|  |  |
| --- | --- |
| Project Host Institution |  |
| Address  (Project Host Institution) |  |
| Charity Commission No |  |
| Company No |  |
| Project Contact (HEI)  Name  Phone  Email |  |
| Name of Applicant |  |
| Title of Project |  |
| Project Supervisor | *Name of Supervisor/s* |
| Research Experience | *Number of years postdoctoral experience of the applicant [if less than or more than the 3 – 5 years eligibility criterion, please contact the Sêr Cymru II team* |
| Career break | *Amount of time and reason for taking a break from academic research* |
| Current location | *If same as Project Host Institution, please describe how you will address the aims of capacity building and additionality of the Sêr Cymru II scheme* |
| Total Amount of Funding Requested | £ *Total project cost*  *£ Total eligible project cost if different to the above.*  £ *Amount of grant requested*  *Fill in the costs requested in the appropriate table below, provide a full breakdown of the all items included in each cost heading.*  *How will the project be match funded (e.g. cash contribution by host institution or industry partner or third sector organisation and any in kind contributions made by the host institution)* |
| Project duration  months  start date  end date |  |
| Smart Specialisation Area (tick all those applicable) | Life Sciences and Health  Low Carbon Energy and the Environment  Advanced Engineering and Materials  ICT and Digital Economy  Applied Social Sciences (relevant to one of the areas above) |
| Fund applying for (ie where the project activity will take place) | East Wales  West Wales and the Valleys |
| Links to commercialisation / Implementation | *List any potential collaborations with Industry, commercial organisations, other HEIs, third sector, or any other non governmental organisations you plan to work with during this project* |
| Links to other planned or current investments in Wales | *Outline how your research complements other activity already taking place/planned in Wales*  *Outline how your research complements any other Welsh Government, WEFO or other relevant funded projects* |

**DECLARATION AND UNDERSTANDING (TO BE COMPLETED BY HOST INSTITUTION)**

Have you, or any other senior officer or trustee of the organisation, ever been disqualified from being a company director under the Company Directors Disqualification Act (1986) or been the proprietor, partner or director of a business subject to an investigation (completed, current or pending) undertaken under the Companies, Financial Services or Banking Acts?

YES  NO

Have you, or any other senior officer or trustee of the organisation, ever been bankrupt or subject to an arrangement with creditors?

YES  NO

Have you, or any other senior officer or trustee of the organisation, ever been a proprietor, partner or director of a business subject to any formal insolvency procedure such as Receivership, Liquidation, Administration or was subject to an arrangement with its creditors?

YES  NO

Have you, or any other senior officer or trustee of the organisation, ever been a proprietor, partner or director of a business requested to repay a grant under any Government scheme? This includes any company requested to repay grant while subject to any insolvency procedure where the director/company secretary knew or ought reasonably to have expected that any request to pay grant could be made?

YES  NO

Have you or any other senior officer or trustee ever been disqualified from acting as a charity trustee or have an unspent conviction relating to any offence involving deception or dishonesty?

YES  NO

If you have answered **YES** to any of the above, please give details on a separate piece of paper. This does not necessarily affect your chances of obtaining grant funding.

**Please read this carefully before signing**

I am content for information supplied in this application, including the declaration and understanding to be shared in confidence with any individuals who may be involved in considering the case for application or who are involved in any part of the administration or evaluation of the scheme. This may include accountants, external evaluators and other organisations or groups involved in delivering the project.

I understand that if I give any information that is incorrect or incomplete, grant may be withheld or reclaimed and action taken against me. I declare that the information that I have given on this application form is correct and complete. I also declare that, except as otherwise stated on this form, I have not started the project which forms the basis of this application and no expenditure has been committed or defrayed on it.

I understand that any offer may be publicised by means of a press release giving brief details of the project and amount of grant award.

I understand theDepartment may use personal data collected to investigate cases of alleged fraudulent use.

I confirm that, under the governing document, the organisation has the legal power to run the project.

