**UCL COVID-19 RAPID RESPONSE FUNDING CALL**

**APPLICATION FORM**

Applications must be submitted electronically and contain the following:

* 1 PDF (‘PDF SAM Basic’ can be downloaded [here](https://swdb.ucl.ac.uk/)) that includes:
	+ Completed application form
	+ CV(s) (1 page max.)
		- *Please note that CVs will be circulated to reviewers, the finance department and research services. If you do not wish for your personal details to be shared, please remove them from your CV*
	+ Standalone Worktribe budget (this is an option under “Projects” in Worktribe). ***Note:*** *Worktribe costings do not have to be submitted to Research Services at this stage*
	+ Letter of support (1 page max.)
1. **Divisional/Institute/Department support**

|  |  |
| --- | --- |
| Sponsor *(Director in SLMS/IoE or HoD in BEAMS/SLASH)* |  |
| Sponsor approval of the project | Yes [ ]  No [ ]   |
| Sponsor signature |  |

1. **Application Details**

|  |  |
| --- | --- |
| Principal Investigator  |  |
| Division/Institute/Department |  |
| Email Address |  |
| Title of Research Proposal  |  |
| Co-Investigators |  |
| Start Date |  | End Date |  |
| Total Amount Requested |  | Duration (months) |  |

1. **Application**

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| --- |
| Abstract (250 words max.) |
|  |
| Case for support (2 pages maximum) |
| Background (including the level of urgency, and why the activity is important now)Aims and ObjectivesProposed work and methodology (including supporting preliminary data)Deliverables and impacts (including how these are unique, and value-adding compared to existing COVID-19 related research activities)Timeline of investigation (including project milestones (Gantt chart)) |
| Follow on funding plans (if appropriate) |
| Please detail your plans for follow on funding if you intend to use this scheme to pump prime a larger application in the future |
| References (max. 5 references) |
|  |
| Budget details |
| Please provide a breakdown, detailed description, and justification of the resources requested (1 page max) - Attach a copy of the Worktribe standalone budget for your proposal as an appendix to this application form as one document (*note: Worktribe costings do NOT have to be submitted to Research Services*)* When creating the Worktribe project, select the ‘Wellcome Trust’ funder template as this scheme covers DI costs only - Worktribe costings should include the name(s) of staff, the description, as well as the associated budget requested
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| Feasibility and continuity plans |
| * Please detail feasibility to complete project in the proposed timeframe and with current capacity/lockdown restrictions, ensuring research facilities are available and can be operated in a safe and secure manner
* Please detail continuity plans to ensure ability to continue this research alongside ongoing activities if UCL begins to re-open during the course of the project
	+ Include how the reallocation of staff to this project will be managed if previous activities/projects resume during the course of this work
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| Research Data Management Plan |
| Please detail your plans for management/storage/sharing/preservation of data and software associated with this project. Guidance is available [here](https://www.ucl.ac.uk/library/research-support/research-data-management). |
| Letter of support |
| Please attach a letter (1 page max.) from your Director or Head of Department confirming: 1. Support of the proposal
2. Approval of the associated costs
3. Confirmation that the necessary facilities and resources are available

Letter attached: YES/NO (delete as appropriate) |
| Other sources of funding |
| Has this proposal been submitted to another funding scheme for consideration: YES/NO (delete as appropriate)If yes, please give the funder(s) and name of call(s): |