



EDI and Outreach Grants – Application Questions

Please note this document is for guidance purposes only and we do not accept applications via this form. All applications must be submitted online via SurveyMonkey Apply.

Applicant Details

The applicant will act as the main contact for administering the grant.

- Full name
- Email address
- Organisation/Affiliation
- Country
- Gender
- What best describes your status?
 - Individual
 - Institution group (e.g., lab group or student society)
 - Registered Charity
 - Not-for-profit organisation
 - Unaffiliated group of individuals
 - Other (please provide details)
- Contact information of any partner(s) in this project
This should contain their name, email address, and organisation (if different). Please ensure you have the permission of all contacts provided to share this information as part of your application.
- Where did you learn about this grant?

Project Details

- Title of project
- Expected start and end dates of project
- Description of project
Provide an overview of the project or activity that you are seeking funding for.
Responses should:
 - Describe what the project is
 - Demonstrate a clear link to the molecular biosciences
 - Explain the intended audience (including age range if appropriate)
 - State the expected number of participants (if applicable)
 - Include the location(s) where the project will be taking place or createdMaximum 300 words for this section.
- Purpose and impact of project
Explain how your project or activity promotes EDI principles and/or broadens outreach to underrepresented communities. Responses should:
 - Justify the need for your project

- Detail any planned or ongoing collaborations/partnerships involved with the project
- Explain how the project incorporates inclusive practice; including any specific considerations.

Maximum 300 words for this section.

- **Aims of project**

Outline the aims and objectives of your project and how they will be achieved.

- **Evaluation of project**

Describe your plans for evaluating and assessing the success and impact of your project on the target participants in both the short and long term. Do the proposed evaluative methods require any ethical approval? If so, has this already been granted, and by whom?

Maximum 250 words for this section.

- **How do you plan to disseminate the findings/outcomes from your project in the future? Where applicable, what outputs, such as resources or training, will be available following or during the project that may be further distributed by the Biochemical Society and ensure the activity can be repeated at minimal cost?**

Some examples can be found on our [resource library](#) and from [past recipients](#).

Maximum 250 words for this section.

- **Explain how the proposed project or activity is repeatable, scalable, or sustainable.**

Maximum 200 words for this section.

- **What are the potential risks associated with the project, and what are your contingency plans? (optional)**

- **Previous experience**

Detail any previous experience that you have with embedding EDI and/or running outreach events/activities. If you're applying for the maximum of £1,000, it is expected that you have already had experience of running a similar and successful outreach event or previous knowledge of embedding EDI into projects/activities.

Maximum 200 words for this section.

Cost of project

- **How much are you requesting (GBP)?**

- **Breakdown of costs**

Provide a full itemised budget breakdown, making it clear where these are known or estimated costs. Applications without a full budget breakdown will not be considered.

- **Other funding available**

Provide details of the other institutional or external funding that you have already secured, or are currently seeking. Please note that applicants will not be penalised for applying for other sources of funding, and proactive efforts will be seen positively. Applications where full financial details are provided, along with justification for the amount requested from the Biochemical Society, will be considered stronger.

Declaration by the applicant

By submitting this application, you agree to the following terms and conditions of the grant:

- All information provided above is accurate to the best of your knowledge at the time of submission, and if notable changes occur before the deadline, the Biochemical Society will be notified.
- The project or activity is taking place **at least 1 month after the deadline** of the round applied for and **will be completed within 8 months of the start date**.
- The applicant has not received funding from this scheme in consecutive years, and has not exceeded a maximum of £2,000 in funding in a 3-year period across the Biochemical Society grants portfolio.
- If successful, the recipient must act in accordance with government legislation and is responsible for obtaining any licenses, permissions and insurances that are necessary by law to carry out the project.
- The Biochemical Society cannot be held responsible for any of the Recipient's debts, liabilities, or expenses incurred before receipt of an offer letter.
- The Biochemical Society and/or grant would be acknowledged in any public-facing outputs, and in the case of original research being produced as a result of this project, the Biochemical Society would be acknowledged as the funder of this research in all publications. The intellectual property of the work will remain with the individual(s), groups, charities or businesses by whom it was carried out.