Capital Equipment Fund Call (CEF6)
Faculties of Life and Medical Sciences (LMS)

Deadline: Thursday 7th September 2023

Internal review process and call guidelines

Background & call for equipment bids:

The Capital Equipment Fund Call (CEF6) is open to all Divisions and Institutes within the faculties of Brain, Medical, Life, and Population Health Sciences, and is intended to support the purchase of strategically important research capital equipment. We expect many of the successful applications to be for major equipment that will be managed within multi-user facilities such as the UCL Science Technology Platforms (STPs) or within other existing core facilities.

CEF6 funding is provided via a UKRI Research England allocation (Research Capital Investment Fund – RCIF) to UCL for the 2023/24 Financial Year. As a result, all equipment purchased through CEF6 **must** be on UCL premises no later than 31 July 2024. Equipment delivered after this date risks having its CEF6 support withdrawn. PIs awarded funding through CEF6 will be expected to inform Nadine Simons-Weidenmaier (n.simons-weidenmaier@ucl.ac.uk) of any delivery issues as soon as possible to enable us to maximise usage of the 2023/24 RCIF budget.

All applications that fit within the remit of one of the 9 UCL STPs, it will be reviewed and ranked by the relevant UCL STP Academic Lead. Please contact the relevant UCL STP Academic Lead to discuss your equipment request prior to submission (if applicable)

- Biological Services: Mike Brown
- Cell Sorting & Analysis: Arne Akbar
- Fish Facility: Isaac Bianco
- Genomics: Sergi Castellano
- Imaging: Franck Pichaud
- Mass Spectrometry: Kostas Thalassinos
- NMR Spectroscopy: John Christodoulou
- Radiochemistry: Erik Arstad
- Biomedical/In vivo Imaging: Tammy Kalber (pre-clinical), Ahmed Toosy (clinical)

If the equipment request relates to Advanced Research Computing (ARC) please contact Head of Research Computing Owain Kenway.

If your application does not fit within the remit of a UCL STP, please provide details in Section 'Relevant UCL STP or other multi-user facility' on the application form. Should you have any questions please contact Nadine Simons-Weidenmaier to discuss your application.

Rankings by Divisions or Institutes are highly encouraged and must also be submitted by 7th September 2023.

All applications will be assessed through a process of internal review and prioritisation by Vice-Deans (Research) for the Faculties of Life and Medical Sciences (LMS).

Important dates:

CEF6 timeline	
Deadline to contact STP Academic Lead (if applicable)	Friday 14th July 2023
Deadline for applications and divisional rankings	Thursday 7th September 2023
Award outcome announcement	End of November 2023
Equipment delivery deadline	Wednesday 31st July 2024

Scope and Guidance:

The CEF scheme is intended to complement other schemes, such as MRC-Equip and BBSRC ALERT, that provide funds for the purchase of strategically important equipment. Applicants are advised to seek external funding in the first instance.

Alignment with UCL Science Technology Platforms (STPs):

We expect many successful applications to be for major equipment that will be aligned with, or managed within, the UCL STPs or other strategic multi-user core facilities. In such cases, the track record of the facility in providing service and access to facilities will be an important factor to consider and applicants should provide sufficient detail to assess this.

Applicants are required to contact the relevant STP Academic Lead (if applicable) to discuss their equipment request prior to applying for CEF6. Applications relating to research computing should liaise with the Centre for Advanced Research Computing (ARC) via the Head of Research Computing for input on their application. See the STP home page for relevant contact details.

CEF6 is unlikely to support bids where the same or similar equipment already exists in STPs or other accessible multi-user core facilities elsewhere at UCL. Only in exceptional circumstances, e.g. when demand significantly outstrips existing capacity and/or geographical separation makes use of existing facilities not feasible, will such applications potentially be supported.

CEF6 is unlikely to support applications for equipment that should normally be included on project grants, programme grants or fellowship applications. Institutional matched funding for equipment on such schemes is considered through the LMS research equipment match funding process.

Costings:

Applications to CEF6 are expected to be in excess of £50k.

Eligible costs include the cost of equipment purchase, installation, shipping, taxes (VAT or import tax) where chargeable, and standard warranties.

Ineligible Costs: Staff support and any lab refurbishment costs are not eligible and must be provided by commitments from the host Division/Institute/Department. Extended warranties, maintenance/service contracts, training, or consumables purchased with the equipment are not eligible and these costs will need to be met through other sources. It would generally be expected that costs for equipment repairs, parts, or upgrades are covered by maintenance contracts, insurance/warranties or built into the running costs for the equipment. These costs will not be covered by CEF6 and will need to be met by the Division/Institute or other funding sources.

CEF6 will consider applications for equipment linked to recruitment (both those who started in post 1st September 2022 or later, and those that will be in post by 1st November 2023); for such applications, the expectation is that the host Division/Institute will contribute funding towards purchase of the equipment.

Although financial contribution towards the cost of the equipment is only a requirement when the application is linked to recruitment, if such funds are available for other equipment applications, they should be included and highlighted in your application.

Only one piece of capital equipment may be funded, although this can include equipment that requires assembly or involves several components (not necessarily physically linked) provided they constitute a single technology platform to allow for an end-to-end experimental process.

If you plan to request several components that could constitute a platform, please contact Nadine Simons-Weidenmaier (n.simons-weidenmaier@ucl.ac.uk) before submission, to discuss the eligibility of your request.

When multiple linked pieces of equipment are being requested, the case for each separately costed item should be clearly stated. Please provide itemised quotations. CEF6 will not consider applications for whole lab refurbishment. If the items requested are not linked, please submit the requests as separate applications so they can be individually reviewed and prioritised.

For successful CEF6 applications, we expect an annual report on equipment usage, finances, and future sustainability plans. For equipment within core facilities, this should be included in the annual reporting processes for the facility.

Procurement:

Please provide 1 quote and indicate if the requested equipment is from a single-source supplier. Service contracts cannot be added unless free of charge. Please contact the procurement team (stem.procurement@ucl.ac.uk) or Nadine Simons-Weidenmaier (n.simons-weidenmaier@ucl.ac.uk) **prior** to the application deadline for advice.

You will be contacted by the procurement team should your application be successful. All negotiations with suppliers must be led by the procurement team.

Sustainability:

To support the strategy for a sustainable UCL an effort should be made to make sustainable choices (if possible) when using, purchasing, or disposing of lab equipment and by doing so help to directly contribute to reducing the University's carbon emissions. All labs and/or facilities are highly encouraged to take part in LEAF (Sustainable UCL - LEAF). For information or advice please contact Martin Farley (m.farley@ucl.ac.uk).

Contact details:

If you are uncertain if your application would be suitable/competitive for this scheme, please contact Nadine Simons-Weidenmaier (n.simons-weidenmaier@ucl.ac.uk), your LMS Vice-Dean (Research) or the relevant STP Academic Lead/multi-user core facility academic lead/ARC Head of Research Computing.

How to apply:

1. . Allow sufficient time to complete your application to ensure you get input from the relevant UCL STP Academic Leads/ARC Head of Research Computing and multi-user core facility academic leads as appropriate to your application. You should contact your relevant STP Academic Leads no later than 14th July to discuss your application.

   Obtain approval from your Division/Institute Director ahead of the application deadline. See application form for details.

2. CEF6 applications are to be completed on MS Forms: CEF6 application form. Any issues with the form contact Nadine Simons-Weidenmaier (n.simons-weidenmaier@ucl.ac.uk).

There is a PDF and Microsoft Word version of the application for your convenience **(not to be submitted).**

- CEF6 - Capital Equipment Fund Call - application form.pdf
- CEF6 - Capital Equipment Fund Call - application form.docx