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| **The Bartlett**  **Doctoral Initiative Fund**  **For Research Students and Staff**  Application Form 2017/18 | **CHECKLIST**  Has supporting documentation been attached?  Have you signed the form? (*This may be typed*)  Has the form been signed by your Supervisor (*This must be handwritten or electronic, not typed*)  Supervisors may alternatively e-mail a statement of support to the Bartlett Faculty Office, steve.ridge@ucl.ac.uk |

**Please read the Regulations carefully before completing this form. Please TYPE or complete in BLOCK capitals. Please complete all sections. Incomplete applications will be returned.**

1. Personal Details of Lead Applicant

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| --- | --- | --- |
| Title: | First name: | Family name: |
| Institute or School: | | |
| Email: | | |
| Please state if you are **STAFF** or a **STUDENT**: | | |
| Student Number (if applicable): | | |
| If you are a student, please state your Fee Payer and any Stipends for this academic year (not previous years): | | |

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| If you are a student, please give the title / provisional title of your thesis |
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2. Previous Awards

Please list any previous awards received from The Graduate School (former name of the Doctoral School) and The Bartlett Faculty Office:

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| --- | --- | --- | --- |
| Purpose (e.g. conference, research project) | Location | Award reference no. or date of application | Amount received |
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3. Proposed Doctoral Initiative

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| Purpose (e.g. hosting symposia or conferences, collaborative workshops, skills training): | | |
| Location: | Start date: | End date: |

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| Please describe your proposed doctoral initiative and identify the cohort(s) of research students who will directly benefit from it (please be explicit about the expected numbers of research students and which departments are to be involved) and make clear any other factors in support of your application (e.g. the extent to which this initiative is not replicated elsewhere or The Bartlett could play a leading role in this area). |

4. Estimated Costs

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| --- | --- | --- |
| Exchange Rate (if applicable - please use the [www.xe.com](http://www.xe.com) currency converter): | | £1 = |
| **Expenses** (please give details) | | £ |
| **Total Estimated Expenses:** | | **£** |
| Signature of applicant: | Date: | |

5. Supervisor’s Endorsement REQUIRED IF THE APPLICANT IS A STUDENT

Please sign to indicate that you endorse the applicant’s proposed doctoral initiative. It is expected that for successful student applications, the supervisor will periodically liaise with the student (and where appropriate faculty staff) in order to monitor the progress of the doctoral initiative (e.g. confirmation of expenditure).

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| Full name of Supervisor (please print): | |
| Supervisor’s Institute or School: | Email: |
| Telephone Number: |
| **Supporting Statement:**  Please include an indication of how the proposed initiative relates to the student’s thesis and how it will benefit postgraduate research students beyond the applicant’s own institute or school.  If the student has been registered for 48 months (84 months if part-time) or more, please confirm that the student is actively progressing and is still (as affirmed at his/her upgrade) on course to complete his/her doctorate.  Supporting Statement: | | |
| Signature of Supervisor (*handwritten or electronic, not typed*). You may alternatively confirm your endorsement by e-mailing the Bartlett Faculty Office, steve.ridge@ucl.ac.uk    Date: | | |
| NOTE TO APPLICANTS AND SUPERVISORS:  1. Please see CHECKLIST on the front of this form before submitting the application.  2. Please submit the complete application to: **Dr Steve Ridge, The Bartlett Faculty Office, University College London, 22 Gordon Street, London WC1H 0QB** or by e-mail to **steve.ridge@ucl.ac.uk** | |