Applications must be signed by an authorised signatory. I confirm that I am authorised to sign this application.

|  |  |
| --- | --- |
| Signed |  |
| Date |  |
| Name (*block capitals)* |  |
| Position in organisation |  |
| Telephone |  |
| Email |  |

Expenditure Profile: Total Project costs –

Please provide as much detail as you can and add in rows as required. Costs must be necessary to the project, reasonable, justifiable and deliver value for money, considerations for this should be detailed in your application form.

In kind costs and contributions must be identified separately from cash contributions in your application. You must account for contributions in-kind in your application as follows:

* Include them as an eligible cost in your application using the most appropriate cost category.
* Include them in the match funding section against the relevant donor to recognise that the in-kind costs have been, in effect, funded fully by the third party donor.
* Both entries must be for the same value.

TABLE SHOULD INCLUDE ELIGIBLE COSTS ONLY

The table below opens to an excel spreadsheet.

Targets – Please provide details of all the assumptions you have used to arrive at and profile all your targets.



|  |  |
| --- | --- |
| Heading | Description |
| Name | Name of Applicant |
| Title of Project | Fellowship title |
| Summary | A short summary or abstract of the work that will be done |
| Strategic fit | Indicate which of the Welsh Government’s strategic priorities are met by your research |
| Aims, Objectives and vision of your research | * Describe your vision for your research and how this will be developed over the time of this award. * Provide an overview of the type of research and innovation activities proposed. * Include ethical considerations if relevant. |
| Originality | * Explain the contribution that the project is expected to make to advancements within the project field. * How will your research have impact on an international scale and discuss how you will interact with relevant leading groups on that level * Describe any novel concepts, approaches or methods that will be employed. |
| Impact | * Describe any likely impact that may be achieved from this research e.g. possible advances in science, or implementation of new technology * Describe how you intend to disseminate your results and any public engagement activities you would like to undertake |
| Implementation | * How will you carry out your research? Please provide a timeline or Gantt Chart with clear milestones and review points * Describe any risks to your plan and outline any contingency plans you have in place * How will the economic or societal benefits of your research be realised? |
| Personal Track Record | * List any publications or research funding secured, if any * Describe any other achievements you feel help to illustrate your potential |
| Career development and training | * What are your immediate and long-term goals for your career * Provide a description of your plans for the acquisition of new knowledge and skills * Explain your reasons for choosing this Fellowship and this location * Provide details of your ‘pathway to independence’ and how your supervisor and host institution will support this |
| Transfer of knowledge / training | * Discuss how you will gain new knowledge from the hosting organisations during the Fellowship * Explain how your hosting organisations may benefit from your previous experience |
| Supervision and the hosting arrangements and research environment | * Outline qualifications and experience of the host supervisors (include one for each sector you will be working in) including experience on the research topic of the proposal, and track record * Provide details of the research environment |
| Justification of costs | * Explain here what each cost heading comprises and how you have arrived at the proposed costs. Please provide a rationale for how each cost was calculated. * Provide a description of why costs must be necessary to the project, reasonable, justifiable and deliver value for money * How will the project be match funded (e.g. cash contribution by host institution or industry partner or third sector organisation) * Please provide a full breakdown of the items included, and an explanation of why this is necessary including where appropriate the procurement route. * Do you plan an out of area activity? If so, please provide the necessary information as requested in the Sêr Cymru II ERDF guidance document |
| Justification of predicted outputs | * Provide information on your prediction of the likely outputs that will be produced as a result of this research * Please provide here a description of how you arrived at the levels predicted |
| Plan for sustainability of this award | Describe any plans for ensuring the sustainability of this award after it has been completed |
| Total overall page count **12** | |

**<<CV>>**

*Please submit a copy of their most recent CV here, no more than three pages in length.  This should include information about their education, previous employment and other relevant experience, information about any career breaks taken for maternity or caring responsibilities etc, and a list of all their publications and grants awarded*

