

Artists, Arts & Humanities Greenhouse Gas Removal (GGR) Initiative

An invitation to the UK creative community and those from the arts & humanities to apply for funding to work on Greenhouse Gas Removal.

Guidelines for Applicants

Please read these guidelines carefully before preparing your application.

The closing date for applications is 12.00 noon (UK time) on 9th September 2024.

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The CO₂RE Artists, Arts & Humanities Greenhouse Gas Removal (GGR) Initiative

Summary

This initiative will fund a portfolio of projects that bring artistic and creative practice and perspectives, and broader arts and humanistic concerns to bear on Greenhouse Gas Removal (GGR). Additional funding is also available for up to six project linked secondments.

Applications are welcome from practitioners and academics, including but not limited to artists, designers, creative technologists, practice-based academics, filmmakers, poets, performative artists, writers, museologists, and curators.

Successful proposals will contribute to the Greenhouse Gas Removal Hub and the GGR Demonstrators Programmes' aims and objectives (see Annex 1 for information about the Hub and Programme).

This document sets out the aims and objectives of the Initiative, describes how to apply, how applications will be assessed and how we will support the projects we fund.

Applications should be emailed to Pathfinder.applications@imperial.ac.uk and the closing date is **12.00 noon (UK time), 9 September 2024**.

Introduction - Greenhouse Gas Removal (GGR)

What is Greenhouse Gas Removal (GGR) and why do we wish to support creative practitioners and the arts and humanities?

GGR is the removal of greenhouse gases that have already been emitted into the atmosphere, and then storing them away securely and for the very long-term. GGR reduces the total stock of atmospheric greenhouse gases, reducing their concentrations in the atmosphere. Carbon Dioxide Removal (CDR) is the same as GGR, except that it only relates to CO₂ whereas GGR relates to all types of greenhouse gases (e.g., methane and nitrous oxide).

GGR should not be confused with carbon capture and storage (CCS). In brief, CCS stops the volume of greenhouse gases in the atmosphere growing. It entails capturing emissions at source (such as at a fossil fuel power plant, in a chimney or in a livestock shelter) and then storing them securely, for the very long-term. This practice is considered part of emissions reductions, by avoiding new emissions.

The difference between GGR and CCS could be seen as akin to cleaning up pollution (GGR), as opposed to not making more pollution in the first place (CCS).

We believe science and engineering, including their conceptualisation, design and delivery; as well as the innovations that follow, are cultural practices. This means that artists, creative practitioners and the arts and humanities (ACAH) have a key role to play in their delivery. This Initiative will help bring those contributions to bear on the GGR agenda.

Why do we need GGR and the scale of the challenge and opportunity?

Critically, firstly we must reduce our greenhouse gas emissions rapidly and deeply. However, this alone is now insufficient to constrain warming to below 1.5°C.

Climate change is a threat to both human well-being and planetary health - the window of opportunity to secure a liveable and sustainable future for all is closing rapidly. We are currently on a trajectory that significantly overshoots the 1.5°C to 2°C Paris Agreement targets. The most recent United Nations Environment Programme (UNEP) Emissions Gap Report¹ reiterated how urgently we need to act. Even if countries all meet their currently stated targets and ambitions, **the world is on track to a 2.8°C average temperature increase since pre-industrial times**. Troublingly, historically not a single country has met its climate targets.

The need for action is now so great that, in 2023² The UN's Intergovernmental Panel on Climate Change (IPCC) affirmed that if we are to limit anthropogenic global warming, humanity will need to achieve *at least* net zero CO₂ emissions. To achieve this, unprecedented levels of both emissions reduction and greenhouse gas removal are now needed.

The Special Report on 1.5°C by the IPCC³, concludes that we will require between 100–1000 billion tonnes (or Gigatonnes – Gt) of CO₂ removal (or its equivalent) by 2100

The scale of this challenge is huge, currently, only 0.002 GtCO₂ of GGR per year results from novel engineered approaches⁴

Within the UK, the national Net Zero Strategy, 'Build Back Better'⁵, has set ambitious targets for GGR. For example, the Strategy states that by 2050 between 75 and 81 million tons of CO₂ per year of residual emissions will need to be removed using engineered techniques (p.180). This means the equivalent of between 45 and 80% of the UK's current total annual greenhouse gas emissions will need to be removed, within the next 26-years.

The required GGR industry currently barely exists yet it will need to scale to multi-trillions in annual revenue globally, and multi-billions in the UK, within two decades. This is an unprecedented challenge.

¹ United Nations Environment Programme (2023). Emissions Gap Report 2023: Broken record Temperatures hit new highs, yet world fails to cut emissions (again). Nairobi. <https://www.unep.org/resources/emissions-gap-report-2023>

² IPCC, 2023: Summary for Policymakers. In: Climate Change 2023: Synthesis Report. Contribution of Working Groups I, II and III to the Sixth Assessment Report of the Intergovernmental Panel on Climate Change [Core Writing Team, H. Lee and J. Romero (eds.)]. IPCC, Geneva, Switzerland, pp. 1-34, doi: 10.59327/IPCC/AR6-9789291691647.001

³ IPCC, 2018. Intergovernmental Panel on Climate Change, Summary for Policy Makers, Section C.3., Global Warming of 1.5°C. An IPCC Special Report on the impacts of global warming of 1.5°C [MASSON-DELMOTTE, V., P. ZHAI, H.-O. PÖRTNER, D. ROBERTS, J. SKEA, P.R. SHUKLA, A. PIRANI, W. MOUFOUMAOKIA, C. PÉAN, R. PIDCOCK, S. CONNORS, J.B.R. MATTHEWS, Y. CHEN, X. ZHOU, M.I. GOMIS, E. LONNOY, T. MAYCOCK, M. TIGNOR, AND T. WATERFIELD (eds.)]. <https://www.ipcc.ch/sr15/>

⁴ Smith, S. M et al, 2023. The State of Carbon Dioxide Removal - 1st Edition. The State of Carbon Dioxide Removal. doi:10.17605/OSF.IO/W3B4Z

⁵ HM GOVERNMENT 2021 Net Zero Strategy: Build Back Better. 19 October 2021 ISBN 978-1-5286-2938-6, HH Associates Ltd, on behalf of HMSO. https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1026655/net-zero-strategy.pdf

New technologies need to be discovered, developed and then fall in cost. Business models need to be established and economic policies and legal and regulatory frameworks put in place, in a manner that is acceptable to the public and socially robust.

