# RSC Research Fund

# Frequently Asked Questions

*How do I submit my application to the Research Fund?*

You need to log onto our [online application system](http://rsc-research.fluidreview.com). Once you have created an account, it will take you step-by-step through completing your application, from entering your details, uploading your CV and project proposal and entering your referee and Head of Department’s details. Please note, you will not be able to submit your application until your referee has uploaded their reference, and your Head of Department has submitted their approval.

*I am a PhD Student, can I apply to the Research Fund?*

The Research Fund supports our members who are working in full time academic research. If you are still studying, then you will not be eligible to apply for the Research Fund.

*Can my referee/Head of Department submit their references via emailing the Research Fund mailbox?*

No, please inform them that they must submit all references via our online application system. They simply click on the link in your reference request email to take them through to upload their reference.

*What does my Head of Department need to do for my application?*

As part of the application, you will be asked to enter the details of your Head of Department. Once you enter their details, the application system will send them an email link. They just have to click this, then confirm that they approve the application (tick box). The approval confirms that the application is the only one from your department.

*How do I input my referee’s details?*

Once you enter the details of your referees, the online system will send them an email link. They just have to click this and upload their references. Please note we cannot accept references via email, they must be uploaded online.

*How long does my project proposal need to be?*

The total project proposal cannot exceed two A4 pages at font size 10 (including references). Please note that we reserve the right to reject any application that do not meet length restrictions.

*How long does my CV need to be?*

Your CV cannot exceed one A4 page at font size 10. Please note that we reserve the right to reject any application that do not meet length restrictions.

*Is the Research Fund only for new research projects?*

No, it can be used to apply for funds for new or existing projects.