**University of Cambridge**

**COVID-19 Rapid Response Grants – March 2020**

**Guidance Notes**

This funding is available for translational research projects across all disciplines which have credible potential impact in tackling the COVID19 pandemic. We expect to fund projects to start immediately or in a very short timescale. Funded projects will be expected to achieve successful outcomes in a short space of time. This scheme will be funded through the University’s institutional grants for translational research and impact acceleration which may include, depending on subject area and scheme criteria, the MRC CIC, WT DCF, EPSRC IAA, and others.

**Eligible applicants and activity**

Applicants must be University members of academic staff and must have Head of Department approval for the project.

Many University buildings and laboratories are currently closed. We will only fund projects which do not require access to closed University buildings and laboratory facilities.

Projects may include:

* Clinical trials;
* Data modelling;
* Development of software-based tools and apps;
* Any others which may realistically impact the epidemic

Applicants must ensure that they have available to them all the resources they may require including support, supplies, third party services, analysis and equipment, bearing in mind that departmental procurement processes may be disrupted by staff absence and building closures.

**Eligible costs**

100% direct costs only will be supported (no overheads) and may include

* Staff time
* Software licenses
* Consumables and materials
* Sub-contracted services eg software development and testing
* Other costs where justified

Due to the substantial potential variation in project costs for different types and sizes of project, there is no specific limit on project costs. Applicants must submit realistic budgets based only on what costs are necessary for the project.

At application stage, estimates of staff costs are acceptable. Successful applications will require an X5 costing.

**Timescales**

Projects are expected to start as soon as possible. Activity should in any case be completed by 31st March 2021 latest. We reserve the right to withdraw funding for any approved projects which do not start within a reasonable time from the grant award.

**How to apply**

Clinical trials applicants: Please submit the clinical trial protocol with the completed application form. You may copy and paste relevant sections from the trial protocol into the form for ease.

All other applicants: Complete the whole form.

Applications must be submitted by 12 noon on 14th April 2020 to researchstrategy@admin.cam.ac.uk

A cross-disciplinary panel of academics will assess applications. Decisions will be notified to applicants as soon as possible, we anticipate within 2 weeks of the closing date.

Any questions about the scheme should be sent by email to researchstrategy@admin.cam.ac.uk

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**Application Form**

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| --- |
| **1 TITLE OF PROPOSAL:** |
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| **2 CONTACT DETAILS:** |
|  | Principal Investigator | Alternative contact (if applicable)  |
| Name |  |  |
| Department |  |  |
| Telephone |  |  |
| E-mail Address |  |  |

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| **3 SCIENTIFIC BACKGROUND** Brief details of research underpinning the funding application, including grant reference numbers if applicable. (max 100 words) |
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| **4 SCOPE**Please provide a detailed description of the activity which the funding will enable you to undertake. (max 500 words) |
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| **5 OUTCOMES**Please provide specific expected outcomes from the funding. How quickly do you envisage the research to have an impact? Provide estimated timescales. (max 250 words)(max 250 words) |
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| **6 ETHICS**Please explain how you will ensure appropriate ethical oversight of the project is put in place if required (for example if the project involves human participants, personal data, animal studies or human tissue). (max 200 words) |
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| **7 OTHER FUNDING**Is this proposal (or part of it) under consideration elsewhere? If so provide details of other funding applied for and deadlines. |
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**Budget and Signature Form**

**Details of support requested:**

* *If successful you will be required to provide an X5 costing. Estimates of staff costs are acceptable at application stage*
* ***The award will cover Directly Incurred costs only*** *(not overheads/indirect costs) and the costs should include indexation.*
* *Note that PI costs, student fees, patenting costs and estate costs are ineligible.*

**Proposed start date:**

**Proposed end date (latest 31/3/21):**

|  |  |  |
| --- | --- | --- |
| **Type** | **Description** | **Cost (£)** |
| Directly Incurred Costs |
| Staff Costs  |  | £ |
| Other (please itemise) |  | £ |
| Total |  | £ |

|  |  |
| --- | --- |
| **SIGNATURES:** |  |
| **PRINCIPAL INVESTIGATOR**I declare that the information given on this form is complete and correct. |
| Name (print) | Signature | Date |
| **HEAD OF DEPARTMENT**I confirm that I have read and support the application. I agree to the research being carried out, bearing in mind the current access restrictions to University buildings and laboratories |
| Name (print) | Signature | Date |