Royal Society Research Professorships 2024

The following scheme notes set out the eligibility and application process of the Royal Society Research Professorships. Please read through the entire document before proceeding with an application.

Contents

1 Overview

1.1 Background

The **Royal Society Research Professorships** are the Society's premier research awards, with a longstanding history of enabling world-class researchers to focus on their research. The awards have been held by researchers already established in the UK and by researchers recruited from overseas. These individuals had a past record of excellence in research and an undoubted future potential for continuing long-term achievement in research of the highest quality. Previous award holders include Nobel Laureates and Presidents of the Royal Society.

Changes to the scheme
As part of the Society's wider changes to our costing policy, applicants may apply for up to a maximum award value of £1.4 million over five years. For further information about the programme specific funding rules, please see the Finance Section within this document.

1.2 Aims of the Scheme

Royal Society Research Professorships provide long term support to world-class researchers of outstanding achievement:

- who are currently prevented from achieving full research capability by competing duties *(i.e. already based in the UK)*

- who wish to relocate to the UK to undertake their research.

The freedom provided by the Research Professorship will enable the *best internationally leading researchers* to focus on ambitious and original research of the highest quality, in a UK academic institution.

1.3 Subjects Covered

Research must be within the Royal Society's remit of natural sciences, which includes but is not limited to biological research, chemistry, engineering, mathematics and physics. For a full list, please see our guidance page.

Submissions from clinically qualified scientists may be considered. The Society does not support clinical or interventional research on humans at the individual or group level, social sciences or humanities, unless otherwise stated.

If there is any doubt about the eligibility of a project, contact the Grants team via seniorfellowships@royalsociety.org.

1.4 Duration and Start of Research Professorship

Research Professorships offered: Up to 2 awards will be offered.

The Research Professorships are expected to commence by March 2024.

Research Professors are appointed for up to 10 years: 5 years in the first instance with the opportunity to renew the professorship for a further 5 years subject to satisfactory progress. After 10 years, all responsibility

for the post, financial and otherwise, will pass to the host organisation alone. A representative of the host organisation will be asked to agree in principle to make this commitment when an application is submitted to the Society.

2 Timetable

Opening date for the submission of CV application form	Wednesday, 26 April 2023
Closing Date for the submission of CV application form	Wednesday, 24 May 2023, 15:00 (UK Time)
Expected results	Week commencing Monday, 12 June 2023
Opening date for the invited applicants to submit full application	Wednesday, 21 June 2023
Closing date for the invited applicants to submit full application	Wednesday, 19 July 2023
Interviews for shortlisted applicants	Week commencing Monday, 20 November 2023
Expected results	December 2023

3 Finance

3.1   Total Funding Available

Core Funding Rules are listed within the Royal Society Grant Funding Guidance. Please note that in instances where Core Funding Rules are in conflict with Programme Specific Funding rules, the Programme Specific Funding rules always take precedence.

Programme Specific funding Rules:

Applicants are permitted to apply for up to £1.4 million. This is a maximum value over five years (i.e. the total contribution requested from the Society may not exceed £1.4 million).

Funding can cover:

- A contribution to the award holder's basic salary of up to £90,000 per annum and the associated on costs. The salary contribution may be supplemented at the discretion of the host organisation.
- 80% of the of the award holder's indirect and estate costs
- Equipment costs and research expenses including consumables, travel etc. These costs will be paid at 100% by the Society.
- 80% contribution towards research assistance salary and associated indirect and estate costs
- Support for a new 4-year PhD studentship(s).

If you request funds for a PhD studentship, we will require a statement from you and your Head of Department confirming that:
- In the event of the award-holder leaving the host organisation, the PhD student will be permitted to decide whether to remain at the host organisation or move with the supervisor (with advice from the supervisor and other academic staff as appropriate). The host organisation will provide a deputy

supervisor who will become lead supervisor in the event that the award holder leaves the host organisation.

It is expected that <u>a minimum of £30,000 of research costs per annum</u> will be requested within the total award value of £1.4 million.

4 Eligibility

4.1   <u>Applicant Eligibility</u>

This scheme is open to world-class researchers (scientists and engineers). Applications are particularly welcomed from internationally renowned researchers currently residing outside of the UK. Please note that major departmental roles such as Head of Department should not be held in conjunction with holding a Research Professorship.

