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**Midlands4Cities: Initial Application Form for Open Doctoral Competition**

 **Please upload this form to the DMU application portal here:** <https://dmuhub.dmu.ac.uk/apply/index.html#/Logon> **by 30 November 2023.**

•If you are not already a DMU student you will be prompted to create an account in order to access the portal.

•You will also be required to upload additional documents that normally accompany a PhD application (see section 5a and 5b here):

 <https://www.dmu.ac.uk/doctoral-college/study/how-to-apply.aspx>

These include:
1. A standard application form **(fill out sections 1, 2, 7, 9, 10, 11, 12 ONLY).**

[www.dmu.ac.uk/documents/doctoral-college/2022-application-form.docx](http://www.dmu.ac.uk/documents/doctoral-college/2022-application-form.docx)

2. Annexe form
[www.dmu.ac.uk/documents/doctoral-college/2020-application-form-annexe.docx](http://www.dmu.ac.uk/documents/doctoral-college/2020-application-form-annexe.docx)
3. Certificates and transcripts
4. English language proof of proficiency (where necessary)
5. Scan of your passport photo page
NOTE: References are not required at this stage and those fields can be left blank.

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| **Full Name:** |  |
| **Date of Birth:** |  |

**Date on which your doctoral study will begin or, if you have already started, the date on which you began.**

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**If you have already commenced your doctoral studies, was this full-time or part-time?**
**Note:** Students who have already commenced doctoral study are eligible to apply for AHRC funding, provided that, at the start of the AHRC award, they will have at least 50% of their period of study remaining. Please refer to the Applicant Guidance Notes for further clarification.

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**1. Your Proposed Project**
For applicants to the Open Doctoral Competition: Please provide details of your proposed project. Read the Guidance Notes to help you. For applicants to the Collaborative Doctoral Award (CDA) competition: Please provide details of the purpose and reasons for undertaking research on the collaborative project. Read the Guidance Notes to help you.

**Please provide a project title for your proposed programme of research**

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**2. Project Proposal
(The final application to M4C will have a maximum of 500 words. At this stage you may write more, but no more than 750 words is recommended).**
Please outline as relevant to the stage of your research at the time of applying, and with reference (e.g., Jones, 2017) to existing literature in the field. Full references for these items should be included in the bibliography section below. The proposal should include:
•The **context** of your project (i.e., the research or practice background to the problem/challenge/research gap you will investigate).
•The **research question**(s) it will answer.
•The **method**(s) you will use to investigate your research question(s).
•The **impact**(s) your project could make in terms of an original contribution to knowledge in the field(s), and beyond academia (e.g., in professional and creative practice, industry, etc).
•An **indicative structure/timeline** for your project across the duration of the award you are applying for.

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**Bibliography** (provide full references only for sources listed in the proposal, max. 200 words)

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**3. AHRC Subject Remit**
Please review the AHRC subject remit guidelines and indicate as far as you can a primary (level 1) research area and, if applicable, a secondary (level 2) research area.
Please check from page 67 of the AHRC Research Funding Guide downloadable here:

<https://www.ukri.org/publications/ahrc-research-funding-guide/>

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| Level 1 |  |
| Level 2 |  |

**4. Ethics (max. 200 words)**All research projects **must** comply with relevant research ethics and integrity guidelines. Please review the DMU guidance on research ethics and integrity here:

<https://www.dmu.ac.uk/research/ethics-and-governance/research-integrity-and-ethics.aspx>
(Note that there may be faculty-specific guidance available).

Please list any **Ethical considerations** in the context of your project (e.g. in relation to research participants/stakeholders, data collection and storage, archive use, copyright, intellectual property etc.); and
How you will **address potential ethical concerns** (e.g., informed consent, anonymisation, ethics training needs for yourself and/or participants, identification of support services etc.)

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**5. Off-site Research Activities (max. 200 words)**
Complete this section if your proposed project will require you to undertake fieldwork, study visits or practice (beyond routine dissemination and engagement events). For each activity, please provide indicative details about:
**Where** the activity will take place (i.e., country, institute, archive, centre etc)
**How long** the activity will take (i.e., days, weeks)
**Why** the activity is required (i.e., how will the activity support you to complete your research? e.g., enable data collection, stakeholder engagement, language practice, test theoretical argument etc).
**What costs** are likely to be incurred (travel, accommodation, room hire, training costs)
**Contingency plans** in the event that activity cannot go ahead due to risk assessment outcomes (e.g., restrictions due to COVID-19).

