# LGBT+ Inclusion in STEM Grant – application form

**1. Before you start**

This is the application form for the LGBT+ Inclusion in STEM (Science Technology Engineering and Maths) grant.

Before completing the online form, we recommend that you read the **"Request for Proposals"** document available on [our website](https://www.rsc.org/prizes-funding/funding/find-funding/lgbt-inclusion-in-stem-grant/).

All applicants should check that they comply with the eligibility requirements and ensure all necessary information is presented in the application. These requirements are strictly adhered to, and applications without all the necessary information, or evidence to show the selection criteria are met, will be rejected.

Please note that grant applications should be no more than £100,000. Please get in touch with us at [diversity@rsc.org](mailto:diversity@rsc.org?subject=LGBT%2B%20Inclusion%20in%20STEM%20grant), if you have any questions about completing the form.

The application form may take several hours to complete. You can save a partially completed application form and return to it later.

**2. Information about the application**

Applications can only be submitted using this online form on SmartSurvey.  
  
Please note that SmartSurvey does not allow for multiple users to work on the same survey. If you wish to work collaboratively on the answers, we recommend using the Word version of the survey available on [our website](https://www.rsc.org/prizes-funding/funding/find-funding/lgbt-inclusion-in-stem-grant/), and copy and paste the answers on the SmartSurvey online application form. We encourage applicants to work offline and submit only when the full application is ready.  
  
The deadline for submissions is **14 April 2023 (17.00 BST)**. Once you have submitted your application, you will not have any further opportunities to amend it.  
  
When completing your application, it is recommended that you take particular note of the following points:   
  
• Personal details: In the application form we are collecting the following details - title, first name, surname, job role, organisation, department, location, email, phone number.  
  
• Word limits: When answering questions, do not exceed the word limits specified within the question description.    
  
• Submission of application: You will not be able to submit your application until you have completed each section in full.   
  
• Diversity data: Once the application is submitted, the Principal Investigator will receive a link to answer a set of diversity data questions. This will be entirely anonymous and not linked to any part of your application or identity.  
  
• Editing your application: You can edit your application any time before submission.    
  
• Research projects need to facilitate UK-US collaborations. There must be representation from both the UK and US across the PI and co-applicants. We expect there to be at least one named collaborator from both the UK and US.   
  
• Further clarification: If any of this advice is unclear, or you need further information, please do not hesitate to seek clarification from the RSC Inclusion and Diversity team ([diversity@rsc.org](mailto:diversity@rsc.org?subject=LGBT%2B%20Inclusion%20in%20STEM%20grant)). 

**3. Completing the application form**

The application consists of the following sections:

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| Principal Investigator Details |
| Co-Applicant(s) Details |
| Research Proposal |
| Financial Details |

**4. Principal Investigator details**

Each project will be led by a named Principal Investigator (PI). The PI must be a researcher in a discipline within the social sciences or STEM. The PI is expected to direct the research and the management of the project and has responsibility for the overall project reporting requirements.  
  
Please take care to review and complete your personal details accurately. Errors in this section can cause difficulties in the processing of your application.

### **1. Title \***

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### **2. First name \***

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### **3. Surname \***

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### **4. Location \***

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### **5. Affiliation \***

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### **6. Email \***

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### **7. Phone number \***

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### **8. Primary and Secondary research field These grants will be awarded to lead researchers intending to work in any disciplines within STEM and/or social sciences. \***

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### **9. PhD Confirmation Early career applicants working towards a PhD or awaiting the outcome of their viva/submission of corrections are not eligible to apply. Please therefore confirm that you have a PhD by answering yes. If you are an established scholar with relevant equivalent experience, but no doctorate, please answer 'no' and indicate in the 'personal statement' field why you should be eligible for consideration. \***

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|  | Yes |
|  | No |

### **10. Statement of Qualifications Please give details of up to 4 qualifications (e.g. degree certificates) in reverse chronological order. (you will be asked to submit a copy of relevant certification of your qualification as PDF). \***

