**INQAAHE Funding Scheme**

**Research and Innovation Proposal Template**

1. **Project Title**
2. **Name of the Researcher(s)** (Include institutional affiliation and contact information.)
3. **Project Timeline** (Include projected completion date.)
4. **Status with INQAAHE** (e.g., full member, affiliate)
5. **General and Specific Objectives**
6. Provide a supporting rationale for the general and specific objectives of the study.
7. State the research question(s) being asked or the hypothesis(es) being tested.
8. **Methods**
9. Participants (Describe sampling procedures, sample size, participant characteristics, and how participants will be recruited.)
10. Data Collection Procedures (Describe where and how data will be collected including what participants will be expected to do.)
11. Data Analysis Procedures (Provide explanation of the statistical design.)
12. Data Handling Procedures (Describe how confidentiality will be maintained, where data will be stored, who will have access to it, and how it will be secured.)
13. **Expected results**
14. **Risks, Discomforts, and Benefits**
15. Identify all risks and potential discomforts to participants and describe how participants are protected from possible risks, such as embarrassment or invasion of privacy.
16. Provide an explanation of all expected or potential benefits to participants.
17. **Budget**
18. **Timeline, stating deadlines for both a mid-term and a final report (two pages each).**
19. **Attached Appendices**
20. Informed Consent Documents
21. Survey Instruments\* and/or Interview (Focus Group) Questions
22. Curriculum Vitae of Primary Researcher(s) (and abbreviated vitae of other researchers)

\*If using any instruments or scales, you must demonstrate that you have permission to use the instrument. For each instrument or scale listed, provide a copy of your permission to use the instrument or indicate if the instrument is in the public domain. If you purchased the instrument or scale, provide proof of purchase.