Currently, public awareness of GGR – what it is, its challenges and opportunities – is very low. There is minimal public discourse about GGR and publics are, currently, playing minimal roles in the national social, economic and policy debates. We believe that this lack of awareness and engagement needs to be addressed, if GGR targets and a safe climate are to be achieved.

The GGR delivery challenge is without exaggeration huge. The UK's Net-Zero Strategy notes that currently the UK is not removing any greenhouse gases meaning we must establish a new industry the size of the current oil and gas industry, from scratch. [Find out more here](#)

Introducing the funders

This funding opportunity is provided by the UK's GGR Demonstrators Programme, via its central hub known as [CO2RE](#). Applicants should consider carefully how their proposal would align with the Hub and Programmes' aims and objectives. More information about the Programme and Hub are provided at Annex 1.

The Invitation for Proposals (the 'call').

Summary

In this section we describe what we are seeking to fund and set out some indicative themes and underpinning principles that will apply to the competition.

Scope

Through this call for proposals, the Hub wishes to fund activities that have the potential to take forward GGR debate, policy, public understanding, researchers/practitioners own work and/or capacities to engage with audiences. We are especially attracted to projects that not only substantively address GGR, but which also offer additional benefits to the environment, society and communities.

Projects are welcome from the full range of ACAH practitioners and academics, including but not limited to artists, designers, creative technologists, practice-based academics, filmmakers, poets, performative artists, writers, museologists, and curators. We seek to engage not only academics but community groups, NGOs, and people from faith groups

Submissions from multiple disciplines or areas of practice are encouraged, but not required.

What do we want to fund - what is our invitation for proposals?

Rather than identifying discrete questions for people to apply against, applicants may submit any ideas that may have the potential to take forward the GGR agenda. We are therefore running an open responsive mode competition, allowing people to bring their best ideas to the table, rather than constraining applications to a defined question or set of questions.

To help frame applicants thinking about designing their applications some indicative thematic agenda are provided below. These suggest the types of topics or issues that applicants may wish to address. They are provided to help steer applicants thinking only. They **are not** the only topics around which we wish to see applications, they are simply suggestions. Applications that address any other aspects of GGR are welcome.

Indicative themes

Envisioning a positive future. Supported projects might include work that frames or describes a future that includes GGR in positive ways. Such work might represent, explore or describe what that future might look like and how it might work. Alternatively, work might explore what is frustrating positive conceptualisations of GGR.

Understanding or awareness. Work could help increase understanding or awareness of GGR, it might explore the causes of low understanding or awareness and explore or describe solutions.

Supporting residencies and transfers between organisations, bringing together artists, creative and cultural producers, humanities researchers, scientists or policy makers to work together in an embedded way.

Encouraging engagement with young people. This could, for example, be within schools and other educational institutions, in the workplace, clubs or associations – online or face-to-face.

Working toward equity and justice. In recognition of past and ongoing climate related inequities, work that seeks to engage around equity and justice related to GGR would be welcome.

Visualising. All approaches to visualisation are welcome, including from the virtual world.

Rituals. Working with ritualistic thinking, design, practice or tools to inform or create processes of change.

Situating GGR in wider environmental work. We can support work that situates GGR in wider environmental concerns.

Working with communities. We are open to work with local communities of all types under the rubric of ACAH.

Some key principles

Some important principles will be applied to this competition.

Funds will be allocated in an open and transparent manner with careful attention to using processes fit for purpose. The opportunity will be widely promoted via appropriate avenues.

The process will be accessible to independent artists, as well as academics or others in established institutions which benefit from organizational support. In recognition that bidding for funding can be a cost overhead, shortlisted independent artists will receive an honorarium.

Appropriate experts will be used to make judgements about proposals. Those assessing projects will consider the extent to which a project could inspire, shift perspectives, educate or communicate.

When judging applications, no favor will be given to any group, technique, discipline or mode of thinking. Selection will be based solely on the quality of the proposal, judged in terms of its likelihood to deliver impacts/change.

We will welcome project outputs that include, but are not limited to performative pieces, film, paintings/drawings, sculpture, museum exhibitions, dialogues, poetry, academic products or other policy, community or artistic relevant materials.

The allocation of funds across topics/themes

We have no predefined expectations in terms of the number of projects we will fund, nor the topics upon which they will focus. Our objective is simply to fund proposals of sufficient quality and excitement which reflect the overarching topics and themes identified above, and which satisfy the assessment criteria (see below).

Eligibility and Funding Available

Introduction

At all stages of the competition our aim is to deliver a streamlined process to keep the timelines from application to award short, while maintaining a fair and transparent review process.

Who can apply?

The Initiative is open to applications from any sector- public, private, civil society, universities and independent artists and creative practitioners - if you have a right to work in the UK, comply with ethical standards of your area of practice and would constitute a proper use of the public purse, you may apply. Applicants must be located and registered in the UK.

Applicants do not need to be currently employed by an intended host institution. However, in such a circumstance the host institution must undertake to employ the applicant for the duration of the award and to provide all the support normal for a permanent employee.

We welcome applications from those who work on a part-time basis or unpaid volunteers. However, we believe people should be paid for their contributions and our projects will not support unpaid work. If your proposal is successful, you must claim some remuneration for the time you and others work on the project, other than in exceptional circumstances. You should claim no less than the current living wage hourly rate of £11.44.

The submitting organisation (or self-employed person) will be accountable for the conduct of the project and for ensuring proper financial management (see 'Decisions and awards' below).

We encourage collaboration where it will be beneficial to the delivery of a project. You may submit a joint proposal that together creates a coherent project. In such circumstances, only one application should be submitted, and the lead applicant will be responsible for the disbursement of funds to third parties. Where successful, collaboration agreements will be required to be in place before an award is issued or any funds are disbursed.

You may submit or be named on more than one application. However, you must demonstrate that you have the capacity to deliver all the obligations promised.

