**Application Form**

**Rapid Research Project – Tri-Service Collaboration**

**INSTRUCTIONS FOR APPLICANTS**

1. Please complete all mandatory sections (marked with an \*) and ensure you have included all required attachments. Incomplete applications will be excluded from assessment.
2. Please do not exceed the maximum word count.
3. Please do not alter the structure of this application form
4. If your project will require access to Police data or Police personnel, please get in contact with Police Scotland’s Research and Insight team as soon as possible - [AcademicResearch@scotland.pnn.police.uk](about:blank)
5. All applications must be submitted complete with attachments by **23:59 on Sunday 22nd August 2021**
6. If you have any questions about the grant or application process, please contact Monica Boyle (SIPR Knowledge Exchange and Business Manager) at [m.boyle@napier.ac.uk](about:blank)

**SECTION 1: ADMINISTRATION SUMMARY**

1. **Working title of proposal\***

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1. **Name of administrating/lead Institution\***

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1. **Other collaborating institutions/ organisations (if applicable)**

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1. **Named Investigator(s) Information**

Please add/ remove rows as required you may provide a 2-page (max) CV per named investigator.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Name** | **Position** | **Institution/ Organisation** | **Confirm CV attached** |
| **Principal Investigator\*** |  |  |  | ☐ |
| **Partner Investigator** |  |  |  | ☐ |
| **Partner Investigator** |  |  |  | ☐ |

**SECTION 2: PROJECT SUMMARY**

1. **Project Description\* (DO NOT EXCEED 1,000 WORDS)**

Please provide a brief description of the project demonstrating how it will meet the research questions posed   
Please including the following headings: background; aims and objectives; methodology; and proposed timeline bearing in mind projects must be ready to **commence by no later than Monday 20th September 2021** and deliver the **project by Friday 21st January 2022.**

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1. **Impact\* (DO NOT EXCEED 500 WORDS)**

Provide an outline of the intended benefit and impact of the project including plans for engagement and dissemination. Please note: the findings must be presented to our stakeholders for feedback, followed by a final comprehensive report.

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1. **Generation of Research Income\* (DO NOT EXCEED 500 WORDS)**

SIPR particularly welcomes applications that form the first/early stage of longer term work that articulate an intention or potential to build Research and Knowledge Exchange capacity and generate new income. Please describe how you plan to build on the research proposed in this grant application including which grants/ funding providers you may apply to in the future.

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1. **Access to Police Scotland Data or Personnel**

If your project requires access to Police Scotland data or personnel, please make contact with the [**Academic Research Team**](about:blank)as soon as possible and allow 2 weeks turnaround time.

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| Does this project require access to Police Scotland Data/ Personnel?\* | **Yes** | **No** |
| If yes, please confirm that a letter of support from the relevant Police area is attached to the application | **Confirm** | |

**SECTION 4: BUDGET SUMMARY**

1. **Co-funding**

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| --- | --- | --- |
| Has your application secured co-funding (cash or in-kind) from additional organisation?\* | **Yes** | **No** |
| Please identify the organisation(s) which will be providing additional cash or in-kind funding | | |
| 1. … 2. … | | |
| If yes, please confirm that a letter of support from the relevant contributing organisation(s) is/are attached to the application | **Confirm** | |

1. **What is the proposed budget for your project?\* (PLEASE INSERT FIGURES INTO TABLE BELOW)**

Please identify each budget item which you are seeking funding for and the associated amount. If you have secured funding from an additional source, please identify the agreed cash and in-kind contribution

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| --- | --- | --- | --- | --- |
| **Budget Item** | **Amount Requested from SIPR (£)** | **Contribution from other organisation (if applicable) (£)** | | **Total Cost (£)** |
| **CASH** | **CASH** | **IN-KIND** |
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|  | **SIPR Contribution** | **Other Org contribution (if applicable)** | | **Grand Total (£)** |
| **CASH** | **CASH** | **IN-KIND** |
| **TOTALS** |  |  |  |  |

1. **Institutional agreement to waive overheads**

In principle, SIPR does not make awards on a full economic costing basis. However, consideration may be given to applications where limited overheads have been included.  Value for money is a key consideration however, so we do ask that overheads are waived where possible.

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| Has the administering organisation agreed to waive overheads?\* | **Yes** | **No** |