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| Outline Application *Text in italics is for guidance only and may be deleted.*  |

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| **Main focus of your project:***(Please select one only, unless your project genuinely cuts across more than one category.)*  | [ ]  Programme 1 – Secondary Analysis [ ]  Programme 2 – Local Data Integration [ ]  Programme 3 – Responsive Mode Application [ ]  Combined Application*(See section 2.2 of the* [*Guide for applicants*](http://www.nuffieldfoundation.org/how-apply)*.)* |
| **Name of Principal Investigator (PI)** **(including title):** | *Please nominate one PI only.* *(See section 3 of the* [*Guide for applicants*](http://www.nuffieldfoundation.org/how-apply)*.)* |
| **PI’s position / job title:** |  | **FTE:** |  |
| **PI’s email address:** | *(This should be the PI’s direct email address.)* |
| **PI’s telephone number:**  |  |
| **Organisation name and address:** | *(Including university department name, if applicable.)* |
| **Co-investigators:** *(Please add details below if applicable. You may add or delete rows as necessary.)* |
| **Title** | **Name** | **Email address** | **Organisation** | **Department** | **Position/****job title** | **FTE** |
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| **Project title:** | *(This should be short and descriptive)* |
| **Proposed start date of grant:** | *(DD/MM/YY)* | **Proposed end date of grant:** | *(DD/MM/YY)* |
| **Total amount requested from the Nuffield Foundation:** (to the nearest £; no pence) | **£** |
| **Project summary:** *This should be written in non-technical language, and should give a clear account of what you intend to do, why it matters, and what difference it will make. It should not exceed 250 words and should be suitable for wider, non-technical reviewers.* |
| **Have you applied, or are you applying, elsewhere for funds for this project, or for a similar or related project?** Yes [ ]  No [ ]  |
| *If you have ticked yes, please give full details here, including the application outcome, and contact details for the relevant person at the funding organisation.* |
| *If you wish to propose a partnership funding model, please identify here the proposed co-funder(s) and briefly set out the reasons why a partnership funding model would be beneficial to the project.* |

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| **A. Case for the importance of the project:** *What is the issue or problem that the project will tackle? Why is it important and is there a particular need for it now? What is new or distinctive about the project? What other recent or current developments are there in the field? How does it relate to policy or practice developments? To what extent does it build on previous work by you and by others?* (Maximum 500 words)  |
| **B. Aims and objectives:** *What are the aims and objectives and, if applicable, research questions? What are the intended outcomes, including the implications for policy and practice? We encourage you to use bullet points or numbered objectives/research questions if this helps you to clearly demonstrate how the approaches detailed in the next section address these.*(Maximum 500 words) |
| **C. Methods, approach and activities:** *Please set out the work that will be undertaken to achieve the aims, objectives and, where relevant, to address the research questions. This must demonstrate that the approach is fit for purpose, meeting the needs of the aims, objectives or research questions, and the methodology is robust. You need to persuade us that the project is feasible, of high quality and well-designed. Further guidance on the types of information we would expect to see is in section 4.1 of the* [*Guide for applicants*](http://www.nuffieldfoundation.org/how-apply)*.*(Maximum of two pages) |
| **D. Staffing:** *Please state the name and organisation of each contributor, briefly setting out their role on the project and the proportion of their FTE time spent on the project. Please include this information for all staff/contributors who are key to the delivery of the project, even those for whom you are not seeking funding. You must state whether new staff need to be recruited. You should briefly evidence that the staff/contributors have appropriate skills and experience for the project. You must also attach a CV for each named contributor.*(Maximum 350 words, plus CVs) |
| **E. Outcomes, outputs and dissemination**: *Set out here the main outcomes, identify your key stakeholders/audiences and list the planned outputs and other dissemination activities that will support the delivery of your outcomes. All projects should produce at least one report which is freely and publicly available.*(Maximum 350 words) |
| **F. Timetable:** *The timing and duration of key phases, major activities and important interim dates. All funded projects must result in a freely and publicly available report. This must be published before the project end date and any other substantive outputs must be produced before the project end date. We recommend that you use numbered or bulleted lists or tables/charts to set out the information clearly and logically.* |
| **G. Budget:** *You should set out in table form the funds you are requesting, with a breakdown by year and separately showing broad cost categories of salaries/on-costs; estate costs; non staff costs. We recommend that you use a table to set out the information.* |
| **H. Bibliographic references:**  *Restricted to those cited in the application, and ideally presented in author-date format (e.g. Harvard style).*(No more than half a page) |
| **Your personal data** We will only use your data for the purposes and in the ways set out below. For more details of our principles when dealing with personal data, see our [Privacy Policy](http://www.nuffieldfoundation.org/privacy-policy).   **What we do with your data** We will use the data submitted on this form to process and make a decision on your application. As part of this review process, we may share your personal data with individuals outside the Foundation. This will always be on a confidential basis and we will ensure that your data is kept secure. We may also share your data with our partner organisation, Versus Arthritis, for the purpose of assessing your application.   If we decide to award a grant we will use the personal data submitted as part of your application for our grant management processes. These may include sharing progress and other reports with Versus Arthritis and with the advisory group for the programme. We will include the name of the principal and co-investigators (if applicable) in lists of our grant holders and in summaries of funded projects published online and in hard copy. In addition to data processing for grant management, we will also use your data in ongoing monitoring and evaluation of our grant activities and impact assessment work.   **Retention of your data** The data on the grants we award form part of the historical records of the Foundation. As an organisation with a strong interest in impact and trends over the long term, we need to retain our application and grant records on a similarly long-term basis. However, if we decide not to award you a grant, the details of your application will be anonymised after six years.   |
| **Declaration/Signature**I declare that this application form has been completed by **[NAME]**, and with the knowledge and agreement of all co-investigators and other staff named on this application. I have read the *Guide for applicants* and believe that this application meets the eligibility criteria for funding. **Name:** **Date Completed:**  |