ADVANCING GRANTS
GUIDANCE NOTES

This programme provides resources to bring together collaborators in the process of developing a proposal in response to an external call. Involving either, a major UK consortium and/or international partners, the response to the research funding call is expected to be led by a Warwick-based academic.

Scheme Objectives:
The Advancing Grants scheme is designed to support the development of multi-partner bids in response to calls for applications from national, European or International research funders. It is designed to facilitate meetings and development workshops between Warwick researchers, cross-sector, national and international members of the consortium during the project scoping, content mapping and/or grant preparation stages of the external proposal.

The scheme will provide funding for a major meeting of 1-3 days in duration or a series of meetings typically held on Warwick campus. Warwick facilities in Brussels and Venice can also be considered for the meetings. Funds may be used towards planning meetings aimed at progressing a new, collaborative research project and/or network activities targeting at least one external call for application.

There should be a clear benefit to Warwick in hosting such partner meetings including: agreement for Warwick to lead the external submission; identification and allocation of key responsibilities; time commitment from partners; grant-writing workshop, etc. It is expected that the core research question/methodology will have already been identified and that the consortium clearly addresses the call objectives set by the external funder.

Eligibility:
Applications to the IAS should be submitted by the Principal Applicant who must be a permanent (including probationary) member of the academic staff. The external grant proposal to be developed is expected be led by a Warwick staff member. However, applications for support from a Warwick co-applicant on an external bid will be considered where there is a strong alignment with the University’s research priorities. Although priority will be given to Warwick-led projects.

Funding:
Up to £3,500 can be sought to support a one-off or a series of meetings during the different stages of the bid development process e.g. outline, 2nd stage or panel interview etc. Funding can be used to cover transportation, accommodation and meeting catering, in accordance with the University’s Financial Regulations.

It is expected that consortium meetings will typically take place at Warwick however, where a strong case is made, alternative venues can be used. The Warwick Brussels Office is recommended as a central European location, providing free access to meeting rooms and hot-desking space:
http://www2.warwick.ac.uk/about/partnerships/europe/strategy/warwickbrusselsoffice/

The scheme does not provide pump-priming funding to test out new methodologies, run short experimental or validation projects nor gather additional data etc. It is expected that any preparatory research work will have already been completed or be supported from other sources.
Review Criteria:
The application will be assessed against the following criteria -

- Brings together a high calibre team
- Consortium includes cross-sector and/or international partners
- Relevant external funding call(s) identified
- Credible consortium alignment with external call(s) and ability to generate innovative, collaborative research
- Evidence of research funding track-record
- Clearly demonstrates interdisciplinary value of proposed activity
- Aligns with Warwick’s research priorities
- Conveys added value of IAS funding

Deadline:
From 2016/17, applications are invited 3 times a year. Deadlines are set out in the table below and applications should be submitted by midday (12pm) on the day of the deadline.

<table>
<thead>
<tr>
<th>Year</th>
<th>Term 1 Week 4</th>
<th>Term 2 Week 5</th>
<th>Term 3 Week 1</th>
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<tbody>
<tr>
<td>2016/17</td>
<td>Friday 28th October</td>
<td>Friday 10th February</td>
<td>Friday 28th April</td>
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Upon receipt of the application form, it will be sent to at least 3 reviewers from different faculties. The feedback will then be collated and a funding decision taken. Applicants can expect the funding decision to be made within 5 weeks.

Duration of Award:
Awards can only be held within a single financial year (between 1 August – 31 July), check offer letter for confirmation of valid award period.

All expenditure must be recorded in the University accounts (SAP) by 31 July in the same academic year in which the award is valid. It is the responsibility of the award holder to ensure that expenditure has been appropriately recorded. The award holder’s department will be responsible for any over expenditure and/or late claims.

Further Information:
The Application Guidance document provides further information on how to complete the form. Applications should be submitted electronically through the Online Submission System.