

# Education Horizon Application

Researcher: [insert name here]

(Department use only)

If approved and signed by the Department of Education, this Education Horizon Application (“Application”) together with the Education Horizon Terms and Conditions referred to below, form the Agreement (“the Agreement”)

**BETWEEN:** **STATE OF QUEENSLAND** acting through the Department of Education (ABN76 337 613 647) (“Department”);

**AND:** **THE RESEARCHER** named in Section 2 of this Application (“Researcher” or “Applicant”);

**AND:** **THE SPONSOR** named in Section 2 of this Application (“Sponsor”).

By signing this Application, each of the Researcher and the Sponsor agree to accept the Education Horizon Terms and Conditions applicable to the Department’s priority research grant scheme named Education Horizon.

Once accepted and signed by the Department, this Application together with the Education Horizon Terms and Conditions, become an agreement which is legally binding on all parties. Successful parties will be notified by mail.

No agreement exists unless the Application is validly signed by or on behalf of the Researcher, the Sponsor and the Department.

A [Research Application](#) must be received and approved by the Department before the Researcher or any member of the Research Team may approach any Departmental staff or access any non-publicly available data for the Research Project. Any Departmental participation in the Research is limited to central and regional staff only. No state schools are to be approached for research participation.

## Submission:

Applications are to be submitted to the Director, Research Services of the Department by: **Friday 29 January 2021** by either of the following methods:

**e-mail (including for notices):** [education.horizon@ged.qld.gov.au](mailto:education.horizon@ged.qld.gov.au) or

**mail:** Level 21 Education House  
PO Box 15033  
City East Qld 4002

## IMPORTANT INFORMATION –

- PLEASE INCORPORATE ALL NECESSARY MATERIAL AS DIRECTED WITHIN THIS APPLICATION. ALL SECTIONS MARKED WITH AN \* MUST BE COMPLETED. DO NOT SEND ADDITIONAL MATERIAL AS SEPARATE ATTACHMENTS TO THIS FORM AS THIS WILL NOT BE CONSIDERED.



- PLEASE INCLUDE SCHEDULE 1 IN SUBMITTED APPLICATION.
- IF THE RESEARCH PROJECT REQUIRES ACCESS TO DEPARTMENTAL DATA, SITES, OR STAFF, THE RESEARCHER MUST ALSO SUBMIT AND HAVE APPROVED A SEPARATE [RESEARCH APPLICATION](#) THROUGH THE QUEENSLAND EDUCATION RESEARCH INVENTORY (QERI) WEBSITE (“DEPARTMENT ACCESS RESEARCH APPLICATION”). **THE DEPARTMENTAL ACCESS RESEARCH APPLICATION MUST BE MADE AT THE SAME TIME AS THIS APPLICATION.**
- ANY DEPARTMENTAL PARTICIPATION IN THE RESEARCH IS LIMITED TO CENTRAL AND REGIONAL STAFF ONLY. NO STATE SCHOOLS ARE TO BE APPROACHED FOR RESEARCH PARTICIPATION.
- DEPARTMENTAL EMPLOYEES ARE NOT ELIGIBLE TO APPLY. EVALUATIONS OF DEPARTMENTAL PROGRAMS ARE NOT ELIGIBLE FOR EDUCATION HORIZON FUNDING.

## SECTION 1 – RESEARCH PROJECT INFORMATION\*

<p><b>Research Project proposal title</b> (Max 25 words)</p>
<p><b>Research Project summary</b> <i>Focusing on the aims, significance and expected outcomes and benefits of the project. (Max 150 words)</i></p>
<p><b>Research question</b> <i>Please outline your research question(s) (Max 50 words and must <b>directly address one (1) of the Grant Priority Research Questions</b> - see pages 5-6 of this Application)</i></p>
<p><b>Statistical procedures</b> <i>Please list any statistical procedures (by type) you propose to use to analyse research data i.e., T-Test, regression analysis, multivariate analysis of variants, etc.</i></p>
<p><b>Data requests</b> <i>Does the Researcher request centrally held data for the Research Project? (Yes/No) If yes, please list the data that will be requested.</i></p>

<b>Employment, staff matters, or professional development</b> <i>Does the Research Project involve research relating to employment, staff matters, workplace environments, or professional development? (Yes/No) If yes, please briefly describe.</i>
<b>Is the Researcher currently receiving funding from another grant?</b> <i>If so, how is this project discrete/different from that project? (Max 50 words)</i>
<b>Is the Researcher, or any member of the Research Team, an employee of the Department?</b> <i>Please detail. (Max 100 words)</i>
<b>Has the Researcher, or any member of the Research Team, applied to the Department for approval to conduct research for this project?</b> <b>If so has the project been approved, and what is the Department's reference number for the approval?</b> <i>Please detail. (Max 100 words)</i>

**Will people who identify as Aboriginal and/or Torres Strait Islander be the focus of the research or be identified as a discreet category in your analysis?**

*(Yes/No)*

**How will the Research Project be delivered in a way that complies with the latest version of the [Code of Ethics for Aboriginal and Torres Strait Islander Research](#)?**

*If relevant. (Max 150 words)*

**How do you envision this research will be translated into effective outcomes in schools, early childhood education and care services, policy and/or practice?**

