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UK Science
& Innovation
Network

UK SCIENCE AND INNOVATION NETWORK

2014 UK-US SYNTHETIC BIOLOGY

COLLABORATION DEVELOPMENT AWARD PROGRAMME

CALL FOR PROPOSALS

OVERVIEW

The British Embassy and British Consulates in the US are pleased to accept applications for the 2014 UK-US Synthetic Biology (SynBio) Collaboration Development Award (CDA) Programme. This award will provide funding for three US researchers to travel to the UK to complete short research projects, laying the groundwork for long-term collaborative efforts. This programme is sponsored by the Global Partnership Fund and is administered through the UK Science and Innovation team based in Boston.

Ideal outcomes from this award include: joint publications; joint or complementary funding applications (either by the applicant and/or their PI and/or their host); student / researcher exchange programmes; sharing of equipment, materials and facilities; knowledge exchange of skills and techniques; institutional linkages; technology transfer; and industry sponsorship. Please do not be limited by these ideas - we strongly encourage the development of innovative models for collaboration. Initial outcomes should be completed over the first 6 to 12 months following the visit and lead to the development of long-term relationships between research laboratories.

SCOPE & PRIORITY AREAS

The UK Science and Innovation (S&I) Network based at the British Embassy and Consulates throughout the US aims to build strong, targeted relationships between leading researchers and institutions in the UK and US. The S&I Network in the US led a series of workshops in London, Boston, Chicago, and San Francisco last year focused on building links between UK and US synthetic biology researchers. This award aims to build upon those discussions by providing a mechanism for the synthetic biology communities in the UK and the US to initiate transatlantic collaborative research.

For this round of awards, only projects broadly defined as synthetic biology will be considered, though collaborations between 'synthetic biologists' with partners across disciplines is encouraged. Be creative!

ELIGIBILITY AND FUNDING CRITERIA

Awards will support the applicant's UK travel and subsistence. Awards funded under this call will not exceed £3000 per applicant. Expenses eligible for reimbursement include: economy class airfare (not premium economy), accommodation, and a £50 per diem to support subsistence and local travel. **Non-travel costs, such as host institution fees or research operating costs, cannot be supported through this award.**

Funding through this CDA will support a short research project in a hosting laboratory up to two weeks, with only the applicant travelling. CDA funding is available to US researchers (third year graduate student through assistant professor level, or early career level within a US-based start-up company).

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Hosting institutions can vary, and may include UK universities, companies (preference given to smaller start-ups), or non-profit organizations.

Successful applicants will be required to complete at least one blog about their experiences in the UK for the UK Science and Innovation Network's "Partners in Science" blog. Winners will also be required to complete an evaluation form immediately after the visit and must commit to providing brief updates on follow up activity and outcomes at 6, 12 and 18 months following the visit.

EVALUATION CRITERIA

Applications will be evaluated based on the following criteria:

- Quality of proposed project
- Quality of proposed outcomes and expected ability to complete them
- Potential for significant, long-term collaboration post-visit
- Potential to broaden the collaboration to a wider, institutional level
- Use of creative / innovative collaboration models

Applications will be reviewed by the UK Science & Innovation Network in the US in consultation with relevant UK Government Departments with an interest in synthetic biology (e.g. Research Councils UK, Technology Strategy Board, UK Trade and Investment).

HOW TO APPLY

Proposals must be submitted using the attached application form according to the instructions on page 9. One application should be completed jointly by both the visitor (applicant) and their host; a supporting letter of recommendation should be sent separately.

DISBURSEMENT OF CDA FUNDING

CDA funds will be provided as a reimbursement for incurred expenses. Receipts, invoices, and expense forms must be returned together with a completed evaluation before payment will be issued. All receipts, invoices, and expense forms must be received within 2 weeks of the conclusion of travel. We will provide more details at the time of the award. **Disbursement of funds is contingent upon return of all requested materials including a final evaluation form.**

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IMPORTANT DATES

15 July 2014	Deadline for Applications
18 August 2014	Award notification
1 February 2015	CDA-sponsored travel must be concluded
Within 2 weeks of return	Evaluation forms and expenditure records due

FURTHER INFORMATION

Queries about the CDA programme and application process should be directed to:

Sarah Hokanson, Ph.D.

