Research idea form

Please use this form if you have a new research idea and you are at the beginning of scoping your research idea. If you have a more mature research proposal, please use the Research Proposal form.

The Bodleian Libraries have developed a new strategic approach to developing and enhancing research and research collaborations. To support this, we are introducing a new approach to project development and sign off.

This form will take you through the first stage of developing an idea from concept to realisation. Your proposal will be evaluated at the Bodleian research committee, and you may then be invited to develop your idea further by completing a full research proposal (depending on information shared as part of this proposal).

We are looking for proposals that will help to deliver the new Bodleian Libraries strategy,

Keep it short and to the point, make sure you tell us why you think it’s important and show us that you have thought it through.

All research proposals are reviewed against the following criteria: benefits and risks to the Bodleian, strategic fit for the Bodleian, and resources.

* Benefits and risks: we will look at how you propose to use our collections or expertise, the outputs you are seeking to deliver which could include scholarly publications, public engagement outputs such as exhibitions, or new software.
* Strategic fit: We will evaluate how your project fits [with our current organisational strategy](https://www.bodleian.ox.ac.uk/about/libraries/management#strategy) and will transform our collections, our services or our ways of working.
* Resources: We will look at whether a project is feasible within the given timeframe and broad budget, at the role you see the Bodleian playing (as PI, Co-I, partner or collaborator for example), and whether you have identified any named staff members or roles.

Your proposal should be under 4 pages long.

# About you

Your name

|  |
| --- |
|  |

Your role/job title

|  |
| --- |
|  |

Your institution

|  |
| --- |
|  |

Funding deadline

|  |
| --- |
|  |

Project title

|  |
| --- |
|  |

Proposed project dates

|  |
| --- |
|  |

# Benefits

Describe your project idea (250 words or fewer)

|  |
| --- |
|  |

What will be the outputs of your project? (You may not have a full idea of these at this stage)

|  |
| --- |
|  |

# Strategic fit

Please describe which strategic driver your project relates to, how it will address this priority and the impact it may have on the Bodleian Libraries.

|  |
| --- |
|  |

# Resources

Which funding scheme will this be submitted to?

|  |
| --- |
|  |

What is the overall budget for this project?

|  |
| --- |
|  |

Please list any other partners and their roles

|  |
| --- |
|  |

What role will Bodleian staff have in your project? (Please list any named Bodleian Libraries staff you have discussed your idea with, or any library roles or departments you think may be involved e.g. Public engagement, special collections)

|  |
| --- |
|  |

Are any indirect costs allocated to the Bodleian Libraries? (e.g. for delivery of events, exhibitions)

|  |
| --- |
|  |

# Checklist

* Have you completed all the boxes?
* Have you left enough time before the proposed start date for your project (eg. At least 3 months before project start)?

