Application summary

Application title
This is the title of your proposed project.

| |
| |

Proposed duration of funding (months)

| |
| |

Proposed start date This date must be at least six months after the application deadline.	

You can change your start date if your application is successful. All grant expenditure and activities must be within the grant start and end dates.

Are you submitting your application through a university?	

Name of administering organisation
If your application is successful, this is the organisation that will be responsible for administering the award.

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| |

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If your application is successful, this is the organisation that will be responsible for administering the award.

| |
| |

Lead applicant's address at administering organisation If your application is successful, we will use this address in your award letter.	
Department/Division	
Organisation	
Street	
City/Town	
Postcode/Zipcode	
Country	

Lead applicant

Lead applicant details

Full Name	
Department	
Division	
Organisation	
Address Line 1	
City/Town	
Postcode	
Country	
Telephone No.	
Email Address	

ORCID iD	
ORCID iD	

Career history (current/most recent first)				
From	To	Position	Organisation	

Education/training				
From	To	Qualification	Subject	Organisation

Source(s) of personal salary support
State all your sources of salary funding (for example, through your organisation's block grant from a higher education funding body), and the percentage of your salary they contribute. Answer 'not applicable' if you are not currently employed.

Your source of salary may affect your eligibility - please check the scheme webpage.

If your source of salary places any restrictions on intellectual property rights or publications arising from your research, contact us as this may also affect your eligibility.

Are you requesting your salary as part of this application?	

The Lead Applicant and Applicants are normally expected to be in receipt of salary funding for the duration of the grant requested. You can use funds to backfill existing posts so that permanent staff can work on your project or employ fixed-term project staff.

Current basic salary (per annum)

Currency

Is your current salary provided by a Wellcome Trust grant?	

Provide the Wellcome Trust grant number

Clinical status Are you a healthcare professional?	

Indicate your healthcare profession

Are you clinically active?	

What is your specialty? If your specialty is not on the list, select 'Other' and specify.

Specify

Career breaks Have you taken a break from research or any periods of part-time work? This could include periods of parental or long-term sick leave, or if you had caring responsibilities. You can also include any periods where you were unable to work because of the COVID-19 pandemic.	
We take breaks from research into account when we consider your track record. State when and for what period you took a break, or were working part-time. We are not asking for the reasons for this break so please do not provide these here, including sharing any sensitive personal health information.	

Provide details

Do you wish to undertake this award part-time?	
We provide flexible research career opportunities. If you're applying for funding, you can request flexible and part-time working. This could be to help you manage family commitments or if you have individual needs which make undertaking an award full time challenging. *We always try to accommodate requests, as long as your employing organisation agrees to the working arrangement. Your Grants Adviser will contact you to acknowledge receipt of your application after the scheme application deadline; you should discuss any flexible working plans with them as early as possible. If you have any questions before you apply, please contact our Grants Information Desk.*	

Career contributions What are your most important career contributions to date? These may be from any stage of your career. State what each contribution was, when it came about, why you think it is important and what impact it has had.

(350 words max.)

Current and recent funding (including Wellcome grants)
List all funding you have held in the last five years and any key funding before then.

List the most recent first. State the name of the funder, name(s) of grantholder(s), title of the project, total amount awarded (and how much of this you received), your role in the project, and the start and end dates. State the percentage of your time spent on the research; if the grant is active state the number of hours per week that you spend on the project.

Include details of any recurrent or core funding you have held. Explain your role in obtaining the funding. For example, whether you held them in your own right as lead applicant, coapplicant, or as part of a consortium.

Organisation

Previous Research Resources applications Has your organisation submitted other Research Resources applications to Wellcome over the last five years?	

Provide:
- the name of the grantholder
- grant/application reference number (if known)
- title of project; and
- if application was successful, the amount and period of award.

Applicants

Applicants are expected to be actively involved in the project.

1

Applicant	
Full Name	
Department	
Division	
Organisation	
Address Line 1	
City/Town	
Postcode	
Country	
Telephone No.	

Email Address	

Career history (current/most recent first)			
From	**To**	**Position**	**Organisation**
Education/training			
From	**To**	**Qualification**	**Subject**	**Organisation**

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Source(s) of personal salary support
State all your sources of salary funding (for example, through your organisation's block grant from a higher education funding body), and the percentage of your salary they contribute. Answer 'not applicable' if you are not currently employed.

Your source of salary may affect your eligibility - please check the scheme webpage.

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Are you requesting your salary as part of this application?	