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### **11. Qualification Certificates Please upload a copy of the certificates for the above qualification/s as PDF file. \***

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### **12. Position /Job title Please give details of your current appointment. Applicants must be of postdoctoral (or above) or equivalent status. The applicants must either be in a permanent position at the institution or have a fixed term position for the duration of the award. \***

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### **13. Permanent Position/Start Date/End Date Applicants must be in established posts that will continue at least beyond the end of the funded period of the grant. If the applicant's post is not permanent, please explain further in the personal statement how they meet the terms of eligibility for these grants. Please include the start date of present position, and if on a fixed term contract, please enter the expected end date of your current position. \***

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### **14. Personal Statement This field is optional, but may be used, for example, in providing information regarding interruptions to an academic career or your equivalent research experience. The limit on this field is 150 words.**

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### **15. A brief CV should be uploaded here as a PDF file. This should be no more than 2 pages long. Any CV submitted which is over the 2-page limit will render your application ineligible for consideration. In order to comply with this 2-page limit, the applicant could omit, for example, conference presentations from their CV. \***

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### **16. Publications Please list up to 6 of your principal and/or relevant publications to date in reverse chronological order. You can use ORCID identification instead of providing full titles of the publications. \***

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### **17. Where did you hear of this scheme? \***

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**5. Co-Applicants details**

Please note that it is mandatory to include at least one named Co-Applicant who will be actively assisting in the direction and management of at least parts of the project. Co-Applicants may be expected to be in a position to take over the leadership of the project in the event that the Principal Investigator is unable to continue in the role. You can add up to four Co-Applicants.  
  
Research projects need to facilitate UK-US collaborations. There must be representation from both the UK and US across the PI and Co-Applicants. We expect there to be at least one named collaborator from both the UK and US.   
  
Please note that all correspondence is sent only to the individual in whose name the application is submitted. The Principal Investigator is responsible for notifying any other parties.  Other participants in a project, whose involvement does not equate to being a ‘co-Applicant’, should be named in the relevant section (‘Other Participants’) in the Research Proposal section.   
  
Please take care to review and complete your Co-Applicant personal details accurately. Errors in this section can cause difficulties in the processing of your application.

### **18. Title \***

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### **19. First name \***

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### **20. Surname \***

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### **21. Location \***

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### **22. Affiliation \***

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### **24. Phone number \***

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### **25. Primary and Secondary research field These grants will be awarded to lead researchers intending to work in any disciplines within STEM and/or social sciences. \***

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### **26. PhD Confirmation Early career applicants working towards a PhD or awaiting the outcome of their viva/submission of corrections are not eligible to apply. Please therefore confirm that you have a PhD by answering yes. If you are an established scholar with relevant equivalent experience, but no doctorate, please answer 'no' and indicate in the 'personal statement' field why you should be eligible for consideration. \***

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|  | Yes |
|  | No |

### **27. Statement of Qualifications Please give details of up to 4 qualifications (e.g. degree certificates) in reverse chronological order. (you will be asked to submit a copy of relevant certification of your qualification as PDF). \***

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### **28. Qualification Certificates Please upload a copy of the certificates for the above qualification/s as PDF file. \***

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### **29. Position /Job title Please give details of your current appointment. Applicants must be of postdoctoral (or above) or equivalent status. The applicants must either be in a permanent position at the institution or have a fixed term position for the duration of the award. \***

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### **30. Permanent Position/Start Date/End Date Applicants must be in established posts that will continue at least beyond the end of the funded period of the grant. If the applicant's post is not permanent, please explain further in the personal statement how they meet the terms of eligibility for these grants. Please include the start date of present position, and if on a fixed term contract, please enter the expected end date of your current position. \***

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### **31. Personal Statement This field is optional, but may be used, for example, in providing information regarding interruptions to an academic career or your equivalent research experience. The limit on this field is 150 words.**

