**RESEARCH Project Proposal** **FORm**

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| **Project details** | |
| **Project Title** |  |
| **Lead Researcher** | Please include full name and contact details |
| **Host Organisation/Supplier** |  |
| **Contact Details** | Research office phone number and email or contact details of contract/admin person |
| **Name and contact details of Associate Investigator(s)** | Include, primary contact number and email |
| **Name and contact details of student(s)** | Include, primary contact number and email |
| **Total amount requested** | Goods and Services Tax Excluded |
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| **Statement of objectives** | |
| Provide this research proposal’s overall context, strategic opportunity and objectives.  (Max. 500 words) | |
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| **Alignment with the Natural Hazards Commission Toka Tū Ake resilience strategy and research investment priorities** | |
| Refer directly to these documents (available on the NHC website at [www.naturalhazards.govt.nz](http://www.naturalhazards.govt.nz)): [Resilience Strategy for Natural Hazard Risk Reduction (2019-2029)](https://www.naturalhazards.govt.nz/assets/Publications-Resources/Resilience-and-Research-Publications-/EQC-Resilience-Strategy-2019-2029.pdf) and [Research Investment Priorities Statement](https://www.naturalhazards.govt.nz/assets/Publications-Resources/Resilience-and-Research-Publications-/2023-Research-Priorities-Statement.pdf)  (Max. 300 words) | |
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| **Benefit and Impact** | |
| Who is expected to benefit from the research? What is the potential benefit or outcome from the project in 1-, 5- and 10-years'? What is the expected impact on the Natural Hazards Commission Toka Tū Ake Insurance Scheme?  (Max. 800 words) | |
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| **Path to Uptake** | |
| Describe your approach to disseminating the expected research output/s generated  (Max. 200 words) | |
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| **Research Methodology** | |
| Describe your research approach, design and methodologies, how key stakeholders and end-users will be engaged, and the potential for knowledge exchange and process that will support uptake and actions of your research findings.  (Max. 800 words) | |
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| **Links to other project work** | |
| Provide all in-progress/current funding applications that relate to this project (e.g., with the Natural Hazards Commission Toka Tū Ake, MBIE, NZRS, etc). List current or past research projects, managed by your Host Organisation, that are being leveraged here. Provide references to related background research, including funded projects not yet completed.  (Max. 300 words) | |
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| **Vision Mātauranga** | |
| Do you have existing relationships with mana whenua, tangata whenua or your Māori faculty to support you and your research? If so, please describe the nature of these relationships. If not, describe the plan and any avenues available to you to help build these relationships. Or do you require external support and advice to develop these? | |
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| **Communications and engagement** | |
| To ensure NHC-funded research is accessible and useful, NHC requires researchers to undertake communications activities with their end-users throughout their projects. The researcher is required to collaborate with NHC on at least one communications activity per year of funding, for example a social media post, media release or public presentation. Please describe planned or potential communications activities throughout this project, noting the intended audience(s) and project phase. | |
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| **Proposed Milestone Schedule** | |
| Provide milestone descriptions in sequential order of your project’s activities and deliverables. Provide due by dates for each milestone, ensuring that your milestones dates are not more than 6 months apart.  (Max. 500 words)   |  |  |  |  | | --- | --- | --- | --- | | **Milestone title**  **(examples only)** | **Due before** | **Milestone description of project’s deliverables (in order to achieve approval)** | **Invoice amount paid on Milestone Approval (excl. GST)** | | Agreement executed | DDMMYYYY | Fully Signed Contract |  | | Progress Report 1 | DDMMYYYY | Example: Workshops & Interviews completed |  | | Progress Report 2 | DDMMYYYY | Example: Literature Review completed |  | | Progress Report 3 | DDMMYYYY | Example: White Paper Draft |  | | Progress Report 4 | DDMMYYYY | Example: White Paper Completed, Guide Compilation Underway |  | | Progress Report 5 | DDMMYYYY | Example: Final Draft of Guide Compilation and Guide Review underway |  | | Progress Report 6 | DDMMYYYY | Example: Guide Review, Revision and Public Review completed. Additional Revision underway. |  | | Final Report | DDMMYYYY | Example: Dissemination and Final Report completed |  | |  | | | **Total Value = $** | | |
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| **Proposed Budget** | |

Budget template to be attached here. Refer to [Research funding documents and templates :: Natural Hazards Commission Toka Tū Ake](https://www.naturalhazards.govt.nz/resilience-and-research/research/all-about-funding/research-guidelines/)