**Project title (Arial 12, centred)**

Lead applicant,position PhD/PDRA/Academic Staff & affiliation (Arial 12, centred)

E-mail: leadaplicant@domain;

Supporting member of staff name, position & affiliation (if applicable)

Names of external partners & affiliations (if applicable)

Start & end date of your exchange

Project description (Arial 11, Justify, Line space – Multiple at 1.2; do not add white lines between paragraphs).

Your application should describe how the project and funds requested answer the scope and criteria requirements of the scheme (see guidelines document). The length of the application must be one full page including figures, tables and/or references.

References should be indicated using superscripts, in Arabic numbers within brackets.[1] References must be cited using the RSC, ACS or Wiley style at the end of the text within the reference section. Figures and tables are optional. Figure and table captions should be placed below the figures and formatted as in the text.

For any outbound plus inbound exchanges, two application templates must be submitted – one for each exchange.

[Budgets showing details of expenditure for the award should be submitted using the Excel template provided and will be in addition to this one-page project description. Applications will not be considered without a budget. Please ensure all submitted files contain your full name in the document title.]