*(Max 150 words)*

<b>Grant Priority Research Questions*</b>			
<i>Please tick the Grant Priority Research Question (Question) that you are applying for. Only one grant is available for each question. The Department reserves the right to not award any grants for a particular Question.</i>			
Question	Maximum level of funding per grant is \$100,000	Maximum duration of grant is 6 months	Question applying for (please tick):
<b>Pedagogy, Curriculum &amp; Assessment:</b> 1. How do we measure children's outcomes in funded services? What are the best practices for ascertaining and facilitating learning growth in students in the early years?			
<b>Empowered Learners:</b> 2. What does the existing evidence tell us about how schools are successfully empowering students to actively contribute to identifying and solving local and global contemporary issues?			
<b>Health and Wellbeing:</b> 3. What are the contemporary stages of child cognitive, emotional, behavioural, social and physical development (including consideration of interruptions or disruptions to trajectories i.e. trauma) and how do these stages interact with learning, learner voice, and the education system?			
4. What are the success factors and/or best practice models for education-based wellbeing initiatives in communities affected by a disruption event?			
<b>Learning in the 21st Century:</b> 5. How can we design future schools and workforces to serve the education and learning needs of students and society under different scenarios? What new or enhanced skills will be required by our educators, e.g. flexible timetabling, use of technology? How are other jurisdictions/nations funding these transitions – are there any innovative approaches in this regard?			
<b>Learning in the 21st Century/ Community Connections and Integration:</b> 6. How can we use Information and Communication Technologies (ICTs) to meaningfully connect children to their learning - both at home and at their education setting?			

<p><b>Transitions, Pathways and Lifelong Learning:</b></p> <p>7. How can we transition all students successfully, including measuring/defining a successful transition for children and families experiencing vulnerability?</p>			
<p>8. What are the specific school capabilities required to increase school retention to Year 12 and support successful transitions to further study or work for all students in Queensland?</p>			
<p>9. Using existing Australian data sets which track student progress from early childhood through to post-schooling, what school-level factors and initiatives predict successful long-term outcomes for students from rural and remote communities?</p>			
<p><b>Diverse Learners:</b></p> <p>10. What are the most effective approaches to improve the cultural capability of educators and leaders that enable them to effectively educate learners from diverse backgrounds?</p>			
<p>11. How do other educational systems increase leaders' cultural capability to better improve outcomes for Indigenous students?</p>			
<p>12. What are the enablers of system change that will give parents of children with disability the confidence that their child can succeed in a learning environment?</p>			
<p><b>Leadership, Expertise &amp; Support:</b></p> <p>13. What are effective leadership models, practices and success factors that drive school and education system improvement outcomes?</p>			
<p>14. What are the main barriers preventing individuals changing careers and entering post-graduate teaching programs and/or discouraging preservice teachers from teaching in a classroom once they graduate? How can post-graduate pathways into teaching be improved in this regard?</p>			

<p><b>Total Education Horizon funding requested*</b>  <i>Insert the total Education Horizon funding amount requested.</i></p>	<p>\$</p>
---	-----------

## SECTION 2 – APPLICANT (RESEARCHER) INFORMATION

Please ensure all information is complete, accurate and up-to-date.

Departmental employees are ineligible to apply or be a part of the Research Team.

The Researcher*	
<i>Must meet the Researcher eligibility criteria in Schedule 2 - Guidelines</i>	
First Name:	
Surname:	
Title:	
Position: <i>(held at the Sponsor organisation. If a student, please also complete the Supervisor Details)</i>	
Postal address:	
Suburb:	
Postcode:	
Telephone:	
Mobile:	
Fax:	
Primary Email (including for notices)	
Email 2:	
Supervisor Details <i>(if relevant*)</i>	
First Name:	
Surname:	
Title:	
Position:	
Postal address:	
Suburb:	
Postcode:	
Telephone:	
Mobile:	
Fax:	
Primary Email (including for notices)	
Email 2:	

**Research Team\***

Please add all people participating in this proposal – preferably with at least one contact from each Sponsor/Co-Sponsor organisation.

Departmental employees are not eligible to be members of the Research Team.

Name	Current Organisation	Contact Phone	Contact E-mail

**The Sponsor\***

Must meet the Sponsor eligibility criteria in Schedule 2 - Guidelines

Organisation Name:	
Organisation ABN:	
Contact person:	
Title:	
Position:	
Postal address:	
Suburb	
Postcode:	
Telephone	
Mobile	
Email 1:	
Email 2:	

**SECTION 3 – APPLICANT (RESEARCHER) ELIGIBILITY\***

Australian citizen	Yes / No	<i>Insert evidence in Section 9</i>
Permanent / temporary Australian resident for duration of grant	Permanent resident Temporary resident	<i>Insert evidence in Section 9 if necessary</i>
Letter of support (PDF format) from the Sponsor, and any Co-Sponsors clearly indicating the following: <ul style="list-style-type: none"> <li>• levels of cash contributions</li> <li>• levels of in-kind contributions</li> <li>• likelihood of receiving ethics approval</li> </ul>	Yes / No	<i>Insert evidence in Section 9</i>
Alignment to the Department's Grant Priority Research Questions	Yes / No	<i>Outline alignment in Section 5.1</i>
Does the Research Project require access to Departmental data, sites, or staff? If so, the Researcher must submit a Departmental Access Research Application. See: <a href="https://research.det.qld.gov.au">https://research.det.qld.gov.au</a> Any Departmental participation in the Research is limited to central and regional staff only. No state schools are to be approached for research participation.	Yes / No	<i>Note: The Department's research approval must be sought concurrently with this Application</i>



## SECTION 4 – OUTCOMES AND END-USER ENGAGEMENT\*

*This section will inform Section 5.6 of the Assessment Criteria and will be used to measure progress under Schedule 1.*

*Do NOT send additional material as attachments to this form as these will not be considered.*

### **4.1 Outputs and outcomes** (max 200 words)

*Please note exactly what specific outputs (Deliverables) will result from the Research Project. For example, what products, teaching and learning resources, policy briefs, professional development tools and/or reports will be produced through this research?*

*Please note how the Research Project may contribute to (medium-long term) outcomes. For example, improved engagement in learning by Year 3 students.*

### **4.2 End User Engagement** (max 200 words)

*How will you engage with Department staff and research end-users throughout the Research Project to maximise the practical outcomes of the research (for an example see the [End-user engagement plan](#))? NOTE: No state schools are to be approached for research participation.*

## SECTION 5 – ASSESSMENT CRITERIA\*

The Assessment Criteria inform the decision-making processes of the Assessment Panel.