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**6. Extended Funding (max. 200 words)**A standard award is for 3.5 years full-time. An award can be extended up to a maximum of 6 months full- time or 12 months part-time. Requests for extended funding can be made where there is a rationale for complex or extended training, skills acquisition (e.g., research cannot be completed without acquisition of new, high-level skills), extended research/fieldwork/extended practice activities, visits, or extended practice or placement needs (e.g., due to significant challenges with collaboration, access and/or logistics). Please see application guidelines for further details. All such requests **must** make a case for the need and explain how it is integral to your research. Complete this section if you anticipate that you will require extended funding.
Please provide details of the:  **training/skills development**, **operational challenges** or **extended practice activities** you anticipate.
Include planned **destinations and purpose** of visits for fieldwork or placements.
and **indicative length** of additional time you will require. The allocation of extended funding will be confirmed after the first mid-year review (after 6 months for full-time study, 12 months part-time).

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**7. Person and Preparedness**
Please provide details about your qualifications.

**Undergraduate Degree**

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| Subject |  |
| Degree |  |
| Classification |  |
| Completion date |  |

**Postgraduate Degree (Master’s or equivalent international qualification)**
If you are not studying for/do not hold a Master's but have equivalent professional experience, please proceed to the next questions (Previous Study and Experience) and provide details there.

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| Subject |  |
| Degree |  |
| Classification |  |
| Completion date |  |

**Previous Study and Experience (max. 500 words)**
Describe how you are ready to undertake your proposed doctoral research project based on your previous study and experience. You might comment on:
**Knowledge and skills** developed through previous study (e.g., undergraduate/postgraduate studies (including specific modules), certifications, training etc) and/or **professional and creative practice** (e.g., employment, research assistantships, consultancy, residencies, performances, curations, internships etc).
**Specialised training** (e.g., languages, ICT, methods, EDI etc).
**Academic and professional achievements** (e.g., awards, scholarships, publications etc).
If appropriate, you should also identify any training you might need to undertake or skills you might need to gain in order to complete your project. These may include:
**Language** proficiency
**Research methods** in data collection, such as interviewing, archive use, and associated ethical practice
**Data management and processing**, particularly where specific software is required
**Project management**, including in practice and curation.

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**Any other information (max. 150 words)**Is there any other information you would like to bring to the panel’s attention? For instance, you might wish to note extenuating circumstances, such as illness, which have affected your previous performance.

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**8. Place
Proposed home institution: De Montfort University**

**Proposed Supervisory Team**
Potential lead supervisor details:

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| Name |  |
| University (home institution) | DMU |
| Academic Unit (Institute/Centre/Dept.) |  |

Potential second supervisor details:

|  |  |
| --- | --- |
| Name |  |
| University  |  |
| Academic Unit (Institute/Centre/Dept.) |  |
| Do you have a third supervisor to add? If yes, give details below (this can be added at a later date) |  |
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**If your proposed open competition application involves working with a partner organisation, please provide details about the name and type (e.g., business, museum, NGO).**

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**9. M4C institution (max. 300 words)
Describe how your selected M4C institution(s)** provide a suitable environment for both the progress of your project and your academic/professional development. [max 300 words]. Please comment on:
The fit and expertise of your proposed **supervisory team.**Institutional **expertise and networks** (e.g., research centres/institutes/groups, partnerships, collaborations etc)
**Training and development** opportunities (e.g., available courses, teaching, leadership roles).

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**10. Midlands4Cities**
**Please review M4C webpages:** [**https://www.midlands4cities.ac.uk/**](https://www.midlands4cities.ac.uk/)
Consider how you might both support and benefit from the Midlands4Cities Doctoral Training Partnership. You may wish to comment on how you could engage with:
M4C development funding beyond your stipend, partner organisations and placement and training opportunities. **(max. 150 words)**

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**Application Deadline:** This completed application must reach the DMU Doctoral College no later than 30 November 2023.

**Note about References**
Referees’ reports are **not required at this stage** of your initial application to DMU, but two references will be required in your final application to M4C. Please review the guidance below with a view to your final application.

To support your application to Midlands4Cities it is essential that two references are completed by your chosen referees via the online M4C reference form by the deadline of 10 January 2024 (noon UK time). Please note that alternative formats are not accepted.
We advise that you monitor the progress of your reference completion as it is your responsibility to ensure that your referees have received the request and completed the relevant documentation by the deadline. **If references are not received by the deadline, your application will be deemed ineligible.**

Reference tips:

1. Inform your referees that they have been nominated to complete a reference request and confirm that they have received the automated reference request.
2. When using a university email address, please use the referee's full email address, e.g. j.bloggs@institution.ac.uk and **not their username.**
3. Referees should not register with the M4C applicant portal to submit a reference. Please ask them to await the automated reference request.
4. Your referees understand that they will be expected to include detailed answers to each of the questions on the form, in relation to your proposed research and your academic background and qualifications.

Please be aware that although your reference request has been sent, your referees must submit their reference via the M4C online form before the reference task can be marked as complete and your application can be submitted.