Crick Partnership Networking Fund

Guidance Notes

The Francis Crick Institute Partnership Networking Fund supports staff and students from the Crick partners (Crick, UCL, Imperial and King’s) to establish and develop connections across disciplinary boundaries, to lead to fruitful research collaborations and advance the mission of Discovery without Boundaries.

Guidance information on the scheme can be found below. The deadline for applications is Monday 11th February 2019.

<table>
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<th>Objectives for launching a new Crick Partnership Networking Fund</th>
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The Networking Fund (NF) has been introduced to:

1. Create and promote a range of opportunities for the Crick and HEI researchers to build professional networks within the Partnership and beyond their own discipline.
2. Support interdisciplinary researchers to make connections, share and develop ideas and apply for research funding from external sources.
3. Encourage applications that cross disciplinary boundaries, particularly at the Clinical and Physical Sciences interfaces.
4. Foster the use and building of skills for those directly involved in these funded initiatives (e.g. communication skills, leadership, etc.).

These projects should primarily benefit the Crick and partner university staff and students, but networking events could include external contacts from other universities, industry, policy or other organisations where appropriate.

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<th>Desired Networking Fund proposal outcomes</th>
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Applicants are asked to demonstrate how the funding will be used to deliver networking events that adhere to the principles set out above.

Example activities may include, but are not limited to:

- Networking events such as workshops and seminars;
- Visits between the Partner Institutions for academics, research staff and students for collaboration or training opportunities;
- The establishment of new networks to promote the exchange of ideas, best practice, and other research goals;
- The development of Communication activities e.g. development of webpages, news forums and case studies, for interest groups which may be time restricted (i.e. clinical staff);
- Public engagement activities and events

Please note that projects are expected to build links between the Crick and its partner Universities, applications where the sole use of the award is to fund international meetings are unlikely to be supported.
Funding and eligibility

Funds
The Networking Fund holds £40k for networking activities. Decisions on the funding of projects will be made by the Networking Fund Committee.

A maximum of £3k can be applied for for each project, however the Committee may decide to fund projects in part. Projects seeking to leverage joint funding are encouraged. Any additional funding sources should be described in section 3 of the application form.

The Fund will support activities for a maximum of one year and will be allocated on an invoice basis.

Eligibility
- The Lead Applicant can be a student or staff member of one of the Crick partners (Crick, UCL, Imperial, King’s)
- If the Lead applicant is PhD student, Postdoc or LRS staff, he/she must be endorsed by his/her group leader
- Proposals must involve networking activities that will engage applicants/co-applicants from the Crick and from at least one of the Crick partners (UCL, Imperial, King’s). It is generally expected that these activities would reach out to all partners and not only the ones involved in the application
- Proposals can have reach beyond the partnership, including internationally, and can involve collaborators, partners and/or audiences as the lead applicant deems appropriate.
- Projects can involve the engagement of other stakeholders, such as from industry, government, charities, or other research organisations.
- Funding will generally be prioritised for new events or significant expansions of existing events

Funding is intended to be used to cover travel and meeting costs to facilitate networking and collaboration. Eligible costs are described in the table below:

<table>
<thead>
<tr>
<th>Eligible Items</th>
<th>Covered costs</th>
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<tbody>
<tr>
<td>Travel</td>
<td>Travel expenses for UK and overseas speakers external to the Partnership</td>
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<tr>
<td>Accommodation</td>
<td>Accommodation and subsistence expenses for UK and overseas speakers external</td>
</tr>
<tr>
<td></td>
<td>to the Partnership</td>
</tr>
<tr>
<td>Meeting costs</td>
<td>Venue hire and catering costs for the event</td>
</tr>
<tr>
<td>Other meeting-related costs</td>
<td>Any other reasonable expense incurred by the event</td>
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</tbody>
</table>

Ineligible costs include salaries, experimental research-related expenses and indirect and estate costs.

Any queries about eligibility may be directed to solene.debaisieux@crick.ac.uk

Event venue
For their event(s), applicants are strongly encouraged to choose a venue at the Crick or a university partner (UCL, Imperial or King’s College). The Crick events team can help and support you in planning your networking activities at the Crick. For more information, please visit CrickNet or contact events@crick.ac.uk.

To organise your event(s) at our Partner universities or for any other query regarding the venue, please contact solene.debaisieux@crick.ac.uk.
**How to apply**

Please complete the Application Form provided. One optional supporting document is allowed per application (no more than one page in length) that either provides images or diagrams, or provides details of a pilot event, to help illustrate your proposal.

Please send the completed Application Form and supporting documentation (if any) to solene.debaisieux@crick.ac.uk

**Review of applications**

This award is offered by the Crick Partnership to encourage networking between partner institutions.

Applications will be considered by a Networking Fund Committee with representation from each partner (details below).

Applications will be judged against the following criteria:

| Quality | The NF is to encourage connections that will lead to fruitful research collaborations in priority research areas for the Crick partners (biomedical sciences and any related areas of Chemistry, Physics, Engineering, basic Life Sciences, Mathematical and Computational Sciences, and Clinical Sciences), and that have a reasonable likelihood of securing external funding in the future. |
| Novelty | Funds are intended to promote new collaborations between partners, which may include collaborations that involve external partners in addition to those within the partnership. Funding will generally be prioritised for new events or significant expansions of new events. |
| Interdisciplinarity | The NF is intended to support interdisciplinary researchers to make connections, share and develop ideas and apply for research funding. Those applications that spark new connections within one discipline will be considered, but applications for activities that cross disciplinary boundaries are encouraged. |
| Achievability | Clear and realistic objectives and timelines with a clear plan for delivery of the project and the right expertise involved to make the project a success. |
| Legacy | It is anticipated that activities supported using the NF will lead to fruitful collaborations, including through the existing programmes and mechanisms for Crick partnership collaboration (e.g. staff secondments, sabbaticals and satellite groups; joint PhD studentships; Clinical Research Fellowships; symposia and seminars). |
| Skills | Funds may be used to support activities that foster the development of generic skills for those directly involved in these funded initiatives (e.g. communication skills, leadership, etc.). |

The NF Committee will prioritise activities intended to lead to new collaborations.

The NF Committee will prioritise activities that cross disciplinary boundaries.

The NF Committee will prioritise activities that demonstrate how funds will support longer term collaborations.

The NF Committee will encourage activities that would support the development of those students and/or staff involved.
Networking Fund Committee

- The Committee will comprise representatives from each of the partners (Crick, UCL, Imperial, King's): The Partnership Manager and an Academic Lead, and three representatives from Crick. The composition of the Committee can be found on CrickNet.
- The Committee will be chaired by Malcolm Irving, Crick Associate Research Director.
- A Crick representative will act as secretary for the Committee.
- The Committee will meet a minimum of three times a year but may meet more frequently as required by the programme.

Accessing funds and reporting

- Funding will be available for the approved duration of your project (maximum one year)
- All costs incurred by the events will be paid on an invoice basis i.e. costs will have to be paid in advance and will then be refunded using the NF award.
- A brief final report will be requested to summarise achievements from your project, including your Fund expenses
- You are encouraged to document activities in some way e.g. by photography or AV, feedback survey, to capture the process and the outcome, which may be shared with the wider Crick partner community.
- A post-award guidance document will be sent to all successful applicants shortly after the decision
- For all queries, please do not hesitate to contact solene.debaiesieux@crick.ac.uk