

2026 PCT Grant Budget Exemplar

Please find below an exemplar to assist with the development of your grant budget.

For budget purposes, the following interpretations will apply:

Personnel – people employed in order to carry out the project, for example, research assistants. Please list each person separately, include planned activities for each person, and include salary details such as level, hourly rate, on-costs, and time allocation. Please note that academic salary support for the Chief Investigator will not be funded. Funding to backfill the clinical workload of the Chief Investigator will be considered; however, this must be fully justified.

Equipment, project materials and consumables – items used during the course of the project, for example, imaging, data collection equipment, and participant costs.

Travel – only travel related to data acquisition will be funded; conference travel will not be funded.

In general, the PCT will not fund publishing costs. However, if funding is requested, then this must be fully justified.

Please note that administering the organisation’s infrastructure costs will not be funded, nor will items that would normally be covered by a person’s workplace.

Grants will not be awarded for individual scholarships or conference attendance.

Please note that the entire funding will not be issued at the commencement of the project or research (refer to the Budget section of the Grant Guidelines for further details).

Please insert lines as required.

Budget Item	Details and justification	Amount (including GST where applicable)
Personnel 1	In-kind support provided by Jo Blogg as part of PhD candidature <i>Justification:</i> <ul style="list-style-type: none"> - Finalisation of protocol - Ethics submission, data analysis, write up and presentation of results 	\$0
Personnel 2	In-kind support from Company X and Company Y site clinicians and physiotherapy departments <i>Justification:</i> <ul style="list-style-type: none"> - Identification of eligible child-parent participants - Provision of study information and participant information consent form (PICF) - Demographic data collection 	\$0

<p>Personnel 3</p>	<p>Company X Research Assistant to conduct interviews</p> <p>\$58.41/hr x 90min x 20 participant interviews</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> - <i>Individual conducting interviews independent from the clinical team to avoid bias and ensure trustworthiness of data</i> - <i>Applicant Jo Blogg is enrolled part time. Project recruitment requirements will exceed her in-kind support and part-time workload capacity</i> - <i>Will require expertise and experience in conducting semi-structured interviews and adhering to ethical requirements</i> 	<p>\$2,051</p>
<p>Personnel 4</p>	<p>Interview Transcription by Digital Transcripts</p> <p>\$3.00 per/min x 90min x 40 participant interviews (45min child interview + 45 min parent interview x 20 child-parent dyads)</p> <p><i>Justification of transcription service:</i></p> <ul style="list-style-type: none"> - <i>Time sensitive interview transcription to facilitate concurrent data recruitment and analysis to allow interview adjustments and adaption according to the data and emerging categories</i> - <i>Ensure accurate transcription of language accents and specialist terminology</i> - <i>Confidential and secure data handling to ensure participant privacy and meet ethical standards and requirements</i> - <i>Reputable business used previously by the research team, with proven customer service and fast turn around</i> 	<p>\$5,400</p>
<p>Personnel 5</p>	<p>Expert qualitative researcher (AW) to guide and assist in concurrent content analysis simultaneous to recruitment and data collection</p> <p>\$73.67 per/hr x 40 transcripts x 3.5 hours per transcript (20 child interviews + 20 adult interviews) 10 surplus hours for specialist qualitative input and guidance</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> - <i>An expert qualitative researcher is required as a second coder to ensure rigour and trustworthiness of study findings</i> - <i>The expert qualitative researcher will assist with the development of a coding manual to ensure consistency of coding and trustworthiness of study findings</i> - <i>The expert qualitative research will provide suggestions to fine tune interview guide prompts to capture breadth and depth of children and parents/guardians' perspective</i> - <i>This study will be in addition to normal workload required by the expert researcher's current employment role</i> 	<p>\$11,468</p>

<p>Equipment</p>	<p>Audio recorder, Officeworks 2 x \$198</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> - Two recording devices to ensure efficiency and avoid delays due to multiple personnel, technological malfunction (low battery pre or mid interview), and safeguard against human error - High quality recording devices to accommodate for background noise and general artefact to facilitate accurate recording transcription - Confidential and secure local data storage within the device - Simple, quick and efficient means to upload interview recordings to electronic device and send for transcription 	<p>\$396</p>
<p>Equipment</p>	<p>NVivo – qualitative data analysis software. Available through Company X, with in-kind access to program as part of PhD enrolment</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> - Enables importation of transcripts, coding and organization of coding to establish themes. 	<p>\$0</p>
<p>Other</p>	<p>Consultation with consumer representatives (parents of children with condition)</p> <p>\$251 per day (Safer Care Victoria) 2 days in total x 2 consumers Total = \$1,004.</p> <p><i>Justification:</i></p> <ul style="list-style-type: none"> - Review and assistance with semi-structured interview schedule - Interpretation of the findings and knowledge translation strategy <p>Funds will be covered by Associate Investigator Jo Blogg consultancy fund at Company X.</p>	<p>\$0</p>
<p>Total</p>		<p>\$19,315</p>