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**Vice-Chancellor’s Early Career Researcher Development Awards, 2019/20**

 **Application Form**

Sections 1-10 and the proposed budget are to be completed by the applicant. Please note and follow the word limit on each section – failure to do so may invalidate your application. **Please include the word count for each section on your application**. Applications should be written in plain English so as to be accessible and engaging for the non-specialist.

Please attach a brief CV (2 pages maximum) with an indication of previous research experience, eg recent publications, involvement in research projects and external recognition.

Once completed, pass to your proposed research mentor (Centre Director, Professor or other appropriate colleague) for comment and then to your Head of Department for approval. The deadline for applications to reach your Associate Dean (R&KE) is **12 noon on** **Friday 22nd March 2019**. Please also copy to: research@uwe.ac.uk.

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| Name of Early Career Researcher: |  |
| Current job title/grade: |  |
| Department: |  |
| Faculty: |  |
| Title of proposal: |  |
| REF Unit of Assessment (if known): |  |
| Name and position of research mentor |  |

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| 1. *What is the aim of your proposal? Please outline the objectives of the project and what research questions you are seeking to address [up to* ***200 words****]:*
 |
| *(X words)* |
| 1. *How are you proposing to meet these objectives? Give a brief outline of your research methodology [up to* ***300 words****]:*
 |
| *(X words)* |
| 1. *Provide a brief project plan setting out the main tasks to be undertaken, within a timetable,* ***with a specified start and end date*** *(between 1st August 2019 and 31st July 2020, or no later than 31st July 2021 for part-time award holders) [up to* ***200 words****, or attach a bar chart or equivalent]:*
 |
| *(X words)* |
| 1. *Please outline the significance of the research. In what way will it be novel, timely and important? How does it relate to the University’s key research priority areas? (See Guidance, Annex 1) [up to* ***200 words****]:*
 |
| *(X words)* |
| 1. *What will be the main outputs of the project (eg publications)? How do you propose to disseminate the findings outside academe? [up to* ***150 words****]:*
 |
| *(X words)* |
| 1. *What plans do you have for continuing this line of work beyond the end of the project? Please include any information you can at this stage on your plans to bid for external funding (including potential funding bodies) [up to* ***200 words****]:*
 |
| *(X words)* |
| 1. *How will your research make an impact? What difference will it make beyond academic outputs and dissemination, and what are your plans for achieving this impact in the longer term? [up to* ***200 words****]:*
 |
| *(X words)* |
| 1. *Please name any significant collaborators (internal to UWE or external) and their role in the research or its impact [up to* ***200 words****]:*
 |
| *(X words)* |
| 1. *Are there particular considerations in relation to good research conduct that apply to your project? Please refer to UWE’s* [*Code of Good Research Conduct*](http://www1.uwe.ac.uk/research/researchgovernance/codeofgoodresearchconduct.aspx) *and highlight elements that are especially pertinent – for example in relation to research ethics.*
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| 1. *Please explain how you meet the eligibility criteria for these awards (see Guidance). Applicants on fixed-term contracts should include their contract end date.*
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| **Breakdown of Direct Costs in 2019/20** (See notes below) | ***£*** |
| ***Pay costs*** | *See guidance below and give details of your calculation* |  |
| **Total pay costs***Nature of pay costs eg own time, research assistance, teaching replacement etc* |  |  |
| ***Non-Pay costs*** | *Ensure you provide sufficient detail for the assessors* |  |
| Equipment |  |  |
| Materials & consumables |  |  |
| Travel & subsistence |  |  |
| Conference fees |  |  |
| Other (please specify) |  |  |
| **Total non-pay costs** |  |  |
| **GRAND TOTAL (£15,000 maximum)** |  |  |

Notes:* Funds have to be spent by 31st July 2020 (or by 31st July 2021 for part-time award holders).
* Applications are **not** subject to full economic costing (fEC).
* In calculating the budget, all ‘additional’ costs should be included – i.e. whatever is required to undertake the project.
* If you are requesting to buy out your own time, then the cost should be calculated in terms of workload bundles translated into cost at a rate of £80 per bundle.
* To cost additional research assistance please use the August 2019 tables in the Salary Costing Booklet for the appropriate daily rate linked from:

<https://intranet.uwe.ac.uk/tasks-guides/Task/prepare-budget-for-externally-funded-research> * If you already have time allocated via the workload model for research which your Head of Department agrees can be used for this project, the cost should not be included. However if any additional time is required please include the cost of the workload bundles as indicated above. We will liaise with your Head of Department to ensure the appropriate transfer of funds is made.

**For further advice on costing your project please contact Alison Vaughton in RBI.**  |
| **Please pass to your proposed mentor allowing ample time for comment.** **These comments should be an assessment of the proposed work and include confirmation that the person is willing to meet regularly with the applicant in order to provide academic mentoring for the duration of the project, and to provide any updates on progress as necessary.** |
| *Research Mentor comments* |
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| **Name:**  |
| **Date:**  |

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| **Please pass to the Head of Department for approval.****The Head of Department’s comments should include confirmation that the resources requested can be deployed effectively and that any time requested will be made available for the applicant to undertake the project in the 2019/20 academic year.**  |
| *Head of Department approval/comments* |
|  |
| **Name:** |
| **Date:** |

**Please ensure this application reaches your Associate Dean (Research & Knowledge Exchange), copied to** **research@uwe.ac.uk** **by 12 noon on Friday 22nd March 2019:**

Alison Vaughton, Research Information and Governance, RBI

Ext 82872; email alison.vaughton@uwe.ac.uk