### 5.1 Research Alignment – 10%

How does the research align with the Department's **Grant Priority Research Question** as listed on pages 5-6 of this Application AND

How does the research align with Queensland Government priorities and strategies and/or the [Alice Springs \(Mparntwe\) Education Declaration](#)? If relevant, how does the research align with the Australian Curriculum or Early Years Learning Framework? (Max 250 words)

### 5.2 Research Contribution – 10%

How is this research of value to advancing knowledge in this field? Will the research validate existing studies that have important findings but are yet to be replicated?

Please provide references to support your response and include full reference details at 9.6.  
(Max 1000 words)

### 5.3 Well planned, achievable Research Project – 30%

Quality methods – 10%

Well planned – 2.5%

Achievable – 2.5%

Able to meet agreed timeframes – 10%

Project budget reflects research activities to be undertaken – 5%

Will the methodology achieve the research goals? Does the Research Project methodology, as described, demonstrate a high quality design (i.e. evidence is generated in a systematic, rigorous way using valid and replicable methods)? Is the research well planned, achievable and able to meet agreed timeframes? Is the project budget reflective of the research activities to be undertaken? (Max 600 words)

**5.4 Capability and diversity of Research Team – 15%**

*To be completed and assessed in conjunction with Section 8*

Qualifications and experience – 5%

Diverse range of expertise and backgrounds – 5%

Research translation experience – 5%

*What are the qualifications and experience of key personnel involved in the Research Project? If a group submission, do researchers have experience of working as a team? Does the Research Team represent a diverse range of expertise and backgrounds? Where research will involve Aboriginal and/ or Torres Strait Islander people, do one or more members of the Research Team identify as Aboriginal or Torres Strait Islander, or do the researchers demonstrate appropriate knowledge and cultural understanding? Does the Research Team (or any member of the team) have demonstrated research translation experience? (Max 250 words)*

**5.5 Imposition – 15%** (a high score indicates minimal, mitigated or justifiable impost)

*What imposition will the Research Project place on Departmental participants and participating sites? Has the Research Team tried to minimise the imposition of the research? Do the benefits of the research outweigh its imposition? What is the likely time and resourcing required of the Department in participating or supporting this research? NOTE: No state schools are to be approached for research participation. (Max 250 words)*

**5.6 Value for Investment – 20%**

End-user engagement – 5%

Research is translatable/of practical use – 5%

Justification for funding – 5%

Sponsor or Co-Sponsor funding, in-kind support and collaboration – 5%

*Has the Researcher engaged with end-users? Is there potential for the research to be translatable? What are the likely benefits from the research to the Department's staff, students and/or broader Queensland population? What are the likely outcomes or products from the research that may inform Department policies or practice? Is the level of funding justified (i.e., there are no unnecessary expenses included in the budget)? Does the research deliver value for money through social, economic, cultural and/or regional benefits to Queensland? Does the project leverage funding or significant in-kind support from other sources? Have any eligible Sponsor or Co-Sponsor organisations committed to cash and/or in-kind support? (Max 250 words)*

**5.6 (Continued) Sponsor and Co-Sponsor funding and collaboration (cash and in-kind)\***

*Please list any eligible Sponsor or Co-Sponsor organisations that have been approached for cash and/or in-kind support and the status of their support (Sponsor and Co-Sponsor eligibility criteria is set out in Schedule 2 – Guidelines).*

	Organisation (including the Department)	Contact name	Status of Support (e.g. confirmed, considering)	Cash Amount	In-Kind Amount
Sponsor organisation				\$	\$
Co-Sponsor organisation 1				\$	\$
Co-Sponsor organisation 2				\$	\$
Co-Sponsor organisation 3				\$	\$
TOTAL Cash and In-Kind (\$)				\$	\$

**Additional details for Department business area, or region\***

*Identify the Department’s central office business area(s) or region(s) that have expressed interest in your research. Include additional lines as necessary. **Please note that state schools are not to be approached for participation or support of your research.***

*The Department may contact the named officer to verify support.*

Name of business area	
Contact name	
In-kind contribution	<i>If you are seeking an in-kind contribution from the business area, please specify what this may entail. (Max 150 words)</i>
Name of business area	
Contact name	
In-kind contribution	<i>If you are seeking an in-kind contribution from the business area, please specify what this may entail. (Max 150 words)</i>
Name of business area	
Contact name	
In-kind contribution	<i>If you are seeking an in-kind contribution from the business area, please specify what this may entail. (Max 150 words)</i>

## SECTION 6 – RESEARCH TIMELINE\*

Mark (x) or colour the relevant box to illustrate the duration of individual tasks.

Insert additional/delete lines as needed.

Project start date:	Commencement Date
Research end date/Final Report due#:	
Total project time (months):	

#Not later than 6 months from the Commencement Date.

