**Application for NEMOES Research Project**

**One signed copy of this application together with any supplementary material must be emailed to:** **masts@st-andrews.ac.uk** **by the closing date.**

Applicants must ensure that they are able to accept the **terms and conditions** of the standard contract before submitting proposals. MASTS will only negotiate contracts under very exceptional circumstances. A copy of the standard contract can be downloaded from the MASTS website.

* Applications must be received using **this form**.
* Applicants should complete each part of the form **as fully as possible.**
* Tables in this form will expand to accommodate the information that you wish to enter.
* The information collected on this form will be stored electronically and used to process your application.

RESEARCHER DETAILS

|  |  |
| --- | --- |
| Name |  |
| Email address |  |
| MASTS partner HEI |  |
| Current position |  |

SUMMARY

|  |  |
| --- | --- |
| Research Project Title |  |
| Total cost |  |
| Duration |  |
| Proposed start and end date |  |

RESEARCH APPROACH

Summarise your approach to the research detailing how you will undertake each of the objectives listed in the research specification (max 1000 words).

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RESEARCH MILESTONES

Please describe the milestones (i.e. points at which progress can be assessed) with targets for monitoring progress of the research towards the scientific objectives. Add more rows as required. Please also include a project Gantt chart.

|  |  |  |
| --- | --- | --- |
| Milestone  | Target date | Short description |
|  |  |  |

RESEARCH RISKS

Please summarise any key risks associated with the research and your approach to managing these risks.

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STAFFING

Please give details of previous experience and skills relevant for this research application. Please supply short CVs (max 2 pages) of all individuals involved in this work.

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COSTS

Please provide costs for the completion of this work. A note of any assumptions used must be provided. Details of the grading and the number of days to be spent by each participant on the project should be provided. Salary, Superannuation and National Insurance costs or Daily Fee Rates should be identified for each participant. A breakdown of direct cost, including details of any equipment etc, must be provided. The percentage used to calculate any overheads should also be shown. Signature will be to a fixed price contract. Once a price for the project has been agreed and an agreement signed, no increase in price can be considered.

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REFEREES

Please provide the name and email address of at least two referees who may be contacted about your suitability to conduct this research project.

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