**Laidlaw Scholarship Academic Project Proposal Form**

This form provides the framework for the project to be undertaken by the Laidlaw Scholar. It should provide an outline of the larger research project to which the Scholar will contribute and the details of the defined project the scholar will carry out including timing, duties, outcomes and supervision arrangements.

You are able to define a project for one summer period, two summer periods or a one summer period with the potential to continue to two summer periods. Each summer research period will be for six weeks each.

All proposals will be considered by the Scholarship Committee and advertised to students, if your project is applied to and the candidate is successful this form should be signed by the project supervisor and the scholar following appointment of scholarship.

Please refer to the guidance notes when completing this form.

Scholars will be selected for the Laidlaw scholarship programme based on three criteria: their **leadership potential**, their **interest in the research project** and their **commitment to the programme**.

**Please send your completed project proposal form to Kate Dunstone** [**laidlawscholarship@leeds.ac.uk**](mailto:laidlawscholarship@leeds.ac.uk) **no later than 18th November 2019.**

**Your Details**

|  |  |
| --- | --- |
| **Name** |  |
| **Staff ID Number** |  |
| **University email address** |  |
| **Job Title and Faculty** |  |

**Research Project Details**

|  |  |  |
| --- | --- | --- |
| **Research Project Length** | **One research period** |  |
| **Two research periods** |  |
| **One research period with the potential to extend to a second research period** |  |
| **Title of Overarching Research Project (if applicable):** |  | |
| **Scholarship Project Supervisor (if different to the applicant of the project):** |  | |
| **Working title of Scholarship Project:** |  | |
| **Summary of the research to which the Scholar will contribute (max 200 words):** |  | |
| **Detail of the work to be undertaken by the Scholar to complete the project and outputs expected of the scholar within each research period (max 700 words per section): Please note this is to be completed with a six week plan of the project. This can be updated at the first meeting between the supervisor and scholar if needed.** | **Research Period One:** | |
| **Research Period Two (if applicable):** | |
| **Summary of the project work to be undertaken by the Scholar (max 200 words): This text will be used to be used to advertise the project** |  | |
| **Detail of the Leadership development to be undertaken as part of the project:** |  | |
| **Details of Supervision arrangements:** |  | |

**Resources and Funding**

This section provides the opportunity to detail the costs of supporting the scholar’s research project. It is not intended to replace funds to support ongoing funded academic research.

Please give a detailed breakdown of the project costs using the table below. All funding requested is to be directly for the students research costs.

Bench fees will not be covered but consumables, conference attendance, travel and subsistence are to be included.

An example is provided for reference. Please double click on the table below to activate the excel spreadsheet. You may add extra lines to the table as required.

**Formulas are pre-set – please type over the example provided.**

**A Maximum of £1500 will be funded to support any research project. It is not expected that all research projects will request this full amount.**



**Research Project Scholar Requirements**

Please provide a person specification for this project, making any comments on the quality of the applicant required for this project. This should be generalised and may include specifications on subject knowledge, competency with programmes or tasks, availability for travel, and more.

|  |
| --- |
| **Person Specification:** |

***Please tick to confirm the following:***

|  |  |
| --- | --- |
| Consideration of Health and Safety context and appropriate risk assessment and risk management exercises have been considered and will be completed | 🞎 |
| Relevant ethical clearance has been sought if necessary | 🞎 |
| As the project leader you are aware that any additional expenses or equipment costs are the responsibility of project leader to plan for and approve (if approved, students must provide receipts) | 🞎 |
| Supervision obligations for the scholar can be met by you or another nominated academic | 🞎 |
| Please tick if one of the summer research projects will take place with an international partner university who have similar research interests | 🞎 |
| If yes, please provide brief details: | |
| **Please tick if you would be willing for this project to be advertised to our partner institutions.** | 🞎 |

Signature of Project Leader \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Signature of Scholar \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**(to be completed following the appointment of the scholar)**

**Project ID Number (Internal Use Only):**