Members of the CO2RE Directorate Hub leadership team and other staff are not permitted to apply for funding nor to benefit from awards.

What are we expecting to support?

In this Initiative the intention is to issue up to £150,000 for projects. We wish to support a portfolio of activities and will look to fund projects across a range of topics and techniques. You may apply for grants for between £5,000 and £60,000. We will not accept proposals that request more than £60,000 from CO2RE. We hope to fund between 5 and 10 projects. In addition, we have £70,000 available for up to 6 additional secondments (see Removal in Residence scheme applications below).

Projects will be no longer than 10-months duration. We do not currently plan to hold another competition.

Costs that you may apply for

As is normal practice, if based in a higher education institution, research council institute or independent research organisation recognised by UKRI or the public sector, will fund 80% of the full economic costs of your project.

For others, not recognised for UKRI funding we will support 100% of direct costs. The maximum value of any award will be £60,000 whether receiving 80% or 100% full economic costs.

You may request funding for staff costs, equipment and any other items required to carry out the project (e.g., materials, travel and subsistence, booking fees, participant rewards, publication costs etc.). We expect that all people working on a project will receive remuneration. See Section 5, Finances below for further details).

How will VAT be managed

The funds are considered as Secondary Funding by our funders (UKRI) and as the funding is for 'research related activities', it will be passed on to businesses under non-aid/no subsidy rules. This means that the funding can cover business costs, including VAT, if a business does not seek to make profit from the award. Therefore, if the budgeted activity incurs VAT you should provide your budget figures inclusive of VAT.

Making a joint Removals in Residence Secondment applications

Funding for any secondments **will be additional** to the £150,000 allocated to this initiative. We can fund up to six secondments linked to a project.

Making a joint application to fund a secondment

ACAH projects may be but **are not required to be** linked to a CO2RE funded Removals in Residence Secondment project, allowing for an individual to be seconded to, or from the project. Such a linked secondment project would be able to request up to £72,000 in total (i.e., £60,000 ACAH Initiative plus a £12,000 Removals in Residence grant = £72,000).

Should you wish to apply for a linked secondment please include a covering letter with your application alongside a Removals in Residence application form. In such cases, applicants are only expected to include a case for support for the Secondment of **up to three pages**. The ACAH Initiative project proposal must demonstrate how the two grants, if successful would comprise a whole.

The Initiative Review Panel (IRP) will assess joint applications. There will be no double jeopardy – where linked applications are made - we will only fund both or neither applications. We will not fund one part, but not the other. Neither will we seek to reengineer applications.

If you wish to submit a linked project you are strongly encouraged to contact Dr Paul Rouse, the Flexible Fund Manager at Imperial College, London in advance to discuss the application. His email address is P.Rouse@Imperial.ac.uk You may also telephone Paul on 07423695418.

Equality, Diversity and Inclusiveness (EDI) and Ethics

EDI

Excellence will be achieved through recognising the value of every individual. We commit to developing a strong and enduring culture of equality, diversity and inclusion and to promoting a positive culture, which celebrates difference, challenges prejudice and ensures fairness. Our ambition is to instill these values across the Hub and its activities, as well as promoting them to our partner demonstrator projects, wider society and the developing GGR industry, including through this Initiative.

We recognise our stakeholder community is insufficiently diverse and that existing inequalities are significant, and we seek to help redress these shortcomings by pro-actively formulating an approach to our flexible funding which encourages and supports a diverse cohort of participants.

We particularly encourage applications from under-represented groups. Our communications and stakeholder engagement teams will actively reach out to a diversity of groups and communities of interest to promote both this invitation for proposals and the wider programme of activity.

We will be taking a series of measures throughout this Initiative to help achieve EDI.

- The composition of the IRP will aim to comply with EDI principles.
- The application processes and documentation have been designed, as far as possible to be accessible to all.
- In the light of the *“Concordat to Support the Career Development of Researchers”* proposals from staff in UKRI recognised institutions who are on fixed term contracts such as early career researchers are eligible to apply, allowing new researchers access to project leadership on merit alone.
- We request, but do not require that information related to the protected and other characteristics of applicants be provided, this information is submitted and held separately from applications and monitored by the CO₂RE EDI team to track the Hub’s EDI performance (link to form below).
- Consideration will be given to the risk of accidental disclosure that can arise in small samples (i.e., applicants).
- After funding decisions are announced, award holders who choose to self-identify as members of under-represented groups, including early career researchers, will be availed of the opportunity of mentoring support where CO₂RE has the necessary skills and knowledge.
- EDI will be reported upon to our funders as part of the overall monitoring, reporting and learning work that we will do.

All named applicants are individually invited but **are not required** to provide information to help us work toward achieving EDI. [The form can be completed via PC or mobile phone and all responses are confidential and anonymous.](#)

Please note that Lead Applicants must not complete the EDI forms on behalf of other named applicants - only one EDI form should be submitted per person.

Integrity and ethics

Applicants and host organisations are expected to behave with integrity and be ethical in all they do. Applicants from the research community must comply with the national framework for good research conduct. The ways in which they are expected to meet these commitments are set out in the relevant sections of [The universities UK concordat to support research integrity.pdf](#)

Applicants not based in research institutions are expected to work within the ethical frameworks of their own area of practice.

These expectations will be included in contracts/awards issued to successful applicants (see 'Nature of Awards' below).

How to Submit Your Application

The application form

You must apply using the application form provided (Annex 2 below and on the CO2RE website), we will **not** accept any other forms of application.

If you believe you are unable to sufficiently explain, or describe your proposal in writing, **you may ALSO submit a video of NO MORE THAN FIVE minutes duration** to explain or demonstrate your idea. For information about this, please see below (The Proposed Project section).

Your application should be emailed to Pathfinder.applications@imperial.ac.uk by 12.00 noon (UK time) on 9 September 2024.

