

# Matariki Research Seed Fund Application (2024/2025)

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## Privacy Notice

**Privacy Notice:** The information on this form will be used by the Matariki Network, for the administration of the Matariki Network Research Seed Fund call for 2024/2025, and will be managed in accordance with the provisions of the General Data Protection Regulations. In submitting this form you consent to the information which you provide being held and processed by the Matariki Network for the purposes specified above.

# Matariki Network Research Seed Fund Application Form 2024/2025

This form is to be submitted by the lead applicant

**Application deadline: 8 December 2023, 12pm GMT**

[The Matariki Network of Universities \(MNU\)](#) is launching a research seed fund to help develop a stronger relationship in globally-relevant fields of research between its members. Proposals are invited for up to **£25,000** (total £210,000 per year/call), for projects lasting **12-24 months**. Projects must involve a minimum of two (2) MNU institutions.

For enquiries about the Matariki Research Seed Fund application process, please first contact your [local Matariki Network Coordinator](#). Further Matariki Network contacts include the Matariki Network Secretariat: [matarikinetwork@durham.ac.uk](mailto:matarikinetwork@durham.ac.uk) and Ellen Sjöholm at: [ellen.sjoholm@uu.se](mailto:ellen.sjoholm@uu.se).

**Further Information for the 2024/2025 Research Seed Fund can be found in [the Guidelines](#).**

Your proposal will be reviewed by a joint panel of members of the Matariki Network, and the outcome will be notified to you **at the end of January 2024**.

Proposals will be assessed based on the following criteria:

- Academic quality of the proposal including ambition, impact and originality. (25%)
- Importance of funding for the likely success of any future, external grant applications. (25%)
- Alignment with the research strategy of all participating universities and their faculties/ departments / schools. (25%)
- Clarity of intentions, including a tentative project timetable. (25%)

# Proposal Summary

1. Project Title \* Required

1.a. Project Start Date - **Projects must start no later than 1 April 2024.** All expenditures must be spent and final reports submitted by no later than 2 months following the end of your project. \* Required

Dates need to be in the format 'DD/MM/YYYY', for example 27/03/1980.



(dd/mm/yyyy)

1.b. Project End Date - **Projects must start no later than 1 April 2024. All expenditures must be spent and final reports submitted by no later than 2 months following the end of your project.** \* Required

Dates need to be in the format 'DD/MM/YYYY', for example 27/03/1980.



(dd/mm/yyyy)

## Lead Applicant

Please note that the MNU Research Seed Fund particularly welcomes applications from Early Career Researchers (ECRs) (up to 6 years from PhD, excluding periods of leave or career breaks) though does not exclude submissions from other groups.

### 2. Lead Applicant Name \* Required

### 3. Lead Applicant Institution \* Required

- Durham University
- Dartmouth College
- University of Otago
- Queen's University
- University of Tübingen
- Uppsala University
- University of Western Australia

### 4. Lead Applicant post held \* Required

### 5. Lead Applicant Department/School \* Required

### 6. Lead Applicant Email \* Required

Please enter a valid email address.

### 7. Are you an ECR? (6-years post PhD excluding periods of leave or other career breaks.) \* Required

Please select at least 1 answer(s).

- Yes
- No

## Co-Applicant

8. Co-Applicant Name \* Required

9. Co-Applicant Institution \* Required

- Durham University
- Dartmouth College
- University of Otago
- Queen's University
- University of Tübingen
- Uppsala University
- University of Western Australia

10. Co-Applicant post held \* Required

11. Co-Applicant Department/School \* Required

12. Co-Applicant Email \* Required

Please enter a valid email address.

13. Are you an ECR? (6-years post PhD excluding periods of leave or other career breaks.) \* Required

Please select at least 1 answer(s).

- Yes
- No

## Additional Co-Applicant(s):

14. Are there any additional Co-Applicants involved in the project? \* *Required*

Yes

No

## Additional Co-Applicant(s):

15. Co-Applicant Name *Optional*

16. Co-Applicant Institution *Optional*

- Durham University
- Dartmouth College
- University of Otago
- Queen's University
- University of Tübingen
- Uppsala University
- University of Western Australia

17. Co-Applicant post held *Optional*

18. Co-Applicant Department/School *Optional*

19. Co-Applicant Email *Optional*

Please enter a valid email address.

