# Application to the IBMS

# Education & Professional Standards Committee

# for Research Grant Funding.

*This application form should be fully completed in conjunction with the support/guidance document published on the IBMS website. Applications should be received by 16th May 2025.*

# About the project:

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| --- | --- |
| **1.0 Project title:** | |
| Insert project title | |
|  | |
| **1.1 Name and contact details of Project Lead:**  *The details provided here should be the person with overall responsibility for the project, who will be the main point of contact for the IBMS* | |
| **Name:** | Name of project lead |
| **E-mail:** | Lead contact e-mail |
| **Address:** | Lead organisation |
|  |  |
| **1.3 Applications can only be considered against this year’s funding themes. Please select which theme your project *most closely* aligns with.**  *We regret that any applications which the review panel deem to be outside the scope of the themes below cannot be considered for this award.* | |
| Opportunities and challenges in career progression as a Biomedical Scientist | |
| Opportunities and challenges in becoming a consultant Biomedical Scientist | |
| Implementation and evaluation of environmentally sustainable laboratory practice | |
| Open Research aligned with the IBMS strategy 2022-2027 | |
|  |  |
| **1.3 In no more than 500 words describe the background to this project, explaining how the project aligns with the theme you have identified in 1.2.** | |
| Project background and statement of need [500 words]. | |
|  | |
| **1.4 In no more than 500 words, clearly outline the aims and objectives for this project.** | |
| Aims and objectives [500 words]. | |
|  | |
| **1.5 In no more than 500 words, explain the extent to which this project addresses the aims of the IBMS long-term Biomedical Scientist workforce plan?** | |
| Workforce/Staff benefits [500 words]. | |
|  | |
| **1.6 How will the success/failure of the project be objectively evaluated?** | |
| Measuring success. | |
|  | |
| **1.7 What outputs are anticipated from this project?**  *Outputs include publications, conference, papers, tangible items (e.g. training materials, reports, data etc.)* | |
| Outputs. | |
|  | |
| **1.8 Does this project require ethical approval?**  *If ethical approval is required, you MUST submit documentation confirming that ethical approval has been granted before we will consider the application.* | |
| Ethical approval has been granted. The approval documents are included with this application | |
| Ethical approval is required, and the application is still pending | |
| Ethical approval is not required and appropriate evidence is attached to confirm approval is not required for this project | |

# Financing the project:

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| **2.1 Name and contact details of the person with financial control of the project** | |
| **Organisation:** | Full name of Organisation with financial oversight |
| **Finance contact:** | Key finance contact at this organisation |
| **E-mail:** | Contact e-mail [generic inboxes are not acceptable]. |
|  | |
| **2.2 List all of the participating organisations involved with this project and identify a named contact for each organisation**  *If there are no other organisations, leave blank and move to section 2.3* | |
| |  |  |  | | --- | --- | --- | | **Organisation name** | **Contact name** | **Contact e-mail** | | Organisation name. | Contact person. | e-mail. |   Click + to add more rows. | |
|  | |
| **2.3 Provide an itemised list of costs that this grant and any other funding will be used for:**  *The level of itemisation is left to your discretion but* ***MUST INCLUDE VAT*** *where relevant; it should also be clear how the total costs for the project will be met* ***by all sources of funding*** | |
| |  |  | | --- | --- | | **Cost** | **Amount** | | Cost. | £ 0.00 |   Click + to add more rows. | |

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| **2.4 Are there any other funding sources associated with this project?**  *If there are no other sources of funding, leave this section blank and move to section 2.5* |
| |  |  | | --- | --- | | **Funding source/award** | **Amount** | | Additional funding source. | £ 0.00 |   Click + to add more rows. |

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| **2.5 What it the total amount of funding being requested from the IBMS in relation to this project?**  *Based on the costs (2.3) and additional funding (2.4) outlined above, state the total amount of funding requested from the IBMS in relation to this project.* |
| Total requested from IBMS: **£** **0.00** |
| If necessary, provide further clarification here. |

# Project structure:

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| --- | --- | --- |
| **3.1 Start date and timescale:** | | |
| **Project start date:** | Intended project start date. | |
| **Estimated completion date:** | Estimated launch date. | |
|  | | |
| **3.2 Detail the key phases of the project and outline a timeline of work(s):** | | |
| Click or tap here to enter text. | | |
|  | | |
| **3.3 For awards of >£10,000 payments will be made in stages. Please detail the amount of each stage payment for this grant, linked to the project phases (3.2):**  *Staged payments will only be made once a satisfactory progress report has been received from the project lead, so it is recommended that details provided here are linked to measurable objectives.* | | |
| Click or tap here to enter text. | | |
|  | | |
| **3.4 If successful, on what date do you require the payment (or first-stage payment if over £10,000) to be made?** | | First payment date. |

# Declaration:

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| **4.0 By submitting this application, as the project lead you confirm and agree that:**  *Place a check in each of the boxes below to confirm your acceptance of each statement. The IBMS will not be able to support applications from organisations/Group(s) which do not accept ALL of the following criteria.* | |
|  | All organisation(s) listed in section 2.2 have been consulted and have agreed to participate in the project. |
|  | The project will comply with relevant Organisation policies and procedures (e.g., ethical approval; data protection; data sharing) and all appropriate legislation. |
|  | An EDI impact assessment relevant to the organisational policies and procedures has been undertaken as part of the pre-project due diligence. |
|  | The contribution of the IBMS by award of this grant will be recognised in any marketing, branding our outputs. |
|  | All participating organisations agree that the IBMS can publish and promote the details of the project. |
|  | For awards exceeding £10,000, you agree and accept that each staged payment is subject to a satisfactory progress report being received from the project lead before each payment of the grant is made. |
|  | An evaluation report will be provided to the IBMS no later than 12 months after award of the funding. If the project extends beyond 12 months, we also require a report at the end of the project. |
|  | A full CV for the Principal Investigator is included with this application. |
|  | Ethical approval documentation is included with this application (if required). |
|  |  |
| **4.1 Signature of project lead:** | |
| Signature of project lead.  *It is acceptable to either print, sign and scan this form, or alternatively the project lead may type their name in the box above, appended with “by e-mail”. If the latter, contact details of the project lead listed in this form MUST match the e-mail address by which this application is submitted to the IBMS.*    Completed and signed applications should be sent to: education@ibms.org | |