You must only include the information requested. Any additional materials will not be accepted. Any **incomplete applications will be rejected.**

Your application should include:

- the completed application form, including the four-page description of the Proposed Project, sketches, images, and/or a video link can be incorporated into this proposal in one of four pages (**submitted in a Pdf format plus a video link IF NECESSARY ONLY see above**);
- A workplan: one page – i.e., a timeline or Gantt chart (in a Pdf format);
- CVs or for those from visual or creative practice, portfolios;
- a letter of support from your institution (unless self-employed) in which it is confirmed they will accept and abide by the terms of the awards, as specified in these Guidelines (in a Pdf format);

- letters of support from any project partners can included (in a Pdf format), but **please do not supply** general letters of support or recommendation. Any such letters will be removed from the application before sharing it with the Panel.
- For visual and creative practice, please submit a portfolio of work as a PDF (hyperlinks are acceptable, but reviewers will only have time to briefly visit any hyperlinks or videos). This file should not be more than 6 pages long.

If you wish to apply for a linked Removals in Residence Secondment you should **include a covering letter** which flags this. Letters supplied alongside a Secondment application will be shared with reviewers. Where a Secondment application is not linked, covering letters will not be shared with any reviewers.

If you choose to submit a linked Secondment application. In addition to the above, you should also submit the following, attached to the same email as the Pathfinder material:

- the completed Removals in Residence application form, the case for support: **three pages maximum**, setting out the case, and a work plan (in a single Pdf document);
- a cover letter explaining the contribution that the Secondment would make to the successful delivery of the linked project (two-page maximum)..
- a letter of support from your institution in which it is confirmed they will accept and abide by the terms of the Secondment award, as specified in the Removals in Residence Guidelines (in a Pdf format);
- letters of support from all project partners (in a Pdf format) but **please do not supply** general letters of support or recommendation.

In what format should my documents be submitted?

All documents should be completed in single-spaced 11 font Arial or similar sans serif typeface. Paper size should be set at A4. Margins may be set to narrow.

Guidance on Completing the Application Form

Introduction

Applicants should download and complete the Word document application form: this is designed to capture specific details of the project and for successful projects, it will form the basis for the award and completed projects will be assessed against the proposal.

Please carefully read the following information about completing the application form.

Section 1 - Applicant(s) details

There can only be one Lead Applicant. However, applicants may include more than one Co-Applicant. If you require additional pages, please add these using the same layout.

Lead Applicant (LA)

The LA will lead the project if funded. They will be responsible for the day-to-day management of the project, ensuring the proper use of funds and all reporting.

The LA (and any other named applicants) must be resident in the UK and employed by the organisation submitting the application or have a written formal arrangement with the organisation that enables them to carry out work there and receive all necessary management and infrastructure support from the organisation to successfully deliver the research proposed. LAs may also be self-employed. Successful applicants may be asked to demonstrate these requirements are met, prior to the issue of any award.

The LA must ensure that they have obtained the permission of any other person named on the proposal form (e.g., Co-Applicants) for the provision of their personal information to CO2RE and the processing of their data by CO2RE for the purposes of assessing this proposal, announcing any awards that may be made and any reporting about projects progress.

The LA commits on behalf of the organisation to take full responsibility for the project and its proper governance.

Only one award will be issued, to the LA's institution. If project members are from multiple organisations or are all independent, it will be the responsibility of the LA (and where present, their administrative authorities), to manage the flow of funds and other contractual terms.

Name, position, organisation, e-mail and telephone are required.

A contact person in administrative authority is also required, where the application is by an LA based within an institution. Otherwise, the LA will be the administrative authority.

Co-applicants (Co-A)

Co-Applicants must meet the eligibility criteria for a Lead Applicant as above.

CO-As will have made a substantial contribution to the formulation and development of the project and will be engaged with its delivery.

Name, position, organisation, e-mail and telephone are required.

Support for PhD students

Please note, funds must not be used to support PhD students unless for a brief period, under a contract of employment and in compliance of any requirements of a student's funder such as a research council.

Name, position, organisation, e-mail and telephone are required.

Section 2 - Project title

The project title must be no more than 40 words in length. Titles should be meaningful to an informed lay reader. **Please avoid the use of acronyms in the title.**

Section 3 – Project dates

Projects are expected to be for up to a maximum of 10-months duration in normal circumstances. Because CO₂RE's current funding ends on 31 October 2025, **projects must be completed, including having satisfactorily reported to CO₂RE by 1 October 2025**

Please estimate your start and end dates. These should be reasonable, allowing sufficient time for award decisions to be taken and contracts issue. It is suggested this be at least two months after the closing date.

There may be some flexibility available in start and end dates (notwithstanding the fixed end date for all of 1 October 2025) following reasonable justification. In such cases, a written request for a delay, including its justification must be submitted to the Fund Manager (p.rouse@imperial.ac.uk) 1-month in advance of need. However, it is important that projects do commence in a timely manner and, given staff being supported by the award are expected to be in situ, within 2-months.

Section 4 – Finances

This section comprises four elements, the total sum being requested (please complete the box in the application form), a summary, justification for resources requested and the value of any contributions.

If you are from an organisation recognised for UK Research and Innovation (UKRI) funding (normally universities, independent research institutions and some other institutes of research and learning) you must complete the finance tables at Annex 1 and Appendix 1. For a list of UKRI recognised institutions, see [Who can apply for funding – UKRI](#)

If you are applying as an independent, please complete the financial summary at Annex 2 only.

Awards of no more than £60,000 will be given.

Summary section Annex 1

Complete the table embedded in the appropriate application form annex. You are requested to detail the full costs of your project. In this competition, organisations recognised for funding by UKRI will be eligible for 80% FEC and provide their costs at 100% of Full Economic Costs (FEC) and 80% FEC price. Other institutions may receive 100% direct costs, up to a value of £60,000.

The total requested under each heading should be provided in the summary. This competition has adopted UKRI financial headings which are:

Definitions of funding headings for those applying via annex 1

- *Directly Incurred* costs are costs that are explicitly identifiable as arising from the conduct of a project, are charged as the cash value actually spent and are supported by an audit record.
- *Directly Allocated* costs are the costs of resources used by a project that are shared by other activities. They are charged to projects based on estimates rather than actual costs and do not represent actual costs on a project-by-project basis.
- *Indirect costs* are non-specific costs charged across all projects based on estimates, which are not otherwise included as Directly Allocated costs. They include the costs of the Research Organisation's administration such as personnel and finances. If required, requests for minor consumables, such as postage and telephone costs should also be covered in the Indirect costs.

