**Internal Funding to Pump-Prime Research and Research Networks**

**APPLICATION FORM (2023/24 Round 2)**

Please submit this form by email to [grantsacademy@abdn.ac.uk](mailto:grantsacademy@abdn.ac.uk).

Please consult the scheme guidance notes which can be found on the University’s Internal Funding page -[Internal Funding | StaffNet | The University of Aberdeen (abdn.ac.uk)](https://www.abdn.ac.uk/staffnet/research/internal-funding-10569.php#panel15766).

**Deadline: 5 pm Wednesday 20th December 2023**

*Comments in italics are provided for guidance and should be deleted prior to submission of the application. Word limits are provided for guidance; however the application should be no more than six pages (excluding the cost breakdown).*

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| **Section 1: APPLICANT(S)** |
| **Name of lead applicant(s):** |
| **Other applicants:** |
| **School(s)/Institute(s):** |
| **Email address of lead applicant(s):** |
| **Please indicate whether applicants have previously received internal pump prime funding:**  Yes  No  If yes, please provide grant number(s): |

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| **Section 2: PROJECT SUMMARY** |
| **Title:** |
| **Proposed Start and End Dates:**  *The earliest proposed start date for a project should be no earlier than mid-February 2024, in exceptional cases please discuss with your Research Development Executive prior to submission. Please note you must ensure pump priming funds awarded are spent/ committed by 31st July 2024; grants will not be renewable.* |
| **Summary (200 words):**  *Please provide a brief summary of the proposed work - in accessible language suitable for an informed, general readership.* |
| **Total amount requested from internal pump-priming funds: £** |

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| **Section 3: CASE FOR SUPPORT** |
| **Project Description (400 words)**  *Please include details of scope, novelty, and how you are addressing a complex challenge.* |
| **External Project Partners (200 words)**  *If you intend to collaborate with* ***external HEI partners*** *during the project provide details of the partners and how they will contribute to the deliverables.*  *If you intend to collaborate with* ***non-academic partners*** *during the project please describe the partner’s needs, how these have been identified, and how pump prime funding would address these needs.*  *The University will carry out due diligence prior to entering into contract with external partners, including financial, ethical, legal and national security considerations, but it’s important for you to understand who your proposed partner is and what their true interests are. In order to understand and manage the potential risks associated with a new research and/or funding collaboration you should ask questions of the potential partner: what their interest in the work is; how do they intend to use it; what does the partner do in the field; and even if there is any risk of subversion or reputational damage to yourself or the University by working with them. With support from your School, you are advised to read the* [*Trusted Research*](https://www.cpni.gov.uk/trusted-research-academia) *and* [*NSIA guidance*](https://www.abdn.ac.uk/staffnet/research/research-governance-10644.php#panel14817) *and are encouraged to carry out the*[*CPNI Trusted Research Checklist for Evaluating Research Proposals*](https://www.abdn.ac.uk/staffnet/documents/policy-zone-research-and-knowledge-exchange/Trusted%20Research%20Checklist%20for%20Academia_0.pdf)*in order to gauge the level of risk involved with your international collaborations, using the*[*CPNI Trusted Research Guidance for Academics*](https://www.abdn.ac.uk/staffnet/documents/policy-zone-research-and-knowledge-exchange/Trusted%20Research%20Guidance%20for%20Academia_0.pdf)*as support.* |
| **Project Timeline (150 words)**  *Please provide a brief timeline of proposed activities, including milestones.* |
| **Impact (150 words)**  *Outline how you plan to demonstrate and evaluate impact. Describe impact of the proposed research on non-academic stakeholders (e.g., policy makers, business) where appropriate.* |
| **Is the proposed research ODA compliant (250 words)?**  Is the project’s primary purpose to promote the economic development and welfare of Low or Middle Income Countries (LMICs) on the [DAC list of Official Development Assistance (ODA) recipients](https://www.oecd.org/dac/financing-sustainable-development/development-finance-standards/DAC-List-of-ODA-Recipients-for-reporting-2022-23-flows.pdf)? More information can be found at ‘[Is it ODA](http://www.oecd.org/development/financing-sustainable-development/development-finance-standards/officialdevelopmentassistancedefinitionandcoverage.htm#Definition)?’ If the project is ODA compliant, please provide evidence here. Alternatively, please record ‘Not Applicable’.  *For ODA compliant research please factor in time for the necessary due diligence checks when considering project start dates. The sum awarded must be spent by 31st July 2024.* |
| **Justification of Resources (150 words):**  *Full justification of all costs requested. Include a description of any additional funds or resources that will be used to contribute to the project. Please note you must ensure pump priming funds awarded are spent by 31st July 2024.* |
| **Plan for sustainability (200 words):**  *Please detail the plan for sustainability, including details of calls or funding opportunities you intend to pursue in order to leverage external funding as a result of the University’s pump prime funding. If suitable calls have not yet been announced please point to the relevant area(s) of a funder’s strategic plan/ framework. Please provide a clear description of the proposed central research questions which would form the basis of a larger externally funded project or network.* |
| **Expected Outcomes**  Outcomes from successful applications may include the following, please select all that apply:  External funding applications  Pilots of proof of concepts  Multi-stakeholder capacity building for transformative future research  New interdisciplinary or single disciplinary approaches, methodologies, technologies or archives  Working papers, scoping studies, research reviews or reports  Other (please give details)  *When selecting key outputs, your application will be reviewed more favourably if you tick just one or two boxes and then provide a clear tangible narrative around how those outcomes will be achieved, rather than ticking all five and only being able to provide a superficial description of how each outcome would be achieved.* |

