Analytical Chemistry Trust Fund Fellowships

The Object of the Analytical Chemistry Trust Fund is to promote, assist and extend the science and study of Analytical Chemistry and of all questions relating to the analysis, nature and composition of natural and manufactured materials for the benefit of the public.

Closing date for applications: Friday 14\textsuperscript{th} September 2018

1. Purpose of the Analytical Chemistry Trust Fund Fellowships

The purpose of the Analytical Chemistry Trust Fund Fellowships is to assist early career analytical chemists within 5 years of their first full-time junior academic appointment at a UK or Irish HEI to establish their own independent analytical science research identity. The Fellowships, which are valued at a fixed sum of £15,000, may be used by the Fellow in any way that advances the purpose of the Fellowships and of the ACTF, including but not restricted to one, some or none of:-

- a 3-to-6 month sabbatical
- buy-out from teaching commitments
- purchase of equipment or materials
- visit(s) to UK, Irish or overseas laboratory(ies)
- purchase of time on third party facilities
- employment of a research assistant
- public engagement and schools, including training in communication
- fieldwork
- hosting visiting researcher(s) of acknowledged standing
2. Definitions

ACTF  Means the Analytical Chemistry Trust Fund.
Trustees  Means the Trustees of the Analytical Chemistry Trust Fund.
Trust Secretary  Means the Trust Secretary of the Analytical Chemistry Trust Fund.
Fellowship  Means an Analytical Chemistry Trust Fund Fellowship.
Fellow  Means the holder of an Analytical Chemistry Trust Fund Fellowship.
HEI  Means Higher Education Institution in the United Kingdom or the Irish Republic, as defined by the Scottish Funding Council, the Higher Education Funding Council for England, the Higher Education Funding Council for Wales, the Department of Employment and Learning Northern Ireland and the Higher Education Authority of the Republic of Ireland.
Home Institution  Means the UK or Irish HEI at which a Fellow holds their first full-time junior academic appointment.
Work Programme  Means the programme of work contained in the applicant’s application for an Analytical Chemistry Trust Fund Fellowship.
Analytical Chemistry  Means a discipline of the chemical sciences which in the judgment of the Trustees is consistent with the Object of the Analytical Chemistry Trust Fund.
Analytical Chemists  Means practitioners of Analytical Chemistry.

3. Who is Eligible

3.1 Early career and outstanding Analytical Chemists within 5 years of the date of appointment to their first full-time junior academic position at a UK or Irish HEI. The Fellowship must be completed within 5 years of the date of appointment.
3.2 There are no restrictions on age.
3.3 There are no restrictions on nationality, but a Fellow must normally be resident in the UK or Ireland.
3.4 Applications are welcomed from candidates who wish to re-establish themselves after a career break or other period of absence from active research.

4. How to Apply
4.1 The application form can be obtained by e-mailing the Trust Secretary at david.ferguson@ntlworld.com.
4.2 The application form must be approved by the applicant’s Head of Department or School in their Home Institution.
4.3 Applicants must append a list of publications relevant to their application.
4.4 Applicants must append a 1-page CV to their application.

5. **Time Line**
   - Call for applications (ACTF)       June 2018
   - Deadline for receipt of applications (applicant) 14th September 2018
   - Decision by Trustees (ACTF)       mid-October 2018
   - Announcement of awards (ACTF)     end October 2018
   - Conduct of Work Programme (applicant) in following calendar year or years (2019+)

6. **Work Programme**
   At a minimum, applications must specify:-
   - The start and end dates of the Fellowship
   - Aim(s) and objective(s) of the Fellowship
   - How time and money will be spent.
   - Deliverables, benefits
   - Medium to long term professional development of the Fellow
   - Impact on UK or Irish analytical chemistry
   - In the application, the budget must specify how and when money will be spent; salaries, consumables, equipment, subsistence, travel (by economy class: including visas, insurance etc), teaching buy-out and other expenses.
   - All applications must include a statement that the project is compliant with the best standards of ethical practice.

7. **Assessment of Applications**
   7.1 Applications will be assessed by three Trustees, all of whom are professional analytical chemists.

8. **Finance**
8.1 The Fellowships are a fixed value grant of £15,000 or Euro equivalent.
8.2 A Fellowship grant will not exceed £15,000 under any circumstances.
8.3 Payment will be made by BACS to the Fellow’s Home Institution up to one month before
the start date of the Fellowship upon receipt of the Fellow’s Home Institution’s invoice by
the Trust Secretary.
8.4 The Fellow’s Home Institution will be responsible for disbursement of funds to the
Fellow.
8.5 Trustees will not pay registration fees or overhead charges.
8.6 The Fellowship grants are exempt from VAT.
8.7 In consultation with the Trust Secretary, Fellows may be permitted to vire money
between expenditure categories during the course of their Fellowship.
8.8 Fellows are responsible for their own work permits, visas, immigration clearance, travel
and accommodation arrangements, insurance of their travel costs, personal belongings
and medical requirements.