Task	Mar 2021	Apr 2021	May 2021	June 2021	July 2021	Aug 2021	Sept 2021	Oct 2021
Project start								
Project completion								

## SECTION 7 – EXPENDITURE AND FUNDING\*

Insert the research budget into the table below. Insert additional lines as needed.

Do NOT send additional material as attachments to this form as these will not be considered.

Total income must match total expenditure.

Note the following definitions:

Cash Contribution means the cash from a Sponsor or Co-Sponsor organisation of the Research Project which is transferred to and managed by the Sponsor.

In-Kind Contribution means a contribution of goods, services, materials or time to the Research Project from a Sponsor or Co-Sponsor organisation. Values should be calculated based on the most likely actual cost, for example current market, preferred provider or internal provider rates/valuations/rentals/charges (that is in the financial year of the date of the Application's submission) of the costs of labour, work spaces, equipment and databases. The calculations covering time and costs should be documented by the Sponsor as the Queensland Government may require these calculations to be audited.

BUDGET (exclusive of GST) ALL APPLICATIONS * (From project start to completion)	CASH	IN-KIND
INCOME (CASH AND IN-KIND)		
INCOME CASH		
Education Horizon research grant (Figures must match figures quoted in Section 1)	\$	N/A
Sponsor cash funding (Insert '0' if zero)	\$	
Co-sponsor cash funding (Insert '0' if zero. Insert additional lines as necessary)	\$	
TOTAL \$ (CASH) INCOME	\$	
INCOME \$ VALUE IN-KIND SUPPORT		
Sponsor in-kind support (estimate of \$ value. Insert '0' if zero)	N/A	\$
Co-Sponsor in-kind support (estimate of \$ value. Insert '0' if zero. Insert additional lines as necessary)		\$
\$ VALUE IN-KIND SUPPORT		\$
TOTAL \$ (CASH) PLUS \$ VALUE IN-KIND SUPPORT	\$	

EXPENDITURE (CASH AND IN-KIND)		
SALARY COSTS (For key research staff and other dedicated research/technical staff)	CASH	IN-KIND
Researcher	\$	\$
Research team member 1	\$	\$
Research team member 2	\$	\$
Research team member 3 (add additional team members as necessary)	\$	\$
<b>SALARY COSTS (SUBTOTALS)</b>	\$	\$
<b>TOTAL SALARY \$ (CASH) PLUS \$ VALUE IN-KIND SUPPORT COSTS</b>	\$	
<b>PROJECT COSTS</b> (For costs directly related to the research project)		
(Insert additional lines as necessary)	\$	\$
<b>PROJECT COSTS (SUBTOTALS)</b>	\$	\$
<b>TOTAL PROJECT \$ (CASH) PLUS \$ VALUE IN-KIND SUPPORT COSTS</b>	\$	
<b>PROJECT CONSUMABLES</b>		
(Insert additional lines as necessary)	\$	\$
<b>PROJECT CONSUMABLES (SUBTOTALS)</b>	\$	\$
<b>TOTAL CONSUMABLES \$ (CASH) PLUS \$ VALUE IN-KIND SUPPORT COSTS</b>	\$	
<b>TRAVEL COSTS</b> (Travel costs within Queensland required as part of the project) NOTE: Education Horizon Funding must only be used to cover the costs of travel within Queensland that have been approved by the Department as part of this Application. Funds must not be used for interstate, overseas or unapproved travel costs, or travel to attend award ceremonies.		
(Insert additional lines as necessary)	\$	\$
<b>PROJECT TRAVEL (SUBTOTALS)</b>	\$	\$
<b>TOTAL TRAVEL \$ (CASH) PLUS \$ VALUE IN-KIND SUPPORT COSTS</b>	\$	
<b>TRANSLATION COSTS</b> (Costs associated with converting research ideas and findings into real-world impacts)		
(Insert additional lines as necessary)	\$	\$
<b>PROJECT TRANSLATION (SUBTOTALS)</b>	\$	\$
<b>TOTAL TRANSLATION \$ (CASH) PLUS \$ VALUE IN-KIND SUPPORT COSTS</b>	\$	
<b>OTHER COSTS</b>		
(Insert additional lines as necessary)	\$	\$
<b>OTHER COSTS (SUBTOTALS)</b>	\$	\$
<b>TOTAL OTHER COSTS</b>	\$	
<b>TOTAL EXPENDITURE</b> (Total salary, project, consumables, travel and other costs)	\$	



## **SECTION 8 – CV AND REFERENCES**

*Insert (copy and paste) the CVs of each member of the Research Team demonstrating evidence of '5.4 Capability and diversity of research team' (with a maximum of 1 page for each CV).*

*Do NOT send additional material as attachments to this form as these will not be considered.*

## **SECTION 9 – LETTERS OF SUPPORT AND EVIDENCE\***

*Please attach copies of letters of support from all Co-Sponsors (if applicable), clearly indicating their levels of cash and in-kind contributions to the proposed Research Project.*

*Insert pages as needed. Do NOT send additional material as attachments to this form as these will not be considered.*

### **9.1 Insert evidence of the Researcher's Australian citizenship**

[Insert here]

### **9.2 If the Researcher does not hold Australian citizenship provide evidence of permanent / temporary Australian residency for the duration of the grant**

[Insert here]

### **9.3 All applications must insert a copy of the signed letter of endorsement from either a Queensland university or a university with significant campuses in Queensland (the Sponsor) which:**

