**Leahurst Research Grant Checklist**

Application is processed with a minimum size 12 font, single spaced, and 2 cm margins. Headings are used as in the checklist.

Chief Investigator - Title, Full Name, Qualifications

Employer of Chief Investigator

Contact Details for Chief Investigator – Telephone, email, postal address

Co-Investigators – Title, Full Name, Qualifications

Partner Organisation/s

Title of Research Project

Synopsis (300 words)

Funds Requested

Timeframe for Project

Administering Institution

Contact Name and Contact Details for Administering Institution

Signature Chief Investigator and Date

Background and literature review with research gap established (500 words)

Significance (250 words)

Research Design (500 words) including participants, recruitment, methods, and data analysis.

Ethical Considerations (250 words)

Ethics Committee Approval (if approved) including the name of the ethics committee and project number.

Impact and Translation Statement for Practice, Education, and/or Policy (250 words).

Dissemination (150 words)

Timetable

Budget Table and Cost Justification

CV of Chief Investigator (past 5 years)

Terms and Conditions Noted

Declaration of any other funds applied for or received for this project.

Completed checklist included in application.