Research Development Fund (RDF, formerly known as RETF) Open Call 2024 ⌗

Applicants should submit the completed form no later than **Friday 26 April 2024**. Please, read the guidance in Sections 1, 2 & 3 of this form carefully before completing it.

* Required

* This form will record your name, please fill your name.

[   ]

Guidance

The Research Development Fund (RDF, formerly known as RETF) Open Call is available to enable strategic research projects led by academic staff. Funding will be awarded through a competitive process; the University Committee for Research and Innovation (UCRI) will assess applications according to eligibility and criteria set out below.

In 2024, the open call will be for Mid-Career Researchers only, as per the following definition:

· Grade 7 or Grade 8 on a permanent academic RI or T&R contract with 5-15 years cumulative experience within these grades, allowing for professional and personal career interruptions.
· Completed probationary period.
· Evidence of independence and leadership of a research area.
· Have published works or outputs of intellectual distinction in line with expectations of the discipline.
· Have a track record of securing research income in line with expectations of the discipline, preferably as principal investigator.
· At least one external role, such as journal editorship, research funding panel, external committees (academic, professional), significant public engagement roles, conference organisation etc.

The range of funding for each application is between £10,000 and £50,000, for projects of up to a maximum of 2 years duration. For 2-year projects, a mid-term report is required for approval of the 2nd year of funding.

Eligible costs include salaries (and on-costs) for research, technical and professional staff, appropriate public engagement projects and/or teaching replacement as buy-out for academic staff to complete the project. For further information on costings, please contact colleagues in Research Services (RES) via researchfunding@reading.ac.uk. For all costings, please ensure that these have been calculated by RES before submitting the application.

Applicants should demonstrate that funding for the proposed project is not available from other sources, and/or they should specify the match funding from internal or external sources or equivalent in-kind contribution from an external partner/third sector. If such contribution is not available, applicants should explain why.

Applicants should specify any previous RETF awards (maximum two) held and the resulting outcomes (grant applications, grant awards, published outputs).

All projects must specify anticipated spend in each financial year (1 August-31 July). Projects can extend across financial years but spend cannot be transferred between financial years. Previously submitted applications are NOT eligible unless they are substantially different. Submission deadlines are published in the Staff Portal.

All applications must be submitted on this form.

Please note that for support to enable the completion of major outputs (anticipated to be 4* quality), academic staff should apply to the annual competition for Research Fellowships (advertised separately).

Eligibility & Criteria

Eligibility

· Proposals can cover a broad range of disciplines and project types. Whilst an indirect outcome, the funding is not intended to support the completion stage of research outputs.

· The application is led by a Research Division staff member with contractual research responsibility. In 2024, the competition will be restricted to Mid-Career researchers (MCRs) as confirmed by the applicant as follows:

o I am a Grade 7 or Grade 8 on a permanent academic on a research intensive or Teaching & Research contract with 5-15 years cumulative experience within these grades (allowing for professional and personal career interruptions).

o I have completed my probationary period.

o I have demonstrated independence and leadership of a research area.

o I have published works or outputs of intellectual distinction in line with expectations of the discipline.

o I have a track record of securing research income in line with expectations of the discipline

o I have undertaken at least one external role, such as journal editorship, research funding panel, external committees (academic, professional), significant public engagement roles, conference organisation etc.

· Costings have been calculated by a colleague in Research Services.

· The application is endorsed by the Head of School and/or Research Division Lead.

· Funding is not available in full from other sources.

· A level of match funding, or in-kind contribution from an external partner/third sector, is expected or a rationale given where this is not the case.

Criteria

Proposals will be assessed against the following criteria.

· The extent to which the proposal will support research excellence and lead to enhancement of the University reputation.

· The extent to which the proposal will deliver value for money. This may include leveraging external funding; developing partnerships or public engagement; or translating into products or services.

· The level of alignment with the strategic priorities of the Research Theme and/or Research Division.

· The feasibility of the delivery of the project in terms of methodology, timeframe, applicant track record and institutional/school support.

FAQs and Assistance

If you have questions or require assistance, please contact the Research Deans Office (researchdeansoffice@reading.ac.uk).

Confirmation

My RDL has reviewed and endorsed this application.

I define myself as a Mid-Career Researcher, meeting the following description:
·   Grade 7 or Grade 8 on a permanent academic RI or T&R contract with 5-15 years cumulative experience within these grades, allowing for professional and personal career interruptions.
·   Completed probationary period.
·   Evidence of independence and leadership of a research area.
·   Have published works or outputs of intellectual distinction in line with expectations of the discipline.
·   Have a track record of securing research income in line with expectations of the discipline, preferably as principal investigator.
·   At least one external role, such as journal editorship, research funding panel, external committees (academic, professional), significant public engagement roles, conference organisation etc.