- **confirms the Researcher is currently enrolled or employed by an eligible university (all applicants)**
- **supports the proposed Research Project grant application (all applicants)**
- **indicates funding levels of cash contributions and levels of in-kind contributions to the proposed Research Project (if applicable)**
- **indicates research ethics approval is likely to be granted**

[Insert here]

**9.4 Please insert copies of any letters of support from any Co-Sponsors clearly indicating the following:**

- **levels of cash contributions to the proposed Research Project (if applicable)**
- **levels of in-kind contributions to the proposed Research Project (if applicable)**

[Insert here]

**9.6 Insert full references to all cited work in Sections 1 (if applicable) and 5.**

[Insert here]

## SECTION 10 – SIGNATURE CLAUSES

### SIGNATURE CLAUSE\* – THE RESEARCHER

With reference to this Application under the Education Horizon scheme:

I, ..... *[insert Researcher’s name]*, as the Researcher:

1. authorise the Department, subject to the provisions of clause 8 of the Education Horizon Terms and Conditions, and to all legislative requirements, to undertake any necessary or relevant checks and investigations;
2. declare that:
  - (a) the information supplied by me to the Department in this Application is true and accurate and is not misleading in any material respect to the best of my knowledge; and
  - (b) I have received no guarantees or assurances that this Application will be approved by the Department;
3. acknowledge that I have read and understand the Education Horizon Terms and Conditions applicable to this Application and further acknowledge and agree that, if this Application is successful, I will be bound by same;
4. agree that this signed Application, together with the Education Horizon Terms and Conditions (and, if applicable, the Department approved Department Access Research Application), will form a legally binding Agreement between the Researcher, the Sponsor and the Department **in the event that this Application is successful** through the assessment process and is **signed by all parties**.

SIGNED by the **Researcher**:

.....  
*Researcher’s name*

.....  
*Researcher’s signature*

in the presence of:

.....  
*Witness’ name*

.....  
*Witness’ signature*

**Date:**

**SIGNATURE CLAUSE\* – THE SPONSOR**

With reference to this Application under the Education Horizon scheme:

I, ..... [insert Sponsor representative name], on behalf of  
 .....[insert Sponsor organisation name and ABN] (the Sponsor):

1. certify that I have the authority to make the statements made in this Application and to sign this Application on behalf of the Sponsor and further, to sign and enter into the Agreement contemplated by this Application on behalf of the Sponsor;
2. authorise the Department, subject to the provisions of clause 8 of the Education Horizon Terms and Conditions, and to all legislative requirements, to undertake any necessary or relevant checks and investigations;
3. declare that:
  - (a) the information supplied to the Department in this Application is true and accurate and is not misleading in any material respect to the best of my knowledge;
  - (b) the Sponsor has received no guarantees or assurances that this Application will be approved by the Department;
  - (c) acknowledge that I have read and understand the Education Horizon Terms and Conditions applicable to this Application and further acknowledge and agree on behalf of the Sponsor that, if this Application is successful, the Sponsor will be bound by same;
  - (d) the Sponsor agrees that this signed Application, together with the Education Horizon Terms and Conditions (and, if applicable, the Department approved Department Access Research Application), will form a legally binding Agreement between the Researcher, the Sponsor and the Department **in the event that this Application is successful** through the assessment process and is **signed by all parties**;
  - (e) the Sponsor agrees to administer the Funding for the Research Project described in this Application and, in doing so, will ensure that the Funding is used only for the purposes of the Research Project and for eligible project activities as outlined in the Guidelines set out in Schedule 2 (as amended from time to time by the Department and notified to the Sponsor); and
  - (f) the Sponsor agrees to make the Sponsor Contributions (if applicable) to the Research Project in accordance with Section 5.6 and Schedule 1 of this Application.

SIGNED for and on behalf of the Sponsor:

.....  
*Sponsor representative's name*

.....  
*Sponsor representative's signature*

in the presence of:

.....  
*Witness' name*

.....  
*Witness' signature*

**Date:**

**SIGNATURE CLAUSE – THE DEPARTMENT**

SIGNED on behalf of the **STATE OF QUEENSLAND** as represented by the **Department of Education**

by its duly appointed officer in the presence of:

.....  
Witness

.....  
Officer

.....  
Name of Witness (print)

.....  
Name of Officer (print)

.....  
Position of Witness (print)

.....  
Position of authorised person (print)

**Date:**

\_\_\_\_\_

## SCHEDULE 1 – DELIVERABLES AND PAYMENTS

- This Schedule is applicable to the Grant Priority Research Question.

Applicants must only apply for one Grant Priority Research Question per Research Project.

Applicants applying under more than one question per Research Project will not be considered.

Milestone No.	Deliverable Determined by the dates provided under Section 6	Instalment amount	Due Date for Payment of Education Horizon Funding
1	Submission of – <ul style="list-style-type: none"> <li>the Application; and</li> <li>if required, a <a href="#">Department Access Research Application</a>; and</li> <li>a valid tax invoice by the Sponsor.</li> </ul>	40% of Project Budget (excluding GST)	Following approval and signature of the Application by the Department and provision of a valid tax invoice by the Sponsor.  NOTE: If required, no payments will be made until a <a href="#">Departmental Access Research Application</a> has been submitted to and approved by the Department.
2	Submission of – <ul style="list-style-type: none"> <li>a ½ way Progress Report (as required by the Education Horizon Terms and Conditions); and any other Deliverables as agreed with the Department to a standard that is satisfactory to the Department; and</li> <li>a valid tax invoice by the Sponsor.</li> </ul>	30% of Project Budget (excluding GST)	Not later than 3 months after the Commencement Date (as that term is defined in the Education Horizon Terms and Conditions) subject to the Department's satisfaction with the relevant Deliverable(s) and provision of a valid tax invoice by the Sponsor.
3	Submission of – <ul style="list-style-type: none"> <li>the Final Report (as required by the Education Horizon Terms and Conditions) and any other Deliverables as agreed with the Department to a standard that is satisfactory to the Department; and</li> <li>a valid tax invoice by the Sponsor.</li> </ul>	30% of Project Budget (excluding GST)	Not later than 6 months after the Commencement Date (as that term is defined in the Education Horizon Terms and Conditions) subject to the Department's satisfaction with the relevant Deliverable(s) and provision of a valid tax invoice by the Sponsor.

