

# Capital Equipment Fund Call (CEF7)



## Application Form

This form should be completed by Faculties of Life, Brain, Medical, and Population Health Sciences applicants adhering to the word limits where stated.

This funding is intended to support the purchase of strategically important research capital equipment.

The equipment must be deliverable by 31st July 2025.

Letters of support are not required for this application.

\* Required

\* This form will record your name, please fill your name.

## Applicants

1

**Lead applicant - 1**

\*

2

**E-mail address \***

3

**Division/Institute \***

4

**Faculty. \***

FLS

FMS

FBS

FPHS

5

**Lead applicant - 2** (if applicable).  
Last name, first name \*

6

**Division/Institute** (if applicable).

7

**Faculty** (if applicable)

FLS

FMS

FBS

FPHS

# Co-applicants

8

**Please upload a list (Excel) of all co-applicants in the following format:**

	Last Name, First Name	Faculty	Division/Institu
Co-applicant			
Co-applicant			
Co-applicant			
etc			

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# Equipment

Please provide details about the equipment requested.

9

**Name of equipment**  
(specific model) \*

10

**Supplier** \*

11

**Type of equipment.**  
E.g. confocal microscope, cell sorter, mass spectrometer etc. \*

**Description.**

Briefly describe the primary functions and applications of the equipment.

*(100 words maximum.) \**

# Budget

Please provide financial details of the equipment requested.

Please consult Finance and Business Affairs team before applying (<https://www.ucl.ac.uk/finance/sales/medical-equipment>) and clearly state if the equipment requested is eligible, or ineligible, for VAT Zero Rating.

*Please note:*

- Funding for refurbishment costs will not be provided through CEF7 – these costs will need to be met through other funding sources. In addition, any required refurbishments or refitting of lab spaces should already be on the UCL Estates priority list.
- Non-capital items (e.g., extended warranties, maintenance/service contracts, staff, training, consumables) are not eligible and cannot be funded through CEF7.

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## **Total cost for the equipment (exc. VAT) in GBP.**

Please enter a number only i.e. 100000 rather than £100k or £100000.

\*

The value must be a number

14

## **Are you receiving a contribution towards the cost of the equipment from your Division/Institute or other? \***

Yes

No

15

**Name of Division/Institute or other contributing** (if applicable).

16

**Division/Institute or other contributions in GBP.**

Please enter a number only i.e. 100000 rather than £100k or £100000.

The value must be a number

17

**What is the total cost of the equipment requested from CEF7 for the equipment (inc./exc. VAT as appropriate) in GBP?**

Please enter a number only i.e. 100000 rather than £100k or £100000.

\*



18

**Please upload 1 supplier quotation (pdf).**

\*\* Please note that the quote may only include service contracts, extended warranties, consumables and training costs if these are provided free of charge. If included at cost, please ensure that these costs are removed from what you have requested in question 18 as these costs are not eligible for reimbursement from the CEF6 budget.

If a quote cannot be provided please upload (supplier) email or statement with details.

\*

↑ Upload file

File number limit: 1 Single file size limit: 10MB Allowed file types: PDF

# Purpose

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**Which best describes the purpose of the proposed equipment?**  
(please tick all that apply)

\*

- Replacement for ageing/end-of-life equipment
- Additional capability
- Additional capacity
- Bringing in technology not currently available at UCL

# Justification

Provide a description of the request.

20

## **Strategic Case.** \*

Please describe the research enabled by the requested equipment and/or the value added to existing research programmes and/or Science Technology Platform (STP)/multi-user core facilities, indicating the strategic value of the requested item(s) to research within LMS.  
*(400 words maximum).*

## Location

Please provide details of where the equipment will be housed, including site, building, and room. Indicate if there are any estates costs associated with the installation or maintenance of the equipment.

