Problem	Process	Framework	Organisation	Resources
Key terms Defined terms that you'll refer to throughout the application ➢ What terms will you commit to? ➢ Keep this short! ➢ Avoid using any variant terms or other ideas that aren't key terms.	**RQs and/or Aims** What are the aims and questions driving the project? ➢ How are they addressing the gap? ➢ How is each one addressed by your methods?	**Theoretical framework and note-taking** Free space for scribbling, discussing, mapping, etc.	**Timeline** ➢ How is the project scaffolded? ➢ What are you going to do, in what order? ➢ Does one method rely on a prior method in order to work?	**Outputs** What will your project produce? Workshops, symposium, academic presentations, NTROs, papers, book(s), website, reports, curricula, etc. ➢ Think about how you will communicate to a public of some sort. ➢ Whether the 'general public', a community group, a specialist non-academic group, or something in between.
Gap What's the gap your project addresses? ➢ Short, jargon-free, impactful. ➢ Push context and explanation to Story section	**Innovation(s)** What are you going to contribute to your discipline's research toolkit? ➢ What's new about it? ➢ Why you? What about you grounds your innovation?			
Timeliness What's urgent about the problem? ➢ What is looming, what will be lost? ➢ Think to announced policies, media coverage, new tech, moral panics, etc.	**Method(s)** How are you going to study the gap? ➢ Which RQs/Aims will each method address? ➢ Where will RAs/PhDs contribute? ➢ How will the methods interact?			**Personnel** Who will be employed in this project beyond yourself? ➢ Research: PhD scholarship, methods support, negotiating disciplinary boundaries. ➢ Operations: comms, project management, design work.
Story Active, narrative based description of the problem's context that demonstrates its exposure to your discipline. ➢ What's the intellectual and/or practical context for your gap? ➢ This is shorter than you think.				**Budget** Note any non-personnel costs that will need to be paid for by ARC or by Monash. ➢ Don't stress about $$ amounts. ➢ Participant incentives, fieldwork, open access, data access, workshops, registrations, catering, website, travel, etc.