**Open Research Accelerator Fund**

2023/24 Application form

The Open Research Accelerator fund aims to support projects which will contribute to the development of the University of Manchester’s open research culture. £100000 is available in total, to be allocated for the University financial years 2023/24 and 2024/25.

Awards will be available at two distinct funding levels

1. Awards of maximum £20000 per annum will be available for large projects. 2 – 4 awards will be made at this level. Approval by open research strategy group
2. Awards of maximum £2000 will be available for one off activities and short projects. 10 – 15 awards will be made at this level over two funding cycles (Spring 2023 & Spring 2024). Approval by Office for Open Research Staff

Applications must meet the following essential criteria:

1. The funding must be used for a project explicitly and substantially linked to open research.[[1]](#footnote-1)
2. The full award must be spent before 31st July 2025.
3. For small awards applicants may be either members of staff or PGR students at the University of Manchester. For large awards (>£2000) the PI must be a member of University staff.

**Evaluation criteria**

Applications will be assessed on the quality of the project plan presented, and in line with the following criteria

* The quality of project outcomes. Their alignment with open research principles.
* How the project will contribute to sustainable culture change at the University of Manchester.
* How well the project proposal addresses the specific requirements set out in this application form.

Examples of small projects funded in the 2022 round of the fund are available on the [Office for Open Research website](https://www.openresearch.manchester.ac.uk/projects/accelerator-fund/). You can also refer to projects funded under the [NWO Open Science Fund](https://www.nwo.nl/en/news/26-projects-stimulate-open-science) for examples of what might be the focus of a larger open research award.

**Application process:**

Call for applications opens: Wednesday, 1st March 2023.

**Application deadline: 31st May 2023**

**Applicants will be notified of the outcome July 2023.**

1. Complete the application form provided below.
2. We advise you notify your Research Support Manager/Officer and request they review your costings before submitting the application.
3. Complete the budget table in the template below, outlining your proposed expenditures.
4. Complete the application form in the template provided.
5. If you wish for your application form to be reviewed before final submission, it must be sent to [openresearch@manchester.ac.uk](mailto:openresearch@manchester.ac.uk) before Friday 26th of May.
6. Submit your completed application form to [openresearch@manchester.ac.uk](mailto:openresearch@manchester.ac.uk).
7. Applications will be reviewed in first instance by the Office for Open Research team. Those requesting over £2000 total will be referred to ORSG for final approval.

**Terms and Conditions:**

* Successful applicants are required to report project outcomes within 1 month of project end. This should detail how outputs outlined in section 4 of the application form have been met.
* As soon as you receive confirmation of the award, awardees should contact their school finance team to set up a new account to receive the transfer of funds. Detailed instructions for account setup will be provided alongside confirmation of receiving an award.
* The awarded funds must be spent, and purchased items receipted before 31st July 2025. It is the responsibility of the project investigator to manage expenditure and arrange for any unspent funds to be returned.
* Recipients of awards for multi-year projects will be contacted by the Office for Open Research post award to establish a funding schedule.

**Eligibility Criteria:**

* Applicants can be PhD students or staff at the University of Manchester. In the case of large awards (£2000 - £20000) the PI should be a member of University staff.
* Potential applicants should email [openresearch@manchester.ac.uk](mailto:openresearch@manchester.ac.uk) if they have special circumstances that need to be accommodated regarding the application process, or receipt of an award.

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| Project Name:Applicant (PI) Name:Department/Division: Role: |
| 1) Abstract: |
| *Please briefly describe the project (Approximately 100 words).* |
| 2) Project Plan: |
| *Provide an outline on how the funds will be used, clearly delineating milestones and endpoints. This must include a timeline for spend. (Approximately 500 words)* |
| 3) Contribution to open research: |
| *How does the project link to open research. It might be helpful to draw on the* [*FORRT clusters*](https://forrt.org/clusters/) *or the University’s own* [*position statement*](https://www.openresearch.manchester.ac.uk/about-us/position-statement/) *on open research. (Approximately 200 words)* |
| 4) Project outcomes: |
| *Please list and describe specific project outputs. This should include details of how the project outputs will be shared after their completion, e.g. through seminar sessions, a case study published on the OOR website.* |
| 5) Alignment of the Project to University’s Research culture remit: |
| *Please provide a statement as to how this project aligns with open research as defined in the University’s research and discovery plan. (Approximately 100 words)* |
| 6) Sum Requested and Cost Breakdown: |
| *Provide complete costings for the project. Staff costs must be accounted for on University payscales. We recommend additional costings are discussed with departmental RSOs prior to submission.* |

1. For an indication of what is considered open research refer to the University’s [Position Statement on Open Research](https://www.openresearch.manchester.ac.uk/about-us/position-statement/) or the [FORRT Clusters](https://forrt.org/clusters/). [↑](#footnote-ref-1)