**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.