

Torres Strait Scientific Advisory Committee research application

Please indicate the type of application you are submitting – an EOI in response to a call for research; or a full proposal in response to TSSAC advice that your initial application has been approved for further development:

| |
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| |
| |

Pre-proposal (Please complete Sections 1-4 inclusive)

Full Research Proposal (Please complete sections 1-8)

SECTION 1 - ADMINISTRATIVE SUMMARY

| | | | |
|--|--|-----------------|--|
| Project title: | | | |
| Applicant (organisation or person): | | | |
| | | | |
| Contacts | | | |
| <u>Administrative</u> | | | |
| Title/Name: | | Phone: | |
| Position: | | Email: | |
| Organisation: | | Postal address: | |
| <u>Principal Investigator (person)</u> | | | |
| Title/Name: | | Phone: | |
| Position: | | Email: | |
| Organisation: | | Postal address: | |
| <u>Co-investigator (s)</u> | | | |
| Title/Name: | | Phone: | |
| Position: | | Email: | |
| Organisation: | | Postal address: | |
| <u>Co-investigator (s):</u> | | | |
| Title/Name: | | Phone: | |
| Position: | | Email: | |
| Organisation: | | Postal address: | |
| Planned Start and End Date | | | |
| Start Date: | | End Date: | |

SECTION 2 – PROJECT DESCRIPTION

PROJECT BUDGET: (Excluding GST)

| Financial Year | AFMA | Applicant (in kind) | Applicant | Other |
|----------------|--------|---------------------|-----------|--------|
| | \$0.00 | \$0.00 | | \$0.00 |
| | \$0.00 | \$0.00 | | \$0.00 |
| | \$0.00 | \$0.00 | | \$0.00 |
| Totals | \$0.00 | \$0.00 | | \$0.00 |

SECTION 3 – PROJECT DESCRIPTION

Background and need (max 250 words) - detail any important background relating to the project. Why it is important and being proposed (need). Any related projects or other information the TSSAC should know when considering it for funding.

Objectives / performance indicators (max 250 words) - list the major objectives or planned outcomes of the project. These will form your project milestones:

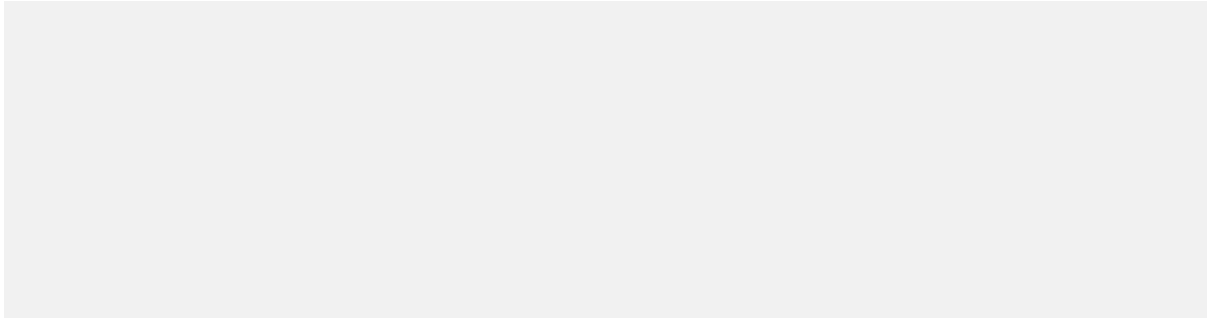
Consultation and Engagement - Note consultation is required for both the pre and full proposal phases for TSSAC projects. This differs from ARC Proposal requirements.

Pre-proposal phase consultation

Briefly detail (this will form the skeleton of your community engagement strategy which must be developed as part of full proposal phase):

- the areas in the Torres Strait region where the proposed research activities may occur
- the Torres Strait community groups or individuals that you will engage/involve from these areas in the development of and or during the project if it reaches full proposal phase. Refer to Step 2 of Attachment A - Procedural Framework for Researchers in the Torres Strait).
- how you plan to engage/involve key stakeholders (e.g. community notices, telephone, email, employment, interviews, meetings, workshops) in the project development. Note, any potential fee for service rates need to be factored into your research project budget.

*If there has been any initial consultation and engagement outline with whom and key outcomes (note consultation is **not** necessary at the EOI stage but has sometimes occurred through existing relationships).*



Full proposal consultation and engagement

In accordance with the Procedural Framework for Researchers in the Torres Strait (Nakata 2018), the TSSAC full proposal requires two different aspects be completed.

1. Develop the stakeholder engagement strategy, including the plain English community consultation package which should be used to undertake preliminary consultation with relevant stakeholders as part of your full proposal application. Follow instructions in Appendix 4 of the procedural framework (Attachment A).

2. Provide documentation and outcomes from the preliminary consultation and engagement conducted, including:

- The level of stakeholder support – particularly from Traditional Inhabitants for the proposed work (include a list of who was contacted and whether they support the project, or if not, why);*
- Any perceived risks or stakeholder considerations with the project*
- how traditional knowledge might be considered or incorporated to enhance the project, its outcomes and benefits.*
- Any activities suggested by Traditional inhabitants to improve the project, or bring it into alignment with community needs.*
- How the research outcomes will benefit Traditional Inhabitants, or why it won't (i.e. projects in the prawn fishery).*

Attach the stakeholder engagement strategy (which should have been updated as required following initial consultation) with your full proposal application.

