

eQC Patient and Carer Advisory Board

Expression of Interest (EOI)

Email EOI to chsr@uq.edu.au; A \$50 admin charge accompanies this EOI for all researchers external to CHSR.

Project Title:	
Submitted By:	
Submission Date:	
Preferences or Requirements^:	
Response Needed by:	
Contact Details:	<i>[Phone Number; Email]</i>
Attached	<i>[Describe documents attached]</i>

^Is there anything you would like The Board to take into account when considering your EOI or documentation?

How would you like the Board to help? For further information about each **process** [link], **Board Members** [Link].

#	Action	Service Fee	Tick
1	Grant Review at an eQC Board Meeting	\$200	
2	Individual grant review by individual Board member	\$80	
3	Researcher attend Board Meeting. Time allocated (45 minutes) for Board input as focus group. Max. 5 pages.	\$350	
4	Special meeting of The Board for the purposes of a project (out of session). Max 10 page documentation.	\$1,500 Approx. <i>[Request quote]</i>	
5	ECR Grant review	Free (once only)	
6	Appoint a member of the Board to join the research team as: a Co-Researcher, Advisory Group or Reference Group member; Research Buddy; reviewer research materials; dissemination activity reviewer, etc.	Payment direct to the Board Member via your project based on role	
7	Other: Specify:	TBA	

Documentation Guidelines:

- Forward relevant sections from grant application: Lay summary; Significance/implications of research; implementation plans; involvement of lived experience experts; timeline; dissemination and/or translation.
- Lay summary not to exceed 2 pages; Agenda – Max 1 page All documentation to be in 14 point font; 1.5 lines.
- Don't use the word 'consumer'. Determine who is most appropriate for involvement and say who you mean.
- Follow Dementia Australia language: guidelines: <https://www.dementia.org.au/sites/default/files/resources/dementia-language-guidelines.pdf>