**ESW RESEARCH GRANT APPLICATION PROFORMA**

This form should be submitted [to](mailto:research_support@sussex.ac.uk) the Research Development Manager Clare Neil (C.Neil@sussex.ac.uk) and to the Director of Research and Knowledge Exchange, Professor Mario Novelli ([eswdrake@sussex.ac.uk](mailto:ESWDRAKE@sussex.ac.uk)) normally at least 6 weeks before the submission deadline.

**GENERAL INFORMATION**

|  |  |
| --- | --- |
| **Principal applicant(s) at Sussex** |  |
| **Lead institution (and PI if not Sussex)** |  |
| **Co-applicants (and institution if not Sussex)** |  |
| **Project title and brief description** |  |
| **Estimated project start and end dates** |  |
| **Grant funding body and scheme (hyperlink)** |  |
| **Deadline (or intended submission date if no deadline)** |  |
| **Who are you planning to ask to review this (if known)** |  |
| **Should this project be flagged as belonging to one of the programmes/centres with an agreed overhead sharing model?** If yes, please indicate which programme/centre it is part of SHL, SSRP, SPQR, DISCUS: |  |
| **Does your project involve NHS patients, staff or resources?** If YES, please contact [**Tanya Telling**](mailto:tt304@sussex.ac.uk))at the Joint Clinical Research Office (JCRO) |  |

**RESOURCES AND BUDGET (fill out as much as possible)**

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| **Please state the funding model** (e.g., 100% FEC, 80% FEC, or directly incurred costs only)**. \*** |  |
| **What is the budget range / maximum award for this call?** |  |
| **PI and Co-I(s), hrs per week or % FTE** (please always include this info even if the funder will not cover the cost) |  |
| **Other staff e.g. post-docs / RAs, admin (hrs per week or % FTE)** |  |
| **Number of PhD students** |  |
| **Resource for research activities** e.g. field work; interviews; archival research; running networks; workshops; travel and subsistence; consultancy etc. |  |
| **Resources for project management** e.g. project meetings, steering groups, advisory panels, consultants etc. |  |
| **Resources for dissemination, outreach, impact & communication** e.g. conference attendance / hosting, user group activities, open access charges, public engagement etc.  For support with your approach to impact and to develop an impact plan for your application, please refer to the online guidance available here:  [http://www.sussex.ac.uk/staff/research/rqi/rqi\_info rmation\_and\_support/rqi\_impact\_guidance/impact-embedding/impact-planning](http://www.sussex.ac.uk/staff/research/rqi/rqi_information_and_support/rqi_impact_guidance/impact-embedding/impact-planning) |  |

\*Please ensure that funding schemes which do not cover the full economic cost (fEC) of the project or that do not meet standard research council guidelines (e.g., 80% fEC) are discussed and agreed with the Directors of Research and Knowledge Exchange before the pro forma is submitted to the Research Development Manager. If unsure about the funding model for the scheme, please contact Clare Neil directly at C.Neil@sussex.ac.uk.