For further information about these cost headings, see sections [NERC research grants and fellowships handbook: guidance for applicants – UKRI](#)

Appendix 1 to Annex 1- Staffing

This annex will be removed from the proposal before being passed on to reviewers.

Details of all staff for whom resources are requested should be included.

A 37-hour working week should be assumed.

Summary section Annex 2

For independent applicants, for example, artists and creatives not hosted by a university, you should use Annex 2 providing costings under the following headings only: staff or labour costs (i.e., pay for people working on the project), travel and subsistence costs, the cost of any materials and finally, any other costs.

Justification of resources requested

In this section, you should write a brief description of all the costs that are being requested and **fully justify** them.

You do not need to justify named people's salaries. However, you must justify the time requested for working on the project.

HEIs and UKRI IROs do not need to justify estate and indirect costs. However, it may be necessary to justify these, prior to an award of a contract, if the proposal is successful.

Value of any contributions

Your proposed work may be supported by third parties, including through financial and in-kind contributions. You are not required to include contributions from others. If there would be any contributions from others, complete this section.

In-kind contributions cannot include practitioner or researcher time.

You should explain how the figure for the total contribution was calculated. You should include cash contributions or describe how any in-kind figures are calculated (e.g., daily rates for staff involved, travel costs etc.).

You should provide details about the role any partners will play in the project, and the benefit their participation will bring, in the Proposed Project (see Section 8 - below), not in this section which is for financials only.

Before an award is issued, we will require written confirmation from any third parties contributing in-cash or in-kind that they will make the resources available.

Section 5 - Conflicts of interest

You must declare whether there are any potential or actual conflicts of interest. For example, any financial or other interests with any partners named in the application must be disclosed (see comments above re ethics and integrity).

Section 6 – Other funding or proposals

Awards will not be issued where there is a danger of double funding, applicants are required to disclose whether they have any other awards or any applications pending which do, or if successful would, support this specific project in part or whole.

If such projects or proposals exist, applicants must explain the circumstances and how any potential for double funding will be avoided.

Any non-disclosure of such funding would constitute a material breach of trust leading to the potential rescinding of any award that may have been made.

Section 7 – Where did you learn about this call?

The Hub wishes to continually improve the promotion of its activities. Having a better understanding of where people learnt about the opportunity will assist the Hub in this end and, especially, delivering on its ambitions to reach out to new and diverse stakeholders.

Please indicate the media or other source (e.g., LinkedIn, learned society, the CO2RE web etc.).

Section 8 – The Proposed Project

The Proposed Project sets out the case for your project and forms **the most important element** of the proposal. It is your opportunity to convince us that your project should be funded. Tell us why it is exciting and why.

It is suggested that you set aside plenty of time to prepare this key part of the application, and that you start work on it as soon as possible. You should write clearly, be concise and avoid jargon.

The Case may be up to, but no-longer than **four sides** maximum (excluding academic references if you need to cite them). Artists and creative practitioners may submit **three pages of text and one page of images**

If you are applying as an academic, references must be included in Harvard style. Notes or annotations to the reference list are not acceptable. If you rely on unpublished work in your proposal, it is essential that you provide sufficient evidence for reviewers to assess any claims that are made.

If you are unable to provide any information on the grounds of confidentiality, it is unlikely that the quality of your proposal can be properly assessed and it would, therefore, be unlikely to receive funding.

You should use the headings specified below so that your proposal can be reviewed against the assessment criteria (see 'Assessment criteria' below). You should cover all these headings – marks cannot be given where information is missing.

Description of proposed project and its context (50% of the total marks)

In this section you should introduce the proposed project. You should explain the overall aims of the project and explain what will be done, by whom and how. You should describe why you believe the project will be valuable and what undertaking the project will achieve. You should also demonstrate that the team is the most appropriate group of people to undertake the project.

We do not want to support unoriginal projects, so you should explain why the project is novel.

If the proposed work is a research project, then the applicant should clearly outline their research questions.

As noted above, if you believe you are unable to sufficiently explain, or describe your proposal in writing, **you may submit a video of no more than FIVE minutes duration** to explain or demonstrate your idea. You **MUST COMPLETE** the application form, including the Proposed Project section (Section 8), even if you submit a video. **Any applications that only submit a video will be rejected.**

If you choose to submit a video as part of your proposal, this must be provided in the form of an URL link which is **clearly flagged in the first line of your Proposed Project**. If you wish to password protect this, please do but remember to include the password with the link. Any video **must ONLY** include information directly relevant to the proposed project. If a video is submitted that is not directly related to the proposal, this will count against the proposal during the assessment. The video should not be longer than five minutes.

If you are uncertain about whether your idea warrants the inclusion of the video, please discuss this in advance of applying by contacting **Dr Paul Rouse, the Flexible Fund Manager at Imperial College**. His email address is P.Rouse@Imperial.ac.uk You may also telephone Paul on 07423695418.

Relevance to the call for proposals and the GGR programme (10% of total marks)

Explain why the proposed project is relevant to and appropriate for the call for proposals. Explain how the work would help deliver the calls objectives and contribute to the work of the Hub and the wider national GGR effort. Projects that are not directly relevant to the call for proposals, the Hub or the GGR programme **will not be accepted**.

Project management (10% of total marks)

Describe how the project will be managed, demonstrating its viability and deliverability. You should set out the roles of all the participants in the project, identify any critical milestones and deliverables (for example, products, performances, materials, publications, engagement events etc), and explain your risk mitigation strategies. This section should relate to the one-page workplan (see below), but not duplicate its content.

Value or Impact (20% of total marks)

Please describe the potential value or impact of your project. You should explain why your project will be valuable and who you expect to have impacts upon and how they will be achieved. You should reference the potential for the project to help take forward the challenges of enhancing understandings of, or the delivery of GGR.

Project workplan

You should submit a one-page project work plan which sets out the project schedule. You may wish to present this in a narrative form, or in a Gantt chart. The purpose of the Plan is to demonstrate that each step of the project has been accounted for and that the project can be delivered on schedule.

