**IRC / SRI Small Grants for Impact and Knowledge Exchange Application Form**

**Please refer to the** **IRC / SRI Small Grants for Impact and Knowledge Exchange guidance prior to completing this form. If you have any queries, please contact the Impact and Knowledge Exchange Team:** **impact@admin.cam.ac.uk****.**

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| **Project Title**  |  |
| **Lead Applicant (University of Cambridge)** |
| Name |  |
| Email |  |
| IRC/SRI |  |
| **SRI/IRC Co – Applicants (Director(s)/Chair(s) and/or Coordinator)**Please add additional boxes as needed |
| Name | IRC/SRI |
|  |  |
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|  |  |
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| **Finance/operational contact** |
| Name  |  |
| Email |  |
|  **External Collaborator #1**  |
| Name |  | Company/Organisation |  |
| Email address |  | Phone number |  |
| Address |  |
| Name(s) of any person(s) to be included as staff costs |  |
| **External Collaborator #2** Please add additional boxes for further collaborators if needed |
| Name |  | Company/Organisation |  |
| Email address |  | Phone number |  |
| Address  |  |
| Name(s) of any person(s) to be included as staff costs |  |
| **Project Dates** Start date must be at least two weeks from the date of application. End date must be no more than three months after the start date.  |
| Start date |  | End date  |  |

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| **Key Inputs (300 words)** Please describe the unmet need you aim to address and any key research findings which underpin your planned activity. Consider: * The scale of the problem/unmet need
* Limitations of any existing solutions
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| **Project Partners (500 words)** Please provide details of your project partnersConsider:  * Justification for choice of partner
* Level of partner engagement
* Any support from the partner (financial, in-kind contribution etc.)
* A letter of support from any partners in your supporting documents
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| **Activity objectives and plan (500 words)** Please describe your objectives and the activities you will undertake in the project to help meet these objectives Consider:  * Short term and long-term SMART objectives: Specific, Measurable, Achievable, Relevant and Time-bound
* Key milestones and outcomes
* How your activities might be monitored and evaluated
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| **Project Costs*** Please note, this funding is for **directly incurred costs only.**
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| **Type**  | **Description**  | **Expenditure** |
| Staff Costs   |   | £  |
| Consumables  |   | £  |
| Travel  |   | £  |
| Subsistence (if applicable)  |   | £  |
| Other (please specify)  |   | £  |
| **Total Directly Incurred Costs** | £ |

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| **Justification of Costs (300 words)** Please provide a breakdown of projected costsConsider:  * Brief justification of cost by category (staff/equipment/consumables/travel/other costs)
* How costs are linked to achieving the impact objectives
* Consider costs for evaluation if required
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| **Future Plans (200 words)** Please describe how the project will be sustained or developed beyond this fundingConsider: * Any sources of leverage
* Any future funding plans
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| **Other Information (200 words, excluding references)** Please provide any other information that may be relevant. |
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Please submit your application and supporting documentsvia the [Application System](https://forms.office.com/Pages/ResponsePage.aspx?id=RQSlSfq9eUut41R7TzmG6TeEJn5pOh5Ekp5pp_sCQUZUNFcyQ1IzRjYyVFhKR0lXUlBNV1BLMVNKNS4u).