**Research Support Request Form**

**2025**

# Research Support Request Form

Please note:

All research supported will require a research agreement (contract) and could take up to four months to get signed-off depending on the support requested. Students need to consider this when deciding if they should apply for research support by DCJ.

For any data requests, approval from the data custodian is required. Prior to this, an IT security risk assessment will need to be undertaken for your organisation.

For enquiries about your application for research support contact [ResearchPartnerships@dcj.nsw.gov.au](mailto:ResearchPartnerships@dcj.nsw.gov.au)

|  |  |
| --- | --- |
| **Project Title** |  |
| **Date of application** |  |
| **Applicant’s title/name** |  |
| **Position** |  |
| **Institution** |  |
| **Phone** |  |
| **Email** |  |
| 1. **Researcher’s details** | |
| **Is the research project part of a university degree?** | * No * Yes, post-doctoral degree * Yes, PhD * Yes, Master’s degree * Yes, other degree (please specify) |
|  | [If PhD, please fill out below information] |
| **Title/name - Supervisor** |  |
| **Position** |  |
| **Institution** |  |
| **Phone** |  |
| **Email** |  |
|  | [If NO, please fill out below information] |
| **Title/name -Principal investigator 1** |  |
| **Position** |  |
| **Institution** |  |
| **Phone** |  |
| **Email** |  |
| **Title/name - Principal investigator 2** |  |
| **Position** |  |
| **Institution** |  |
| **Email** |  |
| **Title/name - Principal investigator 3** |  |
| **Position** |  |
| **Institution** |  |
| **Email** |  |
| 1. **Research project details** | |
| **Project start date** | --/--/---- |
| **Project end date** | --/--/---- |
| **Does the project have ethics approval?** | * Yes * No |
| **Name HRECs and approval numbers** |  |
| **Is this research supported by a research grant** | * Yes * No |
| **Please specify** | * ARC * NH&MRC * Other research grant body (specify) |
| 1. **Research project rationale** | |
| **Please provide a brief description of the research rationale and objectives** |  |
| **Key policy focus**  *Highlight all that apply* | * Child and Family   + Early Intervention and Prevention   + Child Protection   + Out-of-Home Care * Housing * Homelessness * Disability * Ageing * Aboriginal Outcomes * Other (specify) |
| **How does this research address or align with the priorities of the DCJ Research Strategy?**  *(see the* [*DJC Research Strategy 2020-2025*](https://www.dcj.nsw.gov.au/about-us/research-strategy.html)*)*  *150 word limit.* |  |
| 1. **Research methodology and design** | |
| **What best describes this research?** | * Quantitative study * Qualitative study * Mixed methods study |
| **Please provide a description of the research design and methodology and data linkage details (if applicable).**  *For example, RCT, longitudinal study, record linkage study, sampling technique, data collection methods, characteristics of participants etc. You may attach a concise research proposal or a CHeReL protocol as applicable.* |  |
| **Please describe any risks and contentious issues presented by this research and how these will be mitigated**  *Does the research methodology ensure privacy and protection of personal information (e.g. de-identification of data, secure storage, minimal permitted recipients)? Does the research require access to DCJ clients? Any other risks?* |  |
| **Please outline any Aboriginal governance, supervision, and/or collaboration arrangements in place for this research.**  *Highlight all that apply and provide a brief description* | Given the over-representation of Aboriginal people in our client groups, does your research incorporate any of the following:   * Aboriginal-led research * Aboriginal researchers, collaborators, and/or advisory groups involved in:   + the research design;   + the interpretation and reporting of findings; and/or   + knowledge translation and dissemination. * Aboriginal Ethics Committee Approval (e.g. AHMRC or AIATSIS)   Further information (provide more information on the above): |
| 1. **Details of Research Support requested** | |
| **Access to Administrative data or records**  *List the datasets* ***and*** *the specific variables or types of information you require*   * Child Protection * Out-Of-Home Care * Public Housing (HOMES) * Community Housing (CHIMES) * Aboriginal Housing (AHO) * Homelessness (CIMS) * Disability Services Minimum Dataset (up to 2018/19)   *Note: If your project requires a data linkage, then a CHeReL protocol (or similar document) will be required outlining the details of the linkage.* |  |
| **Access to DCJ clients**  *Specify research requirements such as sample size, locations across NSW etc.*  *Will you have direct contact with children or young people? Is your research trauma-informed? (see* [*here*](https://aifs.gov.au/resources/practice-guides/how-do-trauma-informed-research-and-evaluation) *for examples to consider). What is your experience in interviewing participants that may have experienced trauma?* |  |
| **Access to DCJ staff**  *Specify research requirements such as sample size, locations across NSW etc* |  |
| **Other type of support**  *Please specify* |  |
| **Support start date**  *This is the period of time you believe the Department will need to be actively involved* | * --/--/---- |
| **Support end date** | * --/--/---- |
| 1. **Knowledge Translation** | |
| **What are the key products this project will deliver?**  *Highlight all that apply* | * Thesis * Research report * Peer review journal articles * Policy/practice resources * Other (specify) |
| **How can the findings from your research inform DCJ programs and policies for vulnerable groups in NSW?**  *300 word limit.* |  |
| **How would you propose to translate these findings?**  *(e.g. develop ‘evidence to action notes’, presentations to policy officers, work with FACSIAR to develop tools for practitioners)* |  |
| **When do you see these translation tools/activities taking place?**  *(A rough estimate - note that this could include initial findings that are found throughout the research process.* |  |
| 1. **Other information you would like to provide?** | |
| *300 word limit.* | |