Section 9 - The inclusion of CVs/biographies and portfolios

Personal biographies (e.g., a CV or other format) of all named applicants should be submitted as a standalone document. **Personal CVs or biographies should be no longer than 1 side of A4.**

The biographies will help reviewers assess appropriate skills set and experience to deliver the proposed project.

For visual and creative practice, please submit a portfolio of work either as a PDF (maximum of 6 pages) or in hyperlink form (maximum of 6 webpages). Please note that where hyperlinked material exceeds what could reasonably be captured in 6 pages, assessors will not be expected to review excess content.

How will Applications be Administered

Late applications

Any applications received after the deadline **will not be accepted**.

Assessment process

After the closing date the Flex Fund Manager will record all the received applications and review the proposals to ensure that they meet the eligibility requirements and address the invitation to apply. Applicants will subsequently receive a confirmatory email regarding receipt of the proposal. If there are any very minor problems with an application, the Flex Fund Manager will contact the applicant to request further information or changes. However, if this cannot be very easily remedied (within two working days) the application will not be accepted – the LA should be contactable during this time.

Applicant's copyright/intellectual property

Applicants will retain all and any intellectual property, copyright, know-how or other form of ownership generated during the preparation of their applications. For arrangements for successful projects, see 'Nature of Awards' below.

The application review process

In the light of the scope of received proposals, an independent panel, known as the Initiative Review Panel (IRP) will be appointed to review the proposals.

The IRP will comprise two independent creative practitioners, two academics from the arts and humanities, and two members of CO2RE with whom the successful project will have a working relationship. A representative from the Arts & Humanities Research Council will be invited as an Ex-officio member.

Panel members will be required to sign a non-disclosure agreement prior to receiving any applications. All unsuccessful applications will be deleted at the conclusion of the process.

Panel members will short list applications. A paper-based review of applications, using the assessment criteria (see below) will be conducted with two members reviewing each application, one acting as an assessor, the other as a discussant. Following paper review, **shortlisted applicants will be invited to meet with the Panel during the week of 14 October to present and discuss their project.**

All short-listed independent artists, creatives and other self-employed Lead Applicants invited to meet the Panel will receive an honorarium of £100 in recognition of the opportunity cost of participating in the process.

It is our preference for these discussions to be held in person. However, we will be willing to meet shortlisted candidates online. The Panel will not mark down candidates who join online, however, shortlisted applicants should consider carefully whether they can best present their case to the Panel in person or online.

If shortlisted applicants join the Panel in person, their travel and subsistence expenses will be reimbursed by CO2RE.

It is expected that the Panel meetings will be held in London, at Imperial College. However, this will be dependent on the geographical distribution of the shortlisted applicants – we will seek to hold the meetings in a place that will be easily accessible to most applicants and where aggregate carbon emissions will be lowest.

Following the Panel meeting, its funding recommendations will be made to the Hub Management Board. The Board will consider the fit of the proposals to the wider Programme, assessing the potential synergies with, and benefits to the Programme, and the likelihood of added value. The Board will identify any measures that will facilitate this. **The Board will not re-review the proposals, nor change the funding recommendations of the Panel.** This layer of process will help ensure the projects make the best possible contribution to the Programme as a whole.

The Hub Management Board will confirm funding decisions after which the LAs will be informed in writing by the Fund Manager and, subsequently, awards will be officially announced and issued (see ‘Notification of decision’ below).

The assessment criteria

Projects will be independently scored out of 100 by the assessors and discussants during the paper-based shortlisting.

During the Panel meetings with shortlisted applicants, the Panel will use the same criteria and have a particular focus on how exciting the proposal is, and the likelihood of its successful completion. During the shortlisted projects meeting with the Panel, it will also consider how well the proposed project would fit with and contribute to CO2RE and the wider GGR-D Programme’s strategic aims and objectives.

When assessing the proposals, the Panel will be cognisant of appropriateness of expectations. Proposals with lower costs will not be expected to deliver at the same degree as larger, higher priced proposals. The Panel will be directed to be proportionate in their expectations. For example, smaller scale projects with limited resources should be expected to deliver fewer outputs than larger projects and the Panel will consider this. Whilst the underpinning thinking behind the proposals would be expected to be fully developed, the impact aims will be scale appropriate.

Successful proposals will demonstrate the following characteristics.

Relevance and fit to the call (up to 10 marks available)

The project will be unambiguously directly relevant to the call for proposals and clearly set out how the work would help deliver the calls objectives and contribute to the work of the Hub and the wider national GGR effort.

Description of the proposed project (up to 50 marks available)

A strong project will demonstrate unmistakable evidence of a thought through project with clear delivery plans.

High scoring projects will have clearly explained why it will be valuable. It will be clear that completion of the project may effect change among its target audience; whether that be publics, policy makers, academics, business or others.

The best applications will convey an excitement and demonstrate, by explaining the way in which the project will be undertaken, how the project will succeed.

When judging artistic proposals, the Panel will give consideration to the applicants previous and existing work and reputation. Consideration of artistic merit will include:

- the quality and reach of engagement, whilst bearing in mind the level of funds requested;
- the extent that it may foster new connections or exemplify creativity and innovation;
- how it may be distinctive, bringing fresh insights into GGR and to publics;
- how it may be shared or emulated;
- how it may engender widespread interest and/or debate;
- the quality and clarity of goals and design, the resources involved, and where appropriate the experience of the personnel involved;
- where appropriate, having relevance to locality and/or heritage;
- wherever possible, has the potential to reach underserved populations been addressed (such as those whose opportunities to experience GGR agenda and the arts are limited, e.g. by geography, ethnicity, economics, disability, or social circumstances); and,
- where applicable, how issues of inclusion are addressed.

Project work plan and resources (up to 20 marks available)

It is essential that applications clearly demonstrate the viability and deliverability of their proposed project. There will be unambiguous evidence of an appropriate plan including how resources will be used and how any risks managed. This will be demonstrated by the project management plan coupled with the project plan, costs requested and the justification of resources.

Value or impact (up to 20 marks available)

The potential value or impact of the project will be set out and plans to achieve those will be clearly described. The best proposals will not necessarily be those with the largest audience. Rather, they will be projects that have well thought through and project appropriate plans.