## SCHEDULE 2 – GUIDELINES

### Education Horizon

### Guidelines for Applicants

#### Introduction

The Department of Education (the Department) values high quality research that generates evidence relevant to its portfolio priorities of early childhood and school education. Evidence is used by the Department every day to deepen knowledge about the impact of our services and to help continually improve our policies, decisions and performance.

To facilitate the generation of local Queensland-based evidence, the Department has established Education Horizon, a priority research grant scheme.

Education Horizon is a \$500,000 scheme that will fund projects closely aligned with Queensland Government objectives and the Grant Priority Research Questions (see **Table 1.**).

The pool of \$500,000 will be distributed across the Grant Priority Research Questions. A research project may be awarded a funding grant of up to \$100,000 and must be no longer than 6 months duration. There will only be one grant awarded per Grant Priority Research Question. There may also be no successful applicants in any one Question. Applicants may only apply under one Grant Priority Research Question per project.

Sponsors can only submit up to a maximum of five (5) Applications to this round of Education Horizon, and only one Application per Grant Priority Research Question.

Any Departmental participation in the Research is limited to central and regional staff only. No state schools are to be approached for research participation.

#### **What does the Department's Education Horizon scheme aim to achieve?**

The Department's grant scheme will build knowledge in areas of strategic priority for the Department. It will offer a number of grant streams, and the flexibility of the scheme will allow qualified researchers to deliver high-quality, well-designed research of varying scale.



<b>Table 1. Grant Priority Research Questions:</b>
<p><b>Pedagogy, Curriculum &amp; Assessment</b></p> <p>1. How do we measure children’s outcomes in funded early years services? What are the best practices for ascertaining and facilitating learning growth in students in the early years?</p>
<p><b>Empowered Learners</b></p> <p>2. What does the existing evidence tell us about how schools are successfully empowering students to actively contribute to identifying and solving local and global contemporary issues?</p>
<p><b>Health and Wellbeing</b></p> <p>3. What are the contemporary stages of child cognitive, emotional, behavioural, social and physical development (including consideration of interruptions or disruptions to trajectories i.e. trauma) and how do these interact with learning, learner voice and the education system?</p> <p>4. What are the success factors and/or best practice models for education-based wellbeing initiatives in communities affected by a disruption event?</p>
<p><b>Learning in the 21st Century</b></p> <p>5. How can we design future schools and workforces to serve the education and learning needs of students and society in the future? What new or enhanced skills will be required by our educators, e.g. flexible timetabling, use of technology? How are other jurisdictions/nations funding these transitions – are there any innovative approaches in this regard?</p>
<p><b>Learning in the 21st Century/ Community Connections and Integration</b></p> <p>6. How can we use Information and Communication Technology (ICT) to meaningfully connect children to their learning - both at home and at their education setting?</p>
<p><b>Transitions, Pathways and Lifelong Learning</b></p> <p>7. How can we transition all students successfully, including measuring/defining a successful transition for children and families experiencing vulnerability?</p> <p>8. What are the specific school capabilities required to increase school retention to Year 12 and support successful transitions to further study or work for all students in Queensland?</p> <p>9. Using existing Australian data sets which track student progress from early childhood through to post-schooling, what school-level factors and initiatives predict successful long-term outcomes for students from rural and remote communities?</p>

**Diverse Learners**

10. What are the most effective approaches to improve cultural capability of educators and leaders that enable them to effectively educate learners from diverse backgrounds?
11. How do other education systems increase leaders' cultural capability to better improve outcomes for Indigenous students?
12. What are the enablers of system change that will give parents of children with disability the confidence that their child can succeed in a learning environment?

**Leadership, Expertise & Support**

13. What are effective leadership models, practices and success factors that drive school and education system improvement outcomes?
14. What are the main barriers preventing individuals changing careers and entering post-graduate teaching programs and/or discouraging preservice teachers from teaching in a classroom once they graduate? How can post-graduate pathways into teaching be improved in this regard?

**Eligibility criteria*****Researcher eligibility***

Applications must demonstrate potential to deliver outcomes for the Department. To be considered for an Education Horizon grant, you must:

- be an Australian citizen, or hold permanent/temporary Australian residency for the duration of the grant;
- be a Queensland-based researcher enrolled in or employed by an eligible Sponsor organisation (with an Australian Business Number and registered for GST);
- have ethics approval or be likely to receive ethics approval from the relevant ethics committee at the Sponsoring organisation;

You may also have one or more co-sponsoring organisations.

**Sponsor eligibility**

Eligible sponsoring organisations are:

- Queensland universities; or
- universities with significant campuses in Queensland.

Sponsoring organisations must have an ABN and be registered for GST.

