**HONORARY RESEARCHER**

**ANNUAL REPORT**

Version Date: November 2023

The [Academic Staff Policy](https://divinity.edu.au/documents/academic-staff-policy/) (12.2) states that Honorary Researchers are responsible for submitting an annual report of their research activity through their College to the University. You will fulfil this requirement upon your timely completion and submission of this form to your College Research Coordinator. Your annual report is due in December of each calendar year of your appointment, excluding researchers with new appointments within six months of their appointment start date.

This form captures information about your research activities not entered into the University of Divinity Research Repository. This includes research in progress for the calendar year of your report, such as publications being authored or currently under consideration and impact and engagement outcomes.

Your Report is supported by your entries into the University of Divinity Research Repository via your [My Research](https://portal.divinity.edu.au/Research/MyResearch/Index) page. Ensure that your entries are current, accurate and complete, and only include publications which have appeared in print or online.

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| **Personal Details**Information on your honorary appointment can be found on your [Divinity CV](https://forms.divinity.edu.au/my-cv/). |
| Full name and title(s) |  |
| College |  |
| Honorary appointment type | [ ]  Honorary Postdoctoral Associate |
| [ ]  Honorary Research Associate |
| [ ]  Honorary Research Fellow |
| Date of appointment |  |

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| **Research Activities in Progress (Peer Reviewed Publications)**List your research in progress for the calendar year of this report which is intended for publication in a peer reviewed outlet. Output types to list in this section include:* A monograph for which you will be the sole author or co-author
* A book chapter in an edited collection of essays
* An edited collection of essays for which you will be the editor or co-editor
* A journal article in a journal of national or international standing
* A major or standard work of translation (i.e., monograph, essay, article, poem, &c.)

Also include any publications currently under peer review or contracted for publication. |
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| Research Activities in Progress (Impact and Engagement)List your impact and engagement research activities in progress for the calendar year of this report. Output types to list in this section include:* Publications which are not peer reviewed
* Research papers proposed or accepted for presentation at a national/international conference
* Conference or seminar papers intended for publication in a non-peer reviewed outlet
* A planned performance of a public exhibition of a standard or major original creative work
* Non-traditional research outputs for an academic or public audience and which contain or are derived from your original research
* HDR thesis supervision (both ongoing and completed)
* Peer assessment (including PhD examination, peer review of scholarly articles or book manuscripts, and assessment of external competitive grant applications)
* Any other impact and engagement research activity
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| **External Grants and Funding**List external grants or funding awarded to you this calendar year from awarding bodies such as:* The Australian Research Council
* Government competitive funds
* Government non-competitive funds
* Industry funds (including Churches)
* Other competitive funds
* Other non-competitive funds

Enclose any relevant information and documentation to your Report. Awards of University of Divinity research grants are not required, as these are recorded in your [Divinity CV](https://forms.divinity.edu.au/my-cv/). |

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| **1. Grant/Funding Details** |
| Institution, Body, Industry or Fund |  |
| Award scheme |  |
| Research project title |  |
| Co-applicants |  |
| Award amount and currency |  |
| Award date |  |
| Award duration |  |

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| **2. Grant/Funding Details** |
| Institution, Body, Industry or Fund |  |
| Award scheme |  |
| Research project title |  |
| Co-applicants |  |
| Award amount and currency |  |
| Award date |  |
| Award duration |  |

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| **Honorary Researcher Declarations**Please sign and date your Report to confirm that its contents are true and correct at the time of reporting. An electronic signature is acceptable for this form. |
| [ ]  | I confirm that all my published research publications and activities have been entered into the University of Divinity Research Repository and are current, accurate and complete. |
| [ ]  | I confirm that the content of this report is true and correct at the time of reporting. |
| Signature |  | Date |  |

**Please forward your completed and signed Report Form to your College Research Coordinator for their acknowledgement and comment.**

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| **College Research Coordinator Comments**Please provide any comments you wish to note to the Dean of Research Strategy. Your comments here will remain confidential within Research Strategy. |
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| Signature |  | Date |  |

**Please send this form to the Research Administrative Officer,** **Paul Daniels****, for the attention of the Dean of Research Strategy.**

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| **Dean of Research Strategy Comments**Please provide:* Your confirmation or otherwise of the report’s timely submission
* Your assessment of the Honorary Researcher’s report
* Your assessment of their Research Coordinator’s comments
* Any recommendations for the information or guidance of the Honorary Researcher and/or their Research Coordinator (to be communicated subsequent to your comments here)
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|  |
| Signature |  | Date |  |

**Please forward this completed form to the Research Administrative Officer,** **Paul Daniels****, record-keeping purposes.**