The scheme is open to applicants of <u>all nationalities</u>. Note, Royal Society Research Professors requiring a visa to work in the UK are eligible to apply for a Global Talent Visa under the fast-track process of endorsement. Other visa categories are available. In line with the highly prestigious nature of the award, the Global Talent visa is designed for people who are recognised as leaders and potential leaders in their field. Further details can be found on the Royal Society's website: https://royalsociety.org/grants-schemes-awards/global-talent-visa/

The Society appreciates that there are diverse research career paths and understands the challenges of managing a research career alongside other personal commitments. When reviewing applicants' eligibility and research experience, the Society will consider time spent outside the research environment (e.g. time away due to personal reasons such as maternity, paternity, shared parental and adoptive leave or other caring responsibilities; ill-health or working in a non-research environment/role, such as industry).

The Royal Society recognises that diversity is essential for delivering excellence in science, technology, engineering and mathematics (STEM). The Society wants to encourage applications from the widest range of backgrounds, perspectives and experiences to maximise innovation and creativity in science for the benefit of humanity. We regularly review and revise processes to help ensure that all talented applicants have an equitable chance to succeed as per the assessment criteria. This includes ensuring all panel members are briefed on unconscious bias in decision making as part of our assessment process.

Support to applicants with disabilities: The Royal Society welcomes applications from disabled scientists and provides adjustments to ensure that they can participate fully in the selection process. If you need an adjustment when accessing the application form, attending interviews if applicable, or for any other part of the application process, please contact the Grants team on seniorfellowships@royalsociety.org or call +44 20 7451 2666. Adjustments can include but not limited to:
- Extension of the deadline;
- Additional support to complete the application form;
- Technical support during interviews for candidates with hearing or visual impairments;
- Support during interviews for neurodiverse candidates and those with mental health conditions.
- Additional costs to support those candidates requiring a chaperone during interviews.

The Grants team will be pleased to answer questions about eligibility and/or points covered in this section.

4.2   Host Organisation Eligibility

Professorships must be held at a UK University or a [UK not-for-profit research institute](#) (including Research Council Institutes). Royal Society funding cannot be used as substitution funding. The host organisation will therefore be required to provide assurance that the award will provide support for a new post and will be in addition to any existing posts.   This award is expected to be held full time, however, flexible working arrangements will be considered, according to the [Royal Society's policy](#). Applicants who are proposing to host their award at UK not-for-profit research institutes will need to fully justify the need for relief from their teaching/administration duties in line with the aims of the scheme.

5 Assessment Criteria and Review Process

5.1   Assessment Criteria

These prestigious awards are aimed at world-class researchers and designed to enable such individuals of proven ability to lead independent, original research within the Society's subject remit.

As such the primary considerations in the assessment will be:
- the research track record of the applicant and international standing in their field;
- the quality and originality of the proposed research vision and programme, and how it will advance their field;
- the suitability of the research environment (UK university or research institution)

5.2   Review Process

Applications are assessed through a two-stage selection process. The first stage will require applicants to submit a short application form containing their CV and a lay summary of their proposed research. The Royal Society Research Professorships Panel will select applicants proceeding to the next stage. These applicants will be invited to submit a full application.

Following initial Panel assessment, applications shortlisted by the Panel will be reviewed by expert independent reviewers. The Panel will then select a subset of the applicants to be invited for interview. Interviews by the Panel will be held in **November 2023**. Some feedback may subsequently be available on request, although for those not shortlisted, the level of feedback will be limited. Please be assured that the Royal Society specifically requests anyone involved in reviewing applications to consider them in confidence.

The subject tags you select on your application play a vital role in matching your application with appropriate reviewers, so it is extremely important to select only the most relevant subject tags on your application.

Please be assured that the Royal Society specifically requests anyone involved in reviewing applications to consider them in confidence. More information on the Review Process can be found in Appendix 1.

All applicants will be notified of outcomes via email.

6 References and Participants

To complete and submit the application form, the lead applicant is required to provide a supporting statement from the:

- Head of Department of the Host Organisation

6.1   How to invite participants to contribute to an application

All supporting statements must be submitted through Flexi-Grant. To submit statements please follow the steps below.