Successful applications will present a rounded case, addressing all elements of the assessment criteria to a satisfactory level. Therefore, **for each of the characteristics listed above, a minimum threshold of 60% of the available marks are required before a proposal will be considered for funding.**

The Panel will only fund whole projects and will not seek to combine one or more projects.

Decisions and Awards

Notification

All LAs will receive written notification of the outcome of their application and anonymised comments from the reviewers. The decisions will be final.

If you are successful
Congratulations!

You will be required to confirm that you wish to accept the offer of award and that no circumstances have changed since your application was made within 10 working days of the notification.

We request that only named applicants are informed of the decision until such time as a formal announcement has been prepared.

You must not commit any expenditure on the project until such time as an award has been issued and accepted by the project.

Nature of awards

Awards will be issued to the LA's host institution or organisation by the University of Oxford. The University reserves the right to undertake due diligence before issuing awards.

All materials, products, intellectual property or know-how generated during funded projects will belong to the awardees, although licence to use them will be given to the Hub for the purposes of its reporting requirements and for public engagement purposes, academic purposes and teaching.

As part of the agenda to build momentum for GGR, we will ask all awardees to make a selection of images available on a Creative Commons Attribution licence (CC BY) for widespread dissemination.

Award holders will invoice Oxford quarterly in arrears and payment will be made within 30 working days of receipt of invoices.

Price deflators will not be applied to grants.

If UKRI were to terminate or rescind the GGR Programme, or its grant to the University of Oxford, the grant would be terminated accordingly.

Having commenced the project, award holders will be expected to contribute to the GGR Programme, including, but not limited to presenting the projects progress to appropriate Programme and Hub colloquia and in its media. Where participation in such activities requires in person attendance, travel and subsistence costs will be met by the Hub.

Reporting

To comply with the Hub's reporting requirements to UKRI, award holders will be obliged to provide an end of award report. In addition, award holders will be required to participate in a brief quarterly review conversation with the Flex Fund Manager to feedback on progress and any issues or opportunities.

Projects will be required to produce a case study slide which will be published on the Hub's website and used in its other communications materials. This slide should be provided to the Flex Fund Manager within 4 weeks of commencement of the award.

Data protection

Copies of applications will be available to the IRP, the Flex Fund Manager and members of the Hub Management Board. Copies of successful applications will be available to staff in the Research Funding & Contracts Team at the University of Oxford to expedite the issue and management of awards.

Members of the IRP will be required to sign a Non-Disclosure Agreement prior to receiving any applications to review.

To meet obligations of public accountability and the dissemination of information, details of successful awards, but not copies of the applications, will be made available on the Hub web pages and other media and will be reported to UKRI. Details of successful awards may also be reported in other publicly available databases, and in reports, documents and mailing lists.

Applications will be stored in a password protected database. EDI data will be archived separately from applications and used only for aggregated analysis. No individual level data will be reported or disclosed.

All unsuccessful applications and associated assessments will be permanently deleted within one-year of the closing date unless express written permission has been granted for the further retention by the Hub.

Successful applications and associated data will be stored until the end of the Hub's contract - 31 October 2025 and its reporting to UKRI.

Enquiries

If you have any eligibility, remit or other questions of clarification, please contact
Dr Paul Rouse, Flex Fund Manager, Imperial College, London by email at p.rouse@imperial.ac.uk

If you are uncertain whether your project is appropriate for this invitation for applications, you may wish to send us a brief (500 words max.) summary of your idea, before preparing a full proposal. In this you should describe your project plans and where you think the main novelty of the project lies. Do not provide detailed background information, research or other costings nor references. We will then be able to advise you on whether your proposal is a fit for the call. We **will not**, however, provide any comments and feedback on the potential quality of the proposal nor any drafting advice or other support of any kind.

ANNEX 1

Background GGR Programme and Hub

As part of the government's Strategic Priorities Fund, UK Research & Innovation (UKRI) has invested over £30 million to investigate the viability of large-scale greenhouse gas removal (GGR) techniques in its. Five interdisciplinary demonstrator projects and a central Hub have been established to conduct the research over a 4.5-year timeframe to inform and help shape government and others' decision-making about the most effective technologies to help the UK tackle climate change and meet its net-zero targets.

The demonstrator projects are investigating:

- management of peatlands;
- enhanced rock weathering;
- use of biochar;
- large-scale tree planting, or afforestation; and,
- rapid scale-up of perennial bioenergy crops.

The Greenhouse Gas Removal Hub (or CO2RE Hub) co-ordinates the Programme and conducts solutions-led research to evaluate a balanced portfolio of economically, socially and environmentally scalable GGR options, with associated policy design, engagement and outreach.

The Hub seeks to enable the UK to lead internationally on achieving global net-zero emissions, consistent with the Paris Agreement. Backed by seven institutions and led by the Smith School of Enterprise and the Environment at the University of Oxford, this is one of the largest GGR research programmes funded by the UK government to date.

As part of its programme of work, the Hub has a Flexible Fund, and it is this fund that will be supporting this Initiative .

What is the Flexible Fund (FF)?

The Hub's FF seeks to address research and engagement gaps by supporting:

- engagement and collaborations with artists, creatives, and the arts and humanities communities (this Initiative);
- knowledge exchange and capacity building for example via our secondment funding scheme and the Future Leaders Network (FLN) (both of which people from the arts and humanities, as well as artists may already apply); and,
- [Pathfinder R&D](#) to address gaps in GGR innovation (up to TRL2).

The FF is being managed by Imperial College, London on behalf of the Hub.

How did we design this initiative?

In October 2023 CO2RE brought together artists, creative practitioners, and arts and humanities scholars, with members of the GGR Hub team in a workshop to help envision pathways towards integrating creative and artistic practice and perspectives, and broader humanistic concerns within our work on GGR.