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| **Section 4: ABERDEEN 2040 COMMITMENTS** |
| Please select (X) one or more commitments as applicable.  For further information please see [Commitments | Aberdeen 2040 | The University of Aberdeen (abdn.ac.uk)](https://www.abdn.ac.uk/2040/commitments/index.php). |
| Inclusive |
| Interdisciplinary |
| International |
| Sustainable |
| None |

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| **Section 5: ABERDEEN 2040 INTERDISCIPLINARY CHALLENGE AREAS** |
| Is the proposed activity interdisciplinary? |
| Yes |
| No |
| If yes, which interdisciplinary challenge area(s): |
| Energy Transition |
| Social Inclusion & Cultural Diversity |
| Environment & Biodiversity |
| Data & Artificial Intelligence |
| Health, Nutrition & Wellbeing |
| If your project is interdisciplinary, please briefly summarise your interdisciplinary approach and nature of your research project.  *NB. Interdisciplinary research is understood to achieve outcomes (including new approaches) that could not be achieved within the framework of a single discipline. Interdisciplinary research features significant interaction between two or more disciplines and/or moves beyond established disciplinary foundations in applying or integrating research approaches from other*  *disciplines. Description taken from REF2021 guidance* [*idr-protocol.pdf (ref.ac.uk)*](https://www.ref.ac.uk/media/1646/idr-protocol.pdf)*.* |

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| **Section 6: UN Sustainable Development Goals** | |
| Please select (X) one or more of the [UN SDGs](https://sdgs.un.org/goals) that your project will inform or align with. | |
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| SDG 1. No Poverty: Access to basic human needs of health, education, sanitation | SDG 10. Reduced Inequalities: Reducing income and other inequalities, within and between countries ☐ |
| SDG 2. Zero Hunger: Providing food and humanitarian relief, establishing sustainable food production ☐ | SDG 11. Sustainable Cities and Communities: Making cities safe, inclusive, resilient and sustainable ☐ |
| SDG 3. Good Health and Wellbeing: Better, more accessible health systems to increase life-expectancy ☐ | SDG 12. Responsible Consumption and Production: Reversing current consumption trends and promoting a more sustainable future ☐ |
| SDG 4. Quality Education: Inclusive education to enable upward social mobility and end poverty ☐ | SDG 13. Climate Action: Regulating and reducing emissions and promoting renewable energy ☐ |
| SDG 5. Gender Equality: Education regardless of gender, advancement of equality laws, fairer representation of women ☐ | SDG 14. Life Below Water: Conservation, promoting marine diversity and regulating fishing practices ☐ |
| SDG 6. Clean Water and Sanitation: Improving access for billions of people who lack these basic facilities ☐ | SDG 15. Life on Land: Reversing man-made deforestation and desertification to sustain all life on earth ☐ |
| SDG 7. Affordable and Clean Energy: Access to renewable, safe and widely available energy sources for all ☐ | SDG 16. Peace, Justice and Strong Institutions: Inclusive societies, strong institutions and equal access to justice ☐ |
| SDG 8. Decent Work and Economic Growth: Creating jobs for all to improve living standards, providing sustainable economic growth ☐ | SDG 17. Partnerships for the Goals: Revitalize strong global partnerships for sustainable development ☐ |
| SDG 9. Industry, Innovation and Infrastructure: Generating employment and income through innovation ☐ | None ☐ |
| **If you have indicated that your project will inform or align with one or more of the UN SDGs, please detail which indicator(s) this pump-prime funded project would help to address:**  *For example, SDG7 Affordable & Clean Energy > Target 7.1 By 2030, ensure universal access to affordable, reliable and modern energy services > Indicator 7.1.1 Proportion of population with access to electricity.* | |

