



## Australian Actuarial Research Grants Application Form

(To be completed with reference to conditions of award. Applicants should ensure that their application covers the specific selection criteria set out in the conditions.)

### Part A: Project Summary

Title of proposed project: \_\_\_\_\_

Amount of grant sought under Australian  
Actuarial Research Grants Program: \_\_\_\_\_

Name of researcher or team leader: \_\_\_\_\_

Proposed recipient organisation  
or recipient researcher: \_\_\_\_\_

100-word summary of proposed project:

**Part B: Explanation (where applicable) of how expected results  
from the proposed project will contribute  
to meeting an area of strategic need**

Describe exactly **how outcomes from the proposed project are expected to fill a gap in the profession's intellectual and knowledge base.**

Absence of a description will be taken as acknowledgement that outcomes from the proposed project are not expected to help meet any strategic needs.

In the specific case of a **'public policy' research project**, describe instead **how results and outcomes from the proposed project are expected to advance the profession's image and reputation** through addressing the public policy issue concerned.

Limit: 250 words.

### Part C: Description of the proposed project

Describe **the problem the project will address and the approach to be adopted.**

Limit: 250 words.

Describe **any novel aims or concepts that will feature** in the project. Limit: 200 words.

### Part C: Description of the proposed project [continued]

Describe **the methodology to be used, including any new approaches, methods or techniques**.  
Limit: 200 words.

Please attach **detailed c.v.** of researcher and any other team members. In the case of a team-based project, include description of **the team members' complementary experience and skills**.  
Limit: 250 words; 400 words in the case of a team-based project.

### Part C: Description of the proposed project [continued]

Describe steps proposed to **apply or access results and outputs from the project**. Limit: 150 words.

### Part D: Proposed Budget +

Item	Budget [\$]	Calculation of budget,+ including brief justification of proposed expenditure (Add more detailed justification in box on following page if necessary.)	Amount & details of cash or in-kind inputs from elsewhere (including from recipient organisation/ recipient researcher)
Personnel &, #, @, φ			
Equipment			
Consumables (including data sets etc.)			
Travel essential for the project			
Publication/application of results			
Other proposed expenditure			
<b>Total</b>			

- + The Institute does not meet a recipient organisation's administrative overheads.
- & Include salary on-costs – e.g. for a research assistant – to a maximum 30% of direct salary/ salaries.
- # Where a researcher (either the lead researcher or a researcher team member) is paid to carry out research as part of his/her job, the researcher's salary should *not* be included in the budget. The researcher's time to be devoted to this project (with salary on-costs up to 30%) should, however, be included in the final column.
- @ Where the researcher is *not* paid to undertake research as part of her/his job, up to half of the salary (including salary on-costs) for the time being devoted to the proposed project can be costed into the budget.
- φ Teaching relief for an academic researcher can be included as a budget item subject to the conditions set out in the conditions of award.

Add any additional budget justification in the box on the following page.

**Any additional budget justification:**

Send completed form + attached c.v.(s) to:

Research Committee  
Actuaries Institute  
[research@actuaries.asn.au](mailto:research@actuaries.asn.au)

by September 21, 2012

Enquiries to:

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