20. Are you an ECR? (6-years post PhD excluding periods of leave or other career breaks.) *Optional*

Please select at least 1 answer(s).

- Yes
- No

## Additional Co-Applicant(s):

21. Are there any additional Co-Applicants involved in the project? *Optional*

Yes

No



## Additional Co-Applicant(s):

22. Co-Applicant Name *Optional*

23. Co-Applicant Institution *Optional*

- Durham University
- Dartmouth College
- University of Otago
- Queen's University
- University of Tübingen
- Uppsala University
- University of Western Australia

24. Co-Applicant post held *Optional*

25. Co-Applicant Department/School *Optional*

26. Co-Applicant Email *Optional*

Please enter a valid email address.

27. Are you an ECR? (6-years post PhD excluding periods of leave or other career breaks.) *Optional*

Please select at least 1 answer(s).

- Yes
- No

## Additional Matariki Network Partners

28. Do you have any additional project partners who are members of a Matariki Network institution? If so, please list them and include their name, department and position, institution and email. \* *Required*

## Additional External Partners

Additional external partners from outside the Matariki Network can be involved, however, their involvement will be at their own cost and not funded by the Matariki Network Seedfund.

29. Are there any partners involved in the project from outside of the Matariki Network? \* *Required*

Yes

No

## External Partners

30. Institution Name of external partner(s) \* Required

31. External Partner(s) Name(s) \* Required

32. External partner(s) Department/School \* Required

33. External partner(s) Email \* Required

34. Please outline the external value that any additional partners will bring to the project that would not be present with only Network members (250 words max): \* Required

## Proposal Details

35. Summary - provide a summary of this project and if it fits into any [United Nations SDGs](#): \* *Required*

Your answer should be no more than 2000 characters long.

36. Provide an overview of the project activities, including their goals, and purpose: \* *Required*

37. Please provide a bullet-point project timeline, including specific project activities and milestones. Please note that an interim report is required at the halfway point for any project running longer than 12-months: \* *Required*

38. Briefly outline the expertise of the faculty participants for the project: \* *Required*

39. Describe how this project will lead to future grant success. Please include estimated timescales for future external grant applications and approximate value of any identified call: \* *Required*

40. Describe how joint working with Matariki Network partners adds value to this particular project, how it aligns to the [Matariki Network's guiding principles and values](#), and how it will enhance Network collaboration overall: \* *Required*

Your answer should be no more than 2000 characters long.

# Activity Budget

REMINDER:

Projects must start by 1 April 2024. Projects must end no later than 24 months following their start, with all expenditures and final reports submitted by 2 months following the end of the project.

In your application, please allocate your budget to the project year in which the funds will be spent.

Your project funds will be transferred at one time, in agreement with the Matariki Network.

**41. RESOURCES REQUESTED BY LEAD INSTITUTION** Please specify all applicable costings in full (in pounds sterling; maximum combined total for all applicants £25,000):

	Year 1 (£) - (complete applicable fields) * Required	Year 2 (£) - (complete applicable fields) * Required
Travel (estimated dates/durations of visits and travel plans)	<input type="text"/>	<input type="text"/>
Accommodation and Subsistence (please indicate the number of nights and cost per night)	<input type="text"/>	<input type="text"/>
Hospitality for meetings/workshops	<input type="text"/>	<input type="text"/>
Cost of consumables (please specify)	<input type="text"/>	<input type="text"/>
Research materials and research related costs (please specify)	<input type="text"/>	<input type="text"/>
Other (these costs must be specified and justified)	<input type="text"/>	<input type="text"/>
TOTAL (in GBP £)	<input type="text"/>	<input type="text"/>

**41.a. Justify the resources requested above. Please consider value for money. \* Required**

PLEASE NOTE THAT AS THE APPLICANT YOU ARE OBLIGED TO SPEND THE FUNDS IN LINE WITH THE PROPOSAL BUDGET.