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| **Section 7: Early Career Researchers** | |
| While open to all disciplines and career stages, we would particularly encourage applications from post-doctoral early career researchers.  There is no one single definition of an Early Career Researcher, however for the purposes of the Research & Research Networks Pump Prime scheme, we have used the Royal Society of Edinburgh’s definition:  “Applicants within seven years of the award of their PhD (from the point of successful PhD viva to the point of applying) and within seven years of their first academic appointment (paid contract of employment which lists research or teaching as the primary role).”  Is the lead applicant an Early Career Researcher? | |
|  | Yes |
|  | No |

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| **Section 8: COST BREAKDOWN** | | |
| Please complete tables A and B below. In table A, please detail the funds requested from the internal pump-priming funds.  In table B, please specify any matched funding from other sources.  Internal funding applications are not currently recorded on the University’s grant management system Worktribe. Should you require any project staff costings please contact your [School Planning Accountant](https://www.abdn.ac.uk/staffnet/working-here/finance-contacts-7883.php#panel7901). | | |
| ***A. FUNDS REQUESTED FROM*** ***Internal Pump-Priming Funds*** | | |
| **BUDGET HEADING** | **DESCRIPTION** | **AMOUNT (£)** |
| **Project staff** | *Name/Post, Grade / point / %FTE* |  |
| **Academic time** | *Buy-out time for the development of grant bids only* |  |
| **Travel** |  |  |
| **Consumables** | *e.g. Lab supplies* |  |
| **Access costs** | *e.g. microscopy* |  |
| **Equipment** |  |  |
| **Third party costs** | *e.g. sub-contractors or consultants* |  |
| **ODA costs** |  |  |
| **Other** | *Detail:* |  |
| **Other** | *Detail:* |  |
| **Other** | *Detail:* |  |
| ***Total amount requested from the internal pump-priming funds*** | |  |

If you have any other funds available to use on this project, please complete table B.

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| ***B. ADDITIONAL PROJECT COSTS NOT REQUESTED FROM Internal Pump-Priming Funds*** | | |
| **COST DESCRIPTION** | **SOURCE OF FUNDING** | **AMOUNT (£)** |
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| ***Total amount funded from other sources*** | |  |

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| ***FOR R&I/RFS OFFICE USE ONLY*** | |
| **fEC INFORMATION** | **AMOUNT (£)** |
| **Academic time** |  |
| **Estates cost** |  |
| **Infrastructure tech** |  |
| **Indirect cost** |  |
| **Total from table A – Internal Pump-Priming Fund** |  |
| **Total from table B – other sources** |  |
| **Total fEC of project** |  |

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| **Section 9: ENDORSEMENT BY HEAD OF SCHOOL - OR HEAD OF INSTITUTE** | | |
| The Head of School of the lead applicant should endorse the application. In doing so they agree to take responsibility for provision of the necessary facilities and undertake to ensure timely reporting by the applicant.  *For cross-School/ Institute applications, endorsement from all Heads is required.*  *A copy of email confirmation of endorsement is acceptable.*  *In instances where the lead applicant is a Head of School the Senior Vice-Principal should endorse the application.*  *In instances where the lead applicant is an Early Career Researcher employed on an externally funded research grant endorsement from the grant holder (Principal Investigator) is also required.* | | |
| **Signature of Lead Applicant:** | | |
| Name | Signature | Date |
| **SIGNATURE OF** **HEAD OF SCHOOL - OR HEAD OF INSTITUTE (Lead Applicant):** | | |
| Name | Signature | Date |
| **SIGNATURE OF** **HEAD OF SCHOOL - OR HEAD OF INSTITUTE (Co-Applicant(s)):** | | |
| Name | Signature | Date |
| **FOR EARLY CAREER RESEARCHERS ONLY (POSTDOCS) – SIGNATURE OF GRANT HOLDER:** | | |
| Name | Signature | Date |