I am not currently holding an active RDF (formally known as RETF) award.

1. Can you confirm the above statement? *

◯   Yes - I can confirm the above statement

Application details

2. Do you currently hold any other active RDF (formerly known as RETF) awards? *

○ Yes

○ No

3. Applicant name *

[   ]

4. Applicant employee number *

[   ]

5. Applicant's Research Division *

[   ]

6. Project Title *

[   ]

7. Total RDF Funding requested *
This is the amount being requested from RDF to complete the project

[   ]

The value must be a number

8. 1. Have your costs been calculated and confirmed by RES? * *

○ Yes

○ No

9. Total cost of the project *
This is the total cost of the project, including RDF and any other secured funding from other sources (i.e. school/department, external, etc.)

[   ]

The value must be a number

10. Project start date *

[📅]

11. Project end date *

[📅]

12. Previous RDF Funding *

If you have previously held RDF funding, please provide up to two examples. For these, please include information on the award (scheme, etc) and on resulting outcomes (for example, grant applications, grant awards or published outputs).

[   ]

Project Description

13. Please briefly describe this project proposal - Max 500 words *

Project deliverables

14. Give an outline of the planned activities and how they meet the criteria; together with information on deliverables of the project (for instance, research grant applications, impact development, relationship building, etc.) Max 500 words. *

15. Are there IP implications as a result of this project? If so, how will these be managed? *

Project Risks

16. What are the risks associated with the project and how will these be mitigated? (Describe
any factors that might inhibit the successful achievement of the project as described above) *

Project Finances

17. Principal Funding Objective *

Please select the funding objective most appropriate for your project (one selection only). This question is for monitoring purposes only.

○ Strategic Projects and partnerships

○ Growing research income

○ Strengthening quality of research outputs

○ Impact

○ Innovation

○ International partnerships

○ Building research profile and reputation

18. Have you secured funding or in-kind contribution from other sources? *

Other sources might include school/department funding, external partners, etc. In-kind contributions could include staff time/equipment/intellectual contribution.

○ Yes

○ No

19. Additional source of funding or in-kind contribution 1 - detail *

Please provide details of this source of funding or in-kind contribution.

[   ]

20. Additional source of funding 1 - Amount Y1 *

Please provide the amount secured from this source of funding. Please put N/A if not applicable.

[   ]

21. Additional source of funding 1 - Amount Y2 *

Please provide the amount secured from this source of funding. Please put N/A if not applicable.

[   ]

22. Do you have a further source of funding or in-kind contribution? *

○ Yes

○ No

23. Additional source of funding or in-kind contribution 2 *

    Please provide details of this source of funding or in-kind contribution.

    _____

24. Additional source of funding - Amount Y1 *

    Please provide the amount secured from this source of funding. Please put N/A if not applicable.

    _____

25. Additional source of funding 2 - Amount Y2 *

    Please provide the amount secured from this source of funding. Please put N/A if not applicable.

    _____

26. Do you have another source of funding or in-kind contribution? *

    ◯ Yes

    ◯ No

27. Additional source of funding or in-kind contribution 3 *

    Please provide details of this source of funding or in-kind contribution.

    _____

28. Additional source of funding 3 - Amount Y1 *

    Please provide the amount secured from this source of funding. Please put N/A if not applicable.

    _____

29. Additional source of funding 3 - Amount Y2 *

    Please provide the amount secured from this source of funding. Please put N/A if not applicable.

    _____

30. Do you have another source of funding or in-kind contribution? *

    ◯ Yes

    ◯ No

31. Additional source of funding or in-kind contribution 4 *

    Please provide details of this source of funding or in-kind contribution.

    _____

32. Additional source of funding 4 - Amount Y1 *

Please provide the amount secured from this source of funding. Please put N/A if not applicable.

33. Additional source of funding 4 - Amount Y2 *

Please provide the amount secured from this source of funding. Please put N/A if not applicable.

Funded activities

Please provide details of those activities outlined in section 5 (Project Deliverables) to be covered by the RDF Open Call funding. Please note the allowed costs as detailed in the guidance, namely salaries (and on-costs) for research, technical and professional staff, appropriate public engagement projects and/or teaching replacement as buy-out for academic staff to complete the project. For further assistance with costings please contact Research Services (researchfunding@reading.ac.uk).