**Co-Sponsor eligibility**

Eligible co-sponsoring organisations are:

- individuals;
- businesses/companies;

- universities;
- Australian commonwealth, state and territory government organisations that conduct research; and/or
- not-for-profit/charitable/philanthropic organisations.

Co-sponsors may be based outside Queensland. Businesses, companies, not-for-profit/charitable/philanthropic organisations are not eligible to be lead agencies (Sponsors), but are encouraged to participate as Co-Sponsors.

The Department may be a Co-Sponsor. In this instance, the Researcher/Sponsor must negotiate any Co-Sponsor arrangement with the relevant area(s) of the Department.

### **What can the funds be used for?**

The Department will release the grant payments to the Sponsor to administer the grant funding against agreed milestone payments. The funding may be used for the following eligible project costs:

- salary costs for key research staff, the salaries, of other dedicated research/technical staff;
- project costs directly related to the research project;
- project consumables; and
- travel within Queensland that is an essential requirement of the Research Project and that has been approved by the Department as part of the Education Horizon Application (exclusive of attending state or national conferences or award ceremonies).

### **Items not eligible for funding include:**

- institutional overheads;
- costs associated with the ongoing programs of work and/or core business of the Sponsor or Co-Sponsor organisations;
- costs associated with administrative support staff;
- operational costs;
- infrastructure costs;
- travel to attend award ceremonies; and
- unapproved, interstate, and/or overseas travel.

### **Other conditions**

- Researchers must only apply under one Grant Priority Research Question per project. Applicants applying under more than one Grant Priority Research Question per Research Project will not be considered.
- Sponsors can only submit up to a maximum of five (5) Applications to this round of Education Horizon, and only one Application per Grant Priority Research Question.
- In cases where a recipient cannot complete the Research Project, the grant may be transferrable with the written approval of the Department.
- Researchers are expected to complete the Research Project over 6 months, unless agreed otherwise with the Department as part of a planned program of research. Research suspensions of up to three (3) months (maximum) may be considered under exceptional circumstances, and will be treated on a case-by-case basis, unless otherwise negotiated with the Department.
- Researchers must reside in Queensland for the duration of the Education Horizon grant.
- Researchers must disclose all current and future, decided and undecided, funding applications for the same Research Project.
- **NOTE:** if the Research Project requires access to Departmental data or sites, or the participation of Department staff, the Researcher must also submit and have approved a separate Departmental access [research application](#) through the Queensland Education Research Inventory (QERI) website (“Departmental Access Research Application”).

- Any Departmental participation in the Research is limited to central and regional staff only. No state schools are to be approached for research participation.
- Researchers must commence their Research Project in 2021, pending ethics approval from their institution and, if required, the Department's approval of their Departmental Access Research Application.
- The grant cannot be used primarily to develop or evaluate a commercial product.

### How will applications be assessed?

Applications will be assessed in a competitive, merit-based process against the grant scheme's Assessment Criteria. The Education Horizon Assessment Panel comprises Departmental officers with education/research/industry/policy backgrounds and reports to the Department's Research and Evaluation Working Group (the Working Group).

The Working Group will approve recipients for this grant scheme on advice from the Education Horizon Assessment Panel chaired by the Director, Research Services, Strategic Policy and Intergovernmental Relations, Department of Education.

The Education Horizon Assessment Panel will consider a number of criteria in assessing grant applications, including alignment with priorities, uniqueness and significance of the research, benefits to education, tangible products for informing policy and/or practice, and the quantum of funding sought.

The Queensland Government Science and Innovation Investment Principles (refer to page 7 of the [Science and Innovation Investment Framework](#)) and the research needs of the Department will also be considered in finalising the order of merit of applications.

The assessment process will take into account the need to balance the Queensland Government's research investment to support a diversity of capability across early childhood education and care, schooling, geographic regions and research groups.

The Research Team must demonstrate they have the professional, research and project management skills to undertake and complete the proposed Research Project.

### What are the Assessment Criteria?

#### 1. **Research Alignment: 10%**

How does the research align with the Department's Grant Priority Research Question as listed on pages 5-6 of this Application AND How does the research align with Queensland Government priorities and strategies and/or the Alice Springs (Mparntwe) Education Declaration? If relevant, how does the research align with the Australian Curriculum or Early Years Learning Framework? (Max 250 words)

#### 2. **Research contribution: 10%**

How is this research of value to advancing knowledge in this field? Will the research validate existing studies that have important findings but are yet to be replicated?

#### 3. **Well planned, achievable Research Project: 30%**

*Quality of method – 10%*

*Well planned – 2.5%*

*Achievable – 2.5%*

*Able to meet agreed timeframes – 10%*

*Project budget reflects research activities to be undertaken – 5%*

Will the methodology achieve the research goals? Does the Research Project methodology, as described, demonstrate a high quality design (ie evidence is generated in a systematic, rigorous way using valid and replicable methods)? Is the research well planned, achievable and able to meet agreed timeframes? Is the project budget reflective of the research activities to be undertaken?

**4. Capability and diversity of Research Team: 15%**

*Qualifications and experience – 5%*

*Diverse range of expertise and backgrounds – 5%*

*Research translation experience – 5%*

What are the qualifications and experience of key personnel involved in the research project? If a group submission, do researchers have experience of working as a team? Does the Research Team represent a diverse range of expertise and backgrounds? Where research will involve Aboriginal and/ or Torres Strait Islander people, do one or more members of the Research Team identify as Aboriginal or Torres Strait Islander, or do the researchers demonstrate appropriate knowledge and cultural understanding? Does the Research Team (or any member of the team) have demonstrated research translation experience?

