

EXTERNAL FUNDING APPLICATION PROCESS

School of Education and Social Work

Before Applying:

REQUIREMENTS CHECK-LIST



Found a funder and a topic



Discussed with mentor (if possible)



Has capacity to manage



Willing to have a peer review of the research proposal

1

Complete proforma / expression of interest

Complete proforma at least 4-6 weeks prior to submission



Send completed proforma to eswdrake@sussex.ac.uk and copy in Research Development Officer and Deeptima

2

Preparation process

The Directors of Research and Knowledge Exchange review the proforma.
RDO add project details to workload planning



Application process

3

Peer review of proposal (reviewers assigned by DRKEs)

Research Development Officer prepares costing based on budget provided

Submission and Approval

4

Complete paperwork circulated by RDO for approval by Finance, DRKEs/HoS and R&E division. Application is submitted by PI or R&E depending on the funder