**CRUK CITY OF LONDON CENTRE DEVELOPMENT FUND**

**APPLICATION GUIDANCE AND FORM – FEBRURARY 2025**

This document provides the guidelines for applying to the CRUK City of London Centre Development Fund. Please note this has changed since the last call.

Centre Faculty and early career researchers based at laboratories of members of faculty interested in submitting a proposal for the Development Fund should read this guidance and submit completed application form by **1 April 2025**.

**1. Overview**

* The CRUK City of London Centre brings together researchers from UCL, Barts/QMUL, King’s College London and the Francis Crick Institute to develop a world-class cancer biotherapeutics hub.
* A key objective of the Centre is to stimulate collaborative research through the provision of pump-priming funds to support cross-institutional Centre pilot projects.
* The Development Fund scheme provides short-term pump-priming funds (up to 1 year of funding, up to £25,000) to generate new preliminary/pilot data or to develop new technologies and methods to leverage further funding. It is not designed to fund core research activities or to supplement existing research programmes.
* For more information on the scheme, visit <https://www.colcc.ac.uk/development-fund/>

**2. Research project requirements**

**Essential criteria**

* The proposal is within the remit of the Development Fund **-** generating new preliminary/pilot data and/or develop new technologies and methods aimed at leveraging further funding.
* Address at least one of the centre’s research themes and programmes. The centre aims to develop, manufacture and precisely apply biological therapies and is organised into five programmes.
* Theme 1 - Novel biological therapies
* Theme 2 - TME Imaging and Molecular Analysis to Develop Effective Therapy Combinations
* Theme 3 - Cancer evolution
* Theme 4 - Early detection and prevention
* Cross-cutting theme - Paediatrics
* Make use of at least one of the centre’s infrastructure cores (further info in the supplementary information and on the Centre webpage <https://www.colcc.ac.uk/infrastructure-cores/>)
	+ Pre-clinical discovery models
	+ Deep cell and tissue phenotyping
	+ Cell and vector technologies and production
	+ Imaging and image-guided therapy
	+ Computational
* Applicants must be faculty members of the City of London Centre from the partner institutions or early career researchers based at laboratories of members of faculty.
* It’s a collaborative proposal across the Centre’s partner institutions (Barts/QMUL, Crick, King’s, UCL). The Lead and Co-applicant are from different partner institutions who must all be Centre faculty or early career researchers based at laboratories of Centre faculty.
* Demonstrate cross-disciplinary collaboration.
* Demonstrate scope of leverage further funding.
* Clearly presented rationale, objectives, and budget. Salary is not an eligible cost for the Development Fund scheme (exceptions will be considered on a case-by-case basis).
* The proposal is feasible to complete between 6 months to 1 year. Any proposal beyond this time scale will be deemed not feasible.

**Further to the above criteria, the Development Fund prioritises applications which**

* **In this round priority will be given to early career researcher applicants – junior group leaders and senior postdoctoral researchers** (exceptions will be considered on a case-by-case basis). Early Career Researcher Lead applicant must be the individuals who will be responsible for delivering the project and preferentially the subsequent reporting, with a contract end date no sooner than the anticipated end date of the project. Postdoctoral researchers need to submit the application with a letter of sponsorship from their principal investigator.
* Build new collaboration
* Demonstrate translational trajectory

**3. Timeline**

Call for applications open 5 February 2025

Application deadline Tuesday 1 April 2025

Application review April – May 2025

Application outcome End of May 2025

Project start date 1 August 2025

Project end date 31 Jul 2026

Project proposals will be reviewed by the Centre’s external Scientific Advisory Board against the criteria listed above. The centre’s Executive Board will make the final decision.

**4. How to apply for the City of London Centre Development Fund**

* Identify a faculty member(s) from a different Centre partner institution to yourself to develop a collaborative research project proposal. Please see our website for details of [Adult Cancer Researchers](https://www.colcc.ac.uk/adult-cancer-researchers/) and [Paediatric Cancer Researchers](https://www.colcc.ac.uk/paediatric-cancer-researchers/) within the Centre to help with this.
* Complete the Development Fund Application Form and return it to: cruk.cityoflondoncentre@ucl.ac.uk by the end of **Tuesday 1 April 2025.** Please note that you will receive a confirmation of submission by email, please contact us if you did not receive the confirmation as you may need to re-submit.
* Please direct any questions to Veronica Dominguez, City of London Centre coordinator, at cruk.cityoflondoncentre@ucl.ac.uk

This Development Fund awardees will be announced in Centre communications.

**CRUK City of London Centre Development Fund Application Form**

Applications should not exceed three pages (excluding figures, references and CVs) and should be in arial font size 10. **Please note applications which exceed the length requirement will strictly not be considered**.

1. **Project Details**

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| **Lead applicant** | **Name:****Email:****Job title:****Group leader name if applicable:****Department:****Institution:** |
| **Co-applicant(s)** | **Name:****Email:****Job title:****Group leader name if applicable:****Department:****Institution:** |
| **Project Title (Should be understood by a non-specialist)** |  |
| **Please confirm all applicants are members of the City of London Centre faculty, or early career researchers based at laboratories of members of Centre faculty:** Yes/No |

1. **Brief summary (maximum five lines)**

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1. **Background**

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1. **Proposal (including a breakdown of requested costs)**

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1. **Please describe how this project aligns with the CRUK City of London Centre aim and specify which Centre Theme(s) the project addresses.**

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1. **Describe how the project aligns with the call requirements as stated in page 1-2 and provide an explanation to why your/lab existing funding is not able to fund this proposal.**

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1. **Please explain how the Development Fund will help to secure longer-term funding to support the project**

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1. **Describe whether, and if so how, this funding will help to support national and international partnerships.**

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1. **Describe any translational trajectory**

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1. **Please include proof of excellence in research (list up to three key discoveries, current funding awarded (please give details of dates, funding body, title, value), publications, other awards, and honours. For postdocs researchers, please include a letter of sponsorship from your principal investigator.**

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1. **Please advise if you have applied to other CRUK or City of London Centre funding schemes with the same/similar project (e.g. Development Fund, studentships).**

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**In addition, brief CVs of the applicants should be provided (maximum two pages)**