UNIVERSITY OF ULSTER - RESEARCH OFFICE
EXTERNAL GRANT PROPOSAL FORM

Ref No:

This form must be completed and discussed with *Research Grants and Contracts* for each and every application for a research grant or contract from an awarding body.

Sponsors should not be informed of costs until agreement has been reached with *Research Grants and Contracts*.

SECTION A					
1.	**Name of Applicant/s**	Prof. Paul McKevitt			
2.	**Unit/s of Assessment**				UoA-23
3.	**Research Institute (if applicable)**	CSRI			
4.	**Department/School**	School of Computing & Intelligent Systems (SCIS)			
	Telephone Extension				75433
5.	**Title of Project**	IMAGEN: Imagineering creative technologies			
6.	**Is project desk based?** ☐	**Laboratory based?** ☐	***(please tick)***		
7.	**Intended Sponsor**	ERC			
8.	**Closing date for application (if applicable)**				28/02/08
9.	**Proposed starting date of project**	01/01/09	**and duration**	5 years	
10.	**Is this application intended to extend an existing project currently supported by an external grant/contract?**			Yes ☐	No ☐
	If so, please give the University's cost code of the grant/contract				

SECTION B			
11.	**Will the project involve the use of methods or materials which raise issues of medical/professional ethics?**	Yes ☐	No ☐
	If so, has the necessary clearance been applied for?	Yes ☐	No ☐
	Received?	Yes ☐	No ☐
12.	**Do you intend to publish the results in academic journals?**	Yes ☐	No ☐
13.	**Will any restrictions be placed on the publication of results?**	Yes ☐	No ☐
	If so, please give details		
14.	**Are there any specific proposals concerning ownership of intellectual property rights?**		
15.	**Have intellectual property issues been discussed with UUTECH?**	Yes ☐	No ☐

SECTION C

16. **How many hours per week will be spent on the project by existing members of University staff?** *Please note that in Full Economic Cost (FEC) principles only academic staff and research staff will count towards the FTE calculation, however, <u>all existing staff</u> should be listed here.*

Name	Title	YR1 Hrs/wk	YR2 Hrs/wk	YR3 Hrs/wk	YR4 Hrs/wk	YR5 Hrs/wk
Paul McKevitt	**Prof.**	**18.75**	**18.75**	**18.75**	**18.75**	**18.75**

Please note for costing purposes Research Grants and Contracts staff will obtain the current salary from Human Resources and use this (or the appropriate percentage) in costing applications. The gross figure including employer's costs will be the figure used.

17.	**Will any replacement, e.g. teaching, be required?**	Yes ☐	No ☐
	If 'Yes' please give number of hours required per year		

18. NEW STAFF

Please list the *new staff employed directly by the grant/contract by grade, spine point, start date and duration of contract.

Grade	Spine Point	Start Date	Duration (Months)	% Time
RA x 4	27	01/01/09	60	100
CO x 1	27	01/01/09	60	**100**

** Research Grants and Contracts will calculate the relevant costs*

19. RECRUITMENT COSTS

For new posts please estimate the recruitment costs and the appropriate box. (For 1 advert in the 3 local papers (Belfast Telegraph, Irish News, Newsletter) allow £3,000.)

(a)	Advertising post - local papers only (posts under 1 year) ☐ - local papers and national papers and journals ☐	£ 9,000
(b)	Interviewees travel to interview	£

20. DIRECT COSTS PER YEAR (Please estimate total cost including VAT)

		Year 1 (£)	Year 2 (£)	Year 3 (£)	Year 4 (£)	Year 5 (£)
Travel:	Mileage					
	Other travel (air, train etc)	13334	13334	13334	13331	13334
	Subsistence					
Consumables:	Printing, stationery, materials, software etc	6666	6666	6667	6667	6667
* Equipment:	Purchase	30000				
	Hire					
Audit Fees:						
Evaluation:						
Dissemination:		6666	6669	6666	6666	6666
Other Costs:	(Please detail)					
	Recruitment	9000				
	TOTAL	£65,666.00	£26,669.00	£26,667.00	£26,664.00	£26,667.00
Please indicate the number of PhD Students if required						
* Will the equipment become the property of the University on completion of the project?					Yes ☐	No ☐

21.	Is a cash contribution required by the University to this project?	Yes ☐ No ☐
	Have you identified the source of any cash contribution required?	Yes ☐ No ☐
	If 'Yes' please state the source	
	Please note *– Until Research Grants and Contracts have confirmation of the cash contribution, applications will not be approved for submission.*	

22. USE OF MAJOR FACILITIES

Please list any major facilities which will be used on the project.

Item	Cost (£)
TOTAL	£

- *Under FEC principles a charge out rate can be included in applications for major facilities from February 2008.*
- *Heather Hewitt (TRAC Accountant) in Finance will provide charge out rates for major facilities for Research Office staff to use.*
- *Charge out rates which have not been approved by Heather Hewitt will not be used in applications. All rates used must be capable of standing up to audit, otherwise the funder will not allow this cost in the claims for payment.*

23.	**ACCOMMODATION** **Will this project require any additional space, e.g. office, laboratory accommodation?**	Yes ☐ No ☐
	If 'Yes' please estimate areas required	
	Can this requirement be met within your existing Faculty allocation?	Yes ☐ No ☐

SIGNATURES *

SECTION D – DECLARATION			
I confirm that I will take responsibility for the financial management of this grant if awarded.			
Signature of Applicant/s		**Date**	

I have read this application and agree that if the application is successful, the University-funded staff time listed in Section C of the application will be made available.			
I also confirm that this application has been peer reviewed and is relevant to the general research strategy of the group.			
Signature of Unit of Assessment Co-ordinator/s		**Date**	
Signature of Head of School		**Date**	
Signature of Research Institute Director		**Date**	
Signature of Dean		**Date**	

*

- ***For Research Active members of staff in a Research Institute – Unit of Assessment Co-ordinator and Research Institute Director should sign along with Head of School and Dean.***
- ***For Research Active members of staff not in a Research Institute – Unit of Assessment Co-ordinator and Head of School should sign along with Dean.***
- ***For Non-Research Active members of staff – Head of School and Dean should sign.***