**DP23: Instructions for Section A4 – Application Summary**

Provide an Application Summary (which is used by the Minister to consider the application) focusing on the **aims**, **significance**, **expected outcomes** and **benefits** of this project.

Write the Application Summary simply, clearly and in plain English of up to 750 characters (approximately 100 words). Avoid the use of acronyms, quotation marks and upper case characters.

**Note:** If the application is successful, the Application Summary will be used to give the general community an understanding of the research.

Examples of Application Summaries for funded Projects can be found on the [ARC website](https://rms.arc.gov.au/RMS/Report/Download/Report/d6b15b2b-3a50-4021-8e6f-6c7ef1cba553/0).

Application Summaries **must** follow this format:

**Aims:**

(For example: This project **aims to** address/investigate/review …; by utilising/advancing/conceptualising …)

**Significance:**

(For example: This **project expects to** generate new knowledge in the area of … using an innovative approach/using interdisciplinary approaches/utilising new techniques …)

**Expected outcomes:**

(For example: **Expected outcomes of this project** include…/enhanced capacity to build institutional/disciplinary collaborations/theory development/refined methods/improved techniques…)

**Benefits:**

(For example: **This should provide significant benefits**, such as …)

**Important things to note regarding the Application Summary:**

* In following the format above, the summary will outline the aims of the project, provide the significance of the research, outline expected outcomes and benefits, including scholarly, public or commercial.
* The Application Summary may be modified by the ARC and used for public release.
* When describing benefits ensure that the description is consistent with the ARC [Medical Research Policy](https://www.arc.gov.au/policies-strategies/policy/arc-medical-research-policy).
* Use aspirational terms (for example, The project aims to…/The intended outcome of the project is…/The anticipated goal of the project is…) rather than definitive terms (The project will…/This will ensure…/This project will guarantee…).
* Do not use first person language. Use ‘The project aims to…’ rather than ‘I aim to’ ‘We aim to’ or ‘They aim to’ in the summary.
* Use plain English and avoid the use of terminology unique to the area of study.
* **Avoid** the use of quotation marks and acronyms.
* **Do not** use all upper case characters in the text.
* **Do not** use dot points.
* Use Australian English spelling and pay attention to punctuation and grammar.