21

**Site/Building/Floor/Room. \***

22

**Are Estates costs associated? \***

Yes

No

23

**Please provide details (if applicable)**

## Management of the equipment/facility

Please indicate:

24

**How will the equipment be managed and made available to users? Please include a 3-year operational plan? \***

25

**What are expected user numbers/usage rates for the equipment by groups within LMS/UCL, researchers at other institutions, and external research partners? \***

26

**What are the access charges to users and on what basis will these be calculated? \***

## Application details

27

### **Additional Funding applications. \***

Please indicate if you are currently applying or expect to apply for this equipment from an external research funder.

- MRC-Equip-4
- BBSRC ALERT24
- Other
- None

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**If other, please provide details.**

**Previous applications. \***

Please indicate if you, or members of your wider group, previously applied for this equipment unsuccessfully through earlier Capital Equipment Fund (CEF) calls or other external funding calls.

- CEF5
- CEF6
- MRC-Equip-1
- MRC-Equip-2
- MRC-Equip-3
- BBSRC ALERT22
- BBSRC ALERT23
- Other
- None

**If other please provide details.**

**Procurement timelines. \***

What is the expected lead time?



## Relevant UCL STP or other multi-user facility

All applications that fit within the remit of a UCL STP will be ranked by the relevant STP Academic Lead (<https://www.ucl.ac.uk/science-technology-platforms/>). Please discuss your application with the relevant STP Academic Lead (if applicable) by 28th June 2024

Please indicate if your application does not relate to a UCL STP (e.g. ultra-centrifuge) but is located at a multi-user facility or available to multiple users.

32

**Please name the multi-user facility in which the equipment will be located (if applicable).**

\*

Please give details (lab and location) if it will not be located in a multi-user facility but will be used by multiple users.

33

**Name of facility Academic and/or Technical Lead (if applicable).**

**Does your application relate to any of the 9 UCL STPs? \***

If the equipment requested does not align with the remit of a UCL STP (e.g. ultracentrifuges) please choose not applicable.

- Biological Services (Mike Brown)
- Flow Cytometry (Arne Akbar)
- Fish Facility (Isaac Bianco)
- Genomics (Sergi Castellano)
- Imaging (Franck Pichaud)
- NMR Spectroscopy (John Christodoulou)
- Radiochemistry (Erik Arstad)
- Mass Spectrometry (Konstantinos Thalassinos)
- Biomedical/In vivo Imaging – pre-clinical (Tammy Kalber)
- Biomedical/In vivo Imaging – clinical (Ahmed Toosy)
- Not applicable

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**Is the relevant UCL STP Academic Lead aware of your CEF7 application? \***

Where applicable all applications will be ranked and commented on by an UCL STP Academic Lead/non-STP related committee  
A statement from the Academic Lead is **not** required.

- Yes
- No
- Not applicable

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**Does the same or similar equipment exist elsewhere at UCL? If yes, please describe the existing equipment, explain why it is not suitable or why it cannot be used, and in which facility it is located? \***

37

**Does the equipment request relate to Advance Research Computing (ARC)? \***

- Yes
- No

38

**If yes, please provide details.**

# Environmental Sustainability

We are aware that making sustainable choices can have an impact on cost.

39

**Please describe any choices made, for environmental sustainability reasons, in selecting suppliers, items etc. and the approximate extra costs.**

**Please also provide examples of how the requested equipment will contribute to improving environmental sustainability e.g., decarbonising and contributing to net zero targets, and reducing waste.**

***(150 words maximum) \****

40

**Is your lab/facility participating in LEAF? \***

Yes

No

# Approval

**We encourage Divisions/Institutes to rank their applications.**

41

**Has your application been ranked by your Division/Institute? \***

- Yes
- No
- Not applicable

42

**If yes, name of Division or Institute through which the triage was undertaken.**

43

**Name of Division/Institute Director. \***

**Statement from Division/Institute Director.**

The signature from the Division/Institute Director **must** be included in the statement (electronic signature is fine) to confirm their support for the application.

\*

Please provide:

1. Confirmation of strategic importance of the equipment, availability of appropriate space, and any refurbishment required (including availability of funds for the required works), and that UCL Estates has been informed.
2. Details of any commitments such as technical staff, other resources, or cash/in-kind commitments (with exact amounts e.g. including FTE and grade of staff).

*(400 words maximum)*

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