Step 1 | Ensure all participants have a Flexi-Grant account

- All participants must set up a Flexi-Grant account in order to contribute to an application.
- If a participant already has a Flexi-Grant account they should use that, if not then a new account should be set up.

Step 2 | Invite participants to contribute to an application

- Applicants should invite participants to submit their supporting statements through the 'participants' tab.
- The participants tab can be found on the application form summary page and contains details of each participant required to contribute to the application
- Applicants should select 'invite' and enter the e-mail address of the person they wish to invite to provide the relevant statement and send the invitation.

Step 3 | Monitor participants responses

- The recipient will need to accept your invitation before they can participate in the application.
- You can monitor the progress of your participants' activity through this section of the application form and issue reminders as required.
- Once the participant has accepted your invitation, their status will be displayed as 'active'.
- Once participants have completed all their sections of the application form they should select **'Save & Submit'** on the application form page or select '**Submit your contribution'** on the summary page.
- Upon completion of their section of the application form their status will be displayed as 'complete'.

Please note that you will not be able to submit your application form until the status of all participants' shows 'complete'.

Please note that once an applicant submits an application on Flexi-Grant®, it is then directed to the designated Approver for the employing organisation at which the applicant has applied to host an award (see Application Approvals in the 'Application Guidance Notes' Section). It is recommended that referring and supporting participants fulfil their requirements **at least 5 working days** before the submission deadline (Wednesday, 19 July 2023) to ensure there is sufficient time for organisational approval. The **Host** Organisation approver must approve the completed application by the submission deadline

It is the applicant's responsibility to liaise with the Host Organisation's Approver and the Head of Department to ensure that the required tasks are completed by the deadline. Please contact the Grants team before the deadline if there is any issue. Alternatively, the Host Organisation's Approver and the Head of Department can contact us directly. The Royal Society will not be held responsible for emails that are not received due to address errors or spam filters and no provision is made for non-receipt of emails sent by the Royal Society.

Re-opening the Application form to Participants
On the occasion that an invited participant accidentally submits their section of the application form prematurely, the applicant has the ability to re-open the application form for the participant. To do this, the applicant should return to the Participant tab on the application form summary page. You will find a 're-open' button alongside

the name of any participant who has completed their section of the form. Once you click this button, the form is reactivated and available for participants to amend.

Research Support Role

The Research Support role displayed under the participants tab is an optional role, which allows you to invite an individual from the relevant Host Organisation research support team to review and amend the application prior to submission. The primary purpose is to ensure that the requested finances have been recorded correctly for this specific grant programme. Applications cannot be submitted until all participant sections are marked as complete so it is important that applicants ensure that their organisation's research support team complete this section.

As the Research Support Role is optional, applicants can revoke this participant request in order to submit their application if the section has not been completed. Please navigate to the participants tab and revoke the request for Research Support Role.

Additional system guidance can be found in the 'Systems Guidance Notes' Section.

7 Contact information

Enquires about this scheme can be made using the contact details below. Before contacting us, please check whether your question is answered by these scheme notes. If not, please email the Grants team via seniorfellowships@royalsociety.org or call +44 20 7451 2666.

Please quote your application reference number in all correspondence with the Grants team.

8 Use of Data

All applicant data, including personal data, is governed by the Royal Society's Privacy Policy. This Policy sets out how and why the Royal Society uses your personal data, and how we protect your privacy when doing so. Please refer to the section entitled "Grant Applicants and Holders" for details of how the Privacy Policy determines the use of applicant data.

In addition to the usage set out in the Royal Society's privacy policy, please note that information regarding your application for a Royal Society Research Professorship may be shared with the Department of Business, Energy and Industrial Strategy (BEIS) for data monitoring and scheme evaluation purposes. You may also be contacted by selected third parties such as independent evaluators, consultancy groups, and career development organisations. If successful, the Royal Society will contact you regarding the administration of your award throughout the course of your funding and after its completion. You may also be contacted by the Royal Society, BEIS or an agent acting on their behalf, for reporting and evaluation purposes throughout the course of your funding and after its completion.

9 System Guidance Notes

Please read these guidance notes carefully as you complete the application form.

