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**Action-Research Staff Support Grants Application Form**

September 2023

**A close-up of a logo

Description automatically generated**

## General Information

Organisation:

Project Lead: Role in Organisation:

Contact Email: Contact Number:

## Project Title & Aims (300 words):

*Please provide the title of your project an outline of what it aims to deliver for staff, learners, the wider organisation etc…..*

Project Title:

## Project Approach & Methodology (500 words)

*Please provide a clear outline of the research approach that you have opted for and an explanation of the reasoning behind these choices.*

## Impact Assessment & Project Evaluation (500 words)

*Please use this section to outline how you will measure the extent to which your project work has achieved its aims by the project’s close.*

## Project Outputs (300 words)

*Please detail what outputs your research project will produce*

## Outcomes (300 words)

*Please use this section to outline what you are hoping to learn from this project and how it will help your team and your organisation widen participation in the short and the longer term*

## Costings Outline (One A4 Side)

*Please use this section to provide your project costings, feel free to use tables and charts if this is a more comfortable way of presenting this numeric data*

## Declaration

I hereby declare that all of the above information is true and accurate at the time of writing and that I, as a representative of my organisation, am happy to submit this application

Name:

Signed:

Date: