**Call for Collaborative Projects at the IHE Royal Free Hub**

**Guidance**

UCL Engineering -under the umbrella of the Institute of Healthcare Engineering (IHE)- along with the UCL Medical School are opening the new IHE Royal Free Hub, based at the Royal Free Hospital.

Investigators are invited to apply for site access and working space, by proposing a project using the form below. In order to be considered, projects must have:

* A genuine need for working space at the Royal Free Hospital, where co-location between clinicians and engineers is essential to drive forward impactful research. Projects must be co-developed with and sponsored by Royal Free clinical teams.
* A plan for developing further funding of the proposed research.

The aim is to develop a thriving research hub, hosting many projects, with each project enhancing collaboration and translation.

**Currently, due to the COVID-19 pandemic, requests for a hot-desk are not permitted and capacity is limited to 25% in line with UCL regulations.**

Therefore, in the form below, you can request desk space for up to 6 months in the first instance, and you must specify how long you envisage your project to be for. Desk allocation will be reviewed on a 6-monthly basis.

**Applicability**

In order to reach out to as many people as possible, across the wide remit of UCL Engineering and the clinical research at the Royal Free Hospital, projects will be considered from PhD students, Post-Doctoral, Academic and Clinical staff.

**Criteria**

Proposals will be assessed based on the following criteria:

* Need for an engineer-clinician collaboration
* Clinical impact and operational need
* Strength of sustainability and follow-on project funding plans

**Timelines**:

Completed applications should be emailed to Dr Su-Lin Lee at ([su-lin.lee@ucl.ac.uk](mailto:su-lin.lee@ucl.ac.uk)) by the 16th November 2020. Allocation of projects will be performed during December 2020, with a view to starting work during January 2021. Successful applicants will have to complete a mandatory induction process. Those projects that require Research Passports, or Honorary Contracts, will need to obtain these independently, and the proposed start date should reflect this.

For all queries, please contact Dr Su-Lin Lee ([su-lin.lee@ucl.ac.uk](mailto:m.clarkson@ucl.ac.uk)).

**Call for Projects at The IHE Royal Free Hub**

**Application Form**

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| **Clinical Principal Investigator Details:** | |
| **Name** |  |
| **Post held** |  |
| **Department/Division** |  |
| **Faculty/School** |  |
| **E-Mail Address** |  |
| **Telephone Number** |  |
| **Curriculum Vitae** | Please attach a CV (2-page) as a separate document. |
| **Engineering Principal Investigator Details:** | |
| **Name** |  |
| **Post held** |  |
| **Department/Division** |  |
| **Faculty/School** |  |
| **E-Mail Address** |  |
| **Telephone Number** |  |
| **Curriculum Vitae** | Please attach a CV (2-page) as a separate document. |
| **Co-Investigators**  (please add additional lines as required) | |
| **Name of Co-Investigator** |  |
| **Department/Division** |  |
| **Faculty/School** |  |
| **E-Mail Address** |  |
| **Key Collaborators/Staff**  Please list key collaborators/staff. | |
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| **Brief History of Collaboration (max 300 words)**  Describe your track record of collaboration. | |
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| **Project Title** |  |
| **Proposed Start Date** |  |
| **Project Duration** |  |
| **Desks Requested** | **For each desk, please state:**   1. **Number of seats** 2. **Name and email address of person sitting at each desk, if known** |

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| **Project Concept and Vision (max 300 words)**  What is the proposed project and how does it fit with the remit of the IHE Royal Free Hub? How does the project enhance the multidisciplinary and translational aspirations of the Hub? |
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| **Project Proposal (max 1 page)**  Please include:   * Background * Aims and objectives * Work Plan, with Deliverables |
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| **Impact (max 200 words)**  What is the potential impact of the clinical application of the proposed work? |
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| **Current Financial Support**  Please summarise the current level of financial support. The IHE Royal Free Hub will support unfunded projects, if there is a reasonable plan for how the project might grow. If you can, provide grant funder, reference numbers, start/end date, title, PI. |
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| **Next Steps (max 200 words)**  What are the next steps for the project / grant funding beyond the duration of this proposal? |
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| **Signatures** | | |
| **Clinical Principal Investigator**  I declare that the information given on this form is complete and correct. | | |
| Name (print): | Signature: | Date: |
| **Engineering Principal Investigator**  I declare that the information given on this form is complete and correct. | | |
| Name (print): | Signature: | Date: |