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### **32. A brief CV should be uploaded here as a PDF file. This should be no more than 2 pages long. Any CV submitted which is over the 2-page limit will render your application ineligible for consideration. In order to comply with this 2-page limit, the applicant could omit, for example, conference presentations from their CV. \***

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### **33. Publications Please list up to 6 of your principal and/or relevant publications to date in reverse chronological order. You can use ORCID identification instead of providing full titles of the publications.**

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### **34. Please indicate here if you wish to include any other Co-Applicants. If you select yes, you will be able to provide details of up to three more Co-Applicant(s). You must click ‘no’ if you do not wish to select any further Co-Applicants. \***

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|  | Yes |
|  | No |

**6. Co-Applicants details**

Please note that it is mandatory to include at least one named Co-Applicant who will be actively assisting in the direction and management of at least parts of the project. Co-Applicants may be expected to be in a position to take over the leadership of the project in the event that the Principal Investigator is unable to continue in the role. You can add up to four Co-Applicants.  
  
Research projects need to facilitate UK-US collaborations. There must be representation from both the UK and US across the PI and Co-Applicants. We expect there to be at least one named collaborator from both the UK and US.   
  
Please note that all correspondence is sent only to the individual in whose name the application is submitted. The Principal Investigator is responsible for notifying any other parties.  Other participants in a project, whose involvement does not equate to being a ‘co-Applicant’, should be named in the relevant section (‘Other Participants’) in the Research Proposal section.   
  
Please take care to review and complete your Co-Applicant personal details accurately. Errors in this section can cause difficulties in the processing of your application.

### **35. Title \***

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### **36. First name \***

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### **39. Affiliation \***

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### **42. Primary and Secondary research field These grants will be awarded to lead researchers intending to work in any disciplines within STEM and/or social sciences. \***

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### **43. PhD Confirmation Early career applicants working towards a PhD or awaiting the outcome of their viva/submission of corrections are not eligible to apply. Please therefore confirm that you have a PhD by answering yes. If you are an established scholar with relevant equivalent experience, but no doctorate, please answer 'no' and indicate in the 'personal statement' field why you should be eligible for consideration. \***

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|  | Yes |
|  | No |

### **44. Statement of Qualifications Please give details of up to 4 qualifications (e.g. degree certificates) in reverse chronological order. (you will be asked to submit a copy of relevant certification of your qualification as PDF). \***

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### **45. Qualification Certificates Please upload a copy of the certificates for the above qualification/s as PDF file. \***

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### **46. Position /Job title Please give details of your current appointment. Applicants must be of postdoctoral (or above) or equivalent status. The applicants must either be in a permanent position at the institution or have a fixed term position for the duration of the award. \***

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### **47. Permanent Position/Start Date/End Date Applicants must be in established posts that will continue at least beyond the end of the funded period of the grant. If the applicant's post is not permanent, please explain further in the personal statement how they meet the terms of eligibility for these grants. Please include the start date of present position, and if on a fixed term contract, please enter the expected end date of your current position. \***

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### **48. Personal Statement This field is optional, but may be used, for example, in providing information regarding interruptions to an academic career or your equivalent research experience. The limit on this field is 150 words.**

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### **49. A brief CV should be uploaded here as a PDF file. This should be no more than 2 pages long. Any CV submitted which is over the 2-page limit will render your application ineligible for consideration. In order to comply with this 2-page limit, the applicant could omit, for example, conference presentations from their CV. \***

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### **50. Publications Please list up to 6 of your principal and/or relevant publications to date in reverse chronological order. You can use ORCID identification instead of providing full titles of the publications.**

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### **51. Please indicate here if you wish to include any other Co-Applicants. If you select yes, you will be able to provide details of up to two more Co-Applicant(s). You must click ‘no’ if you do not wish to select any further Co-Applicants. \***

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|  | Yes |
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**7. Co-Applicants details**

Please note that it is mandatory to include at least one named Co-Applicant who will be actively assisting in the direction and management of at least parts of the project. Co-Applicants may be expected to be in a position to take over the leadership of the project in the event that the Principal Investigator is unable to continue in the role. You can add up to four Co-Applicants.  
  