Please complete the table below. For full guidelines on each area, please refer to the <http://ec.europa.eu/research/participants/data/ref/h2020/grants_manual/hi/ethics/h2020_hi_ethics-self-assess_en.pdf> which is provided by the EU and which is available **here**

NAME OF APPLICANT

TITLE OF PROJECT

HOST INSITUTION

|  |  |  |
| --- | --- | --- |
|  | Yes | No |
| 1. **Human embryos/foetuses** | | |
| Does your research involve Human Embryonic Stem Cells (nESCs)? |  |  |
| Will they be directly derived from embryos within this project? |  |  |
| Are they previously established cell lines? |  |  |
| Does your research involve the use of human embryos? |  |  |
| Does your research involve the use of human foetal tissues/cells? |  |  |
| 1. **Humans** | | |
| Does your research involve human participants? |  |  |
| Are they volunteers for social or human sciences research? |  |  |
| Are they persons unable to give informed consent? |  |  |
| Are they vulnerable individuals or groups? |  |  |
| Are they children/minors? |  |  |
| Are they patients? |  |  |
| Are they healthy volunteers for medical studies? |  |  |
| Does your research involve physical interventions on the study participants? |  |  |
| Does it involve invasive techniques? |  |  |
| Does it involve collection of biological samples? |  |  |
| If your research involves processing of genetic information, see also section 4. |  | |
| 1. **Human cells/tissues** | | |
| Does your research involve human cells or tissues (other than from Human Embryos/Foetuses, i.e. section 1)? |  |  |
| Are they available commercially? |  |  |
| Are they obtained within this project? |  |  |
| Are they obtained within another project |  |  |
| Are they deposited in a biobank? |  |  |
| 1. **Personal data** | | |
| Does your research involve personal data collection and/or processing? |  |  |
| Does it involve the collection and/or processing of sensitive personal data (e.g. health, sexual lifestyle, ethnicity, political opinion, religious or philosophical conviction)? |  |  |
| Does it involve processing of genetic information? |  |  |
| Does it involve tracking or observation of participants? |  |  |
| Does your research involve further processing of previously collected personal data (secondary use)? |  |  |
| 1. **Animals** | | |
| Does your research involve animals? If so, please indicate the species involved: |  |  |
| Are they vertebrates? |  |  |
| Are they non-human primates? |  |  |
| Are they genetically modified? |  |  |
| Are the cloned farm animals/ |  |  |
| Are they endangered species? |  |  |
| 1. **Third countries** | | |
| Does your research involve non-EU countries? If yes, please specify the countries involved: |  |  |
| Do you plan to use local resources (e.g. animal; and/or human tissues samples, genetic material, live animals, human remains, materials for historical value, endangered fauna or flora samples, etc.)? |  |  |
| Do you plan to import any material from non-EU countries into the EU?  *For data imports, please fill in also section 4.*  *For imports concerning human cells or tissues, fill in also section3.*  If yes, please specify the material and countries involved: |  |  |
| Do you plan to export any material from non-EU countries into the EU?  *For data exports, please fill in also section 4.*  *For exports concerning human cells or tissues, fill in also section3.*  If yes, please specify the material and countries involved: |  |  |
| If your research involves low and/or lower middle income countries, are benefits-sharing measures foreseen? |  |  |
| Could the situation in the country put the individual taking part in the research at risk? |  |  |
| 1. **Environment, and health and safety** | | |
| Does your research involve the use of elements that may cause harm to the environment, to animals or plants?  *For research involving animal experiments, please fill in also section 5.* |  |  |
| 1. **Dual use** | | |
| Does your research have the potential for military applications |  |  |
| 1. **Misuse** | | |
| Does your research have the potential for malevolent/criminal/terrorist abuse? |  |  |
| 1. **Other ethics issues** | | |
| Are there any other ethics issues that should be taken into consideration? If so, please specify: |  |  |

*If you have identified any ethical issues above, please describe further how you intend to address these within your project:*