DISTINCTIVE Active Research Support Fund

PROPOSAL

**PDRA Name**

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**PI Name**

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|  |

**Institution**

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**Project Title**

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| --- | --- | --- | --- | --- | --- | --- |
| **Signatures** | |  | | | | |
|  | | **Signature** | | **Print name** | | **Date** |
| **Principle investigator** | |  | |  | |  |
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|  | | | | | | |
| **PDRA** | |  | |  | |  |
|  | | | | | | |
| **Head of department** | |  | |  | |  |
|  | | | | | | |
| **Approved signatory** | |  | |  | |  |
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**Project Description**

Provide a description of your research project. Explain why access to active research facilities/an international secondment/the purchase of a small equipment piece is needed for your project, what impact it would have and how it would support the strategic aims of the consortium.

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Summarise the project description in layman’s terms. If successful, this statement will be used on the consortium website and in the programme newsletter.

Name any industrial supervisors that you have discussed the proposed project with.

**Timescales**

Provide a detailed breakdown of dates when funding will be required, including start and finish dates. Please note that timescales may be restricted. PDRAs should be aware of the time required to organise and gain access to facilities/secondments.

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Expected sub-project start date: MM/YY  
  
Expected sub-project finish date: MM/YY

**Proposal Costing**

All costings should be at current prices, inclusive of VAT and other taxes where applicable, with no allowance for inflation.

Travel & Subsistence

|  |  |  |
| --- | --- | --- |
| Destination and purpose | | Cost @ 100% fEC (£) |
| Outside UK |  |  |
|  |  |  |
| Within UK |  |  |
|  |  |  |
| Cost @ 100% fEC (£) | |  |
| Funding sought @ 80% fEC (£) | |  |

Other Directly Incurred Costs

|  |  |
| --- | --- |
| Description | Cost @ 100% fEC (£) |
|  |  |
| Cost @ 100% fEC (£) |  |
| Funding sought @ 80% fEC (£) |  |

Research Facilities/Existing Equipment

|  |  |
| --- | --- |
| Description | Cost @ 100% fEC (£) |
|  |  |
| Cost @ 100% fEC (£) |  |
| Funding sought @ 80% fEC (£) |  |

**Total cost @ 100% fEC:**

**Total funding sought @ 80% fEC:**

**Justification for Funding**

Justify the financial resources (listed above) that are required to undertake your research project. Explain why the items requested are appropriate for the project. All items requested must be justified in this statement.

*Please note: all standard procurement regulations should be followed in relation to this funding.*

|  |  |  |  |  |  |  |  |  |  |
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| Advise (taken from <http://je-s.rcuk.ac.uk/handbook/pages/guidanceoncompletingastandardg/caseforsupportandattachments/JustificationofResourcesCrossC.htm>) :   |  |  |  | | --- | --- | --- | | Travel and Subsistence | - need to give a full break down of the costs - when/why | Travel costs incurred when using facilities should be included where necessary. |  |  |  |  | | --- | --- | --- | | Other Directly Incurred Costs | -      need to give a description of what has been requested and why?  -      every item requested must be justified | You must justify the need for any equipment requested.  You must provide a breakdown of any costs which are included for bulk items. |  |  |  |  | | --- | --- | --- | | Research Facilities (at Research organisations) | - only time needs to be justified | You need to explain what you are using the facility for and why you need to use this particular facility. | |