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# Application form (2024–25)

Before applying, please refer to the separate guidance notes, which can be downloaded from the Cambridge Reproduction website ([www.repro.cam.ac.uk/development-fund](http://www.repro.cam.ac.uk/development-fund)). If you have any questions about the application, please contact Tamsin Smyth (admin@repro.cam.ac.uk).

## Applicant details

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Title |  | First name |  | Surname |  |
| Email address |  |
| Institution |  |
| Department |  |
| Role |  |
| Are you a member of Cambridge Reproduction? | Yes / No *please delete as applicable* |

## Details of proposed activity

|  |  |
| --- | --- |
| Brief description of the activity |  |
| When will this activity take place? |  |
| Where will this activity take place? |  |
| Links to any relevant information |  |

How will this activity benefit your current and future work in reproduction research?

How will you share the knowledge or skills gained with other people?

How much are you applying for? (*maximum £500*)

Total cost of the activity (please include a breakdown of costs)

|  |  |
| --- | --- |
| Conference/course fee |  |
| Travel |  |
| Accommodation |  |
| Meals/subsistence |  |
| Other relevant costs (please detail) |  |
|  |  |
|  |  |
| **Total activity cost** |  |

Do you have other sources of funding available (e.g. self-funding, other grants)? If so, please give details below

Have you received a grant from Cambridge Reproduction previously?

Yes / No *please delete as applicable*

If you answered yes, please give details

## Supporting information

**Applications must be accompanied by a letter of support from your supervisor, line manager or Head of Department, and a recent 2-page CV.**

These should be emailed to directly to **admin@repro.cam.ac.uk** with the title of your project. Applications received via this form will not be considered until supporting documents are received.

In submitting this application I confirm that the information that I have given is accurate and that I accept the terms and conditions, listed below, which would apply to any grant that may be awarded to me.

|  |  |
| --- | --- |
| Signed (first applicant) |  |
| Date |  |

Please return completed forms to Tamsin Smyth (admin@repro.cam.ac.uk) by the deadline shown on our website: [www.repro.cam.ac.uk/development-fund](http://www.repro.cam.ac.uk/development-fund). If you have any questions about the application process or about the Development Fund, please contact Tamsin Smyth as above.

## Development Fund terms and conditions

1. If you are awarded a grant you will be required to:

i) acknowledge our support in any outcomes from your training/development activity;

ii) write a short report on the funded activity, using the post-award report form on our website. Your report should be accompanied by at least one image of your funded activity, which we will use on the Cambridge Reproduction website ([www.repro.cam.ac.uk](http://www.repro.cam.ac.uk)) together with a summary based on the text from your report.

iii) provide receipts giving proof of expenditure. We can only reimburse expenses relating to your award if they are accompanied by receipts or other proof of expenditure.

2. We will only pay your grant to you once we have received your report and receipts.

3. We would be very glad to receive any additional images of your funded activity. Please also provide a caption and credit line for each image. By supplying images you are agreeing that Cambridge Reproduction may use these on its website, social media or in its annual report.

4. Applications must be accompanied by a letter of support from your supervisor, line manager or Head of Department.