programs/violence-against-women-and-their-children) |
|[ ]  Other: Please provide details if your proposal falls outside one of the MSEI’s research programs. |

**SECTION 2: PROPOSED PROJECT**

# In no more than 800 words in total across questions 2.1-2.3, please describe your proposed community engagement project.

**2.1 Please describe the problem or opportunity that you would like to explore**

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**2.2 Explain how you will engage with people with lived experiences and/or the community organisations that support them**

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**2.3 Please describe the planned community engagement activities that you wish to undertake during this project**

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# **SECTION 3: INDICATIVE BUDGET**

The maximum amount of funding available is $3,000 per project. Funds may be used for:

* Employing Research Assistants;
* Remuneration to support community participations (e.g. vouchers for participation in a workshop or roundtable). Please refer to the rates suggested in MSEI’s [Guidelines for Equitable and Fair Remuneration for Community Research Participants](https://socialequity.unimelb.edu.au/__data/assets/pdf_file/0010/3427345/remuneration-guidelines.pdf);
* Employing professional staff to provide administrative or project management support;
* Modest and appropriate teaching or marking relief for the Coordinating Investigator and other Investigators on the team (specific justification for this item is required);
* Translation, interpretation and accessibility costs that may be required to support the participation of team members or research participants; or,
* Consultant costs for workshop preparation, facilitation and/or post-workshop follow-up.

Funds may NOT be used for:

* Salary top-ups to existing University of Melbourne staff for additional workload; and
* Costs associated with travel expenses, accommodation and catering, given the current COVID-19 pandemic.

Applications which request funds to supplement another University grant, external grant or research contract will generally be excluded from consideration.

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| **Staffing costs and justification** | **Cost** |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
| TOTAL | $ |

|  |  |
| --- | --- |
| **Budget Item and Justification** | **Cash cost (incl. GST)** |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
| TOTAL | $ |

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| **Submission Instructions**1. Combine this file plus the one-page CVs for the Coordinating Investigator and each team member (if required) into a single PDF file.
2. Save this file as **2020-MSEI-CEG-[*CI’s Name]*** and submit it as a PDF document.
3. Email your application to social-equity@unimelb.edu.au with the subject title: **2020-MSEI-CEG-*[CIs Name]****.*

**Applications due Friday 23 October 2020 at 12pm** |

To discuss your application, please contact Melbourne Social Equity Institute’s Executive Officer, Charlene Edwards, at charlene.edwards@unimelb.edu or 0466 771 001.