

Sample form, not for offline completion.

Visit <https://digitalresearchinfrastructure.grantplatform.com> to apply.

CHARTED Fund 2

Section A: Start F2

This application is for Fund 2 administered under the CHARTED NetworkPlus project. It is open to anyone who is part of the dRTP landscape, including within PRISM (Professional Research Investment and Strategy Manager) and other professional services roles.

The goal of this fund is to support community-wide activities, mostly at national level. These may include creation and support of RTP networks, mentoring programmes, events focussed on capturing career profiles, career development and engagement with other stakeholders eg in industry.

Applications will be considered on the basis of benefits to relevant communities. Please note that **staff costs are not covered** with this fund.

Successful applicants commit to being featured on the dRTP HUB. For more information on the fund and the application requirements please see: [CHARTED Fund 2](#)

Note: For 'Application Name' below, this should be a name for your application, rather than your own name.

Application name

Section B: Applicant

This section includes information about your employment and relevant experience and details of any collaborators.

B1 Job Title 150 words

Your current job title (and brief description if it helps to clarify the nature of the work).

B2 Institution 150 words

The name and nature of the institution you work for (eg academic, third sector etc).

B3 Co-applicants 300 words

List details of anyone else who will be involved in organising or running the event or activity (include name, role, institution).

B4 Relevant experience

750 words

Specify any relevant experience, for all applicants, that will support the delivery of the proposed activity. Please also highlight how each applicant will contribute to the delivery of the activity.

Section C: Activity

This section includes details of the activity which you are proposing to organise.

C1 Activity Name

30 words

Specify the name/title of the activity you are proposing to deliver.

C2 Activity description

500 words

Describe the event or activity you are proposing to run, including a general description, draft outline, location, delivery mode, target audience, expected number of attendees, goals and expected outcomes, and external speakers - if applicable. You should also describe how the activity fits with the aims of CHARTED.

You may also include any relevant links.

C3 Motivation for organising

500 words

Explain your motivation for wanting to organise this activity. You should clearly articulate the need for it and how it relates to other relevant events or activities.

C4 Activity date

50 words

Give a date or range of dates when you expect the activity to take place.

C5 Support for delivery

200 words

What is required to run this activity? Do you have any institutional or other support for delivery (eg for booking a venue, catering, payments etc)? Please give details.

C6 How do you intend to advertise the activity?

150 words

List any networks, mailing lists and other relevant channels that you will use to advertise this activity and reach your target audience.

C7 Do you intend to support travel requests from attendees? (optional)

150 words

This applies to in-person or hybrid activities.

C8 Any other information (optional)

150 words

Please use this section to provide any further information that will support your application.

Section D: Costs

This section asks for detailed costings and plans for the proposed project, as well as an understanding of other funding sources.

This fund will cover 80% of the Full Economic Costs (FEC) of the proposed project - in line with the UKRI funding policy.

D1 Amount requested (maximum £5,000)

The amount specified here should be an estimate of the costs required to complete the activity.

D2 Details of costs

500 words

Please provide a detailed breakdown of costs for the funding you are applying for.

Please ensure you include full costs including any additional taxes.

D3 Have you explored other funding options?

150 words

Give details of any other sources of funding that you have looked into for this activity and why they were not applicable.

Section E: Supporting Information

This section includes some further questions about the planning of the activity and any other supporting information.

E1 What are the benefits of organising this activity?

500 words

Include benefits for attendees, organisers and the wider community. This should include details of how the activity fits with the aims of CHARTED.

E2 How will you disseminate outcomes?

500 words

Explain how you will disseminate outcomes from the activity after it has taken place.

E3 Ongoing impact

500 words

Outline the opportunities for ongoing impact from this activity and the next steps for you and your community.

Section F: Terms & Conditions

To be eligible for this funding you should agree to the following. Please confirm that you:

- ☐ F1 Are employed by a UK University (or a UK-based non-profit organisation)
 - ☐ F2 Commit to engaging with your local community to disseminate the outcomes of the activity
 - ☐ F3 Commit to disseminating the outcomes on the dRTP skills HUB (eg writing a blog post and contributing to a webinar)
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Section H: Demographic Details

These questions are for the purpose of measuring how effective we have been in communicating with and attracting a diverse range of applicants. The questions are optional, but if completed will help us to better understand how to advertise the funds and make any adaptations to improve the application process. Any information given will be kept confidential and not used as part of the application review process. It will only be used for statistical purposes and shared in anonymised and aggregated form, without revealing any individual information due to a low number of applicants from a particular category.

H1 Gender (optional)

- ☐ Female
- ☐ Male
- ☐ Other
- ☐ Do not wish to declare

H2 Ethnicity (optional)

- ☐ White: English / Welsh / Scottish / Northern Irish / British
- ☐ White: Irish
- ☐ White: Gypsy or Irish Traveller
- ☐ White: Any other White background
- ☐ Mixed/Multiple Ethnic groups: White and Black Caribbean
- ☐ Mixed/Multiple Ethnic groups: White and Black African
- ☐ Mixed/Multiple Ethnic groups: White and Asian
- ☐ Mixed/Multiple Ethnic groups: Any other Mixed / Multiple ethnic background
- ☐ Asian/Asian British: Indian
- ☐ Asian/Asian British: Pakistani
- ☐ ...

We use the extended set used in the UK census 2011 (question 16 of https://census.ukdataservice.ac.uk/media/50966/2011_england_household.pdf). Note alternative Answer-Choices might be relevant depending on the location or context of the event.

H3 Are you disabled, or do you have an impairment, condition or access need? (optional)

☐ Yes

☐ No

☐ Do not wish to declare

The Equality Act 2010 defines a disabled person as someone who has a physical or mental impairment that has a substantial and long-term adverse effect on their ability to perform normal day-to-day activities.

We also recognise that people are disabled by a wide range of societal barriers and that these impact each individual differently, therefore we do not limit this question to any specific list of conditions or impairments.

H4 Where did you hear about this fund? (optional)

☐ CHARTED mailing list

☐ CHARTED website

☐ SSI newsletter

☐ Archer 2 newsletter

☐ Word of Mouth

☐ Other

Please let us know where you heard about this fund (tick all boxes that apply).