Tips for Preparing a *Strong* Research Proposal

**CONTENT:**

*Provide clear and precise research questions and objectives:* Tell readers what you plan to achieve through your research and what questions you will be asking to reach those objectives.

*Demonstrate why it is important for you to answer your research questions:* Your questions should address a clear and significant research problem (i.e. a theoretical or practical issue, concern or condition that warrants investigation and/or resolution).

*Situate your project within the field:* Draw upon relevant literature to tell us what we know, and don’t know, about the research problem but avoid a general discussion.

*Describe your theoretical framework:* Tell the reader about the relevant theories, concepts and assumptions that you will be drawing upon to inform your methodology.

*Explain and justify your methodology and methods:* Tell the reader how you will answer your research questions and be sure to explain your decisions and choices. Be sure that your methodology and theoretical framework are aligned.

*Tell reviewers why your project matters:* What are the expected outcomes or impacts of your project? Who or what (practice, theory, policy) will your project affect? How will this project advance understanding and knowledge?

**STYLE:**

*Write for a non-specialist audience:* avoid disciplinary jargon and technical terms.

*Be concise:* make every word and sentence count.

*Be consistent:* if you need to refer to the same thing (e.g. approach, method, concept, population) more than once throughout your proposal, use the same word or phrase.

**BUDGET:**

Budget items should be explained and well justified in terms of your proposed research project.