CS/TC/MD/04/23

9.1 Using Flexi-Grant ®

Applications can only be submitted online using the Royal Society's Grants management system (Flexi-Grant®) via https://grants.royalsociety.org. Further information about the Grants management system can be found via https://royalsociety.org/grants-schemes-awards/grants/flexi-grant/. If you have not previously used Flexi-Grant®, please follow the registration process from the Flexi-Grant®, homepage. ***Paper-based applications will not be accepted.***

Before completing the online form, all applicants should check that they comply with the eligibility requirements and ensure all necessary information is presented in the application. These requirements are strictly adhered to and applications without all the necessary information, or evidence to show the assessment criteria are met, will be rejected.

All applications must be approved by the Host Organisation and the applicant's departmental support must be completed before you can submit via Flexi-Grant®. Late applications will not be accepted.

For instructions on inviting participants to contribute to an application (such as referees or departmental support), please see the 'References and participants' section.

Further guidance and support can be found through the applicant and approver knowledge base.

9.2 ORCID Identifier

All applicants should submit an ORCID (Open Researcher and Contributor ID) identifier if they have one before their application is submitted. ORCID maintains a registry of unique researcher identifiers and a transparent method of linking research funding, research publications, research data and any other research outputs to these unique identifiers. This is a mandatory requirement at the application submission stage only. You can register for an ORCID identifier via https://orcid.org/register.

9.3 Completing the application form

The application can be completed by using the navigation tabs on the application summary page, with each page categorised as follows:

Stage 1

1. Understanding our Promotion
2. Contact Details
3. Applicant Career Summary

Stage 2

1. Contact Details
2. Applicant Career Summary
3. Research Proposal
4. Use of Animals in Research
5. Use of Human Patients or Tissue
6. Financial Details
7. Applicant Declaration
8. Head of Department Support

A full list of question fields to be completed as part of the application can be found in the Question Guidance in the 'Application Guidance Notes' Section.

10 Application Guidance Notes

10.1   Application Approvals

It is the Applicant's responsibility to ensure that approval of the application by the Host Organisation is completed before the closing date.

The person responsible for approving your application will be the delegated authority at the Host Organisation where you are applying to hold your award. This may be someone within the research office, Faculty administration, Vice-Chancellor, or other administrative or management role.

The approver must be someone with the authority to confirm that the potential award can be hosted within their organisation, confirm that there is the capacity to deliver the proposed research and assure the proposed budget is appropriate and eligible for the scheme.

You will only be able to submit your application for approval by the Host Organisation's Approver once all sections of the application form have been marked as complete and all participants have marked their work as complete AND have submitted their section. The applicant must check the status of the Head of Department under the 'Participants' tab on the summary page of the application form. **Applications submitted after the deadline will not be accepted.**

10.2   Question Guidance

Please read the following guidance notes carefully as you complete the form. In the table below, each box represents a page of the application form; the left-hand column contains the questions within each of these pages as set out in the form; the right-hand column contains useful guidance on its completion.

Note that questions with * are mandatory fields.

Stage One

Contact Details	
Title, Names, address, organisation and country*	Review and complete your ***personal details*** accurately. Errors in this section can cause difficulties in processing your application. Under this section, you should edit the ***contact type*** of the participants who will partake in your application form. The system default contact type is set as 'collaborator'. To amend the contact type of your Head of Department, click 'edit', and under the contact type field, select the 'Head of Department'. **Organisation**: this table will automatically display details of the intended Host Organisation ***'marked by a tick'*** which you selected previously, and your current organisation if different from the organisation where the award will be held and administered.
Email address*	This field defaults to the account in which the application has commenced, and is where all correspondence pertaining to the application throughout the application process, and in the event of the application being successful, will be sent.

Applicant career summary	
Title of Current Position*	Please state the title of your current position.
Current Employer*	Please enter the official organisation name of your current employer (e.g. University of Bath).
Current Department*	Please enter details of your current department (e.g. Department of Astrophysics).
Host Department*	Please provide the name of the proposed department at your host organisation. Please enter the official name (e.g. *School of Chemistry* rather than *Chemistry).*
Host Organisation*	Please select the organisation where the award will be held from the drop-down list.
CV*	Please upload a copy of your CV as a PDF
Project Title*	**Please give the full title of your proposed project. Maximum 20 words.**
Subject Group*	Please select the subject group that most closely reflects the research area of the research proposal from the drop-down menu.
Subject Area*	Please select one or more subject areas that most clearly defines the research area of the research proposal from the subject sub-category list.
Lay Summary*	Please provide a lay summary of your proposed project. This should be understandable by a lay person. Explain why you have chosen to work in this subject area and what it is about your proposed research that you find particularly exciting, interesting or important. If applicable please also explain the potential impact or wider benefits to society of your research. **Plain text only maximum of 250 words.**