If appropriate, you should seek approval for any significant change in the use of your funds prior to spending. Any unspent funds at the end of the project may need to be repaid.

**41.b. Please enter the name of the Matariki Network Institution submitting for the resources budgeted above. \* Required**

**41.c. (If different from previously mentioned institutions) RESOURCES REQUESTED BY SECOND PARTNER INSTITUTION:** Please specify all applicable costings in full (in pounds sterling; maximum combined total for all applicants £25,000):

	Year 1 (£) - (complete applicable fields) * Required	Year 2 (£) - (complete applicable fields) * Required
Travel (estimated dates/durations of visits and travel plans)	<input type="text"/>	<input type="text"/>
Accommodation and Subsistence (please indicate the number of nights and cost per night)	<input type="text"/>	<input type="text"/>
Hospitality for meetings/workshops	<input type="text"/>	<input type="text"/>

Cost of consumables (please specify)	<input type="text"/>	<input type="text"/>
Research materials and research related costs (please specify)	<input type="text"/>	<input type="text"/>
Other (these costs must be specified and justified)	<input type="text"/>	<input type="text"/>
TOTAL (in GBP £)	<input type="text"/>	<input type="text"/>

**41.c.i.** Justify the resources requested above. Please consider value for money. \* Required

PLEASE NOTE THAT AS THE APPLICANT YOU ARE OBLIGED TO SPEND THE FUNDS IN LINE WITH THE PROPOSAL BUDGET.

If appropriate, you should seek approval for any significant change in the use of your funds prior to spending. Any unspent funds at the end of the project may need to be repaid.

**41.c.ii.** Please enter the name of the Matariki Network Institution submitting for the resources budgeted above. \* Required

**42.** Do you have other Co-Applicants who are requesting funding? \* Required

Yes

No

## Additional Co-Applicant(s): Activity Budget

**43.** (If different from previously mentioned institutions) RESOURCES REQUESTED BY **THIRD PARTNER INSTITUTION**: Please specify all applicable costings in full (in pounds sterling; maximum combined total for all applicants £25,000):

	Year 1 (£) - (complete applicable fields) <i>Optional</i>	Year 2 (£) - (complete applicable fields) <i>Optional</i>
Travel (estimated dates/durations of visits and travel plans)	<input type="text"/>	<input type="text"/>
Accommodation and Subsistence (please indicate the number of nights and cost per night)	<input type="text"/>	<input type="text"/>
Hospitality for meetings/workshops	<input type="text"/>	<input type="text"/>
Cost of consumables (please specify)	<input type="text"/>	<input type="text"/>
Research materials and research related costs (please specify)	<input type="text"/>	<input type="text"/>
Other (these costs must be specified and justified)	<input type="text"/>	<input type="text"/>
TOTAL (in GBP £)	<input type="text"/>	<input type="text"/>

**43.a.** Justify the resources requested above. Please consider value for money. *Optional*

PLEASE NOTE THAT AS THE APPLICANT YOU ARE OBLIGED TO SPEND THE FUNDS IN LINE WITH THE PROPOSAL BUDGET.

If appropriate, you should seek approval for any significant change in the use of your funds prior to spending. Any unspent funds at the end of the project may need to be repaid.

**43.a.i.** Please enter the name of the Matariki Network Institution submitting for the resources budgeted above. *Optional*

**43.b.** (If different from previously mentioned institutions) RESOURCES REQUESTED BY **FOURTH PARTNER INSTITUTION**: Please specify all applicable costings in full (in pounds sterling; maximum combined total for all applicants £25,000):

	Year 1 (£) - (complete applicable fields) <i>Optional</i>	Year 2 (£) - (complete applicable fields) <i>Optional</i>
Travel (estimated dates/durations of visits and travel plans)	<input type="text"/>	<input type="text"/>
Accommodation and Subsistence (please indicate the number of nights and cost per night)	<input type="text"/>	<input type="text"/>
Hospitality for meetings/workshops	<input type="text"/>	<input type="text"/>
Cost of consumables (please specify)	<input type="text"/>	<input type="text"/>
Research materials and research related costs (please specify)	<input type="text"/>	<input type="text"/>
Other (these costs must be specified and justified)	<input type="text"/>	<input type="text"/>
TOTAL (in GBP £)	<input type="text"/>	<input type="text"/>

**43.b.i.** Justify the resources requested above. Please consider value for money. *Optional*



PLEASE NOTE THAT AS THE APPLICANT YOU ARE OBLIGED TO SPEND THE FUNDS IN LINE WITH THE PROPOSAL BUDGET.

