**Imperial-Cornell**

**Education Fund**

APPLICATION FORM

***This form must be completed using 10pt Arial font. Margins must not be adjusted. Where the form has been adjusted or incorrect font used, the proposal will be returned to the applicant without further assessment.***

* ***Please send the completed application form to globalseedfunds@imperial.ac.uk AND*** [***globalhubs@cornell.edu***](mailto:globalfunds@tum.de)

***Deadline: Tuesday 30 May 2023***

1. **Applicant Details - Imperial**

|  |  |
| --- | --- |
| **Name of Imperial principal applicant** | **Department** |
| **Current position**  *(Note that Imperial principal applicants must be permanent members of staff)* | **Email address** |

|  |  |
| --- | --- |
| **Name of Imperial co-applicant**  **(if relevant)** | **Department** |
| **Current position** | **Email address** |
| *(duplicate co-applicant section as necessary)* | |

1. **Applicant Details - Cornell**

|  |  |
| --- | --- |
| **Name of Cornell principal applicant** | **Department** |
| **Current position**  *(Note that principal applicants must be tenure track or RTE Cornell faculty)* | **Email address** |

|  |  |
| --- | --- |
| **Name of Cornell co-applicant**  **(if relevant)** | **Department** |
| **Current position** | **Email address** |
| *(duplicate co-applicant section as necessary)* | |

1. **Case for Support (Section 3 must be 2 pages maximum)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Project title** |  | | |
| **Duration (max until 31 July 2024)** |  | **Expected start date** |  |
| **Is the collaboration existing, new or a renewal of a previous partnership?**  existing / new / previous *(select one and give brief details if not new)* | | | |
|  | | | |
| **Alignment to call: Please provide a short summary of the proposed project and collaboration proposed, a brief description of the intended use and impact of the funding.**  **(Max 200 words)** | | | |
| **Impact on Student Experience: A description of how the project will positively impact the student experience, and how students will be involved in the project. (Max 200 words)** | | | |
| **Added value: Explanation of how the activities proposed generate demonstrable added value that have the potential to change teaching. (Max 200 words)** | | | |
| **Sustainability: Explanation of how the project outcomes will become embedded into standard educational practices at each institution following the initial seed funding.**  **For example, indicate a host department for a proposed future module, intention to develop a MOOC etc. (Max 200 wo****rds)** | | | |
| **Cornell-Imperial partnership: A description of how the project team will collaborate throughout the project and the benefits of involving of team members from each institution.**  **(Max 200 words)** | | | |

1. **Project timeline (Please keep this section to not more than 1 page)**

|  |
| --- |
| **Please provide a proposed timeline for your project which outlines key milestones, dates and responsibilities of each partner from the project start date to the project end.** |

1. **Details and Justification of Proposed Budget**

|  |
| --- |
| *Provide an overall budget for the project activities including details and justifications for each item.*  *Funds can be used to support students (at Imperial: student bursaries, at Cornell: Graduate Research Assistant (GRA) summer appointment stipends or student hourly employment), consumables, professional services fees, travel and subsistence and equipment.*  Funding awards to successful project will be made to the principal applicant from each institution: Cornell principal applicants will receive funds from Cornell, and Imperial principal applicants will receive funds from Imperial. In most cases, funds cannot be used for items which will only benefit individuals from the partner institution. For example, student bursaries at Imperial must be paid by Imperial and cannot be covered by Cornell. Please take this into account when determining the funding amounts requested from each institution.  Total project budget requests are not expected to exceed £8,000 resp. $9,000 (equal partitioning £4,000/ $4,500 or in differing amounts, e.g. £6,000/ $2,000). Funds can only be spent on activities which fit the purpose of this call. Applicants are asked to itemise their budget using the tables in the application form (please see application form for details).  Please outline how you plan to allocate the funding. |

**Funding requested by Imperial College London Applicant**

|  |  |  |  |
| --- | --- | --- | --- |
| **Item** | **Details and Justification** | **Cost** | **Total (GBP)** |
| Student support costs  (e.g student bursaries) |  |  |  |
| Consumables |  |  |  |
| Travel and subsistence |  |  |  |
| Project related equipment |  |  |  |
| Professional services fees |  |  |  |
| Other costs |  |  |  |
| Total Funding Requested (GBP) | | |  |

**Funding requested by Cornell University Applicant**

|  |  |  |  |
| --- | --- | --- | --- |
| **Item** | **Details and Justification** | **Cost** | **Total (USD)** |
| Student support costs |  |  |  |
| Consumables |  |  |  |
| Travel and subsistence |  |  |  |
| Project related equipment |  |  |  |
| Professional services fees |  |  |  |
| Other costs |  |  |  |
| Total Funding Requested (USD) | | |  |

* ***Please send the completed application form to globalseedfunds@imperial.ac.uk AND globalhubs@cornell.edu***

***Deadline: May 30 2023***