Stage Two

Summary	
Summary page	The summary page of the application form provides instructions for submission of your application for approval from the Host Organisation. In addition, you are provided with an overview for each section of your application form, including the approximate length of time it will take to complete each section. The summary page also allows applicants to manage and invite participants (e.g. Head of Department) who are required to contribute to the application form. Instructions for inviting participants can be found under the 'participants' tab on the application summary page. **Note:** you will only be able to submit your application for approval by the Host Organisation once all sections of the form have been completed.

Contact Details	
Title, Names, address, organisation and country *	Review and complete your *personal details* accurately. Errors in this section can cause difficulties in processing your application. Errors will not be corrected after submission. Under this section, you should edit the *contact type of* the participants who will partake in your application form. The system default contact type is set as

	'collaborator'. To amend the contact type of your Head of Department, click 'edit', and under the contact type field, select the 'Head of Department'. **Organisation**: this table will automatically display details of the intended Host Organisation (marked by a tick) which you selected previously and your current organisation, if different from the organisation where the award will be held and administered.
Email address *	This field defaults to the account in which the application has commenced and is where all correspondence pertaining to the application throughout the application process will be sent. The applicant must therefore commence the application using the login email address used to register a user account on Flexi-Grant®.

Applicant Career Summary	
Title of Current Position *	Please state the title of your current position.
Current Employer *	Please enter the official organisation name of your current employer (e.g. University of Bath).
Current Department *	Please enter details of your current department (e.g. Department of Astrophysics).
Country/Territory *	Please select the country/territory where your current employer (or last employer if currently unemployed or on leave) is based.
Current Position Start Date *	Please enter the date when your current position started.
Current Position End Date *	Please enter the date when your current position is expected to finish. If you are on an open-ended contract, please enter 31 December 2050.
Personal Statement *	Please provide a statement to highlight your major achievements (including prizes) and the difference securing this award would make to you, the host department and University as well as the research community in the UK. Please confirm your current teaching and admin duties and clearly explain how the Research Professorship (and relocation to the UK if applicable) will make a difference in terms of your research and specifically what it will enable you to do which is currently not possible. (You will be asked to outline your proposed research programme in the next section). **Plain text only** 1,000 words or PDF upload. **If uploading a PDF file please note it must be** <u>up to </u>2 sides of A4, portrait orientation. Please do not use a text size smaller than Arial 10 and make sure the document is titled.
Applicant Career History *	Please provide a full list of your appointments since your PhD in reverse chronological order stating if part-time (and percentage part-time) when necessary. The depth of information you provide is up to you, but this will represent you under assessment and so it is worth including as much good evidence for your academic merit as possible. **Please provide full details of any periods of part-time working, career breaks, extended sick leave or maternity/paternity/adoptive leave.**

	Note: You can retrieve your career history information from your profile to complete this section of the application form using your ORCID identifier.
Impact of Covid -19	The Society appreciates that the impact of the coronavirus pandemic on researchers and their work will be varied. Please provide a summary of how the pandemic has affected your research activities. (Maximum 500 words) This can include but is not limited to: delays in publishing/submitting a key paper(s) (please note preprints can be included in your publications list), pause on experiments/research plans, reduced ability to work due to additional caring responsibilities.
Applicant Qualifications *	Please list all your qualifications in reverse chronological order. The depth of information you provide is up to you, but this will represent you under assessment and so it is worth including as much good evidence of your academic merit as possible and as appropriate for the funding for which you are applying. **Note**: You can retrieve your qualification information from your profile to complete this section of the application form using your ORCID identifier.
List your Key and/or Relevant Publications *	Please provide details of authors, titles and references of your key preprints and publications in refereed journals, in reverse chronological order. You should include those outputs most relevant to the application to support your case. Please note that publications will be reviewed on the basis of scientific content, rather than publication metrics or the identity of the journal. (Maximum 300 words) Your list can be divided into three sections: (i) refereed papers in primary journals, (ii) contributions to symposia and compiled volumes (refereed only); and (iii) preprints. **Most significant publications** - Please identify with asterisks (*) up to ten publications which you consider to be most significant. For these * publications please provide a short statement describing their significance and your contribution (up to 50 words per output). For publications arising from large collaborative programmes clearly specify the exact role and contribution made towards large collaborative research programmes that have resulted in multi-authored publications. If your field of research differs in any way from normal conventions, e.g. lead author, first author, and publications in journals being the main gauge of success, please provide a brief explanation at the top of your publication list. If appropriate, give the publisher or where each publication may be obtained, providing a URL if available. Citations for preprints must state "Preprint", the repository name and the articles persistent identifier (e.g. DOI). **Note**: You can retrieve your publications to complete this section of the application form using your ORCID identifier.