Methods (max 250 words)

Planned outcomes and benefits (max 150 words) – *this should include how the research will be used in the fishery and will benefit the fishery and other stakeholders:*

Project extension (max 100 words) - *are there possible future research options that could result from this project?*

Risk Analysis - be sure to consider risks specific to conducting research in the Torres Strait including community support or lack there-of.

Related Projects and Research Capacity (max 100 words) - Are there any past or current projects relevant to this proposal funded through the TSSAC, TSRA, FRDC or other organisation? Outline the Investigators' experience in this type of research and Torres Strait

SECTION 4 - Schedule of Payments

As a general rule, up to 10% of the total project cost may be provided as an initial payment and a minimum of 30% of the total project cost must be left for the final report.

| Milestones | Deliverable date (Please refer to | Schedule of AFMA payment(s) (excluding |
|--|-----------------------------------|--|
| Initial payment on signing of contract | | \$0.00 |
| | | \$0.00 |
| | | \$0.00 |
| | | \$0.00 |
| | | \$0.00 |
| Draft final report | | \$0.00 |
| Final report | | \$0.00 |
| TOTAL | | \$0.00 |

SECTION 5 - Description of Milestones

Details on each milestone must provide sufficient information to justify the milestone cost and should match the performance indicators. The description field will describe the work to be completed for that milestone with the justification field elaborating further on the categories of cost - for example salary.

Milestone:

Date:

| Financial Year | Salaries | Travel | Operating | Capital | Total |
|----------------|----------|--------|-----------|---------|--------|
| | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |

Description:

Justification:

Milestone:

Date:

| Financial Year | Salaries | Travel | Operating | Capital | Total |
|----------------|----------|--------|-----------|---------|--------|
| | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |

Description:

Justification:

Milestone:

Date:

| Financial Year | Salaries | Travel | Operating | Capital | Total |
|----------------|----------|--------|-----------|---------|--------|
| | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |

Description:

Justification:

[Redacted]

Milestone:

[Redacted]

Date:

[Redacted]

| Financial Year | Salaries | Travel | Operating | Capital | Total |
|----------------|----------|--------|-----------|---------|--------|
| | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |

Description:

[Redacted]

Justification:

[Redacted]

Milestone:

[Redacted]

Date:

[Redacted]

| Financial Year | Salaries | Travel | Operating | Capital | Total |
|----------------|----------|--------|-----------|---------|--------|
| | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |

Description:

[Redacted]

Justification:

[Redacted]

Milestone:

[Redacted]

Date:

[Redacted]

| Financial Year | Salaries | Travel | Operating | Capital | Total |
|----------------|----------|--------|-----------|---------|--------|
| | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |

Description:

[Redacted]

Justification:

[Redacted]

Section 6 – Special Conditions

If relevant, this field will be used to assist in contract preparation for any special conditions. E If relevant, this field will be used to assist in contract preparation for any special conditions. Examples of special conditions may relate to marine spatial closures (including access) or any other clauses not specifically contained in the contract.

Section 7 - Data management

Identify the appropriate Intellectual Property category applicable to this application. Choose ONE from below:

| Code | Description |
|------|--|
| 1 | Published, widely disseminated and promoted, and/or training and extension provided. Relates mainly to outputs that will be available in the public domain. |
| 2 | Published, widely disseminated and promoted, and/or training and extension provided. Related products and/or services developed. Relates mainly to outputs that will largely be available in the public domain, but components may be commercialised or intellectual property protected. |
| 3 | Published, widely disseminated and promoted, and/or training and extension provided. Related products and/or services developed. Relates mainly to outputs that may have significant components that are commercialised or intellectual property protected. |

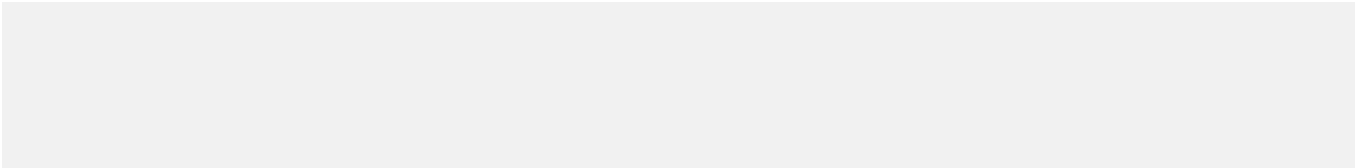
The following IP category applies to this application:

I have searched for existing data (refer to guidelines on how to search the Australian Spatial Data Directory and Oceans Portal):

[Yes / No]

Provide a brief description of the data to be generated from the project and how this data will be stored for future protection and access, including:

- information on data security or privacy issues and applying to the data
- Nominated data custodian



- Document how research data, traditional knowledge and intellectual property will be handled during your project, including but not limited to:
- Acknowledging where the data or information used in research comes from, so that any income made from selling a concept in the future will be adequately linked to a community's contribution/knowledge so they also receive financial or other benefit from "selling" a concept onward.
- How you will negotiate use and publish of traditional knowledge with communities. For example do traditional inhabitants allow public publication of information or only for project activities and reported on in internal reports? This will depend on data sensitivity and privacy (such as fishing grounds etc).
- Are there any other ethical considerations you have identified for this project which need to be managed?
- Are you committed to gaining ethics approval for this project from a suitable body such as a university or AIATSIS?