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Please take care to review and complete your Co-Applicant personal details accurately. Errors in this section can cause difficulties in the processing of your application.

### **52. Title \***

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### **53. First name \***

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### **54. Surname \***

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### **59. Primary and Secondary research field These grants will be awarded to lead researchers intending to work in any disciplines within STEM and/or social sciences. \***

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### **60. PhD Confirmation Early career applicants working towards a PhD or awaiting the outcome of their viva/submission of corrections are not eligible to apply. Please therefore confirm that you have a PhD by answering yes. If you are an established scholar with relevant equivalent experience, but no doctorate, please answer 'no' and indicate in the 'personal statement' field why you should be eligible for consideration. \***

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|  | Yes |
|  | No |

### **61. Statement of Qualifications Please give details of up to 4 qualifications (e.g. degree certificates) in reverse chronological order. (you will be asked to submit a copy of relevant certification of your qualification as PDF). \***

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### **62. Qualification Certificates Please upload a copy of the certificates for the above qualification/s as PDF file. \***

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### **63. Position /Job title Please give details of your current appointment. Applicants must be of postdoctoral (or above) or equivalent status. The applicants must either be in a permanent position at the institution or have a fixed term position for the duration of the award. \***

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### **64. Permanent Position/Start Date/End Date Applicants must be in established posts that will continue at least beyond the end of the funded period of the grant. If the applicant's post is not permanent, please explain further in the personal statement how they meet the terms of eligibility for these grants. Please include the start date of present position, and if on a fixed term contract, please enter the expected end date of your current position. \***

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### **65. Personal Statement This field is optional, but may be used, for example, in providing information regarding interruptions to an academic career or your equivalent research experience. The limit on this field is 150 words.**

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### **66. A brief CV should be uploaded here as a PDF file. This should be no more than 2 pages long. Any CV submitted which is over the 2-page limit will render your application ineligible for consideration. In order to comply with this 2-page limit, the applicant could omit, for example, conference presentations from their CV. \***

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### **67. Publications Please list up to 6 of your principal and/or relevant publications to date in reverse chronological order. You can use ORCID identification instead of providing full titles of the publications.**

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### **68. Please indicate here if you wish to include any other Co-Applicants. If you select yes, you will be able to provide details of up to one more Co-Applicant. You must click ‘no’ if you do not wish to select any further Co-Applicants. \***

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|  | Yes |
|  | No |

**8. Co-Applicants details**

Please note that it is mandatory to include at least one named Co-Applicant who will be actively assisting in the direction and management of at least parts of the project. Co-Applicants may be expected to be in a position to take over the leadership of the project in the event that the Principal Investigator is unable to continue in the role. You can add up to four Co-Applicants.  
  
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Please note that all correspondence is sent only to the individual in whose name the application is submitted. The Principal Investigator is responsible for notifying any other parties.  Other participants in a project, whose involvement does not equate to being a ‘co-Applicant’, should be named in the relevant section (‘Other Participants’) in the Research Proposal section.   
  
Please take care to review and complete your Co-Applicant personal details accurately. Errors in this section can cause difficulties in the processing of your application.

### **69. Title \***

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### **70. First name \***

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### **76. Primary and Secondary research field These grants will be awarded to lead researchers intending to work in any disciplines within STEM and/or social sciences. \***

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### **77. PhD Confirmation Early career applicants working towards a PhD or awaiting the outcome of their viva/submission of corrections are not eligible to apply. Please therefore confirm that you have a PhD by answering yes. If you are an established scholar with relevant equivalent experience, but no doctorate, please answer 'no' and indicate in the 'personal statement' field why you should be eligible for consideration. \***

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|  | Yes |
|  | No |

### **78. Statement of Qualifications Please give details of up to 4 qualifications (e.g. degree certificates) in reverse chronological order. (you will be asked to submit a copy of relevant certification of your qualification as PDF). \***