**5. Imposition: 15%** (a high score indicates minimal, mitigated or justifiable impost)

What imposition will the Research Project place on Departmental participants and participating sites? Has the Research Team tried to minimise the imposition of the research? Do the benefits of the research outweigh its imposition? What is the likely time and resourcing required of the Department in participating or supporting this research? Note: No state schools are to be approached for research participation.

**6. Value for investment: 20%**

*End-user engagement – 5%*

*Research is translatable/of practical use – 5%*

*Justification for funding – 5%*

*Sponsor or Co-Sponsor funding, in-kind support, and collaboration – 5%*

Has the researcher engaged with end-users? Is there potential for the research to be translatable? What are the likely benefits from the research to the Department's staff, students and/or broader Queensland population? What are the likely outcomes or products from the research that may inform Department policies or practice? Is the level of funding justified (i.e., there are no unnecessary expenses included in the budget)? Does the research deliver value for money through social, economic, cultural and/or regional benefits to Queensland? Does the project leverage funding or significant in-kind support from other sources? Have any eligible Sponsor or Co-Sponsor organisations committed to cash and/or in-kind support?

## Submitting your Application

The closing date for submitting Applications is: **Friday 29 January 2021**. The proposed projects must commence in 2021 pending ethics approval from the Sponsor organisation and, if required, the Department's approval of their [Departmental Access Research Application](#). NOTE: No payments will be made to successful applicants until a [Department Access](#) Research Application has been approved by the Department or the Researcher has demonstrated (to the Department's satisfaction) that no Departmental Access Research Application is necessary for the Research Project. Any Departmental participation in the Research is limited to central and regional staff only. No state schools are to be approached for research participation.

Education Horizon Applications should be completed in full and submitted via email or post, as outlined on the application form. Application documentation will remain strictly confidential.

Do NOT attach any additional material to your submission. All information must be included in the Application itself. Any attachments to the Application will not be considered.

You must advise the Department, within five (5) working days, of changes which are likely to impact on your proposed Research Project to [education.horizon@qed.qld.gov.au](mailto:education.horizon@qed.qld.gov.au).

Applicants may be contacted during the assessment process to clarify any information provided in the application and/or to request further information to enable a due diligence and probity assessment.

There is no implicit guarantee of approval at any stage in the process, and you will be notified in writing of the outcome of your application.

## Research Project agreements

If your application is successful, and once it is signed by the Department, you and your Sponsor organisation will have entered into a legally binding Service Agreement (Agreement) with the State of Queensland acting through the Department of Education. The Agreement will consist of your Application (this form, including this Guideline and the other schedules) and the Education Horizon Terms and Conditions. A copy of the Education Horizon Terms and Conditions were provided to Queensland universities with the letter of invitation for this round of Education Horizon, and can be obtained electronically by contacting [education.horizon@qed.qld.gov.au](mailto:education.horizon@qed.qld.gov.au). No discussion will be entered into with respect to the terms and conditions of the Agreement.

You must have appropriate agreements with the Sponsor and all Co-Sponsors in place to formalise arrangements for the disbursement of funding and to clarify other issues, such as intellectual property rights. These agreements are separate to the Agreement with the Department, and are to be consistent with the Agreement.

You may also be required to submit copies of all signed Co-Sponsor agreements before the Research Project payment is released. You must not enter into any legally binding arrangements with other parties which prevent you/them from meeting obligations under the Agreement.

## Privacy statement

The Department is collecting the information requested in this Application form to –

- evaluate your Application for funding under the Education Horizon priority research grants scheme; and

- if your Application is successful, administer the Agreement between you, the Sponsor, the Co-Sponsor (if applicable) and the Department in relation to the funding.

The information, including any personal information, may be disclosed or published in a manner that is permitted under the Agreement. For example, broad details of a successful Application, including agreed outcomes, research progress and the level of funding awarded may be published by the Department. Some information may also be used to promote funded projects.

Your personal information will not otherwise be disclosed to any other person without your consent, unless permitted or required by law.

For audit purposes, the Department is required to retain the Applications and other supplied support material.

The provisions of the [Right to Information Act 2009](#) apply to documents in the possession of the Department.

### How to apply

Your completed Education Horizon Application (this form) must also contain:

- a signed letter of endorsement (Section 9 of Application) from your university (the Sponsor) which:
  - confirms you are currently enrolled or employed by an eligible university (all applicants);
  - supports your proposed Research Project grant application (all applicants);
  - indicates funding levels of cash contributions to the proposed Research Project (if applicable);
  - indicates ethics approval is likely to be approved;
- evidence of permanent/temporary Australian residency (Section 9 of Application) for the duration of the grant; and
- a completed budget template (Section 7 of Application) outlining funding sought through the Education Horizon grant, income sources expected from grant Application, including Sponsor or Co-Sponsor contributions and proposed expenditure items.

You must advise the Department of changes which are likely to impact on your proposed Research Project.

You may be contacted during the assessment process to clarify the information provided in the application and/or to request further information to enable the assessment of your Application. You may also be required to attend an interview.

There is no implicit guarantee of approval at any stage in the process, and you will be notified in writing of the outcome of your Application.

**NOTE**, if the Research Project requires access to Departmental data, sites, or staff, you must also submit and have approved a separate [research application](#) through the Queensland Education Research Inventory (QERI) website.

### Further information

For more information please contact:

Director, Research Services, Department of Education

Telephone: 07 3034 5929

Email: [education.horizon@qed.qld.gov.au](mailto:education.horizon@qed.qld.gov.au)