Queen Mary is launching a new fund **to support new and existing postdoc-focussed groups to organise their own events and activities with the purpose of creating community and meeting with other postdocs to build a vibrant research culture**.  These could be local groups (eg. School/ Institute or campus-based groups) or could be cross-institutional interest-based groups (eg. Postdocs who are parents/ carers, postdocs interested in careers outside of academia, postdoc mental health and wellbeing, etc).

**We are offering ten awards of up to £500** for postdocs to spend to enable these activities. Proposals for larger awards may be considered, but applicants will need to justify this in their applications. Contact Dr Rui Pires Martins (r.p.martins@qmul.ac.uk) for details.

**Application Deadline: 18:00 UTC on 28 March 2024**
Panel will meet to decide on 8th or 9th April.
Applicants will be contacted with decisions by 10th of April 2024.
**Events or activities must run and projected money must be spent by 19 July 2024.**

**Please answer all questions**

**Use this file to help develop your proposal.**

**Please submit your application via the** [**online form**](https://forms.office.com/Pages/ResponsePage.aspx?id=kfCdVhOw40CG7r2cueJYFDI9bLF_qLRFtTw47-uIWuNUMVpERUozVjk1RTNKTllVVzQ0SjJLWDlFVC4u) **only.**

## Applicant Information

Lead Applicant’s Full Name, QMUL Email Address, School/Institute Affiliation (of lead applicant only)

Additional Applicants, with QMUL Email Addresses

*Full Names and email addresses on separate lines (see:* [*Guidance note 1*](#Note1)*)*

If you are you applying on behalf of an existing Postdoc or Research Staff group, please name the group below.

Select the option that applies (See [guidance note 2](#Note2))

|  |  |
| --- | --- |
|  | This is an existing and active group or initiative |
|  | This is an existing group or initiative that we are hoping to revitalise or relaunch |
|  | This is a new group or initiative |

**Event or Activity Theme**

*Please indicate the theme(s) that your activity(ies) or event(s) align to most closely.*

*NB: If you select other, please ensure it aligns with the aims of this fund outlined above (See* [*Guidance note 4*](#Note4)*)*

|  |  |  |  |
| --- | --- | --- | --- |
|  | Postdoc community |  | Postdoc mental health and wellbeing  |
|  | Postdoc inclusion  |  | Postdoc career progression  |
|  | Postdoc visibility  |  | Postdoc professional development  |
|  | Postdoc research culture |  | Postdoc networking  |
|  | Postdoc life |  | Other (detailed below) |

## Proposal and Plan

**Please provide a projected date for the event or activity**

*If your plan spans multiple dates, state these below (See* [*Guidance note 3*](#Note3)*)*

Please confirm that your plans will be complete and delivered by Friday 19 July 2024. \_\_\_ Yes \_\_\_ No

**What challenge or opportunity will your project address?**

*50 words (See* [*Guidance note 5*](#Note5)*)*

**What are you planning to do?**

*Please include information on the intended audience, projected turnout, potential speakers/presenters, or other information your think is relevant to your plans.*

*100 words (See Guidance note 6)*

**Provide a rough breakdown of costs**

*We will consider applications for proposals above £500, but you must justify those expenses below.*

*100 words (See Guidance note 7)*

**How is this proposal providing a unique opportunity for postdocs at Queen Mary?**

*100 words (See Guidance note 8)*

**What difference will this make for the postdocs that the opportunity is aimed at?**

*100 words (See Guidance note 8)*

**Please outline any risks that would keep your activity from running as planned. Along with each risk, please outline the mitigation strategy.**

*100 words (See Guidance note 9)*

## Guidance Notes

1. If you intend to propose a project that will exceed the £500 limit, providing information about what each member of the group will contribute to the effort will help make your case.
2. This is just for information. We will consider proposals from new and existing groups equally.
3. Dates:
* Applications will be considered by a panel of your peers on 8/9 April 2024
* Decisions will communicated on 10 April 2024
* Funding commences immediately and funds have to be spent (not simply allocated) by Friday 19 July 2024.
* All events and activities have to have taken place by Friday 19 July 2024.
1. Remember that the point of this fund is to foster community, and to enable events that will bring postdocs together. Indicating a theme beyond those listed should take this into account.
2. Briefly state the challenge faced by postdocs that this project will address, or opportunity for postdocs that this proposal would enable. For example, a series of short events to bring together a community of practice of (mostly) postdocs who all use a particular research method(ology) would be a suggestion to ameliorate the challenge of being isolated across distinct campuses, or from different schools or institutes.
3. Provide sufficient detail here to convince the panel that you will execute your proposed event, to plan, to budget, and in time. If you are proposing a project that will cost over £500 to execute, you can use more than 100 words here. Providing this additional detail could help to convince the panel that you will execute a complex project in time will work in your favour here.
4. If your event will involve catering, please contact resdev@qmul.ac.uk to get an updated Queen Mary Hospitality menu with prices. As above, for proposed projects costing more than £500, please consider adding sufficient detail and justification for the additional costs. Consider framing your justifications in terms of how they will benefit postdoc research culture.
5. We will not fund opportunities that are already available through Queen Mary providers. For example, applications requesting funds for a training seminar that forms part of the regular Careers and Enterprise provision, but organised for your School or Institute, will not be funded. Opportunities should be unique and should aim to bring together postdocs across School/Institute boundaries whenever possible.
6. Consider what risks may prevent your group from being able to carry out the event / series of activities. What reasonable plans might you put into place to mitigate those risks and ensure the events goes ahead?