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### **79. Qualification Certificates Please upload a copy of the certificates for the above qualification/s as PDF file. \***

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### **80. Position /Job title Please give details of your current appointment. Applicants must be of postdoctoral (or above) or equivalent status. The applicants must either be in a permanent position at the institution or have a fixed term position for the duration of the award. \***

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### **81. Permanent Position/Start Date/End Date Applicants must be in established posts that will continue at least beyond the end of the funded period of the grant. If the applicant's post is not permanent, please explain further in the personal statement how they meet the terms of eligibility for these grants. Please include the start date of present position, and if on a fixed term contract, please enter the expected end date of your current position. \***

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### **82. Personal Statement This field is optional, but may be used, for example, in providing information regarding interruptions to an academic career or your equivalent research experience. The limit on this field is 150 words.**

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### **83. A brief CV should be uploaded here as a PDF file. This should be no more than 2 pages long. Any CV submitted which is over the 2-page limit will render your application ineligible for consideration. In order to comply with this 2-page limit, the applicant could omit, for example, conference presentations from their CV. \***

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### **84. Publications Please list up to 6 of your principal and/or relevant publications to date in reverse chronological order. You can use ORCID identification instead of providing full titles of the publications.**

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**9. Research Proposal**

### **85. Title of Research Proposal Please state the title of your research project. \***

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### **86. Abstract Please provide a short abstract summarising your proposed research in terms suitable for an informed general audience, not one specialised in your field. This is a mandatory field and the limit is 150 words. \***

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### **87. Start and End Date Confirmation Please confirm that you will start your research between 1st July and 1st of September 2023, and that your research will end before 30th of December 2024. \***

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### **88. Primary/Secondary/Other Subject Please list the STEM, humanities, social sciences, natural, and/or medical disciplines most relevant to your proposed research project. \***

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### **89. Principal Aims of Project Please outline here how your proposed research project fits the scope of the call. The word limit here is 1000 words. \***

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### **90. Proposed Programme This field should be used to describe the proposed research, including objectives, methodology and hypotheses, and how it is relevant to the UK and US. Please state whether the project is a new initiative or links to/builds on a project of longer standing. If appropriate, explain any achievements to date. Please explain briefly the project's intended audience and explain its potential impact in addressing the issues to be tackled. Please set out explicitly in this field the ways in which the proposed research links to the core aims and objective of the overall programme. The limit on this field is 2,000 words. \***

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### **91. Plan of Action Please set out the proposed plan of action covering activity to be undertaken during the course of the award. This should be as detailed as is practicable, but suitable allowance may be made for variation in the event of an award being offered. The limit on this field is 800 words. \***

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### **92. Planned Research Outputs Under ‘planned research outputs’, please only state the type of output expected. The word limit here is 300 words. \***

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### **93. Plans for Publication/Dissemination Please state in more detail here what plans you have for publication or other dissemination of your research, including potential publishers, journals, conferences, etc. that are appropriate for your research subject. The limit here is 500 words. \***

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### **94. Other Participants Under ‘Other Participants’ please give the names, appointments, and institutional affiliation of any other participants in the proposed research. Please also describe the contribution to the project to be made by other participants, citing any particular specialisms and expertise. If detail of Other Participants are not yet known, please use the blank text box below to provide indicative numbers and/or types of people who may be involved in the project.**

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### **95. Interdisciplinary Proposal If the proposed engagement is especially interdisciplinary in its approach, please explain in more detail here. To be successful the project need to be a collaboration between STEM and Social sciences, please explain how your proposal will do that. \***

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### **96. Project aims Please explain: - how will you address the project aims - which research questions will your work answer (some questions are outlined in the 'Request for Proposals' document available on our website) - describe any additional research question that this research will address. The limit on this field is 1000 words. \***

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### **97. Benefits – UK-US Context How is the proposed activity likely to meet national challenges facing LGBT+ scientists in the UK and the US? The limit on this field is 500 words. \***