Applicant Research Funding *	Please list your current and previous research funding in reverse chronological order.
	The depth of information you provide is up to you, but this will represent you under assessment and so it is worth including as much good evidence for your academic merit as possible and as appropriate for the funding for which you are applying.
	Note: You can retrieve your information from your profile to complete this section of the application form using your ORCID identifier.

Research Proposal	
Project Title*	**Please give the full title of your proposed project. Maximum 20 words.**
Keywords*	Provide up to 5-10 keywords that could be used to describe your research, which will aid with identifying the most appropriate peer reviewers.
Subject Group*	Please select the subject group that most closely reflects the research area of the research proposal from the drop-down menu.
Subject Area*	Please select one or more subject areas that most clearly defines the research area of the research proposal from the subject sub-category list.
Abstract*	**Please provide a scientific summary of your proposed project. This should be a summary of your research proposal, briefly outlining the background and summarising the aims of your project.**
	Plain text only maximum of 400 words.
Lay Summary*	Please provide a lay summary of your proposed project. This should be understandable by a lay person. Explain why you have chosen to work in this subject area and what it is about your proposed research that you find particularly exciting, interesting or important. If applicable please also explain the potential impact or wider benefits to society of your research.
	Plain text only maximum of 250 words.
Research Proposal*	Please use this section to make your case for support. You should outline the nature of your research and explain the potential impact or wider benefits of your research. Your statement should also provide justification for the award and detail the difference securing this award would make to you and your long-term research vision.
	Plain text only 2,000 words or PDF upload. **If uploading a PDF file please note it must be** up to 4 sides of A4, portrait orientation. Please do not use a text size smaller than Arial 10 and make sure the document is titled.
Host Department*	Please provide the name of the proposed department at your host organisation. Please enter the official name (e.g. *School of Chemistry* rather than *Chemistry).*
Host Organisation*	Please select the organisation where the award will be held from the drop-down list.
Outline of Data Management and Data Sharing Plan*	The Society supports science as an open enterprise and is committed to ensuring that data outputs from research supported by the Society are made publicly available in a managed and responsible manner, with as few restrictions as possible. Data outputs should be deposited in an appropriate, recognised, publicly available repository, so that others can verify and build upon the data, which is of public interest. To fully realise the benefits of publicly available data they should be made intelligently open by fulfilling the requirements of being discoverable, accessible, intelligible, assessable and reusable.

	The Society does not dictate a set format for data management and sharing plans. Where they are required, applicants should structure their plan in a manner most appropriate to the proposed research. The information submitted in plans should focus specifically on how the data outputs will be managed and shared, detailing the repositories where data will be deposited. In considering their approach for data management and sharing, applicants should consider the following:
	• What data outputs will be generated by the research that are of value to the public?
	• Where and when will you make the data available?
	• How will others be able to access the data?
	• If the data is of high public interest, how will it be made accessible not only for those in the same or linked field, but also to a wider public audience?
	• Specify whether any limits will be placed on the data to be shared, for example, for the purposes of safeguarding commercial interests, personal information, safety or security of the data.
	• How will datasets be preserved to ensure they are of long-term benefit?
	If the proposed research will generate data that is of significant value to the research community, then please provide details of your data management and sharing plan. **Plain text only** Maximum of 200 words.
Fieldwork *	Will you be conducting fieldwork as part of your research? Yes/No *
Fieldwork	Please provide all details of any proposed fieldwork to be carried out. Please ensure you provide details of location, duration and justification for the fieldwork.
Fieldwork (Upload only)	Please upload documents related to the following (if applicable): 1. Permission Any mandatory documents that show local support has been assured by way of permission from the government concerned to travel to and work in the country. 2. Collection of specimens Any mandatory documents that show:
	• Specific permission has been obtained from the host country to collect and to export specimens and material
	The director of the museum or other decision makers where these specimens will be deposited has indicated his/her desire or willingness to have such specimens and material.

