|  |  |  |  |  |  |
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| **RKEO Contacts** | Kerri Jones (SciTech) [kerrij@bournemouth.ac.uk](mailto:kerrij@bournemouth.ac.uk) (Ext. 61254)  Alice Brown (SciTech) [browna@bournemouth.ac.uk](mailto:browna@bournemouth.ac.uk) (Ext. 68247)  Pengpeng Hatch (FHSS) [pphatch@bournemouth.ac.uk](mailto:pphatch@bournemouth.ac.uk) (Ext. 61354)  Sara Mundy (FM) [smundy@bournemouth.ac.uk](mailto:smundy@bournemouth.ac.uk) (Ext. 68253)  Eva Papadopoulou (FMC) [epapadopoulou@bournemouth.ac.uk](mailto:epapadopoulou@bournemouth.ac.uk) (Ext. 68252) | | | | |
| **Principal Investigator & Co-Investigator/s** |  | | **Estimated % effort of PI and Co-Is preparing the proposal** *Eg. Jane Bloggs 75%, Joe Doe 25%* | | |
| **Deadline** | Click here to enter a date. | | | | |
| **Funding Organisation/Stream** | ***(1) Funder: (2) Call name: (3) Web-link****:* | | | **Project type** | Choose an item. |
| Others |  |
| **Project Title** |  | | | | |
| **Project Dates** | ***(1) Start date:*** Click here to enter a date. ***(2) End date:*** Click here to enter a date. ***(3) Duration:*** | | | | |
| **BU as Lead? Collaboratos?** | *Is BU the Lead?*  **YES**  **NO** | *List partners/collaborators, if any:*  1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  *If non-HEI collaborators are involved, please also complete the Non-*  *HEI collaborator contribution annexure* | | | |
| **Project summary** | *Please summarise the key objectives of the project* | | | | |
| **HoR & HoD Support** | **PLEASE COMPLETE THIS SECTION**  ***Heads of Research and Department for PI & Co-Is MUST be copied into the email when this form is returned to RKEO.***  *Please also confirm that all other external partners and BU co-Is have been notified of their involvement and have consented to sharing their salary info/personal details. Please refer to the* [*GDPR Guide*](https://ico.org.uk/for-organisations/guide-to-the-general-data-protection-regulation-gdpr/) *for more info.* **YES**  **NO** | | | | |
| **Funder Guidance/** | *Please confirm that you have read the Funder’s Guidance.* **YES**  **NO** | | | | |
| **Conflicts of interest** | *Please read* [*BU’s Conflicts of Interest Policy and Procedures*](http://intranetsp.bournemouth.ac.uk/policy/Conflicts_of_Interest_Policy_and_Procedures%20v4.doc)*.*  *Are there any potential conflicts of interest? If Yes, please provide details below:***YES**  **NO**  *Details: ……………………………………………………………………………………………………..* | | | | |
| **Benefits to BU/ the Faculty/ individual** | *Please state the benefits and rationale behind the project. This information will be used for the approval process. E.g.*   * *Lead to REF outputs,* * *seed funding to lead to future research,* * *International collaboration,* * *income generation, etc.* | | | | |
| **BU2025 Strategic Investment areas** | *Please tick below to indicate if this research aligns with one or more of the four* [***BU2025 strategic investment areas***](https://staffintranet.bournemouth.ac.uk/bu2025/bu2025strategicplan/)*as following:*  *Medical Science*  *Animation, Simulation & Visualisation*  *Sustainability & Low Carbon Technology*  *Assistive Technology*  *Not relevant* | | | | |

**Costing Information Request  
(IMPORTANT – You must complete this section)**

|  |  |
| --- | --- |
| **BU Staff Time**  **(Who will work on the project, which Faculty & for what allocation of time?)** | *Eg.* ***Jane Bloggs (FHSS)*** *for 2 hours per week over project period;*  ***Joe Doe (FST)*** *for 0.5 hours per week over project period.*  *(Only the time commitment of all BU staff is required, and not the actual cost)*  **PI time: \_\_\_\_\_\_\_\_\_\_\_\_\_**  **Co-I time [Faculty / Prof Services]: \_\_\_\_\_\_\_\_\_\_\_**  **Others: \_\_\_\_\_\_\_\_\_\_\_\_** |
| **Post-Doctoral Research Assistant (PDRA) or Research Assistant (RA) Costs (if applicable)** | ***Note full or part-time over project period and Faculty where based.***  ***For RA, note pre-doc (Grad or Masters level) or post-doc (PhD level).***  **PDRA [Faculty]: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **RA [Faculty]: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Technician / Admin [Faculty / Prof Services]: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **Projected Non Staff Costs**  **Travel**  **Consumables**  **Equipment**  **Subcontract**  **Publications**  **Other** | ***Eg. Return travel to London for Jane Bloggs, 1 conference, 2 nights stay in London = (estimated costs);***  ***Return travel to Berlin for Joe Doe, 1 international conference, 3 nights stay in Berlin = (estimated costs); etc***  ***If this is a cross-Faculty bid, if more is known about the estimated funding split between Faculties, please indicate the estimated split here.*** |
| **In-kind / partner contributions (if known)** | ***Please list all known partner contributions to the project.***  ***Please also list BU in-kind contributions to the project (if required).*** |
| **Funding available to BU** |  |
| **Total amount of funding requested (including all partners)**  ***If exact figure unknown, please cite maximum funding available*** |  |