During the workshop, participants explored how CO2RE might support and work with the ACAH communities to help move the GGR agenda forward. It is the outcomes of this workshop, and later discussions with a wider community of stakeholders, which have shaped this invitation for applications. Copies of the Workshop Report are available on request to p.rouse@imperial.ac.uk

ANNEX 2

Application Form

See over

APPLICATION FORM - ARTISTS, ARTS & HUMANITIES PROJECTS

Please read the Guidelines for Applicants before you start. Complete all relevant sections.
Applications should be submitted to Pathfinder.applications@imperial.ac.uk in a **pdf format** as per the instructions in the Guidelines for Applicants

1. APPLICANT(S) DETAILS

Lead Applicant *The person who will lead/deliver the project.*

Lead applicant's name:	
Position held:	
Organisation:	
E-mail:	
Telephone:	
Website:	

Administrative Authority *The person responsible for the financial administration of a grant. For the self-employed this would be the Lead Applicant.*

Contact name:	
Position held:	
E-mail:	
Telephone:	

Co-Applicant *Any further applicants/partners may be added- copy and paste the blank box.*

Co-applicant's name:	
Position held:	
Organisation:	
E-mail:	
Telephone:	
Website:	

2. PROJECT TITLE *40 words max, please avoid acronyms and use plain language.*

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3. PROJECT DATES *Project duration may be up to 10 months maximum.*

Duration (months):	Start:	End:
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4. FUNDING REQUEST *Read the Guidelines for Applicants before completing. You may apply for between £5,000 and £60,000. Please indicate the sum you are requesting from CO2RE.*

£

You must also complete the appropriate financial summary annex. If you are from an organisation recognised for UKRI funding complete the finance tables at Annex 1 and Appendix 1. If you are applying as an independent or company not eligible for UKRI funding, complete the financial summary at Annex 2.

5. CONFLICT OF INTERESTS? Please declare any potential or actual conflicts of interests – see the Guidelines for conflict-of-interest information.

6. OTHER FUNDING OR PROPOSALS Do you currently hold any other awards or any applications pending which, do, or if successful would, support this project in part or whole? If so please explain the circumstances and how you will ensure against any double funding.

7. WHERE DID YOU LEARN ABOUT THIS OPPORTUNITY? Please indicate where you first heard about this funding opportunity. This will help CO2RE understand which promotion activities are most effective.

8. THE PROPOSED PROJECT up to **four** pages (three pages text, one-page images). Please read the Guidelines.

9. A CV / PORTOLIO. Please provide as PDFs and read the Guidelines.

PLEASE READ THE CHECK LIST AND INFORMATION ABOUT EQUALITY, INCLUSIVENESS AND DIVERSITY MONITORING ON THE LAST PAGE

ANNEX 1

FINANCE SUMMARY – TO BE USED BY UKRI FUNDING ELIGIBLE APPLICANTS ONLY

Please provide your requested costings for each item as applicable. If your application is successful, you will be required to report against the costs requested. Please also complete the staff costings table at Appendix 1, this will contain confidential information and it will not be shared with the Review Panel.

Financial resources

Summary fund heading	Fund heading	Full economic Cost	Pathfinder's contribution	% Pathfinder's contribution
Directly Incurred	Staff			
	Travel & Subsistence			
	Other Costs			
	Sub-total			
Directly Allocated	Investigators			
	Estates Costs			
	Other Directly Allocated			
	Sub-total			
Indirect Costs	Indirect Costs			
Exceptions	Staff			
	Other Costs			
	Sub-total			
	Total			

Summary of staff effort requested

	Months
Investigator	
Researcher	
Technician	
Other	
Visiting Researcher	
Student	
Total	

Please complete the sections on the next page, and Appendix 1

Justification of resources requested:

*Please detail and justify **all the costs** that are being requested. Please provide as much detail as you can.*

Value of any Contributions (cash and in-kind)

£

If you are to receive any cash or in-kind contributions to the project, please detail these (organisation, sum, purpose of funding). **Contributions are not a requirement of application.**

APPENDIX 1 TO ANNEX 1
TO BE USED BY UKRI FUNDING ELIGIBLE APPLICANTS ONLY

Staffing This page will be removed from the application prior to being shared with the review panel.

Directly Incurred Posts

EFFORT ON PROJECT										
Role	Name /Post Identifier	Start Date	Period on Project (months)	% of Full Time	Scale	Increment Date	Basic Starting Salary	London Allowance (£)	Super-annuation and NI (£)	Total cost on grant (£)
Total										

Applicants

Role	Name	Post will outlast project Y/N	Contracted working week as a % of full-time work	Total number of hours to be charged to the grant over the duration of the grant	Average hours per week charged to the grant	Rate of salary pool/ banding	Cost estimate

ANNEX 2 - FINANCIAL SUMMARY FOR THOSE NOT ELIGIBLE FOR UKRI FUNDING.

Please provide your requested costings for each item as applicable. If you are applying from a University, or another organisation recognised for UKRI funding **ONLY** complete the finance tables at Annex 1 and Appendix 1. **Read the Guidelines for Applicants before completing**

Financial resources

Fund heading	Value (£)
Staff/Labour costs	
Travel & Subsistence	
Materials	
Other Costs	
Total	

Justification of resources requested:

Detail and justify all the costs you are requesting. Please provide as much detail as you can in this expandable box.

Value of any Contributions (cash and in-kind)	£
If you are to receive any cash or in-kind contributions to the project, please detail these (organisation, sum, purpose of funding). Contributions are not a requirement of application.	

Turn over page

EQUALITY, DIVERSITY AND INCLUSIVENESS (EDI) MONITORING

[The ACAH competition – Equality, diversity and inclusiveness \(EDI\) monitoring form is available here.](#)

The form can be completed via PC or mobile phone and all responses are confidential and anonymous.

APPLICATION CHECK LIST

Please ensure all items are completed otherwise your application may be rejected.

✓	Please read and tick to indicate you have done the following:
	I have read the Guidelines for Applicants
	I have included my 4-page case for support
	I have attached a one-page work plan
	I have completed the appropriate financial summary annex
	I have attached a letter of support which confirms my host organisation or company will accept and abide by the terms of the awards, as specified in the Guidelines for Applicants.
	I have considered submitting the EDI monitoring form.
Reviewers Conflict	<p>Is there any reason any individual should not review this proposal?</p> <p><i>Delete as appropriate:</i></p> <p>YES – please describe in detail:</p> <p>NO conflicts</p>

Any questions about your application should be emailed to Dr Paul Rouse, at p.rouse@imperial.ac.uk