Use of Animals in Research *

The Royal Society is committed to supporting the development of alternative methods to reduce and/or replace the use of animals in research. Applicants proposing to use animals in their research must ensure that the use of animals falls within the regulations stipulated in the Animals (Scientific Procedures Act) 1986 and subsequent amendments. Additionally, applicants should continually be aware of developments in best practice, and adopt the principles of the 3Rs when designing and conducting experiments on animals.

As a funder of research, the Society takes its responsibilities towards the UK Animals (Scientific Procedures Act) 1986 seriously and requires applicants to consider the questions below when preparing grant applications that include the use of animals.

Does your proposal involve the use of animals or animal tissue? *	Select 'Yes' or 'No'. If you have selected 'Yes' it is mandatory to complete all of the relevant questions on the Use of Animals in Research page.

Experimental Design Assistant

The Royal Society recommends that applicants use the Experimental Design Assistant (EDA), which is a free resource from the NC3Rs to support researchers in the planning of animal experiments. This will help to facilitate robust study design and reliable and reproducible findings.

The EDA helps applicants build a machine-readable diagram representing their experimental plan, following capture of their methodology, and allows the applicant to then generate a PDF report which provides a transparent description of the experimental design in a standardised format, which can be uploaded to the application form.

Please note: Applicants who choose to use the EDA, and subsequently uploads the EDA report to the application form, are advised to enter **see report** or **n/a** into any question fields within this section of the application form that have already been captured in the EDA report, to avoid any duplication.

Use of Human Participants and Tissue

Any application for a research proposal involving human participants, patients or tissue and therefore requiring local ethical committee approval will be considered only when accompanied by the necessary permission certificate or proof that ethical permission will be sought, which must be provided in English.

Does your proposal involve the use of human participants, patients or tissue? *	Select 'Yes' or 'No'. If you have selected 'Yes' it is mandatory to provide either a certificate or letter, as proof that ethical permission has been, or will be, obtained. Please upload the file as a PDF in portrait orientation.

Financial Details	
Host Organisation Type*	Different funding rates are applicable to Higher Education Institutions, Research Council Institutes and Independent Research Organisations. Please select your organisation type from the drop-down list.
Budget Table*	Please enter the values applied for under the budget table headings. The full duration of the award is five years. The values should be inputted in the appropriate financial year. This should be done in collaboration with your Host Organisation's Research/Finance office. The maximum value of the award is £1.4 million. The total grant cap may be exceeded in order to cover relocation/visa costs if this is well justified in the application. Please refer to the Royal Society Grant Funding Guidance. In the event of the award-holder leaving the host organisation, the PhD student will be permitted to decide whether to remain at the host organisation or move with the supervisor (with advice from the supervisor and other academic staff as appropriate). The host organisation will provide a deputy supervisor who will become lead supervisor in the event that the award holder leaves the host organisation.
Justification for Salary *	Please include grade and salary point as per the host organisation salary structure. A justification of annual increment should be included.

Justification for Research Expenses *	Please fully justify all requested costs (Other Directly Incurred Costs) by referring to each budget heading. Funding will not be awarded without justification. If you are requesting funds to support a PhD Studentship please use the yearly rates for stipend and fees listed in the [Royal Society Grant Funding Guidance](#)
Justification for Relocation and Visa Expenses*	Please include the number of dependents (partner and children only allowed), which visa type you are applying for, its cost, and an estimation of other relocation expenses.
Justification for Inflation rate applied*	Please include the percentage inflation rate applied across all budget categories and the reasoning behind the percentage used.