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### **98. Community engagement How will you ensure contribution and engagement of the LGBT+ community with the project? The limit on this field is 300 words. \***

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### **99. Safeguarding Please use this section to outline any safeguarding and/or vulnerable adults and child protection issues which may occur in relation to or as a result of your project. \***

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### **100. Risk management Researchers funded under this programme may choose to undertake fieldwork in the course of the research project. We expect an assessment of any risks entailed within the research project to be outlined within the proposal. For example, risks associated with delivery of the research, financial management, and oversight/governance. Projects will be expected to update against risk management in their reports to the RSC. The limit on this field is 1000 words. \***

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### **101. Other Relevant Information Please use this space to provide details of any other relevant information. The limit on this field is 300 words.**

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**10. Financial Details**

Funding may be used to support:   
  
a. The time of the PI and Co-Applicants  
b. Postdoctoral (or equivalent) Research Assistance or Research Associate for the length of the grant  
c. Travel, fieldwork and related expenses  
d. Networking costs  
e. University costs in hosting and supporting the project  
f. Travel between partner institutions. This will be capped to two UK-US visits per grant at a maximum of 10 working days per visit and limited to two representatives per visit.  
  
The following items are not currently eligible for funding:  
  
a. The cost of hardware, apparatus or equipment unless it is shown to be integral to the project.  
b. Books and other permanent resources  
c. The preparation of camera-ready copy, copy-editing, proof-reading, indexing, nor any other editorial task  
d. Subventions for direct production costs (printing, binding, distribution, marketing etc.)  
e. Costs of publication in electronic media  
f. Travel and maintenance expenses for purposes such as lecture tours or to write up the results of research.    
 

### **102. Please use the table to indicate the figures for such costs (in GBP) between the various headings. Travel Costs: please include all costs associated with travel, whether by the PI, Co-Applicants or other participants. Staff (Directly Allocated): please include all costs related to payment for the time of the Principal Investigator and any Co-Applicants. Other Directly Allocated Costs: please include any other related costs; for example university estates costs. Indirect Costs: Please include here any indirect costs such as central administrative costs or other university services. Research/Clerical Assistance: please include all costs of research or clerical assistance. Other Costs: please include in this section any other eligible costs, including consumables. Consumables include the purchase of specialist software datasets, photocopies, microfilms, etc., and any other minor items that will be used up during the course of the project. Applicants may apply for short-term consultancy or salary costs for expert staff, or short periods of research assistance. Applicants should prepare accurate costings for the proposed research expenses and should be particularly careful not to overestimate the resources required. Costs should be clearly itemised and justified in terms of the research programme. Please note that awards are cash-limited, and there is no scope for supplementation of an award. Projects should be fully costed from the outset. All amounts must be provided in British pound sterling (GBP). \***

|  | Cost | Brief Description |
| --- | --- | --- |
| Travel Costs | |  | | --- | |  | | |  | | --- | |  | |
| Staff (Directly Allocated) | |  | | --- | |  | | |  | | --- | |  | |
| Other Directly Allocated Costs | |  | | --- | |  | | |  | | --- | |  | |
| Indirect Costs | |  | | --- | |  | | |  | | --- | |  | |
| Research/Clerical Assistance | |  | | --- | |  | | |  | | --- | |  | |
| Consumables | |  | | --- | |  | | |  | | --- | |  | |
| Other Costs | |  | | --- | |  | | |  | | --- | |  | |

Please provide any additional description of costs if necessary (limited to 300 words)

|  |
| --- |
|  |

### **103. Financial Details/Justification Please provide justification for financial details. The limit on this field is 1000 words. \***

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|  |

### **104. Value sought Please state the total amount of funding requested. Please ensure that this matches the total set out in the budget table. \***

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|  |

### **105. Clicking 'Finish Application' will submit your application. Please ensure you have answered all questions on required pages as indicated at the top of each page. Applications with missing information will not be considered. Once an application has been submitted no further changes can be made. \* \***

|  |  |
| --- | --- |
|  | Submit my application |