If appropriate, you should seek approval for any significant change in the use of your funds prior to spending. Any unspent funds at the end of the project may need to be repaid.

**43.b.ii.** Please enter the name of the Matariki Network Institution submitting for the resources budgeted above. *Optional*



## Additional Information

44. Please provide any additional information which may assist the panel in evaluating the application (200 words max): *Optional*

Your answer should be no more than 1400 characters long.

## Signatures

45. In signing this form you agree that the information you have submitted is correct to the best of your knowledge:

	Name * Required	University * Required	Date * Required	Signature (Add your initials)
Lead Applicant	<input type="text"/>	Please select ▼	<input type="text"/>  (dd/mm/yyyy)	<input type="text"/>
Co-Applicant	<input type="text"/>	Please select ▼	<input type="text"/>  (dd/mm/yyyy)	<input type="text"/>

45.a. By selecting 'Yes' you are confirming you (the Lead Applicant) have discussed this project with your Head of Department and have their approval to proceed with this project. \* Required

Yes

45.a.i. Please enter the email of your Head of Department. \* Required

45.a.ii. By selecting 'Yes' you are confirming you (the Lead Applicant) have received confirmaiton from your project partners that they have discussed this project with their Heads of Departments and have their approvals to proceed wit this project. \* Required

Yes

45.a.ii.a. Please enter the emails of your project partners' Heads of Departments. \* Required

46. By selecting 'Yes' you are agreeing you will download the application signature pages, hand sign them, and send a scanned version of the page(s) to the Matariki Network Secretariat (matarikinetwerk@durham.ac.uk). \* Required







Yes

47. By selecting 'Yes' you are agreeing to provide the Matariki Network Secretariat (matarikinetwerk@durham.ac.uk) a short CV (no more than 5 pages each) for the Lead Applicant and each Co-Applicant listed on the application. \* Required

Yes

## Additional Signatures if Needed

48. In signing this form you agree that the information you have submitted is correct to the best of your knowledge:

	Name <i>Optional</i>	University <i>Optional</i>	Date <i>Optional</i>	Signature (Add your initials)
Co-Applicant	<input type="text"/>	Please select 	<input type="text"/>  (dd/mm/yyyy)	<input type="text"/>
Co-Applicant	<input type="text"/>	Please select 	<input type="text"/>  (dd/mm/yyyy)	<input type="text"/>
External Partner	<input type="text"/>	Please select 	<input type="text"/>  (dd/mm/yyyy)	<input type="text"/>

## Final page

Thank you for completing the application, you will be notified the outcome of your application at the end of January 2024.

Please Note: After you have submitted the application you will need to download and hand sign a PDF copy of the signature page(s). Please additionally send a short CV (no more than 5 pages each) for the Lead Applicant and each Co-Applicant listed on the application

A PDF - document of your application will be sent to you (Lead Applicant), once we have received your submission.

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### Key for selection options

#### 45.1.b - University

Dartmouth  
Durham  
Otago  
Queen's  
Tübingen  
Uppsala  
UWA

#### 45.2.b - University

Dartmouth  
Durham  
Otago  
Queen's  
Tübingen  
Uppsala  
UWA

#### 48.1.b - University

Dartmouth  
Durham  
Otago  
Queen's  
Tübingen  
Uppsala  
UWA

#### 48.2.b - University

Dartmouth  
Durham  
Otago  
Queen's  
Tübingen  
Uppsala  
UWA

#### 48.3.b - University

Dartmouth  
Durham  
Otago  
Queen's  
Tübingen  
Uppsala  
UWA

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