



Strategic Promotion of Ageing Research Capacity

Further Details
Form (SPARC)
v2.0

Further details of a research proposal for which an award has been identified for funding. This form must be submitted electronically and a signed copy must be sent by post. For details on how to do this see www.sparc.ac.uk

COMPLIANCE WITH THE DATA PROTECTION ACT 1998

In accordance with the Data Protection Act 1998, the personal data provided on this form will be processed by SPARC, and may be held on computerised database and/or manual files.

SPARC Reference : (office use only)

RESEARCH AWARD – Further Details

You should read the separate notes for guidance and the call documentation which can be found on the SPARC website. This form must be accompanied by a Case for Support. Incomplete research proposals will be rejected.

1 DETAILS OF RESOURCES

A. Investigators Please give details of each investigator below. Please provide the details of any additional investigators using the same format as below.

Details	Principal Investigator (PI)	Co-Investigator 1
Title		
Forename(s)		
Surname		
Organisation		
Division or Department		
Telephone		
Fax		
E-mail		
Current Post		
Current Post Start Date		
Post will outlast project by how many months? (minimum of 6)		
Source of support and duration of post		
What is the investigator's contracted working week expressed as a % of full-time work?	%	%
How many hours a week will the investigator work on the project?		
Please confirm that SPARC funds will NOT be used to support the investigator's salary		

B. Organisation Where Award Will Be Held

Organisation	
Division or Department	
Address	
Postal Code	

C. Title of Research Project [up to 150 chars]

D. Start Date and Duration (maximum of 18 months)

a. Proposed start date b. Duration of the award (months)

E. Summary of SPARC Resources Required for Project

This should not exceed that given in the proposal. Note that the Contribution to Directly Allocated Costs are subject to limits set out in the call for proposals. They will not exceed the lesser of 50% of the Directly Incurred Costs or £20,000, and may be reduced depending on the overall distribution of costs.

a. Financial resources

Summary Fund Heading	Fund Heading	Full Economic Cost (£)	SPARC Contribution (£)	% SPARC Contribution
Directly Incurred	Staff			100
	Travel & Subsistence			100
	Equipment			100
	Other Costs			100
	Sub-total			
Directly Allocated	Investigators			100
	Estates Costs			100
	Other Directly			100
	Sub-total			
Indirect	Indirect Costs			0
Exceptions	Staff			100
	Other Costs			100
	Sub-total			
	Total £			

b. Summary of staff effort requested

	Months
Investigator	
Researcher	
Technician	
Other	
Visiting Researcher	
Student	
Total	

F. Staff - Directly Incurred Posts (students should be declared under staff exceptions)

Name / Post Identifier	Brief Explanatory Details of Duties	Basic Starting Salary (£)	Scale Point	Effective Date of Salary Scale	Increment Date	Start Date
i) Research Staff						
ii) Technical Staff						
iii) Other Staff						

Name / Post Identifier	EFFORT ON PROJECT		London Allowance (£)	Superannuation and NI (£)		Total cost on award (£)
	Period on Project (months)	% of Full Time				
i) Research Staff		%				
ii) Technical Staff		%				
iii) Other Staff		%				
					Total £	

F. Staff - Directly Allocated Posts

Role	Name	Number of hours to be charged to the project over its duration	Average number of hours per week charged to the project	Gross salary at 1 st March 2006	Gross salary for duration of award	Cost Estimate (£)
						Total £

F. Staff - Exceptions (for example students)

Role	Name/ Post Identifier	Start Date	London Allowance (£)	Stipend (£)	Fees (£)	Cost (£)
						Total £

G. Travel and Subsistence

Destination and purpose give explanatory details	Total £
(i) Within UK	
(ii) Outside UK	
	Total £

H. Other Costs - Consumables including small equipment items (less than £1,000, including VAT) and Exceptional Items

Description give explanatory details	Total £
Total £	

I. Equipment (items between £1,000 and £10,000, including VAT)

Description give explanatory details	Country of Manufacture	Delivery Date	Basic price £	Import duty £	VAT £	Total £
					Total £	

J. Related Proposals

a. If this proposal is related to a previous or current project supported by a Research Council, Charity or similar research funding body, please give the research grant proposal reference number(s) and indicate the type of relationship.

Reference Number	How related? (for example, Continuation, Follow-up, Elaboration)

K. Project Collaborators and Partners

If your project has any collaborators or partners please give details about their role and contribution to the research. Where appropriate, collaborators or partners will make a financial contribution or contribution in kind. If possible please provide an estimate of the value of this. If more than two collaborator/partner organisations, please use the same format as below.

Details	Partner 1		Partner 2	
Name of organisation				
Division/Department				
Address				
Postal Code				
Country				
Name of Contact				
Telephone				
Fax				
E-mail				
Contribution to project				
If it is possible, estimate the value of the contribution				
Direct contribution to project	Description	Value £	Description	Value £
a. cash				
b. equipment/materials				
c. secondment of staff				
d. other				
Sub-Total				
Indirect contribution to project				
a. use of facilities/equipment				
b. staff time				
c. other				
Sub-Total				
Total Contribution				
Total Value (including contributions from additional project collaborators/ partners)				

L. Other Information (these may be provided as separate documents)

Details of support provided for the Principal Investigator and the project by their Organisation.

Explanation of major changes in funding requested since submission of proposal (this applies where estimated costs of any of the following - staff, travel and subsistence, consumables, equipment or exceptional, exceed £15,000 and have changed by more than 25%). Explanation of any changes in staffing and research programme must be given.

Response to invitation to appoint a mentor.

M. Declaration

In submitting these further particulars about the research proposal, I confirm on behalf of the Administrative Authority of [Name of Submitting Organisation] that:

- a. we have read and understood the requirements of SPARC Funding and have checked that the proposal complies with these
- b. if an award is offered we will accept the terms and conditions applied by SPARC
- c. we have not entered into any obligations which may conflict with the SPARC terms and conditions

Name in BLOCK CAPITALS:

Position:

Signature:

Date:

	Name in BLOCK CAPITALS	Signature	Date
Principal Investigator			
Co-Investigators			
Head of Department			