

Application summary

Application title

Proposed duration of funding (months)

Proposed start date

Name of administering organisation

Address where the grant will be held

Department/Division

Organisation

Street

City/Town

Postcode/Zipcode

Country

Lead applicant

Lead applicant details

Full Name

Department

Division

Organisation

Address Line 1

City/Town

Postcode

Country

Telephone No.

Email Address	
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Job title

Role in project

Lead applicant's experience Please provide details of engagement experience. Web links to relevant projects may be included. (500 words max.)

Previous applications to the Wellcome Trust Have you applied before to the Wellcome Trust for funding?	
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Please give details of all previous applications to the Trust over the past five years. Please include the grant scheme, name of grantholder, grant number (if known), project title and, if the application was successful, the amount and period of award. For each, give details on how it relates to the project you are applying for. Please also briefly describe any commissioned work funded by the Wellcome Trust.

Is this a resubmission of an application submitted to the Wellcome Trust within the last 24 months?	
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Please describe how this application differs from the original (200 words max.)

Organisation

Biography of organisation Please provide a biography of your organisation (500 words max.)

Previous applications to the Wellcome Trust Has the organisation applied before to the Wellcome Trust for funding?
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Please give details of all previous applications to the Trust over the last five years. Please include name of grantholder, grant number (if known), project title and, if application was successful, the amount and period of award. For each, give details on how it relates to the project you are applying for.
Please also briefly describe any commissioned work funded by the Wellcome Trust.

Applicants

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Applicant	
Full Name	
Department	
Division	
Organisation	
Address Line 1	
City/Town	
Postcode	
Country	
Telephone No.	
Email Address	

Job title

Role in project

Applicant's experience

Please provide details of engagement experience. Web links to relevant projects may be included. (500 words max.)

Previous applications to the Wellcome Trust	
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Please also briefly describe any commissioned work funded by the Wellcome Trust.

Additional project team members
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Are there any additional project team members?	
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Please provide the names and contact details for any additional project team members, indicating their role in the project and whether they are confirmed or unconfirmed.

Project summary

Please provide a summary of your project
(200 words max.)

Project details

Project proposal

Please provide a detailed description of your project. Please include what you want to do, why you want to do it, how you are going to deliver it, when the key milestones are and what you want to achieve. Include learning from previous projects or scoping work.
(2000 words max.)

Capacity strengthening

Provide details of how the project will build capacity for quality engagement work locally, regionally or globally. How will the activity develop the skills and abilities of those involved to develop public engagement in your context? How will the project link to other work in the region to maximise impact?
(250 words max.)

Evaluation

Describe the objectives of the project evaluation and why the learning gained is important. Consider what success will look like to you (in terms of process and outputs) and how you will know if you have achieved it. Please tell us who might be interested in your learning and how you will disseminate it to them.
(250 words max.)

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Costs requested and justification

Please select the currency in which you wish to apply.

Is the selected currency your local currency?	
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What is your local currency?	
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Please state clearly the reasons for requesting costs in the selected currency (100 words max.)

Salaries Are you requesting salaries?	
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Salaries / Stipends

Description	Total

Fees Are you requesting fees?	
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Fees

Description	Total

Materials and consumables Are you requesting materials and consumables?	
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Materials and consumables

Description	Total

Equipment Are you requesting equipment?	
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Equipment

Description	Total

Production costs, press and marketing Are you requesting production costs, press and marketing?	
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Production costs, press & marketing

Description	Total

Travel and subsistence Are you requesting travel and subsistence?	
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Travel and subsistence

Description	Total

Evaluation and dissemination Are you requesting evaluation and dissemination costs?	
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Evaluation and dissemination

Description	Total

Miscellaneous costs Are you requesting miscellaneous costs?	
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Miscellaneous other

Type	Description	Total

Are you requesting research management costs under the miscellaneous costs heading? (for applicants from low- and middle-income countries only)	
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Please upload a letter from the Finance Director of the host organisation confirming that your request for research management costs is a true representation of the costs incurred.

Contingency

Are you requesting contingency?

Contingency

Description	Total

Justification for costs requested

Please detail and justify all costs requested.
(300 words max.)

Added value

Is a form of this activity scheduled to go ahead regardless of the funding decision on this application?

Describe the added value provided by Wellcome Trust funding.
(250 words max.)

Total project cost and income

Overall project cost ()

Total project income (including Wellcome Trust contribution) ()

Is any funding for your project being provided from other sources?

Please state any project income including in-kind support, revenue from ticket sales or other

funding sources. Please state whether this income is confirmed or unconfirmed.
(500 words max.)

Please upload a complete budget breakdown detailing full project income and expenditure.

Human participants, human biological material and identifiable data

Please indicate which of the following apply:
(Project involves human participants in a medical or research setting, or personal data taken from these participants, Project involves use of human biological material, Neither of the above)

Describe the ethical considerations you have in place to manage their participation, including seeking informed consent and the steps taken to protect sensitive personal data
(200 words max.)

Have you identified any tangible risks from this activity? If so, briefly describe the steps that you and your organisation will take to manage them.
(200 words max.)

Please state by whom and when the ethics of the project has been, or will be, reviewed and specify any other regulatory approvals that have been obtained, or will be sought.

Proposals involving animals

Please indicate which of the following apply:

(Proposal involves the use of animals in a clinical setting, Proposal involves the use of animal tissue, Neither of the above)

Does the organisation where the animal work is to be carried out hold a certificate of designation under the Animals (Scientific Procedures) Act 1986?

Have you identified any tangible risks from this activity? If so, briefly describe the steps that you and your organisation will take to manage them.
(200 words max.)

Freedom to operate/conflicts of interest

Describe any freedom to operate issues or potential conflicts of interest that have been identified or that might arise and how these will be or have been addressed.

In particular, please consider the following:

- Do any of the individuals involved in the project hold any consultancies or equities in, or directorships of, companies or other organisations that might have an interest in the results of the proposed activity?
- Will the proposed activity use technology, materials or other inventions that are subject to any patents or other form of intellectual property protection?
- Will any element of the activity be subject to agreements with commercial, academic or other organisations, including arrangements with applicants named in the grant application, that might lead to intellectual property issues or restrictions?

(350 words max.)

Administrative details

Audience

Please select the target audience that is most relevant to your project

Audience numbers

Please give the total size of the public audience that you estimate your project will reach. If your project is not intended to have a public audience, please enter 0.

Activity locations

Will the funded activity take place at more than one location?

For each location, please enter the country and the nearest town or city where the activity will take place.

Country

Town or city

Engagement methodology

Please select the engagement methodology that is most relevant to your project

Public engagement area of science

Please select up to three categories that are relevant to your application

Please specify

Web summary

Please provide a summary of your project to feature on the Wellcome Trust website in the event that your application is successful. Please include relevant weblinks and contact details that can be made available publicly.
(100 words max.)

Relevant links

In the interests of shared learning and networking, please provide an email address and any related web addresses to accompany your summary.

Please note that this is optional.

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Related applications Is this or a similar application for funding currently under consideration elsewhere?	
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Please provide name(s) of funding organisation(s) and decision date(s)

Financial administration

Please provide a contact name at your administering organisation. This person must hold the authority to make financial commitments.

Is your administering organisation not-for-profit?	
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Does it operate a finance system, for example Agresso, Sage, Oracle etc?	
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Please state which one

Does the organisation have an accountant who could certify the expenditure relating to the Wellcome Trust grant, if required?	
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Please provide their name and address