Head of Science and Innovation

British Consulate-General Boston

SynBioCDA@gmail.com

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2014 SYN BIO COLLABORATION DEVELOPMENT AWARD
APPLICATION FORM

A completed application consists of:

- 1) CDA application form in PDF format including input from UK host;
- 2) Applicant CV;
- 3) Letter of support from advisor or department chair.

Please answer all items thoroughly and succinctly, and e-mail completed applications to:
SynBioCDA@gmail.com

I. APPLICANT DETAILS & INFORMATION

Name: _____
Position/Title: _____
Department: _____
Name of Advisor/Dept. Head: _____
Institution: _____
Address: _____

Telephone: _____
Email: _____

Name of research group leader / PI (if different): _____
Group size (# members): _____
Group / Institution website: _____

- 1) How long have you been in your current position?
- 2) Please describe the current areas of specialisation for your group / institution and how this work is contributing to leading synthetic biology efforts. {300 words maximum}

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II. HOST DETAILS & INFORMATION

Name of PI / Group Leader: _____

Position / Title: _____

Department: _____

Institution: _____

Address: _____

Telephone: _____

Email: _____

Group size (# members): _____

Group / Institution website: _____

3) How long have you been in your current position?

4) Please describe the current areas of specialisation for your group / institution and how this work is contributing to leading synthetic biology efforts. {300 words maximum}

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III. COLLABORATION DETAILS

- 5) Proposed start date of travel:

- 6) Duration of visit: *(not to exceed 2 weeks)*

- 7) Did the applicant and host connect through an interaction at an S&I Network activity (workshop, conference, visit, etc.)? If yes, please identify which S&I post (Embassy or specific Consulate) you have worked with and how they facilitated the connection. *NOTE: Previous interactions with our team are not required to receive this award; information gathered here is only for our records.*

- 8) Have the applicant/applicant PI's and host's groups previously collaborated? If yes, please describe the subject and duration of the collaboration and identify if it is ongoing. {100 words maximum}

- 9) Please provide an overview of the proposed collaboration including a list of activities that will be carried out during the visit. What complementary skill sets or technologies will be brought together between the two groups? What is the strategic advantage of this partnership and why is it important that this be an international collaboration rather than a local one? If this is an ongoing collaboration, please also identify how this opportunity will enable the participants to significantly broaden the collaboration or expand it in a new direction. {500 words maximum}

- 10) Will the applicant be able to give a lecture/seminar at the host's institution?

- 11) What are the long-term goals for this collaboration and the expected outcomes over the next 6-12-18 months? What joint activities (w/ timeline) do you anticipate will be needed after the visit to complete these results? {300 words maximum}

- 12) Is there potential to broaden this collaboration over time? What steps, if any, will be taken to expand the collaboration more widely across the participating groups / institutions? {150 words maximum}

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IV. HOST'S INVITATION

This section is to be filled out by the host. Please provide a statement of intent for the applicant's visit to your site. When complete, the host should then digitally sign the document by typing his or her name and the current date in the signature field at the bottom of this page.

I, the host, confirm that the information that I have given is true and complete.

Signature _____

Today's Date: _____

Please type in your full name and today's date. This will serve as your electronic signature.

V. EXPENSES

13) Please estimate the costs to be incurred during your visit in **GBP**.

International travel (airfare only):	£ _____
Accommodation:	£ _____
Travel & Subsistence (rate/day: £50):	£ _____
	<hr/>
Total amount of funding requested (maximum £3000):	£ _____

Please note that this CDA only provides funding for economy class air travel and expenditures towards accommodation, travel and subsistence, and not towards research costs. Further, funding is to be used for the applicant only, and cannot be used for the applicant's spouse or family members.

The amount of funding provided under this CDA programme is limited. Please request only the funding necessary for your visit up to £3000.

AUTHORISATION

I, the applicant, confirm that the information that I have given is true and complete.

Signature _____ Today's Date: _____

Please type in your full name and today's date. This will serve as your electronic signature.

SUBMITTING THIS APPLICATION

All completed applications should be e-mailed to: SynBioCDA@gmail.com

Applicants should submit:

- Completed application, including sections II and IV completed by the host
- Brief copy of the applicant's CV (3 pages max)

Research advisor / Department chair should submit:

- Letter of support (must state that short-term travel is permissible)

Applications and supporting materials are due 15 July 2014.

The CDA programme is sponsored by the BIS / FCO Global Partnership Fund and is administered through the UK's Science & Innovation Network in the US.