Migration Studies Delegation
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Guidelines for Project Applications for Systematic Reviews (Information for Authors)

Preparation of the project application

To ensure a successful application, please include a detailed project description, a cost estimate, and a proposed timetable. For assistance in preparing your application, refer to the Delmi checklist for systematic reviews and the Delmi guidance on conducting systematic reviews.

1. *Project description*

- <u>Name and contact details of the responsible author(s)</u>

- <u>Background</u>

Provide an overview of the background and context for the proposed systematic review, explaining how it aligns with Delmi's mission and its significance to researchers, policymakers, and the public. This section should capture the reader's interest and offer a clear understanding of the review's theme and its broader relevance.

- <u>Aim and reseach question(s)</u>

Clearly articulate the purpose of the systematic review and the specific questions it aims to address. Include an explanation of why these questions are both interesting and important to answer.

- <u>Theoretical perspectives or hypotheses (optional)</u>

If the systematic review is grounded in specific theoretical perspectives or hypotheses, outline them here. Identify the theories that will be applied and explain why they are relevant and appropriate for this review.

- <u>Method</u>

Outline the databases and sources that will be used for the literature search, along with the inclusion and exclusion criteria for selecting

relevant studies. Additionally, describe the approach for synthesizing and analyzing the literature, including the method for processing themes. Please also detail whether and how the included studies will undergo a quality review. For guidance in designing this section, refer to Delmi's checklist and the supporting templates for the search process and inclusion/exclusion criteria.

- Conclusions

Outline the anticipated conclusions of the study, including the potential for generalizing the findings from the systematic review. The conclusions should also suggest key points that could be addressed in the final discussion regarding policy relevance and potential policy recommendations.

2. Budget

The project cost should be calculated based on the expected workload involved in report writing (e.g., the typical report length of 50 pages), the significance of the issue in relation to Delmi's mission, and whether the author has prior publications on similar topics. The budget should account for all anticipated costs associated with the project's completion.

3. Timetable

The writing process is expected to take approximately 6-12 months, though not full-time. This timeframe includes the launch event, during which the printed systematic review will be presented to invited guests. Please provide the following dates:

- The anticipated date for delivering a first, largely complete draft
- The proposed launch date for the systematic review
- The deadline for submitting the fully completed script, including all tables and figures, to the Secretariat (this should be at least 2 months before the launch)