

## Springboard scheme for biomedical scientists

### Sample application form – Round 12

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This application form should be used as a template and reflects the questions asked on the online form. The application form will be made accessible via Flexi-Grant only to those applicants who have been successful in their Institution's internal selection process.

Please note that only applicants selected by their institution will be invited to submit a form through the Academy's [Flexigrant portal](#). The list of Springboard institutional Champions can be [found here](#).

While we endeavour to keep this document as up-to-date as possible, please note the Academy reserves the right to alter the application form at any time. Therefore, this document may not represent an exact replica of the final application form.

The application form contains the following pages:

1. Contact Information
2. Current Post
3. Current Financial Support
4. Career History
5. Research Proposal
6. Your Budget Request
7. Animal Use
8. Human tissues or subjects
9. Output management and sharing
10. Monitoring and Marketing Feedback\*
11. Applicant Declaration
12. Head of Department declaration and supporting statement
13. Springboard Champion declaration and supporting statement
14. Finance Officer declaration and supporting statement

\* Pages and questions marked with an Asterisk are confidential and are not made available to the reviewers or Panel

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## Page 1: Contact Information

Title	Information pulled through from the applicant's Flexi-Grant® account contact record
First Name	
Surname	
Email Address (work)*	
Postal Address (work)*	
Telephone number (work)*	
Orcid ID	

## Host institution

Name of institution	Selected from a drop-down menu in Flexi-Grant®
Department	
Head of Department title	
Head of Department name	
Head of Department email*	

## Page 2: Current post

Job Title	
Is this a fixed term appointment?	<ul style="list-style-type: none"> <li>➤ If yes the applicant will be asked to confirm the current end date of their contract.</li> <li>➤ If the current end date is before the proposed end date of this award the host institution will be required to offer an extension of the contract, and include a letter of support to confirm this.</li> </ul>
Appointment start date	<ul style="list-style-type: none"> <li>➤ If the applicant is not in post by the application deadline (3 June 2026) a letter of support from the head of department will be required to confirm they will be in post ahead of the Panel meeting (20 Nov 2026)</li> </ul>
Is your current post full time?	<ul style="list-style-type: none"> <li>➤ If part time the applicant will be asked to detail the number of hours they work per week and the full time equivalent they have worked since starting their position until June 2026</li> </ul>
Research independence	<p>The applicant will be asked to detail how their independence in their current position differs from their previous posts and will be asked to answer the following questions:</p> <ol style="list-style-type: none"> <li><b>1. Are they line-managed or supervised?</b> We would expect the candidate to be line-managed in an independent position.</li> <li><b>2. Do they have a salaried position?</b> Is their salary derived from a grant in another PI's name? We would expect independent candidates to be in a salaried group-leader position (their first). Their salary should not be derived from another PI's funding.</li> <li><b>3. Are they able to supervise students or other members of staff?</b> We would expect candidates to be</li> </ol>

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	able to supervise/manage students and staff in an independent position. <b>4. Are they able to apply for funding as the PI?</b> We would expect the candidate to be able to apply for funding in their own name in an independent position. (200 words)
Research area	
Protected research time	
List the core duties (e.g. teaching, research, administration) you are required to undertake for this post, and percentage of your time allocated to each.	
Do you hold a clinical contract?	➤ If yes selected the applicant will be prompted to provide details of the clinical contract they hold (100 words).

### Page 3: Current financial support

What is the source of funding for your current post's salary	Institutional/external body
Financial support in current position	Applicants will be asked to complete a table of all financial support they have received in their current position – Please see application guidance on <a href="#">webpage</a> .
Funding available during the award period	Applicants will be asked to calculate the amount of funding they received over the award period and enter this into a table. Please see application guidance and <a href="#">worked example</a> of this funding table.
Have you received a significant fellowship	Applicants are asked if they have received any of the following significant fellowships or equivalent which would make them ineligible to receive the Springboard award: <ul style="list-style-type: none"> <li>• Cancer Research UK Career Development Fellowship</li> <li>• CRUK Career Establishment Award</li> <li>• Medical Research Council - Career Development Award</li> <li>• MRC New Investigator Research Grant</li> <li>• The Royal Society University Research Fellowship</li> <li>• UK Research and Innovation Future Leaders Fellowship</li> <li>• Wellcome Trust Royal Society Sir Henry Dale Fellowship</li> <li>• Wellcome Trust Seed Award</li> </ul> <p>If you are unsure about your eligibility, please contact the office to seek confirmation.</p>
Is your total financial support secured over March 2027 to February 2029 more than £150,000?	➤ If 'Yes' is selected: The value of funding secured exceeds the limit of £150,000 over two years and therefore your application will be considered ineligible.