The Lead Applicant and Applicants are normally expected to be in receipt of salary funding for the duration of the grant requested. You can use funds to backfill existing posts so that permanent staff can work on your project or employ fixed-term project staff.

Current basic salary (per annum)

Currency

Is your current salary provided by a Wellcome Trust grant?	

Provide the Wellcome Trust grant number

Career contributions
What are your most important career contributions to date? These may be from any stage of your career. State what each contribution was, when it came about, why you think it is important and what impact it has had.
(350 words max.)

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Include details of any recurrent or core funding you have held. Explain your role in obtaining the funding. For example, whether you held them in your own right as lead applicant, coapplicant, or as part of a consortium.

Collaborators

Are any collaborations essential for this proposal? This could be through sharing facilities, providing access to resources (essential reagents, samples, data) or sharing subject-specific knowledge and guidance.

If the answer is 'Yes', you will be asked to provide information about these collaborators and to confirm their willingness to participate in the proposed research.

What is the difference between a co-applicant and a collaborator?
Co-applicants will have intellectual input into, and part ownership of, the research. Collaborators are individuals named in the body of the application who may, for example, assist with specific elements of the research or provide access to resources, reagents or samples, but who would not normally be involved in the day-to-day running of the work.

List any key collaborators (name and organisation) and provide a very brief outline of their role in the proposed research.

You can replace the collaborators named here with suitable alternatives if it is necessary or appropriate to do so.

I confirm that the collaborators named above have agreed to be involved, as described, in the proposed research and are willing for their details to be included as part of this application.

Other participants

Other participants
Will there be other participants associated with this project?
This excludes the Lead Applicant, Applicant and Collaborators.

Relevant experience
Provide brief details of their relevant experience.

Related applications

Is this or a similar application for funding currently under consideration elsewhere?

We'll consider your application even if you have a similar application being considered by another funder. If the other funder offers you funding, please tell us immediately. We will usually ask you to decide on that offer within one month.

If you decide to apply to another funder with a similar application after you have applied to us, please also let us know.

Provide the name(s) of the funder(s) and the expected decision date(s)

Is this a resubmission of an application submitted to Wellcome within the last 24 months? Contact us before resubmitting an application.	

How is this application different? (200 words max.)

Project summary

Summary of proposed project including key outcomes (200 words max.)

The summary should be as complete as possible within the word limit. Include key words that best describe the proposal to enable text searching.

We will use this as a short abstract and to classify your proposal by subject. We may use it to describe your research on our website and elsewhere (we publish summary details of all our awards).

Details of project

Vision for proposal Describe how your project will contribute to health research in humanities and social science. This must include: (a) overall aims; (b) research audiences; (c) activities; and (d) anticipated outcomes. (1000 words max.)

Description of project material(s) Detail the content, physical format(s) and condition of the project material(s). Include the current and proposed storage, housing and environmental conditions. (1500 words max.)

Activities and approach
Provide full details of your approach. Detail any relevant activities including, but not limited to, collection development, cataloguing, digitisation, preservation, conservation, research and dissemination.
(2000 words max.)

Access Is there a charge for access to the library and/or archive collections?	

How much is the charge for access?

You may submit up to two A4 pages of additional information, such as graphs, figures and other essential information.

Outputs management and sharing

Detail:
(a) Your plans for data management, curation and storage;
(b) Your policy for sharing data with others, including the management and prioritisation of access to data;
(c) Your strategy for current and future communication with user communities;
(d) Any ethical considerations.
(700 words max.)

Select the approach you will use to maximise the impact of your significant research outputs to improve health and benefit the wider research community.

Public engagement

How could members of the public and non-academic communities, inform, use, or find value in your research?
(250 words max.)

We want to foster a culture that values, recognises and better supports public engagement with research. Successful applicants are encouraged to apply for additional funds to support their engagement plans through our Research Enrichment scheme. Further information on the scheme and on Wellcome's approach to public engagement is available on our website.

Engagement that is essential for the ethical conduct of your research, such as patient information leaflets or community advisory boards, should be part of your research methodology. You should include costs for this within your main research costs.

Have you discussed your ideas and plan with your institutional Public Engagement Officer (if you have one?)	

Answers to this question are for monitoring purposes only. You will not be penalised for answering 'no'. However, we strongly recommend you utilise any institutional public engagement support available in planning your approach.

Location of activity

Will the funded activity take place at more than one location? List any locations outside of your administering organisation where you will be conducting research or redirecting funds. This includes, but is not limited to, anywhere in receipt of indirect funding, fieldwork sites, and time spent working in another organisation/laboratory. This does not include conference attendance.	

