

The practicalities of applying for funding

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Where do you start?

Talk to the key people who will be involved in your application:

- Your PI/Co-PI/Supervisor/Mentor
- Your Head of Department/Division
- RDM
- Your Admin Team
- Your Collaborators
- Facilities Managers/NHS Managers

Know your Funder – all funders are different

- What can you / can't you apply for?
- Compulsory requirements?
- Eligibility?
- 1 or 2 stage application?
- Deadlines?
- When can it start?

Finding out what you need to provide

As soon as possible have a look at the funders application form & website

- Almost all applications are now submitted online
- Funders tend to provide information through their website

Simple Application

- Applicant CV
- Scientific Proposal
- Budget

Detailed Application

- Applicant CV
- Scientific Proposal
- Budget
- Letters of Support (HoD, Collaborators)
- Impact Statement
- Ethics
- Institutional Resources
- Data Protection
- Intellectual Property
- ...

--- Be aware of what information your application requires ---

Building a Budget

How much can I apply for?

- Find out what the funder is expecting.
- Look at other successful applications.

What can I apply for?

- Staff costs
- General Lab consumables
- Specific big consumable purchases
- Equipment – only if critically required
- Animal Models – purchase and maintenance
- Use of Facilities (Microscope, FACS, Sequencing, Transgenics, MRI)
- Others...

Building a Budget - Pitfalls

Salary Costs – include Employers Pension and NI

Naming Staff on Applications

Consumable costs – Justification and Flexibility

Animal Models

FEC (Full Economic Costing)

Research Facility Rates

Funders Restrictions (Travel, Equipment)

Collaborators Costs

Other considerations

Clinical Research

- Ethics/Research Governance.
- NHS Involvement.

Working Abroad

- Will the funder allow it?
- Will the funder allow you to spend your consumable money abroad?
- Can you ask for any additional support (Relocation costs)

External Collaborator VS Service Provider

- Ensure you're clear which it is.
- Services that you pay for can incur VAT.

Intellectual Property / Confidentiality

- If you're working with commercial or industrial companies, factor in extra time.
- Consider confidentiality agreements before discussions start.

Timelines

--- The Funders Deadline is not your Deadline ---

Major time Costs

- Major collaborators costs.
- Getting input on your application from others (PI/Supervisor/HoD...)
- Letters of Support
- Submission of application by the Admin Team (Typically 5 days)
- Application review by Research Services, time for any adjustments (5 days minimum)

Starting your application late reduces your chance of success.

The best prepared applications have a steady rate of momentum that is started early and maintained up until the application is submitted.

Key Points

Talk to everyone involved in your application

Start your application early – look at the application ASAP

Consult the admin team and other successful fellows on your budget

Keep the momentum going

Allow time for last minute changes