

CDT 2018 Institutional Allocation Survey – Guidance

Deadline: 16:00 on 14 March 2018

Introduction

As detailed in the call document, institutions may only submit more than one CDT outline application to the EPSRC CDT call if they have been informed that they can do so by EPSRC. A list of these institutions is published in the call document. This allocation **does not** include applications predominantly focussed on Artificial Intelligence (even if they fall within EPSRC's remit) as these will form part of the aligned UKRI CDT call in Artificial Intelligence.

Please note that:

- All universities submitting more than one application must complete the institutional allocation survey. It should include all applications being submitted except applications predominantly focussed on Artificial Intelligence;
- If a listed institution has chosen to submit only one application they should not complete the survey;
- Institutions not listed in the call can only submit one application. They should not complete this survey;
- The survey is set up so the details of at least two applications must be provided.

Survey guidance

A number of questions in the survey are mandatory. In order to help your understanding of what information needs to be provided and when, this guide provides a number of screen shots of the survey with guidance notes on how to complete it.

Please do not submit dummy data to test the survey. This guide should make this unnecessary.

Landing page

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Introduction

EPSRC complies with the Data Protection Act 1998. We process and handle personal information according to the Data Protection Act. The personal information that you provide on this form will only be used for the processing of your application. The information will be viewed by EPSRC staff and those who are part of the decision making process. Your information will not be used/shared for any other purpose without your specific consent.

EPSRC reserves the right to publish and share anonymized aggregated information with stakeholders.

For further information on how your personal data is used, how we maintain the security of your information, and your rights to access that information we hold about you, please contact the [Professional Support Unit Information Team](#)

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Overview page

On this page you should enter the name of the institution from the drop down menu.

The maximum institutional quota is the maximum number of applications EPSRC said it will accept from the institution as the lead applicant.

The total number of applications is the number of applications actually being submitted by the institution (as the lead). This number should not include applications predominantly focussed on Artificial Intelligence (AI), nor should details of AI proposals be included in the survey.

We ask that the person completing the survey enters their details. This will allow us to contact you if we have any queries. We may share your name (not your email address) with the people at your institution who act as EPSRC contacts, if they wish to know who completed the survey. Your details will not be used or shared for any other purpose. If you do not wish for your name to be shared with the EPSRC contact please email cdt@epsrc.ac.uk to let us know.

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Background

This survey requires you to fill in the details of a minimum of two CDT applications, therefore, only institutions leading on more than one application should complete it. For these institutions details of all applications submitted must be included.

Name of Institution *

If you have chosen 'Other' as your institution, please use the box below to enter your institution name

Institution details *

Maximum Institutional quota

Total number of applications being submitted within institutional quota (excluding bids submitted predominantly against Artificial Intelligence)

Institution Contact Name

Email address (just in case we have any queries)

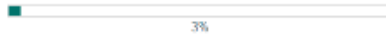
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Application pages

You should enter the details of only one application at a time. There are separate application pages provided for each proposal. We have added an application number (application 1, 2, 3 etc.) to the pages to help you keep track of the number of records you have already supplied through the survey. It does not matter what order you enter the applications in.

For application 1 you should enter the grant reference number (from Je-S; this will look like EP/S_____/1), the proposal's title, and the lead applicant's name. You should also indicate if the application has been submitted to the Open stream or the Priority Area stream of the call.

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Please enter details of application 1 *

EPSRC Grant Reference Number (EP/XXXXXXXX/1)

Title of Proposal

Name of Principal Investigator

Please indicate which stream the application is applying against, either the open stream or the primary priority area(s) *

- Open Stream
- Priority Area Stream

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If the application has been submitted against the Priority Area stream you will be directed to a survey page asking you to select the primary priority area/s for this proposal. As stated in the call, we expect the majority of proposals in this stream to primarily focus on only one or two areas.

Please note that EPSRC reserves the right to change the stream and/or priority area/s a proposal is considered against.

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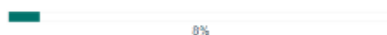
If applying against the Priority Area Stream, please indicate which primary priority area(s) *

- Applications and Implications of Artificial Intelligence
- Design and Innovation in Inclusive Technologies for Health and Care
- Design and Manufacture of Complex Soft Material Products
- Digital Creative and Interaction Technology
- Enabling Intelligence
- Energy Resilience through Security, Integration, Demand Management and Decarbonisation
- Energy Storage and Conversion
- Engineering for the Bioeconomy
- Establishing Trust, Identity, Privacy and Security for a Hyperconnected Digital World
- Fluids and Structures
- From Molecule to Product: Chemistry for Future Applications
- Future Computing Systems
- Future Connected Technologies
- ICT Device Technologies
- Materials Engineering and Manufacture
- Mathematical and Computational Modelling
- Mathematical and Physical Sciences at the Life Sciences Interface
- New Science and Technology for Sensing, Imaging and Analysis
- Next-Generation Medical Imaging
- Nuclear Fission and Fusion for Energy
- Physics for Future Technologies
- Power Electronics
- Pure Mathematics and its Interfaces
- Quantum Technologies
- Renewable Energy
- Resilient Infrastructure
- Robotics and Autonomous Systems
- Statistics for the 21st Century
- Sustainable Processes and Products
- Targeted Design and Discovery of Functional Materials
- Towards a Data-driven Future

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Once you have selected [a] priority area/s, or if you selected 'Open stream' for the application, you will be directed to another application page to complete for another proposal (application 2), in the same way. Once the details of two applications have been completed you will be asked if you have any more applications to record. You should repeat the process of recording proposal details until all applications being submitted by your institution (as the lead and excluding AI proposals) have been entered.

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Do you have further details of applications to submit *

- Yes
- No

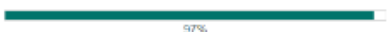
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Strategy page

Once you have provided the details for all applications being submitted you will be directed to the page shown below. You are invited to describe the strategy and selection process used by the institution to determine which proposals would to be submitted (in a maximum of 5000 characters including spaces). This information will not form part of the assessment process and will be used for internal information only. We may share it with EPSRC colleagues who act as strategic contacts for your institution. Across all the surveys completed we may anonymise the information and use it to help inform/improve the design of future funding activities, or to identify unintended consequences/benefits of the approach taken for this call.

This question is entirely optional.

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Please provide information about the strategy and process adopted for selecting the final set of applications (max 5000 characters including spaces) - Optional

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Data protection confirmation

The last page before finishing the survey asks you to confirm that you agree for EPSRC to process the information provided in the survey.

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EPSRC complies with the Data Protection Act 1998. We process and handle personal information according to the Data Protection Act. The personal information that you provide on this form will only be used for the processing of your application. The information will be viewed by EPSRC staff and those who are part of the decision making process. Your information will not be used/shared for any other purpose without your specific consent.

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Tick this box to confirm that you agree for EPSRC to process the information you have provided. *

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Final page

You will not receive email confirmation from EPSRC that your response has been received. However, you will receive confirmation at the end of the survey that you have submitted information and will be given the option to print your response.