# Pandemics and Cities – seed funding

# Proposal Template

Applications must be submitted [via the form link at the USF website](https://urbanstudiesfoundation.org/funding/pandemics-and-cities/) by **1st November 2021**

### Page 1: applicant(s) information

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| **1.1 Principal applicant information** |
| Name: |  |
| Email: |  |
| Profile web page: |  |
| Current institution: |  | Role: |  |
| Contact address: |  |

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| **1.2 Co-applicants (space for up to two)** |
| Please add further co-applicants in the same format as above. |

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| **FILE UPLOAD: Co-applicant CVs (up to three)** |
| File uploads must be collated as a single pdf, maximum 5mb in size. |

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| **1.3 Team members (optional)** |
| Free field to list other members of the project team, if relevant. This should just be names, profile links, and any very brief details as relevant. Maximum 150 words. |

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| **1.4 Referee contact details (two referees must be named)** |
| Referee one name: |  |
| Referee one email: |  |
| Referee one institution: |  |
| Referee one role: |  |
| Referee one relationship to applicant(s): |  |
| Referee two name: |  |
| Referee two email: |  |
| Referee two institution: |  |
| Referee two role: |  |
| Referee two relationship to applicant(s): |  |

### Page 2: proposal information

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| **2.1 Partner organisations (at least two)** |
| Organisation name: |  |
| Address: |  |
| Website: |  |
| Contact name: | This should be the person who completed the letter of support. |
| Contact email: | This should be the person who completed the letter of support. |
| Host organisation? | One organisation must host the project funds (see Further Particulars).Will this organisation host the funds? Y/N |

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| **2.2 Additional partner organisations** |
| Please add further partner organisations in the same format as above (there must be a minimum of two partner organisations). |

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| **FILE UPLOAD: Partner organisation supporting letters (one per organisation)** |
| File uploads must be collated as a single pdf, maximum 5mb in size. |

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| 1. **2.3 Proposal information**
 |
| 1. Title of proposal:
 |  |
| 1. Start date:
 |  |
| 1. End date:
2. Note: these dates should be for the seed funding project only, and it is assumed that all proposals contain details of how the project might continue beyond this date.
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| 1. **2.4 Proposal statement**
2. (maximum 1,000 words)
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| 1. **2.5 Partnership statement**
2. (maximum 500 words)
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| 1. **2.6 Project timeline and feasibility statement**
2. (maximum 500 words)
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| 1. **2.7 Outputs and dissemination**
2. (maximum 500 words)
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| 1. **2.8 Future directions and other comments**
2. (maximum 500 words)
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| 1. **2.9 Bibliography**
2. Please list references from the sections above here, in standard alphabetical bibliography format (maximum 750 words).
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### Page 3: budget details

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| 1. **3.1 Budget requested**
2. All items must be detailed in GBP. Please upload budget documentation for all items costed at over GBP £500 and exchange rate information via [Oanda](https://www1.oanda.com/currency/converter/).
 |
| 1. Item
 | 1. Details
 | 1. Evidence attached?
 | 1. Amount Requested (GBP)
 |
|  |  | 1. Y/N
 |  |
|  |  | 1. Y/N
 |  |
|  |  | 1. Y/N
 |  |
|  |  | 1. Y/N
 |  |
| 1. Other
2. *(please specify or insert additional rows here as necessary)*
 |  |  |  |
| 1. **Total Requested:**
 |  | 1. **\*INSERT AMOUNT GBP\***
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| 1. **3.2 Budget statement**
2. (maximum 400 words)
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|  |

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| 1. **FILE UPLOAD: Budget evidence (for all items listed above GBP 500)**
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| 1. File uploads must be collated as a single pdf, maximum 5mb in size.
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| 1. **FILE UPLOAD: Any additional supporting documents (optional, as necessary).**
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| 1. File uploads must be collated as a single pdf, maximum 5mb in size.
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### Submission Declaration

In order to apply for funding from the Urban Studies Foundation, you must agree to the following:

□ I/We (the project leads in Section 1) confirm that: (1) all information that you have supplied in this application is true, correct and complete; (2) you have provided all the required documents, adhered to word limit guidelines, and are eligible for the award; (3) you consent to the storage, processing and use of the information contained in this application form as described in the Urban Studies Foundation Privacy Notice (available at <http://urbanstudiesfoundation.org/privacy-notice>); and (4) you agree to be bound by the decision of the Urban Studies Foundation awarding panel in relation to this application, and understand that their decision is final.

NAME(s):

DATE:

SIGNATURE(s):