**Oxford University Gardens, Libraries and Museums Collaborative Doctoral Partnerships 2020**

**Project Proposal Form**

Please note that this form is for proposals by potential supervisory teams for Collaborative Doctoral Partnerships (CDP) projects, not for applications by potential students (the successful studentship proposals will be advertised in early 2020).

All sections of this form should be filled in jointly by the named member(s) of staff from Oxford University Gardens, Libraries and Museums (GLAM) and the named member(s) of staff from the partner Higher Education Institution (HEI). Please refer to the GLAM Collaborative Doctoral Partnership (CDP) **Guidance Notes** ([www.glam.ox.ac.uk/CDP-2020-Call](http://www.glam.ox.ac.uk/CDP-2020-Call)) when completing this form, which detail the criteria for assessment.

Potential supervisors from OU GLAM institutions are strongly advised to contact Professor Dan Hicks at dan.hicks@prm.ox.ac.uk and/or Dr Harriet Warburton at harriet.warburton@glam.ox.ac.uk for further advice and guidance before submitting a proposal.

Completed forms must be submitted by email to harriet.warburton@glam.ox.ac.uk on **Friday 22 November 2019** by 5pm.

NB Each OU GLAM institution and each partner HEI will have its own internal deadlines and review procedures before the final submission date, and so potential supervisors should make contact with all relevant parties within their own institution as far in advance of their final submission as possible.

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| **Project overview** |
| **1) Title of the proposal***(Maximum 150 characters)*THIS CAN LATER BE DIRECTLY COPIED/PASTED INTO THE AHRC’S ELECTRONIC SUBMISSION SYSTEM (JE-S) |  |
| **1.1) Abstract** *(Maximum 4000 characters including spaces )*THIS CAN LATER BE DIRECTLY COPIED/PASTED INTO JE-S | *Please provide a concise summary of the proposed research, accessible to a non-specialist audience.* |

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| **Oxford University Gardens, Libraries and Museums partner** |
| **2) GLAM institution(s)**  | *Please specify which OU GLAM institution(s) the studentship will be partly based in.* |
| **2.1) Oxford University GLAM supervisor(s)** *(NB a second GLAM supervisor is optional)* | Lead OU GLAM supervisor*(name, email address, job title, institution, and department)* |
| Second OU GLAM supervisor *(where appropriate. The AHRC encourages projects to include a second supervisor as back-up in case one supervisor absents themselves from the project or the institution, temporarily or permanently.)* |
| **2.2) Has the Head of Department for each proposed supervisor given consent for their involvement?**  | *(Yes/No)* |
| **2.3) Has the proposal been approved internally by your institution’s research committee (or equivalent body)?** | *(Yes/No)* |
| **Higher Education Institution partner** |
| **3) Higher Education Institution (HEI) supervisor(s)***(NB a second HEI supervisor is optional)* | Lead HEI supervisor*(name, email address, job title, HEI, and department)* |
| Second HEI supervisor *(where appropriate, see above)* |
| **3.1) Has the HEI Head of Department for each proposed supervisor given consent for their involvement?**  | *Yes/No* |
| **3.2) HEI research administration contact for this proposal** | HEI Research Administration*(name, email address, job title, HEI, and department)**A relevant officer in the HEI’s research office is required to work with the OU GLAM research office to finalise the collaboration agreement.*  |
| **3.3) Has this application been discussed with the HEI’s Research Office?** | *Yes/No* |

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| **Project detail** |

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| **4) Summary of the proposed research** |
| *(Maximum 1 side of A4)*THIS CAN LATER BE DIRECTLY COPIED/PASTED INTO JE-S*Please summarise the research to be undertaken through the studentship in this box, using the following headings:  a) Research Context;  b) Within which of AHRC’s areas of subject coverage does the proposal fall?*  *c) Aims and Objectives;  d) Methodology (including what elements of the relevant GLAM collections, activities, etc. the student will work with);  e) Outcomes.* *Figures/illustrations/other visual evidence is allowed as part of the description of the research.*  |
| **4.1) Please provide details of any additional financial, ethical or other support required to undertake the research** |
| *Does the research require extensive travel, research trips or fieldwork in the UK or internationally? If so, how much might this cost and how will this cost be covered?**Does the project require the support of additional departments/individuals within the heritage organisation, or externally – is this support assured?* *Will the successful student candidate require specialist training? How will this be provided?**Does the project require access to specific equipment or software? How will this be provided?**Are there any ethical issues around undertaking this research and has this been considered by both the HEI and the GLAM department?* |
| **5) Summary of the Partnership** |
| *(Maximum 4000 characters)**Please summarise the partnership in this box, using the following headings:  a) Rationale for the partnership with the GLAM institution(s), the supervisors, and the HEI department;  b) Background to the partnership (e.g. is this a new or longstanding partnership?)  c) How does the proposal fall outside the established disciplinary connections of the GLAM institution involved?* |

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| **Studentship impact** |

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| **6) Academic Beneficiaries** |
| *(Maximum 4000 characters)**Please outline the potential academic beneficiaries of the research in this box.*THIS CAN LATER BE DIRECTLY COPIED/PASTED INTO JE-S |
| **7) Impact**  |
| *(Maximum 4000 characters)**Please provide details of the envisioned impact of the studentship. This may include impact on professional, cultural or public audiences and end users, through public engagement, outreach, knowledge exchange, dissemination and other impact initiatives.*THIS CAN LATER BE DIRECTLY COPIED/PASTED INTO JE-S |
| **Student recruitment** |
| **8) Student Skills and Support** |
| *(Maximum ½ side A4)**Please provide details of what skills or background the student will need. Where appropriate, please outline what specific or additional support they will require and how it will be provided (e.g. skills training, support within the GLAM institution apart from that provided by the supervisor/s).*  |
| **8.1) Recruitment and advertising** |
| *Please provide details of where you will publicise the PhD studentship and how you propose to manage the recruitment process to ensure this opportunity is made accessible to the widest possible pool of potential candidates.* |
| **9) Positive Action Studentships for UK BAME applicants** |
| **9.1) Do you plan to offer this project as a Positive Action Targeted Studentship for UK BAME applicants? (This is not mandatory;** *see the Guidance Notes for more information.)* | *(Yes/No)* |
| **9.2) *Details of steps taken by the HEI partner to offer this project as a Positive Action Targeted Studentship for UK BAME Students*** *(Including evidence-based Memorandum of Justification and provision for mentorship. Maximum ½ side A4; if you answered ‘no’ to 9.1, please write ‘not applicable’ here.)* |
| **10) Student Development** |
| *(Maximum ½ side A4)**Please provide details of plans for the continued professional development of the student, separate from the focus of their thesis, both internal and external to the HEI and Oxford University GLAM institution, including provisional plans for how you will use the four-year funded period to help develop the skills and experience which the student will need for their future career.* *Please refer to the Guidance Notes for more details.* |
| **Supervisors** |
| **11) GLAM supervisor(s)** |
| *(Maximum 2 sides A4 per supervisor; please do not attach a CV)**Please provide an outline CV/research profile with details of any previous supervisory experience and relevant publications or other outputs in this box.* |
| **12) HEI supervisor(s)** |
| *(Maximum 2 sides A4 per supervisor; please do not attach a CV)**Please provide an outline CV/research profile with details of any previous supervisory experience and relevant publications or other outputs in this box.* |
| **13) HEI department** |
| *(Maximum ½ side A4)**Please provide an overview of the research environment of the HEI department or faculty, including the support it will provide to the successful CDP student (including research and pastoral support available), its experience of engaging with external partners in this box.* |