

Application form

Small research project funding

Decarbonising UK Freight Transport

Small research project funding

**Applicant details**

|  |  |
| --- | --- |
| Project title |  |

|  |  |
| --- | --- |
| Lead applicant name |  |
| Organisation |  |
| Contact | Phone: | Email: |

|  |  |
| --- | --- |
| Principal investigator name (if different) |  |
| Organisation |  |
| Contact | Phone: | Email: |

|  |  |
| --- | --- |
| Co-Investigator names and organisations |  |

|  |  |
| --- | --- |
| Administrative contact |  |
| Contact | Phone: | Email: |

|  |  |
| --- | --- |
| Project partners names and organisations if applicable |  |

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| --- | --- |
| If you have secured matched funding please state the value and source |  |

|  |  |
| --- | --- |
| Do you know anyone on the [Decarbonising UK Freight Transport Strategy board](http://decarbonisingfreight.co.uk/who-we-are/strategy-board/)? Please provide details if so. |  |

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| **By submitting this application I agree:**1. For Decarbonising UK Freight Transport to process the data provided;
2. To provide a report within 1 month of completion, indicating how the funding was used, what the outcomes are, and listing the funding application(s) the project has supported.
 |
| Applicant signature |  |
| Institutional authorisation |  |
| Date of submission |  |

**GDPR**

This application will be stored by University College London. By submitting it, you acknowledge that the information you provide will be transferred to University College London for processing. All information will be held safely and in compliance with GDPR and the Equality Act 2010. The Decarbonising UK Freight Transport team will use this information to select research projects for funding. You can ask us to delete your data at any time by emailing decarbonisingfreight@ucl.ac.uk. Please note that without this data, we will be unable to process your application and so your application will be withdrawn.

**Project details**

Please see the call outline and the theme specific call outlines for guidance on how your answers to the following questions will be reviewed. There are six criteria that your answers will be judged against, please refer to these when completing this form. Any graphs, charts, timetables or diagrams can be appended as a separate document if preferred.

|  |  |
| --- | --- |
| **Project title** |  |

|  |  |
| --- | --- |
| **Which one of the five research questions are you applying for?** *Please refer to the theme specific research questions on page 8-10.* |  |

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| **Abstract.** *Max. 200 words.**For publication on our website, please use plain English.* |
|  |
| **Track record and reasons for application.** *Max 300 words.**Provide the relevant expertise of the proposed research team and also provide the motivations of why an application has been made to this call, e.g. focussing on the benefits to applicant’s career from a successful application.* |
|  |
| **Description of the proposed research.** *Max. 1,500 words.**State the objectives of the research and how this fits the aims and scope of the call, network and theme. This section should include an understanding of the research questions, statement of the research methods that will be used to answer the research question. These should be in sufficient detail to allow reviewers to assess its quality, novelty, ambition and value for money.* |
|  |
| **Justification of resources.** *Max. 500 words**Provide a narrative description of the need for the resources requested in the project budget* |
|  |
| **Work plan.** *Max. 500 words.**A Gantt chart can be appended.* |
|  |
| **Stakeholder engagement - Who are the stakeholders relevant to this project and how will you engage with them? If there are project partners who are they and what is their role?** *Max. 500 words. Please attached any letters of support.* |
|  |
| **What are the expected outcomes and how will you measure the impact of the project?** *Max. 500 words* |
|  |
| **What are the possible risks in the project and how can they be managed?** *Max. 300 words* |
|  |

**Project budget (for panel review)**

Costings should be provided or checked by your University / Faculty research office to ensure accuracy. If you have not done so already, please inform your administrative colleagues of your intention to submit this application. Indexation will be applied upon award. Please do not include indexation in the costing below.

|  |  |  |
| --- | --- | --- |
|  | **Costed at 100% fEC (£)** | **Awarded at 80% fEC (£)** |
| **Directly Allocated Costs** |
| Investigators |  |  |
| Estates |  |  |
| Other Directly Allocated |  |  |
| Indirect Costs |  |  |
| **Directly Incurred Costs** |
| Staff |  |  |
| Travel and subsistence |  |  |
| Consumables |  |  |
| Other Directly Incurred (please state type of cost) |  |  |
| **Total Requested** |  |  |

|  |
| --- |
| **Dates for Funding (Indicative)** |
| **Start** |  |
| **End** |  |

**Checklist**

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| --- | --- |
| Application form completed |  |
| Proposal is led by a University and authorisation to apply has been confirmed |  |
| Project duration does not exceed the stated limits (see theme specific call outlines) |  |
| All staff requested for the project are named  |  |
| Budget does not exceed the stated limits (see theme specific call outlines) |  |
| Letters of support received (if applicable) |  |

The deadline for submissions is 16.00 (BST), Friday 17 April 2020

Submissions should be sent to this email address: decarbonisingfreight@ucl.ac.uk

If you are submitting your authorised application as a PDF, please also include a completed WORD version in your submission.