TIDAL N+
Transformative Innovation in the Design
of Assisted Living products and services

1. Applicant details

Name	
Email address	
Affiliation (institution and department where you are enrolled for your PhD)	
If you require a visa to study in the UK, please provide details of your visa including type of visa, start and end date, any restrictions on your Right to Work, when your Right to Work expires.	

2. Your PhD

PhD title	
Summary of your PhD topic (50 works maximum).	
Date you enrolled for your PhD	
Date you expect to graduate from your PhD (month and year)	

3. Your project idea

Working title for your project	
Narrative summary of your project idea (250 words maximum). Your summary should make it clear how your project aligns with one or more of the TIDAL research themes.	

4. Personal statement

500 words maximum. There is no word limit for responses to the individual questions, but the total number of words should be no more than 500.

What are you hoping to gain from the workshop and why is this important to you?	
Provide one or more examples of how you have collaborated with colleagues	

or others in a personal, academic or other work context	
Name up to three key skills you could bring to a collaboration process, with examples of how you have developed and/or used them. Examples of such skills are (but are not limited to): networking skills; facilitation/running workshops; creative thinking; conflict resolution; emotional intelligence; listening skills; team-building skills; organisational skills; project management	
What does inclusivity mean to you in practice?	

5. Accessibility requirements

Please state any accessibility requirements necessary to enable you to participate in the online workshop. For example, do you require closed captioning?	

6. Approvals and sign-off

For the approvers' signatures, you can either:

- Insert a scan of the signature in the signature box, or
- Ask each of your approvers to sign a hard copy of the signature page, then scan it or take a photo of it, and submit that in addition to the Word version and PDF version of the whole application form. It would be OK to attach a separate signature page for each of your approvers, so that you don't have to wait for one to sign before the next one can.

1. **Financial approval**

If you are given a place on the workshop, you will be expected to submit a grant funding application 4 weeks later. If that application is successful, you will be awarded 80% of the eligible costs of your project. Your organisation will be expected to pay the other 20% so that the full costs of your project are met. This is standard practice, but we need someone in your organisation with appropriate financial authority to confirm that they would be willing to do this.

We also need them to confirm that the salary costs for Directly Allocated staff (the named PI and any other DA staff) working on the project would be met by your organisation, as these costs cannot be included in the project budget: PI time and any other DA staff time will need to be donated in-kind. This is because the grant will be relatively small (up to £59k) and if PI time is included as a cost, that cost plus the associated overheads will use up most of the available funding and not leave enough for the actual research. The approver will also need to confirm that institution will nevertheless offer the PI the standard institutional support for PIs as expected by EPSRC.

The person giving financial approval should be someone who has the appropriate financial to approve grant applications. This will often be the faculty Dean, Head of Department, or departmental Head of Finance, but could be someone else, as stipulated by your institution.

Agreement and sign off:

I confirm that if the workshop applicant goes on to make a successful grant application, this institution would cover the salary costs of Directly Allocated staff working on the project and meet the expected 20% contribution on all eligible costs. I also confirm that the institution will offer the PI the standard institutional support for PIs as expected by EPSRC.

Financial approver's signature	
Name	
Role	
Date	

2. Proposed PI's approval

If you are given a place on the workshop, you will be expected to submit a grant funding application 4 weeks later. You will develop the funding proposal and will be named on the application as the lead applicant. The lead applicant would normally be the PI (Principal Investigator), however, because EPSRC does not allow PhD students to be direct recipients of grants, you will be listed on the application form as a Researcher Co-Investigator rather than the PI. There must also be a named PI. This is the academic in your organisation who has agreed to donate their time in kind to supervise the project. This could be your PhD supervisor or another academic in your organisation. Our expectation is that the lead applicant will lead and manage the research, with the support, supervision and guidance of the PI.

The person who has agreed to act as PI should sign the agreement below.

Agreement and sign-off:

I confirm that if the workshop applicant goes on to make a successful grant application, I agree to be named as PI on the application form and will donate my time in-kind to support, supervise and guide the applicant in carrying out their research project.

Proposed PI's signature	
Name	
Role and affiliation	
Date	

3. PhD supervisor's approval:

I confirm that:

- The applicant is enrolled for a PhD in the institution stated on this application form and is in the final year of their PhD.
- They are not expected to graduate or leave the institution prior to the project completion date (June 30th 2024).
- They have any necessary visas and the Right to Work and these will not expire before the project completion date (30th June 2024)

PhD supervisor signature	
Name	
Role and affiliation	
Date	

7. Submission and deadline

You should submit the following documents to TIDAL@ucl.ac.uk no later than Wednesday 31st May 2023:

- This application form in Word format AND as a PDF
- If any of your approvers have signed hard copies rather than inserting a scan of their signature, you should also attach scans or photos of the signed signature pages.