**ANNEX II**

**APPLICATION FORM**

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| **Call for research proposals: Delivering a digital built environment** |
| **Title of the research proposal** |  |
| **Lead researcher name (PI)** |  |
| **Lead researcher contact** | **Email:** | **Telephone:** |
| **Lead researcher address** |  |
| **Lead organisation name** |  |
| **Research Topic(s)** |  |
| **Research area(s)** |  |
| **Estimated start date** |  |

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| **Research proposal – Case for Support** |
| (max 4000 words) Describe the proposed research, its context, how it fits within the CDBB mission and how it addresses one or more of the specific research topics and areas of interest to CDBB, measurable objectives, work programme, research methodology to be followed, and key risks and uncertainties and how you will address them. |
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| **Impact of the research proposal** |
| (max 1000 words) Describe the potential beneficiaries, how the research may impact them and how the proposed work will facilitate this. |
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| **Workplan** |
| (1 page) This should include a timeframe for delivery of interim and final outcomes, illustrated using a diagram such as a Gantt chart or similar, and include a data management plan and an impact plan. |
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| **Justification of resources** |
| (max 1000 words) An estimate of resources you propose to deploy to deliver the work and why. |
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| **Résumé of the research team** |
| (max 2000 words) Résumé of the individuals who will be involved in the research project should be provided and should include any relevant background knowledge and expertise related to the proposed project. |
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| **Funding Requirement** |
| (1 page) Description of the funding requested for the research project. The proposed amount of funding required (£s) should be provided. The proposed funding costs should include a breakdown on the daily pay rates, grade and number of days allocated to each member of the project team as well as stating the total costs over the research period. Expenses for non-staff costs must also be detailed separately, as should an estimate of travel expenses that are likely to be incurred.  |
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| Period Covered: 9 months10th October 2018 – 10th July 2019  | Total |
| Staff – directly allocated costs*Principal Investigator (PI): (Dr Name)*XX% FTE time for Y months *Co-Investigator (CoI) 1: (Dr Name)*XX% FTE time for Y months *Co-Investigator (CoI) 2: (Dr Name)*XX% FTE time for Y months  Staff – directly incurred costs *Research assistant/ Technician 1 (to be appointed)*XX% FTE time for Y months*Research assistant/ Technician 2 (to be appointed)*XX% FTE time for Y months |   £   £  £     £  £  |
| TOTAL SALARIES & WAGES  | £ |
| Overheads/ Indirect costs (20% of staff costs)TOTAL OVERHEAD EXPENSES |   £  |
| Travel and subsistence *(please give details)* *Travel**Subsistence* *Accommodation* TOTAL TRAVEL AND SUBSISTENCE EXPENSES  |   £ £ £ £ |
| Other directly incurred costs *(please give details)* *Item 1**Item 2*   |   £ £   |
| TOTAL OTHER DIRECTLY INCURRED COSTS  | £ |
| TOTAL COSTS  | **£** |

*NB: This call does not cover costs such as students’ fees or subsistence, international travel, conferences, or general computers. Requested funding must conform to InnovateUK rules.* |