**University of Aberdeen**

**Intention to Submit**

**UKRI and Wellcome Trust Grant Applications**

Please provide this information eight (8) weeks in advance of the funder’s published deadline for submission to ensure appropriate advice and guidance can be given on shaping your application. The form should be returned to the Research Development Executive assigned to your School. The form will be shared with the Head of School and School Director of Research.

1. Please indicate the funder and call
2. If you are targeting an open call (ie with no deadline) then please indicate the timeframe for submission to the funder
3. Lead Institution
4. Lead Aberdeen Applicant
5. Co-Applicants (please indicate the institution(s) and name(s))
6. Working title of the application
7. List the main objectives of the proposed research in order of priority (up to 4000 characters)
8. Describe the proposed research in simple terms in a way that could be publicised to a general audience (up to 4000 characters)
9. Summary of Grant Proposal (maximum of one page of A4, Arial 11, 2cm margins)
   1. *Relevance/importance of the research question, including what is already known*
   2. *Methodology proposed*
   3. *How the research plan will address the research questions*
   4. *How the project will achieve impact*
   5. *Expected outputs*
10. Do you require access to any Internal or External facilities - if so please provide details

<http://www.nerc.ac.uk/research/sites/facilities/list/> or [university facilities](https://abdn.pure.elsevier.com/en/equipments/)

1. Describe the role and relevant experience and track record of the applicant(s), collaborator(s), project partner(s)
2. Describe the staffing resources required eg 2 x PDRAs (a detailed financial breakdown is not required at this stage)
3. Describe any equipment over £10,000 that will be requested on the application including a brief justification
4. Please provide the names of two internal peer reviewers that you think could help you with the bid

**Additional Information:**

1. **PEER REVIEW**

To maximise the potential of internal peer review, it is important that peer reviewers are notified well ahead of deadlines to discuss initial project ideas and dedicate time to a full review of the proposal. This will allow applicants to receive timely feedback so any changes can be made before submission.More information on the internal peer review procedure can be found [here](https://www.abdn.ac.uk/staffnet/research/internal-processes-11368.php#panel11370).

1. **SPECIALIST SUPPORT**

**Applicants should also contact the following during preparation, as required:**

* Impact and Engagement with Industry - <https://www.abdn.ac.uk/staffnet/research/impact-knowledge/maximising-impact-from-research-9828.php>
* Public Engagement with ResearchUnit: [peru@abdn.ac.uk](mailto:peru@abdn.ac.uk) and [www.abdn.ac.uk/engage](http://www.abdn.ac.uk/engage)
* IT Services for Researchers - <https://www.abdn.ac.uk/it/service-portfolio/research-computing.php>
* University of Aberdeen Research Governance Handbook - <https://www.abdn.ac.uk/staffnet/research/research-governance-10644.php#panel6326>
* Clinical Research Governance and Quality Assurance - <https://www.abdn.ac.uk/medical/researchgovernance/clinicalresearch/>

1. **SPECIAL CONDITIONS (SCHOOL SPECIFIC)**

* School of Engineering – applicants should ensure that one reviewer is from outside their research group.