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| **NIHR ARC East Midlands’ PhD / MD Student Prize** **Application Form** |  |
| **1. PERSONAL DETAILS** |
| Surname |  | Mr [ ]  Miss [ ]  Ms [ ]   |
| Forename |  |
| School |  |
| University |  |
| ARC theme | TISSI [ ]  | BCREI [ ]  | D2H [ ]  | MH&W [ ]  | EHI [ ]  | MM [ ]  |
| If you don’t know your ARC theme, please name your supervisor |  |
| Year of study  |  | Full-time [ ]  Part-time [ ]  |
| Do you receive a studentship (stipend) award? | Yes [ ]  | No [ ]  |
| Are your University registration fees paid for you? | Yes [ ]  | No [ ]  |
| If you answered yes, what is the source of funding for your degree (fees and/or stipend)?

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| * Research Council
 | [ ]  |
| * School
 | [ ]  |
| * Industry
 | [ ]  |
| * ARC (or CLAHRC)
 | [ ]   |
| * Self-funded
 | [ ]   |
| * Other
 | [ ]  please specify:  |

 |
| 1. Identify how you have engaged with the training opportunities offered by the ARC (and/or CLAHRC):
 |
| 1. Identify how you have contributed to the ARC (and/or CLAHRC):
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| 1. Identify how you have contributed to your research group/school/the University (e.g. supporting public engagement, student learning, service to others):
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| 1. Identify any academic awards, prizes you have been awarded, and publications you have contributed to (publications should be formatted as full citations, including the DOI):
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| **2. EVENT DETAILS** |
| Purpose of the spend  | Conference[ ]  | Research[ ]  | Dissemination [ ]  | Training Course[ ]  |
| **If attending a conference:** |
| Location (city and country) |  |
| Travel dates |  |
| Are you presenting a paper or poster\*?

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|  | **Paper** | **Poster** | **Title** |
| Accepted  | [ ]  | [ ]  |  |
| Waiting Decision  | [ ]  | [ ]  |  |

\* Funds will not be released by the ARC until you have provided confirmation of the acceptance of your abstract. |
| List the authors of the paper/poster being presented (in the order they are shown) |  |
| Briefly outline the findings and contribution of the paper. Please use lay language as we may use this for the ARC website / twitter account.  |  |
| **Conference / Research / Training Course / Dissemination:** |
| Either: 1. Please explain the value of the **conference** for you and explain how attending this event is relevant to your research and future career aspirations:
2. And how this will add value to ARC East Midlands:
 |
| Or – 1. Identify how the **research support funding** will add value to your research and future career aspirations.
2. And how this will add value to ARC East Midlands:
 |
| Or – 1. Identify the value of the **training** for you and explain how attending this is relevant to your research and future career aspirations.
2. And how this will add value to ARC East Midlands:
 |
| Or – 1. Identify the value of the **dissemination support** for you and explain how this is relevant to your research and future career aspirations.
2. b) And how this will add value to ARC East Midlands:
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| **3. RESOURCES REQUESTED** |
| Please provide details of the **total cost** requested and a **full itemised list** of potential spend. Scanned copies of all quotes/documentation must be included in your application (URLs are NOT sufficient).  |
|  | **COST (£)** |
| Travel costs | **£** |  |
| Research costs | **£** |  |
| Conference costs | **£** |  |
| Training costs | **£** |  |
| Dissemination costs | **£** |  |
| Accommodation costs | **£** |  |
| Subsistence (maximum of £25 per 24 hours; please note, ARC will not cover the costs of alcohol) | **£** |  |
| Any other expenses (please specify) | **£** |  |
| **Total cost of the visit**  | **£** |
| **Amount requested from ARC** This must be no more than £500 | **£** |
| **Balance to be funded elsewhere**  | **£** |
| Please provide a brief justification of your budget (e.g. efforts to minimize costs), explain how the balance will be funded and what steps you have taken to secure funding from other sources. |

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| **4. DECLARATIONS** |
| **Applicant's Declaration**I understand that if awarded an ARC PhD/MD student prize, I will be required to write a brief report on the conference/research/training (2 pages maximum) within a month of return / end of data collection / end of training and provide an account of expenditure together with scanned copies of all receipts. **Name** **Signed** **Date**  |
| **School/Department's Declaration**I agree that this School/Department supports this application and will make the financial contribution shown in section 3 of this application. **Name** **Signed** **Date** (Head of School/Department) |

**NIHR ARC East Midlands’ PhD / MD Student Prize**

**Supervisor Statement of Support**

This is a competitive award to support high quality postgraduate research students in developing their work and academic careers.

Statements from the supervisor should also provide evidence of excellence (e.g. papers published, awards received) and evidence of contributions to university life (e.g. participation in events, service to others).

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| Name of applicant:  |
| Name of supervisor: Email address: |
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| **Please comment on the following:**1. The quality of the student and the value to the student from undertaking the developmental opportunity identified for this application.
 |
| 1. The standing of the developmental opportunity, and how this activity will support the student’s research and career.
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| 1. The ability of the applicant to act as an ambassador for the ARC.
 |
| 1. The School’s ability to financially support this application or any other funding implications that the panel should be aware of.
 |
| 1. I confirm that I am a member of ARC East Midlands Faculty\*.
 |
| I fully support this student’s applicationSigned Date  |

\* If you are not yet a member of ARC East Midlands Faculty, you can apply quickly and easily. Applications that are not supported by a Faculty member will be rejected. Details of the application process can be found here: [www.arc-em.nihr.ac.uk/about/arc-faculty](http://www.arc-em.nihr.ac.uk/about/arc-faculty)

**NIHR ARC East Midlands’ PhD / MD Student Prize Application Marking Scheme**

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| **Each application will be marked by 3 members of ARC staff. Applicants must score over 100/120 points in order to be eligible for funding.** | **Points allocated** | **Maximum available points** |
| **Personal Details** Evidence of training and involvement with the ARC or CLAHRC and University  |  | 10 |
| Comments: |
| **Student’s statement**  |  | 10 |
| Comments: |
| **Supervisor’s statement**  |  | 10 |
| Comments: |
| **Resources Required** Justification of budget and evidence of other support (maximum of £500) |  | 10 |
| Comments:  |
| **Total**   |  | 40 |
|  |
| Name of Marker |  |
| ARC role |  |
| Date |  |

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| **Stage** | **Date**  | **Name of ARC staff processing submission** |
| Application received by ARC |  |  |
| Application sent to scorers (3 people)1. [name]2. [name]3. [name] |  |  |
| Applicant informed of decision deadline (10 working days) |  |  |
| Applicant informed of decision |  |  |
| Applicant has provided purchase order number or UoN account code |  |  |
| Code / PO number: |  |  |
| Money transferred |  |  |
| Applicant’s summary report received |  |  |