UNIVERSITY OF CAPE TOWN
IYUNIVESITHI YASEKAPA · UNIVERSITEIT VAN KAAPSTAD

URC	**START-UP GRANT APPLICATION R&I11**

- The aim of the grant is to initiate new staff member's research at UCT and is awarded once only in an applicant's UCT career.
- The grant is aimed exclusively at supporting research activities up to the value of R75 000 and does not support postgraduate research activities (i.e., master's or doctoral research).
- New UCT permanent academic staff members (including joint staff but excluding registrars) in the Health Sciences, EBE, Humanities, CHED, Law, and Commerce Faculties are eligible to apply.
- Deadlines: Applications are received throughout the year and every effort will be made to review and process applications within 3 – 5 weeks within receipt of applications.
- Please note that the Start-up grant must be applied for within 2 years of permanent employment appointment date.
- This is a grant proposal, and it is imperative that you read and follow the instructions on the application to avoid your application being returned to you for clarification and/or request for supporting documentation.
- All applications **MUST BE TYPED and supported by quotations for items requested in the budget section.** Please email your application to researchfunding@uct.ac.za and Subject heading "**URC Start up grant – your surname and name**"

Note: This is a fillable PDF form with form fields and must first be downloaded to your computer (right-click and *Save link as*) before it can be completed using ⬛ Adobe Acrobat Reader. **Do not use Adobe Fill & Sign**, as this disables the form fields. Instead **complete the form by entering data into the existing form fields**.

A. APPLICANT PARTICULARS

Surname				
Title				
Initials				
Department/ Institute/ Centre				
Faculty				
Email address				
Staff number				
UCT appointment date				
Present position				
Full / part – time	Full time		Part time	
Permanent	Yes		No	
Gender				
Race				
Date of birth				
Citizenship				
NRF rating (if applicable)				
Highest academic qualification				
Year obtained				

Institution where obtained	
Research outputs for the last 3 years:(Attach separate sheet if necessary)	

B. APPLICATION DETAILS

B.1. Summary statement of proposed research activity: (Attach separate sheet if necessary)	
Research project title. (Only provide the title, no more than 50 words)	
Relevance and impact of the research Relevance = background to the problem. Impact = how will this research impact and advance your field of study.	
Research questions/ objectives.	

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B.2. Research work plan	
Methodology and proposed research plan. Project phases, timelines and postgraduate students involved should be included if appropriate Be as descriptive as possible. Provide details of the activities that will require funding.	
Expected research outputs (e.g., accredited publications, presentations at conferences, student supervision and graduated students)	

C. FINANCIAL DETAILS

Funding guidelines
- All funding costs requested **MUST** be research related and **MUST** be aligned to your work plan.
- Where necessary, quotations should be provided. Do **NOT** include line items if these are NOT reflected in your work plan.

Exclusions
- Office equipment, e.g. standing desks, printers or stationery. These should be provided by your department.
- Licenses, journal subscriptions and membership fees.
- Conference travel
- Salaries
- Bursaries
- Data/internet costs

C.1. Requested funding		
Categories of Funding:	**Amount applied for:**	**Motivation:** Please provide a detailed motivation, which should align with your research work plan
Research / Technical / Ad-hoc Assistance (**Note**: This does not include costs for your salary as this must be covered by UCT - whether you are employed full time or part time)		
Running costs		
Travel and Subsistence (excluding conference travel)		
Equipment **Note**: • **Minor** requests only - major equipment to be requested from the UEC • Only R20,000 for laptops (provide the model and make)		
Other		
Total		

D. TO BE COMPLETED BY THE HEAD OF DEPARTMENT							
	Strongly supported		Supported		Not supported		
Print Name							

Note: Do not use *Fill & Sign* to sign as this will disable all form fields, making any remaining, incomplete fields unusable.
To sign: Select *Sign method* and click in *Signature* field to either *Insert image* of your signature or *Apply digital signature*.

How are you signing? — Insert image (default) — Apply digital signature (See: Digital IDs FAQ)

	Sign method		**Signature**	**Date**
Signature of HoD				