9. Reporting & Final Expenditure Statement
9.1 A detailed report on the achievements and benefits of the Fellowship must be sent to the
Trust Secretary within 3 months of the end of the Fellowship.
9.2 A final expenditure statement must be sent to the Trust Secretary within 3 months of the
end of the Fellowship.
9.3 A second report outlining the medium term development of the Fellow’s research career
must be sent to the Trust Secretary one year after the end of the Fellowship.
9.4 Fellows may be invited to make a presentation on the achievements of their Fellowship
at an Analytical Research Forum or other RSC Analytical Division meeting.

10. Variation and Termination
10.1 A Fellowship is a grant to the Fellow only; in the event that a Fellow is for any reason
unable to conduct the Fellowship no substitution will be permitted.
10.2 In the event of maternity, paternity, adoption, parental or sick leave on the part of the
Fellow no additional funds will be paid, but the requirement to complete the Fellowship
within 5 years of the date of appointment to the Fellow’s first full-time junior academic
position may be relaxed at the discretion of Trustees.
10.3 If a Fellow, for any reason, ceases to undertake the Work Programme the Trust Secretary
must be informed immediately in writing. Where possible, at least one month’s notice
should be given of any material change in the Fellow’s or the Work Programme’s circumstances.

10.4 If a Fellow plans to transfer to another HEI before the beginning of the Fellowship or during the Fellowship, Trustees expect the grant to transfer with the Fellow to the new HEI. Agreement is required to this from both the transferring and receiving HEI and from the Trust Secretary.

10.5 If a Fellow transfers before or during a Fellowship to an organisation outside the UK or the Republic of Ireland the grant will be terminated forthwith and all uncommitted funds returned to the Trust Secretary.

10.6 Any Fellow whose progress or conduct does not satisfy the Trustees shall have the grant terminated.

10.7 Trustees reserve the right to terminate the grant at any time, subject to reasonable notice and to pay any payment that may be necessary to cover outstanding and unavoidable commitments.

11. Miscellaneous

11.1 The Analytical Chemistry Trust Fund Fellowship scheme may be terminated or its conditions varied at any time at the discretion of the Trustees.

11.2 The Trustees reserve the right to make no Fellowship award if applications do not meet the required standard.

11.4 Fellows should seek to publish the results of their Fellowship in accordance with normal academic practice, preferably in RSC journals. The Fellow and the Home Institution shall acknowledge the support of the ‘Analytical Chemistry Trust Fund’ in all publications and materials resulting from the Fellowship.

11.4 ACTF makes no claim to the intellectual property rights arising from a Fellowship.

11.5 The Trustees accept no responsibility, financial or otherwise, for expenditure by the Fellow or the Host Institution in addition to the Fellowship grant or liability financial or otherwise arising from the Fellowship.

11.6 The decision of the Trustees is final.

11.7 If not already a member, Fellows are strongly encouraged to become a member of the Royal Society of Chemistry and its Analytical Division.

12. Contact

All enquiries and correspondence should be addressed to the Trust Secretary:-
Dr Ruth Hearn, 2 Heatherwell Cottages, Lightwater, GU18 5UT
Tel 07903 849865 ruth@rhearn.net

RH March 2018
Analytical Chemistry Trust Fund
Analytical Chemistry Trust Fund Fellowships
Application Form - 2018

Applicant

Title (Mr Mrs Miss Ms Dr Prof etc): 
Given Names : 
Family Name : 
University / College Address : 
Post Code :
Telephone :
E-mail :

Application

Title of your Fellowship Work Programme : 
Start Date : End Date : 
Date of appointment to your first full-time junior academic post at a UK or Irish HEI : 

Lay Summary (maximum 300 words) >

Work Programme (Maximum 2 pages)
Give details of:-
  • your field(s) of research in analytical science
  • what you would do during the Fellowship
  • where you would do it
  • how you would spend the grant
  • what you plan to achieve
  • milestones & deliverables

> 

Professional Development; Impact on HEI and Analytical Science (Maximum 300 words)

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Publications relevant to this application (Maximum 1 page)
>
Short CV (Maximum 1 page)
>
Budget (Give a comprehensive breakdown of your planned expenditure)

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Authorisation (A word processed 'signature' is acceptable)

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Return this form by e-mail to Dr David A Ferguson david.ferguson@ntlworld.com by 15th September 2017