

# **Application Guidance - FULL PROPOSAL STAGE**

TOTAL of 12-pages (12.5 pages if optional Additions are included), single line spacing, margins of at least 2cm and be typed using Arial 11pt, or another 'sans serif' font with an equivalent size to Arial 11pt, PDF format, comprising:

## **1. Core team / partnership development (up to ½ page)**

- The fellow
- Key collaborators within AFESP
- Project partners external to AFESP

This stage of proposal preparation involves contact with AFESP partners. The AFESP Liaison Group will assist you in this task and you are encouraged to contact them via email ([AFESP-Research@reading.ac.uk](mailto:AFESP-Research@reading.ac.uk)) by Friday 25 July 2025.

## **2. Vision and Approach (up to 6 pages)**

- Mini-abstract
- Expanded Vision and Approach, which may include figures and/or diagrams.

*Questions to be answered: What are you hoping to achieve with and how will you deliver your proposed work?*

### **What the assessors are looking for in your response**

For the Vision, explain how your proposed work:

- is of excellent quality and importance within or beyond the field(s) or area(s)
- has the potential to advance current understanding, generates new knowledge, thinking or discovery within or beyond the field or area
- is timely given current trends, context and needs
- impacts world-leading research, society, the economy or the environment

Within the Vision section we also expect you to:

- discuss the fit to the AFESP Science Plan
- identify the potential direct or indirect benefits and who the beneficiaries might be

For the Approach, explain how you have designed your work so that it:

- is effective and appropriate to achieve your objectives
- is feasible, and comprehensively identifies any risks to delivery and how they will be managed
- if applicable, uses a clear and transparent methodology
- if applicable, summarises the previous work and describes how this will be built upon and progressed
- will capitalise on the opportunities offered by the AFESP partnership
- will maximise translation of outputs into outcomes and impacts
- describes how your, and if applicable your team's, research environment (in terms of the place, its location, and relevance to the project) will contribute to the success of the work, as well as to the overall success of the AFESP programme

Within the Approach section we also expect you to:

- demonstrate how access to the appropriate services, facilities, infrastructure, or equipment will help to deliver the proposal

### 3. Career Development (up to 1 Page)

*Question to be answered: Why are the proposed work, and the AFESP research environment, the right way to develop your career?*

#### What the assessor are looking for in your response

That you have identified:

- career development goals appropriate to the fellowship funding opportunity
- how the proposed work and the environment will provide a feasible and appropriate trajectory for you to change and grow as an independent leader or researcher and achieve your stated career development goals
- how the proposed work and the environment will provide a feasible and appropriate trajectory for you to acquire additional skills, like leadership, communication and management skills

### 4. Applicant's capability to deliver (up to 1.5 pages, + optional 0.5 pages for Additions)

*Question to be answered: Why are you the right individual to successfully deliver the proposed work at this time?*

#### What the assessors are looking for in your response

Evidence of how you have:

- the relevant experience (appropriate to career stage) to deliver the proposed work
- the right balance of skills and expertise to cover the proposed work
- the appropriate leadership and management skills to deliver the work and your approach to develop others
- contributed to developing a positive research environment and wider community

Guidance for this section is that up to 1.5 pages should be used for R4RI modules and, if necessary, a further optional 0.5 pages for Additions (see next section).

We suggest that you use the UKRI Résumé for Research and Innovation (R4RI) format to showcase the range of relevant skills you have and how this will help to deliver the proposed work. You can include specific achievements and choose past contributions that best evidence your ability to deliver this work. See the [UKRI guidance on R4RI](#). Key content:

- contributions to the generation of new ideas, tools, methodologies, or knowledge
- the development of others and maintenance of effective working relationships
- contributions to the wider research and innovation community
- contributions to broader research or innovation, users and audiences, and towards wider societal benefit

#### Additions (optional, up to ½ page)

An opportunity to provide any further details relevant to your application. This section is optional and can be up to 0.5 pages. You should not use it to describe additional skills, experiences, or outputs, but you can use it to describe any factors that provide context for the rest of your R4RI (for example, details of career breaks if you wish to disclose them).

Complete this section as a narrative. Do not format it like a CV.

## 5. Project partners: contributions (up to 1 page)

Question to be answered: Provide details about any project partners' contributions using the [template provided](#).

### What the assessors are looking for in your response

- If you do not have any project partners, simply add 'N/A' into the template.
- If you do have project partners, provide details using the [template provided](#).
- Ensure you have obtained prior agreement from project partners that, should you be offered funding, they will support your project as indicated in the template.

## 6. References (up to 1 page)

Question to be answered: List the references you have used to support your application.

### What the assessors are looking for in your response

- Include all references in this section, not in the rest of the application questions.
- You should not include any other information in this section.
- We advise you not to include hyperlinks, as assessors are not obliged to access the information they lead to or consider it in their assessment of your application.
- If linking to web resources, to maintain the information's integrity, include persistent identifiers (such as digital object identifiers) where possible.
- You must not include links to web resources to extend your application.

## 7. Facilities (up to ½ page)

Question to be answered: Does your proposed research require the support and use of a facility or HPC? Please provide detail using the [template provided](#). If not, simply add 'N/A' into the template.

## 8. Resource justification (up to ½ page)

Question to be answered: What additional resources, not provided by AFESP, will you need to deliver your proposed work, and how much will it cost?

### What the assessors are looking for in your response

Justification of any costly resources, in particular:

- significant travel for field work or collaboration (but not regular travel between collaborating organisations or to conferences)
- HPC (core hours) and/or storage (TB). See these links for HPC available in principle, but to be negotiated with partners (do not make direct link, this is to be managed by the Liaisons Group).
- any consumables beyond typical requirements, or that are required in exceptional quantities
- all facilities and infrastructure costs

Assessors are not looking for detailed costs or a line-by-line breakdown of all project resources. Overall, they want to be assured that

- all resources are comprehensive, appropriate, and justified
- the project will make optimal use of resources to achieve the intended outcomes
- maximise potential outcomes and impacts