Applicant Declaration *
Please declare that: You have read the Terms and Conditions of Award under which Royal Society grants are awarded and, if a grant offer is made, you agree to abide by them. **The Terms and Conditions for Royal Society applications can be found at https://royalsociety.org/grants-schemes-awards/grants/research-professorship/.** • You have access to the necessary facilities to enable you to deliver the research proposed and will continue to have access to the facilities for the duration of the project. • You have agreed with your Head(s) of Department that you will be afforded sufficient time and resources to deliver the research project as described in this application.

Departmental support	
Head of department *	You should invite the Head of Department Head of School/Dean/Vice Chancellor at your host organisation to provide a statement of support by following the instructions under the **participants tab** on the application form summary page. Please check that they can supply their statement by 15:00 UK time **19 July 2023.** Please check which email address your Head of Department would like to use, as they may already be registered on Flexi-Grant® and mistakes may lead to a delay in processing your application. **Before inviting the Head of Department to participate in completion of the application form, the Applicant is instructed to ensure that the Head of Department is willing and available to provide a confirmation of support prior to the round closing date. Incomplete confirmations will mean that an application cannot be submitted and will be deemed to be ineligible.** As Head of Department Head of School/Dean/Vice Chancellor, you should state how the applicant will be supported in focusing on their proposed research, for example by not having competing duties such as teaching or administrative commitments. You will also be expected to provide assurance that the award will provide support for a new post and will be in addition to any existing posts. Additionally, please provide details of the resources that the department will commit to the applicant should the application be successful. It is the responsibility of the applicant to:

	- Inform the Head of Department of the deadline - Liaise with the Head of Department to ensure that they have received their invitation with instructions to participate in completion of the application, as no provision is made for non-receipt of these automatic emails. - Keep track of the progress of Head of Department completion status on the application summary page. The Applicant can issue a **reminder** email to the Head of Department through the participants tab on the application summary page. If the instruction email from the Royal Society has not been received please: a) double check the accuracy of the email address supplied on the application form b) advise the intended recipient to check their spam filters/junk folders c) contact the Royal Society with an alternative email address for the recipient The Royal Society will not be held responsible for automated emails that are not received due to address errors or spam filters.

Appendix 1: Application and Review Process

```
                    ┌─────────────────────────┐
                    │      STAGE 1 OPENS      │
                    └─────────────────────────┘
                                │
                                ▼
          ┌───────────────────────────────────────────┐
          │  Applicants fill in form online via        │
          │  Flexi-Grant®                               │
          └───────────────────────────────────────────┘
                                │
                                ▼
      ┌─────────────────────────────────────┐      ┌──────────────┐
      │           ROUND CLOSES              │ ───▶ │    Non-      │
      │  Final submission to the Royal      │      │ submissions: │
      │  Society by deadline 24 May 2023,   │      │  Rejection   │
      │  15:00 UK Time                      │      │              │
      └─────────────────────────────────────┘      └──────────────┘
                                │
                                ▼
      ┌─────────────────────────────────────┐      ┌──────────────┐
      │  Application is checked for          │ ───▶ │  Rejection   │
      │  eligibility                         │      │              │
      └─────────────────────────────────────┘      └──────────────┘
                                │
                                ▼
          ┌───────────────────────────────────┐
          │  Applicants invited to Stage 2     │
          │  enters selection process          │
          └───────────────────────────────────┘
                                │
                                ▼
      ┌─────────────────────────────────────┐      ┌──────────────┐
      │           ROUND CLOSES              │ ───▶ │    Non-      │
      │  Final submission to the Royal      │      │ submissions: │
      │  Society by deadline 19 July 2023,  │      │  Rejection   │
      │  15:00 UK Time                      │      │              │
      └─────────────────────────────────────┘      └──────────────┘
                                │
                                ▼
      ┌─────────────────────────────────────┐      ┌──────────────┐
      │  Application enters selection        │ ───▶ │  Rejection   │
      │  process                             │      │              │
      └─────────────────────────────────────┘      └──────────────┘
                                │
                                ▼
      ┌─────────────────────────────────────┐      ┌──────────────┐
      │  Interviews held November 2023       │ ───▶ │  Rejection   │
      └─────────────────────────────────────┘      └──────────────┘
                                │
                                ▼
                    ┌─────────────────────────┐
                    │        AWARDED          │
                    └─────────────────────────┘
```