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| **Cohort Development and Innovation Scheme**  **(Student-led)**  **Application Form**  **Applicants must read the Guidance as they complete the** **Cohort Development and Innovation Scheme Application. The NBCDTP Academic Directors may reject any application failing to follow this guidance.**  **Complete ALL sections.**  **This form applies to Northern Bridge Consortium and Northern Bridge award-holders.** |  |  |

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| **SECTION 1: to be completed by the APPLICANTS** | | | |
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| **PERSONAL DETAILS** | | | |
| Lead Applicant Name: |  | | |
| Student Number: |  | | |
| Funding Source: | Choose an item. | | |
| Institutional Email Address: |  | | |
| Institution: | Choose an item. | | |
| School/Department: |  | | |
| Co-applicant Names and Institutions: |  | | |
| Total Amount of Funding Requested: | £ | | |
|  |  | | |
| **DETAILS OF THE PROPOSED EVENT/ACTIVITY** | | | |
| **Title:** |  | | |
| **Date(s) (may be provisional):** |  | | |
| **Outline details of the proposed event/activity under the headings below:**  *(max 500 words in total)* | | | |
| 1. **Aims and Objectives:** | | | |
|  | | | |
| 1. **Intended Beneficiaries:** | | | |
|  | | | |
| 1. **Mode of Delivery:** | | | |
|  | | | |
| 1. **Innovation and Risk:** | | | |
|  | | | |
| 1. **Profile-raising:** | | | |
|  | | | |
| 1. **Publicity and Evaluation:** | | | |
|  | | | |
| 1. **Proposed Venue and Rationale for Choice:** | | | |
|  | | | |
| 1. **Evidence of Demand:** | | | |
|  | | | |
|  | | | |
| **ITEMISED COSTS** *(add more lines if necessary)* | | | |
| **ITEM** | **ESTIMATED COST** | **EVIDENCE ATTACHED** | |
|  | £ | YES  NO | |
|  | £ | YES  NO | |
|  | £ | YES  NO | |
|  | £ | YES  NO | |
|  | £ | YES  NO | |
|  | £ | YES  NO | |
|  | £ | YES  NO | |
|  | £ | YES  NO | |
|  | £ | YES  NO | |
|  | £ | YES  NO | |
| **TOTAL AMOUNT OF FUNDING REQUESTED FROM NBCDTP:** | £ |  | |
| **Have you secured supplementary funding from another source?** | YES  NO | | |
| **If Yes, please state the source and the level of funding provided:** | Source: | | £ |
|  | | | |
| **DECLARATION:** | | | |
| ***“I confirm that I have read the accompanying* Guidance Notes *and understand and accept the terms and conditions of the NBCDTP Cohort Development and Innovation Scheme, and have submitted this application in line with those terms and conditions. I have provided a fully itemised estimate of costs and have assessed any risks associated with the activity. I undertake to inform the NBCDTP of any changes to the details outlined above and understand that I will not be reimbursed for items/services that have not been approved. I have discussed this application with my supervisory team, and have their support.”*** | | | |
| **Lead Applicant Signature:** |  | | |
| **Date:** | Click here to enter a date. | | |
|  | | | |
| **SECTION 2: SUBMISSION** | | | |
| *Please ensure the following supporting documents accompany your application:* | | | |
| **Evidence to support the estimated costs:** | | |  |
| **A proposed training or conference plan, programme, or outline:** | | |  |
| **Evidence of the interest in the above event/activity:** | | |  |
| **The application should be merged into one complete PDF document in the order stated above and named using the following convention:**  **Award Holder Surname + Initial\_Host Institution\_CDI\_Date DDMMYYYY**  **e.g. SmithJ\_QUB\_CDI\_30062017**  **Please e-mail the completed, signed form to the**  **NBCDTP Administrator in your host institution:** | | | |
| **Durham University** | northernbridge.admin@durham.ac.uk | | |
| **Newcastle University** | northernbridge.admin@newcastle.ac.uk | | |
| **Northumbria University** | northernbridge.admin@northumbria.ac.uk | | |
| **University of Sunderland** | faci-research@sunderland.ac.uk | | |
| **Teesside University** | research@tees.ac.uk | | |
| **Queen’s University Belfast** | northernbridge.admin@qub.ac.uk | | |
| **Ulster University** | northernbridge.admin@ulster.ac.uk | | |

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| **Version Control** | |
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| Last Amendment | 12/10/2020 |
| Last Amended By | Sarah Rylance |