34. Activity 1 - Description *

[   ]

35. Activity 1 Category *

○ Buy-out staff time

○ Salary support

○ Academic posts (e.g. PDRA)

○ Non-academic posts

○ Equipment and infrastructure

○ Software

○ Travel

○ Events

○ Training

○ Other

36. Activity 1 - Amount FY1 *

[   ]

The value must be a number

37. Activity 1 - Amount FY2 *

[   ]

The value must be a number

38. Is there another activity to be funded from RETF? *

○ Yes

○ No

39. Activity 2 - Description *

40. Activity 2 Category *

○ Buy-out staff time

○ Salary support

○ Academic posts (e.g. PDRA)

○ Non-academic posts

○ Equipment and infrastructure

○ Software

○ Travel

○ Events

○ Training

○ Other

41. Activity 2 - Amount FY1 *

The value must be a number

42. Activity 2 - Amount FY2 *

The value must be a number

43. Is there another activity to be funded from RETF? *

○ Yes

○ No

44. Activity 3 - Description *

45. Activity 3 - Category *

○ Buy-out staff time

○ Salary support

○ Academic posts (e.g. PDRA)

○ Non-academic posts

○ Equipment and infrastructure

○ Software

○ Travel

○ Events

○ Training

○ Other

46. Activity 3 - Amount FY1 *

[   ]

The value must be a number

47. Activity 3 - Amount FY2 *

[   ]

The value must be a number

48. Is there another activity to be funded from RETF? *

○ Yes

○ No

49. Activity 4 - Description *

[   ]

50. Activity 4 - Category *

   ○ Buy-out staff time

   ○ Salary support

   ○ Academic posts (e.g. PDRA)

   ○ Non-academic posts

   ○ Equipment and infrastructure

   ○ Software

   ○ Travel

   ○ Events

   ○ Training

   ○ Other

51. Activity 4 - Amount FY1 *

[   ]

The value must be a number

52. Activity 4 - Amount FY2 *

[   ]

The value must be a number

53. Is there another activity to be funded from RETF? *

   ○ Yes

   ○ No

54. Activity 5 - Description *

[   ]

55. Activity 5 - Category *

○ Buy-out staff time

○ Salary support

○ Academic posts (e.g. PDRA)

○ Non-academic posts

○ Equipment and infrastructure

○ Software

○ Travel

○ Events

○ Training

○ Other

56. Activity 5 - Amount FY1 *

The value must be a number

57. Activity 5 - Amount FY2 *

The value must be a number

58. Is there another activity to be funded from RETF? *

○ Yes

○ No

59. Activity 6 - Description *

60. Activity 6 - Category *

○ Buy-out staff time

○ Salary support

○ Academic posts (e.g. PDRA)

○ Non-academic posts

○ Equipment and infrastructure

○ Software

○ Travel

○ Events

○ Training

○ Other

61. Activity 6 - Amount FY1 *

The value must be a number

62. Activity 6 - Amount FY2 *

The value must be a number

63. Is there another activity to be funded from RETF? *

○ Yes

○ No

64. Activity 7 - Description *

65. Activity 7 - Category *

( ) Buy-out staff time

( ) Salary support

( ) Academic posts (e.g. PDRA)

( ) Non-academic posts

( ) Equipment and infrastructure

( ) Software

( ) Travel

( ) Events

( ) Training

( ) Other

66. Activity 7 - Amount FY1 *

The value must be a number

67. Activity 7 - Amount FY2 *

The value must be a number

68. Is there another activity to be funded from RETF? *

( ) Yes

( ) No

69. Activity 8 - Description *

70. Activity 8 - Category *

    ◯ Buy-out staff time

    ◯ Salary support

    ◯ Academic posts (e.g. PDRA)

    ◯ Non-academic posts

    ◯ Equipment and infrastructure

    ◯ Software

    ◯ Travel

    ◯ Events

    ◯ Training

    ◯ Other

71. Activity 8 - Amount FY1 *

The value must be a number

72. Activity 8 - Amount FY2 *

The value must be a number

73. Is there another activity to be funded from RETF? *

    ◯ Yes

    ◯ No

74. Activity 9 - Description *

75. Activity 9 - Category *

○ Buy-out staff time

○ Salary support

○ Academic posts (e.g. PDRA)

○ Non-academic posts

○ Equipment and infrastructure

○ Software

○ Travel

○ Events

○ Training

○ Other

76. Activity 9 - Amount FY1 *

_____

The value must be a number

77. Activity 9 - Amount FY2 *

_____

The value must be a number

78. Is there another activity to be funded from RETF? *

○ Yes

○ No

79. Activity 10 - Category *

    ◯ Buy-out staff time

    ◯ Salary support

    ◯ Academic posts (e.g. PDRA)

    ◯ Non-academic posts

    ◯ Equipment and infrastructure

    ◯ Software

    ◯ Travel

    ◯ Events

    ◯ Training

    ◯ Other

80. Activity 10 - Description *

[   ]

81. Activity 10 - Amount FY1 *

[   ]

The value must be a number

82. Activity 10 - Amount FY2 *

[   ]

The value must be a number