For each location, select the organisation and then select 'Edit' to add the country and percentage of funds. You must include the administering organisation.
Enter the approximate percentage of the total funds that will be spent in each location. Enter zero for locations where activity will take place but no significant funds will be spent. If you are requesting salary costs, attribute them to the employing organisation.

Will you require funds to be awarded directly to more than one location? In exceptional circumstances, we can award a grant to more than one location. Refer to the guidance for this question for information on when we will consider this. If you are requesting funds to be awarded directly to more than one location, state the location when providing detailed costs in the 'Costs requested' section.	

We will consider requests for funds to be awarded directly to more than one location if:
1) Your award includes a request for multiple currencies. Any request for additional currencies must be at least the equivalent of £750,000; and/or
2) Your award involves an organisation based in a low- or middle-income country. We will assess the financial capacity of the organisation to manage the award.

If we award directly to more than one location, we will not move funds between organisations after we have issued the award letter.

Provide a justification for why you require these funds to be awarded directly to more than one location. (1000 words max.)

For each location, select the country, state the organisation and enter the value and currency of funds. You must include the administering organisation.			
Country	**Organisation**	**Value of funds**	**Currency**
			-

Costs requested and justification

Select the currency in which you want to apply

Submit costs in the currency you think will best enable you to undertake the activity. This will probably be your local currency; if not, explain why not.

If you think that the currency may not be readily available, email grantpayments@wellcome.org. For more information see our website.

If we cannot award in the currency requested, we will talk to your administering organisation about using another.

Is this your local currency?	

What is your local currency?	

Explain why you are requesting costs in the selected currency and what exchange rate you have used.
(100 words max.)

Salaries
Are you requesting salaries?
For details of what staff costs you can request, refer to the scheme page and check the guidance notes for this question.

Include the full employment costs for all staff requested.

Definition of terms

Staff category: *For example: "Postgraduate research assistant", "Postdoctoral research assistant" or "Archivist". Specify the level of seniority of the post where relevant, e.g. "Junior postdoctoral research assistant", "Senior postdoctoral research assistant".*

Salary grade/scale: *The national or local salary grade/scale on which the individual will be employed.*

Basic starting salary: *Annual salary to be paid to the individual upon their appointment to the post, exclusive of any allowances for which the individual is eligible. If the post is part time, the annual salary must be quoted on a pro rata basis.*

Total cost on grant: *Total cost of the post, inclusive of any locally-recognised allowances (for example, London allowance), employer's contributions and increments, over the period of the grant. Employer's contributions should include any statutory obligations (e.g. for the UK, National Insurance contributions) and contributions towards an organisational pension scheme.*

Salaries

Staff category	Name (if known)	Basic starting salary (p.a.)	Salary grade / scale	Period on project (months)	% time	Total

Justification for salaries requested
Specify the role and responsibilities for the staff requested. Justify the type and seniority, including the level of salary requested, of each post.
You must also provide this information for any requests for replacement lecturers' and applicants' salaries.

(300 words max.)

If any staff requested will be working in different locations, indicate where they will be working. If you are requesting funds to be awarded directly to more than one location, you must indicate in the cost breakdown where the funds are to be allocated.

Materials and consumables Are you requesting materials and consumables?	

Materials and consumables

Description	Total

Justification for materials and consumables. (300 words max.)

Equipment Are you requesting equipment or equipment maintenance?	
The organisation's Director of Procurement/Head of Purchasing (or equivalent) must be aware of all potential capital purchases and we require organisations to use best procurement practice when purchasing equipment with Wellcome Trust funds. ***Equipment to be purchased*** *We expect you to consider the cost-effectiveness of the proposed purchase of equipment. The estimated price of the equipment must cover all aspects including delivery, installation, maintenance and training, where appropriate. Discounted prices should be quoted wherever possible. We expect discounts to be negotiated and included in quoted prices.* *If there is a preferred manufacturer for certain items of equipment, you can explain this in the 'Type of equipment' field.* *We expect that the equipment you request will be covered by the manufacturer's warranty for the first year after it is purchased. We will fund reasonable maintenance costs for four years after the initial period of warranty on all equipment (irrespective of the length of award made), where this is negotiated as part of the capital purchase cost. We will also consider costs for the maintenance of equipment over 5 years old if you can demonstrate that it is cost-effective.* ***Value Added Tax (VAT)*** *For grants to be held in the UK, the costs of all equipment to be used for medical and veterinary research must be quoted exclusive of VAT. For equipment that does not fall within this definition, VAT costs should be shown.*	

Equipment

Type of equipment	No. of items	Cost per item	Cost of maintenance contract	Contribution from other sources	Total

Justification for equipment and equipment maintenance. (300 words max.)
If you are requesting a piece of equipment which costs more than £100,000, provide details of:

- *similar equipment in the applicant's department and adjacent departments;*
- *why it cannot be used for this particular project; and*
- *any other individuals likely to use the equipment.*

Are you requesting a piece of equipment with a list price of £100,000 or more?	

