**Manufacturing Research Hub for a Sustainable Future (VaxHub Sustainable)**

**Platform Funding**

**Application form**

**January 2025**

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# APPLICATION FORM

## GUIDE TO THE APPLICATION FORM SECTIONS

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| **CHECKLIST** |
| **APPLICANT DETAILS** |
| * Title of project * Site(s) where activity is to be undertaken * Project start date and duration * Lead applicant contact information * Collaborator contact information (where applicable) |
| **SECTION 1: NOVELTY** |
| * Describe the problem that is to be investigated, with reference to the evidence base and describe its fit to the aims of VaxHub Sustainable. * State clearly the aim and objectives of the project, its level of ambition, novelty, the expected addition to knowledge. * Explain the need for this particular project and note why your approach is the most appropriate and how, if relevant, it might be scalable.   **Maximum 500 words.** |
| **SECTION 2: QUALITY** |
| * Describe and justify the research approach/method to be taken, making clear which team members will be responsible for delivery. * State the proposed outputs and expected outcomes from the project.   **Maximum 500 words.** |
| **SECTION 3: MANAGEMENT** |
| * Justify why this team is the most appropriate to deliver the project, with reference to their expertise and track record/s. * Explain whether a novel collaboration has been established that would not be possible without this funding opportunity. * Explain (with a timetable[[1]](#footnote-2) and work package/task structure) how the team will ensure delivery of the project on time. * Provide an account of the key risks and how these will be managed (including any risks in respect of ethics, data management[[2]](#footnote-3), and staffing).   **Maximum 500 words; plus, a ONE PAGE Gantt chart (this can be appended as a separate PDF, if preferred).** |
| **SECTION 4: VALUE FOR MONEY** |
| * Provide a clear justification for all resources requested[[3]](#footnote-4). * Explain why your request is appropriate, given the scope and ambition of the project. * State how you will contribute to the aims of the VaxHub Sustainable, making reference to your long-term plans for follow-on funding and collaboration. * Provide details including values of your additional 20% contribution to the project in line with our matched funding requirements.   **Maximum 500 words; plus, detailed costs must be included as a separate attachment using the budget sheet template. Please pay careful attention to the guidance on eligible and ineligible costs in the call document and budget sheet template.** |
| **SECTION 5: IMPACT[[4]](#footnote-5)** |
| * Describe the long-term effect that you expect your project to have on the vaccine manufacturing/research agenda, and how you would expect this impact to be measured or recognised. * Explain your overall approach to industry engagement and/or collaboration, including which people/organisations you will involve and how you will ensure this engagement. * Detail how, both during and after the funded project has ended, you will engage with the Hub more broadly and other Hub members, specifically. * Set out your pathway/s to impact, including your target audience/s and beneficiaries, how you will reach them and what change is expected.   **Maximum 500 words.** |
| **SECTION 6: EQUALITY, DIVERSITY AND INCLUSION** |
| * VaxHub is committed to equality of opportunity and values diversity and a culture in which inclusion is promoted. Describe how you have taken this into account when planning your project. * Please refer to specific actions to be taken within the project to enhance or improve EDI in relation to project activities, with appropriate reasoning for these actions.   **Maximum 500 words.** |

## APPLICATION FORM: DETAILS

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| **CHECKLIST** | |
| **Application form fully completed.** | Yes No |
| **Workplan/Gantt chart provided.** | Yes No |
| **Detailed costing provided using Budget Sheet template.** | Yes No |
| **Additional Due Diligence (where applicable) form is completed and provided.** | Yes No |

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| **APPLICANT DETAILS** | |
| **Title of the proposed project** | Click or tap here to enter text. |
| **Site(s) where the research will be undertaken** | Click or tap here to enter text. |
| **Expected start date** | Click or tap to enter a date. |
| **Expected duration** | Click or tap here to enter text. |
| **At present all projects must end on or before 30 June 2026. Please confirm your project will be completed by this date** | I confirm that the project will be completed by this date |

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| **Name of lead organisation** | Click or tap here to enter text. | |
| **Address** | Click or tap here to enter text. | |
| **Lead organisation principal investigator/lead contact** | **Name:**  Click or tap here to enter text. | **Email:**  Click or tap here to enter text. |
| **Name of partner organisation (where applicable)** | Click or tap here to enter text. | |
| **Address** | Click or tap here to enter text. | |
| **Partner organisation key contact** | **Name:**  Click or tap here to enter text. | **Email:**  Click or tap here to enter text. |
|  | | |
| **Name of second partner organisation (where applicable)** | Click or tap here to enter text. | |
| **Address of second partner organisation** | Click or tap here to enter text. | |
| **2nd Partner organisation key contact** | **Name:**  Click or tap here to enter text. | **Email:**  Click or tap here to enter text. |

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| **FOCUS OF PROPOSED PROJECT**  Please indicate which of the following areas your study will focus on. Please tick all that apply. |
| * VLP vaccines * Subunit * Glycoconjugated vaccines * Viral vectored vaccines * mRNA vaccines * Analytical development * Upstream and downstream bioprocessing optimisation * Scaling up/down * Formulation and thermostability * Environmental sustainability * Life-cycle management * Health economics * Policy * Regulatory systems * Decisional tools (cost of goods, supply chain management, etc.) * Other (please describe below)   Other details Click or tap here to enter text. |
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| **SECTION 1: NOVELTY** |
| ***Maximum 500 words***  Click or tap here to enter text. |
| **SECTION 2: QUALITY** |
| ***Maximum 500 words***  Click or tap here to enter text. |
| **SECTION 3: MANAGEMENT** |
| ***Maximum 500 words plus a ONE PAGE Gantt chart (this can be appended as a separate PDF, if preferred).***  Click or tap here to enter text. |
| **SECTION 4: VALUE FOR MONEY**  *Detailed costs must be included as a separate attachment using the budget sheet template.* |
| ***Maximum 500 words***  Click or tap here to enter text. |
| **SECTION 5: IMPACT** |
| ***Maximum 500 words***  Click or tap here to enter text. |
| **SECTION 6: EQUALITY, DIVERSITY AND INCLUSION** |
| ***Maximum 500 words***  Click or tap here to enter text. |

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| **ETHICAL QUESTIONS** |
| Will your project involve human participants, their data or tissues?  Yes  No  Will your project involve the use of animals?  Yes  No |
| **ETHICAL INFORMATION**  *Please use this space to demonstrate how you have fully considered any ethical issues concerning the material you intend to use, the nature and choice, current public perceptions and attitudes towards the subject matter or research area. VaxHub funds must be used in compliance with EPSRC rules on ethics and we will not fund a project if we believe that there are ethical concerns that have been overlooked or not appropriately accounted for.* |
| **Maximum 500 words**  Click or tap here to enter text. |

1. A clear timetable or Gantt chart for the project and the intended progress of the research through the different stages. [↑](#footnote-ref-2)
2. Research data quality and provenance are important. Research data generated must be well-managed by the awardee during the grant period to enable their data to be best exploited for further research. [↑](#footnote-ref-3)
3. The answers provided in the application form should explain why the resources requested are appropriate, taking into account the nature and complexity of the project. [↑](#footnote-ref-4)
4. Describe how the potential impacts of your research will be realised, for example, users and beneficiaries of the research such as LMI countries, industry and policy makers). [↑](#footnote-ref-5)