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#### Page 4: Career history

Qualifications (Degrees, Diplomas, etc.)	Complete the given table
Previous appointments	Complete the table for all appointments between their PhD and current appointment – only indicate a supervisor if your position was answerable to a group leader.
Career gaps	Detail any notable gaps in your career (100 words).
If you have previously been known professionally by a different name and would like to share this with the Academy staff and reviewers, please state it here.	
Publications arising from your research	Please include research papers in peer-reviewed journals, reviews and contributions to books. You may list publications that are still in press or preprint publications.
Total number of publications	
Please provide details of up to three of your publications which you consider the most significant or relevant to the application	
Other research outputs	Please detail any other research outputs (e.g. datasets, software, influence on policy and practice, preprint articles in bioRxiv or equivalent) you have produced, which you think the Panel and/or peer reviewers should be aware of.
Markers of esteem	(100 words)

#### Page 5: Research Proposal

Title of research proposal	
Proposed project start/end date	For round 12, the proposed start date should fall between 1 March 2027 and 1 September 2027. The proposed end date should be two years after the proposed start date. Therefore, for round 12, the proposed end date should fall between 28 February 2029 and 31 August 2029 accordingly.
Scientific summary	Please provide a brief outline of your research proposal suitable for an expert reader. You should begin your summary by clearly stating your aims and objectives (250 words).
Lay summary	Please provide a brief outline of your research proposal suitable for a lay reader. See our <a href="#">ten tips on how to write a lay summary</a> (250 words).

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Research proposal	<p>Your research proposal should provide a description of the proposed research to be carried out. This should include, but is not limited to, the following:</p> <ul style="list-style-type: none"> <li>- clear specification of the context and research objectives of the proposed study</li> <li>- why the research is important</li> <li>- a brief description of any background work undertaken so far</li> <li>- plan of investigation, including a well-defined description of the methodology and design</li> <li>- justification of sample size (if applicable)</li> <li>- an indication of the milestones and timescales</li> </ul> <p>Ensure that you provide sufficient technical detail to enable reviewers to rigorously assess the suitability, reproducibility, and feasibility of your proposed methodology, including any mathematical modelling, machine learning, or statistical approaches used.</p> <p>Please use numbers to refer to your references, which you can provide in the following question. If applicable, preliminary data, figures and tables can be uploaded and attached to your proposal separately below (1500 words).</p>
References	Please list any scientific references mentioned in your proposal.
Preliminary data	Please upload up to two A4 pages of preliminary data in support of your research plan, which must be presented only as tables or figures (with brief legends). No additional text is permitted.
Tables and figures	Please upload any additional tables or figures to support your proposal (e.g. timeline, GANTT chart etc.), which must be presented only as tables or figures (with brief legends). No additional text is permitted.
Which aspects of your proposal do you consider innovative?	(150 words)
Impact of COVID-19	<p>Please briefly outline any issues you have experienced, which can be attributed to the COVID-19 pandemic and have directly impacted your (500 words):</p> <ul style="list-style-type: none"> <li>• Research</li> <li>• Publications</li> <li>• Funding</li> <li>• Research time</li> <li>• Institutional support</li> <li>• Other</li> </ul>
Have you applied to this scheme before	➤ If yes the applicant will be asked to respond to the peer reviewer/Panel member's comments on their

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	previous application and detail how the application has changed
The applicant will be asked to provide up to six keywords to describe their application	
Peer reviewers*	The applicant will be asked to suggest the names of 3 expert peer reviewers who would be suitable to review their application. The applicant may also indicate any reviewers who they would prefer not to review their application.
Research environment and start up package	Outline the start-up package provided to you by your institution, if applicable. Please also describe the laboratory facilities and any technical support that will be available to you (150 words).
Collaborators	The applicant will be asked to detail any collaborators working on the project. Collaborators will be required to provide a letter of support which must be uploaded to the application form.
Do you have an Academy of Medical Sciences mentor?*	
Career plans	Describe how a Springboard award and the above project would help you to realise your career aspirations. Please outline your career plans over the next five years, including potential funding sources.
Do you have any other grant applications pending?	

### Page 6: Your budget request

Budget table	Provide an itemised list detailing how the funds will be spent. Provide clear details within the budget table for each item, using the edit icon to name the item requested. It is important that each item is clearly named.  For details about what can or cannot be included in the budget please see our application guidance available to download from on <a href="#">webpage</a> .
Please justify the budget request under each category	(200 words)

### Page 7: Animal use

Use of Animals	Standard questions on the use of animals in research
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### Page 8: Human tissues or subjects

Use of human tissues or subjects	Standard questions on the use of human tissues or subjects in research
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## Part 9: Output management and sharing plan

Outputs management and sharing plan	All applicants are required to provide an outputs management and sharing plan; applicants should discuss with their host institution the arrangements for handling, storing and sharing any outputs that arise from this award.
Subsidy control questions*	The applicant is required to provide information on research activities and whether any commercial entities will gain from this award.

## Page 10: Marketing Feedback

Marketing Questions*	The Academy asks all grant applicants a handful of questions to allow us to effectively evaluate our marketing activities. Responses to these questions are hidden from reviewers.
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## Page 11: Applicant declaration

Declaration*	Tick box
Data protection statement*	Tick box
Electronic signature	Full name, date

## Page 12: Head of Department declaration

Statement of support	(500 words)
Declaration*	Tick box
Data protection statement*	Tick box
Electronic signature	Full name, date

## Page 13: Springboard Champion declaration

Statement of support	(500 words)
Declaration*	Tick box
Data protection statement*	Tick box
Electronic signature	Full name, date

## Page 14: Finance Office declaration

Finance Officer statement of support	(200 words)
Data protection statement*	Tick box
Electronic signature	Full name, date

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