We require a copy of at least one formal quote for each piece of equipment with a list price of £100,000 or more. The discount that has been negotiated must be stated in the quote. We expect a contribution from the host organisation, or other source, if your application includes a substantial equipment request.

Upload a copy of at least one formal quote. If there is more than one quote, submit these as a single PDF.

Travel and subsistence Are you requesting travel and subsistence?	

Include here conference attendance, collaborative visits and other travel related to this grant separately. Where necessary, state the host organisation. Enter the total carbon offset costs requested as a single line under travel and subsistence. Find out more about our carbon offset for travel policy here.

Conference attendance
The lead applicant and any research staff to be employed on the grant can request costs to attend academic/scientific conferences, including conference registration fees and carbon offsetting the travel, up to a maximum of £2,000 a year for the lead applicant and £1,000 a year for research staff. Specify the amount being requested per person and tell us how you calculated any carbon offset costs.

Collaborative visits
If you are requesting costs for collaborative visits, state the host organisation and provide a detailed breakdown of the travel and subsistence costs. You can include the cost of carbon offsetting the travel involved. Justify the need for each visit, its duration and your mode of transport separately, and tell us how you calculated any carbon offset costs.

Other travel related to this grant
You can request costs for other essential visits, for example for sample collection and trips to facilities. You can include the cost of carbon offsetting the travel involved. Justify the need for the visit, its duration and your mode of transport separately, and tell us how you calculated any carbon offset costs.

Travel and subsistence

Description	Total

Justification for travel and subsistence costs. (300 words max.)

Miscellaneous costs Are you requesting miscellaneous costs?	

Provide a detailed breakdown of the miscellaneous costs requested. Enter costs that do not fall under any other category in this section. These may fall under specific subheadings (such as 'Overheads' and 'Running conferences, meetings, workshops'); where they do not, select 'Other' and type a description of the item.

Overheads
Where overhead costs are allowed and you are including these in your application, provide a letter from the Finance Director of each organisation requesting these costs. The letter must provide a breakdown of the costs requested and confirm that the request is a true representation of the costs incurred.

Miscellaneous - other

Type	Description	Total

Justification for miscellaneous costs. (300 words max.)

Are you requesting overheads under the miscellaneous costs heading?	

Upload a letter from the Finance Director of each organisation. If there is more than one letter, upload these as a single PDF. Each letter must include: • a full breakdown of costs requested (you can't ask for a percentage of the project costs) • an explanation of why these costs are necessary for the project • confirmation that the breakdown is a true representation of the costs incurred

Are you based at a UK university and requesting overheads on subcontracted costs?	

Confirm that the university will not include these subcontracted costs in its annual return for the UK Charity Research Support Fund.

Summary of costs requested	
	Total
Total	

Full economic costing

Is your organisation based in the UK?	

Is your organisation calculating the full economic cost of this proposal?	

What is the total full economic cost of your proposal (£)? Include inflation in your costs at the percentage rate currently used by your administering organisation.	

Research involving human participants, human biological material and identifiable data

Does your project involve human participants, human biological material, or identifiable/potentially identifiable data?	

This information is intended to provide advice on how to complete these questions. It is not a comprehensive review of the legal and regulatory environment in which your application is made.

We use the World Health Organization definition of research with human beings: "any social science, biomedical, behavioural, or epidemiological activity that entails systematic collection or analysis of data with the intent to generate new knowledge, in which human beings:
- *are exposed to manipulation, intervention, observation, or other interaction with investigators either directly or through alteration of their environment*
or
- *become individually identifiable through investigator's collection, preparation, or use of biological material or medical or other records."*

Read our Research involving human participants policy for information on what we expect from the researchers and organisations we fund.

You must have ethical approval for any research Wellcome funds that involves:
- *human participants*
- *human biological samples*
- *personal data.*

The Data Protection Act 2018 defines personal data as any information relating to an identified or identifiable living person. For example, a person who can be identified either:
- *directly from that information*
or
- *indirectly by combining it with other available information.*

Any use of personal data or biological samples, relating to living or dead persons, must comply with all relevant legislation where you are working.

You must get approval from other regulatory bodies such as the Human Fertilisation and Embryology Authority (HFEA) or the Gene Therapy Advisory Committee in the UK where necessary. Foe example, research involving human embryos may require a licence from the HFEA (see the HFEA website for more information).

If your proposal involves research on gene therapy which requires regulatory approval, you should apply for this from:
- *your Local Research Ethics Committee*
- *your University's Genetic Manipulation Committee*
- *the Gene Therapy Advisory Committee*
- *the Medicines and Healthcare products Regulatory Agency (MHRA).*

You must get ethical review in all countries where any part of the research is to take place. Read our guidance for research involving people living in low- and middle-income countries.

You must have all the necessary relevant regulatory and ethical approval in place at all relevant times during the project. These must be in place for every site where research will be carried out.

Confirm that you have read our guidance on the feedback of health-related findings in research and that you are in the process of considering your approach to this.

Who has, or will, review the ethics of the project and when? Detail any other regulatory approvals you have obtained, or will seek. We reserve the right to see relevant approval documents at any point during the grant and after it has ended. This is in accordance with our research involving human participants policy.

Freedom to operate/conflicts of interest

Describe any freedom to operate or other intellectual property related issues that might affect your ability to carry out the proposed research and/or to use, share or commercialise the research outputs. Explain how you will address these.

In particular, consider the following:
- Will your project use technology, software, databases, materials or patented inventions that are owned or controlled by others and which you do **not** already have written permission to use?
- Will the ownership, use, commercialisation and/or sharing of research outputs with the wider research community, be subject to agreements with commercial, academic or other organisations? This includes arrangements with collaborators named in this application.

(250 words max.)

Refer to Clause 8 of our Grant Conditions at www.wellcome.org/funding/managing-grant/grant-conditions.

Disclose all relevant information pertinent to your grant proposal, including proprietary information where appropriate, to provide the most comprehensive picture of how any commercial/IP matters may affect the delivery of your proposed research and the subsequent use, commercialisation and/or sharing of your outputs.

If you are satisfied that there are no issues, enter N/A.

Describe any conflicts of interest which might affect your ability to carry out the proposed research and/or to share or commercialise the research outputs. Explain how you and your organisation will manage these and how you will comply with your organisation's requirements in relation to conflicts of interest.

In particular, consider the following: Does anyone involved in your proposal hold any consultancies, advisory roles, or equities in, or directorships of, companies or other organisations that might have an interest in the results of your project?

Confirm in each case whether the conflict has been disclosed to your organisation.
(250 words max.)

Refer to our policy on conflicts of interest related to Wellcome-funded researchers and commercial organisations: www.wellcome.org/funding/managing-grant/policy-relationships-between-trust-funded-researchers-and-commercial-organisations.

If you are satisfied that there are no issues, enter N/A.

Carbon offset for travel

Are you requesting costs to offset the carbon emissions involved in your travel?	

How much are you requesting for carbon offset costs ()? You must also enter this amount under travel and subsistence in the 'Costs requested' section.	

How much carbon will this offset (in tonnes)?	

Are you requesting costs for alternatives to travel, so you can travel less?	

How much are you requesting for these alternatives ()?	

How much carbon will you save by using alternatives to travel (in tonnes)?	

Supporting information

Supporting information

You may include additional information in support of your proposal. This could include:

- photographs showing examples of the content or condition of your material;
- further detail (for example listings) of the material in question.

You do not need to complete this section. Any supplementary information provided should be kept to a minimum. Submit this additional information as a single PDF.

Statement of Commitment/Letters of support

Upload your Statement of Commitment and any relevant letters of support for your proposal. Upload these as a single PDF.

You must provide a statement of commitment from your organisation(s). It should come from the most senior authority in the relevant department or division. It should be specific to the proposal, and state:
- *how your organisation(s) will support you and your team to ensure that the ambitions of the proposal can be achieved (including financial, technical, administrative or other assistance);*
- *how your proposal complements and addresses the organisation's strategic aims and priorities; and*
- *that the space and resources you need have been agreed and will be made available to you from the start date through to the end date of your award.*

Letters of support (up to five) should come from relevant researchers. These should explain how the proposal will contribute to their work and broad area of research.
The statement of commitment and letters of support must show clearly the relevant organisation's name and address. |