



COLLABORATORY
Research Hub

Collab Leics ROUND 2: PhD Project Proposal Form 2025-26

Submit a PhD Project Proposal

Collaboratory Leicestershire Project Development 2025-26

This form is for project teams who wish to submit a PhD research project proposal for consideration for the Collaboratory Leicestershire 2026 Cohort (Round 2).

It is essential that all project supervisory team members named on an proposal have read project proposal guidance, available to [download from our website](#).

- Proposals must adhere to the word limits provided. Word limits include citations.
- All project proposals, whether for PhD or Research Placement projects, **MUST** be submitted via one of our online forms. We cannot accept proposal submissions by email.
- **Deadline for submissions: 11:59pm on Wednesday 10th September 2025**

If you have any questions about this form or Collaboratory's project development process, please contact the team at collaboratory@universitiesfornottingham.ac.uk

Project Details

This section asks you for details about your project proposal. Please refer to the proposal guidance on our website for support.

1. Project Title

Please provide a provisional title for this project. Project titles should be concise, descriptive, and where possible, avoid unnecessary jargon or niche terminology. Amendments may be made by the Collaboratory team before advertising, if the proposal is successful.

Word limit: 20 words max *

2. Project Summary

Please provide a summary of the proposed research project. The summary should be written in accessible language, avoiding unnecessarily complex terms, where possible. If successful, this will be used as the basis for creating a project advert. Please see our existing project profiles on our website for examples.

Word Limit: min 150- max 400 words *

3. Potential for Impact: How will this work make a positive impact on communities in Leicester, Leicestershire, and Rutland?

What change does this research seek to make with/for one or more defined communities in Leicester, Leicestershire, and Rutland? What potential do the anticipated outputs of this research have to affect this change? Does the proposed research have relevance to the needs or work of other local civic/community organisations/network/mechanisms?

Word limit: 500 words max *

4. Community Basis: What local community need(s) does this research intend to address?

Please detail the community need which underpins the proposed research. Research must seek to address challenge(s) which are grounded in and informed by the genuine need(s) of Leicester, Leicestershire, and Rutland communities. This community basis must draw on evidence which illustrates the scope of the issue, the extent of the local knowledge gap, etc.

Word limit: 500 words max *

5. Academic Basis: What is the academic justification for this research?

Please detail the academic basis for this proposed research project. Research must seek to make a novel contribution to one or more academic specialisms and must demonstrate a strong justification for the work based on existing academic literature and/or broader sources of evidence.

Word limit: 500 words max *

6. Research Aims

Please detail the aims of this research project. This should be a short list of concise, researchable aims. If successful, these aims will be included in the project advert description. For examples, please see profiles of our existing research projects on our website.

Word limit: 150 words *

7. Research Methods

Please describe the anticipated methods by which the research aims would be addressed. Where relevant, please include details of specific methodologies, analyses, and participatory and community engagement approaches.

Word limit: 500 max *

8. Additional Funding Requirements

If this research proposal would require additional funding beyond what is provided by a Collaboratory PhD Studentship, please provide brief details of these costs and how you intend to cover them/secure addition funds. For a breakdown of what our studentship funding covers, please refer to the proposal guidance document.

9. Supporting References

Please provide a list of full references for all sources cited in this section of the proposal form.

10. Did any of the supervisory team partners to be named on this proposal attend Collaboratory's Co-Creation Workshop on 30th June 2025? *

☐ Yes

☐ No

Details to Support Candidate Recruitment

This section asks for details which would be used by the Collaboratory team to create a project advert, if your proposal were to be successful.

As part of Collaboratory's work to create more inclusive and accessible routes into doctoral research, all our PhD and Research Placement opportunities are advertised in a typical job advert-style format. This will include a list of essential and desired competencies, plus a reading list. This enables high quality candidates to better identify their suitability for any given research project.

- Project-specific competencies should be those which the ideal candidate should possess that will enable them to rise to the challenges of the research project.
- Essential and desirable competency lists must NOT require candidates to already possess knowledge or experience of specific research technique or methodologies that they would reasonably be able to learn in the role.

For details of the core competencies used in our recruitment, and examples of project-specific essential and desired competencies, please see proposal guidance.

11. Project-Specific Essential Competencies

Please detail up to 6 competencies based on transferable skills, knowledge and experience that both community and academic members of the named supervisory team feel would be essential for a candidate to possess in order to be successful on this project. Essential competencies should include broader skills and experiences which applicants could provide evidence against in a variety of ways. Essential competencies must NOT require direct previous experience of academic research.

*Please see proposal guidance for links to previous examples of project adverts. **

12. Project-Specific Desirable Competencies

Please detail up to 6 desirable competencies based on transferable skills, knowledge and experience that both community and academic members of the named supervisory team feel would be desirable for a successful candidate to possess. Desirable competencies may include more nuanced skills or experience that would give the candidate an advantage in the role, but which are not crucial the success of the project.

*Please see proposal guidance for links to previous examples of project adverts. **

13. Recommended Reading List

*Please provide a list of up to 10 sources which would enable prospective candidates to obtain a moderately more in-depth understanding of some of the core elements that underpin this project. These **MUST** be open access (for academic literature) or free to access for anyone without university or organisation-specific affiliations. **

Supervisory Team - Lead Academic Supervisor

This section asks your for details of the lead academic supervisor who would take on the role of Director of Studies/Primary Supervisor for the candidate, if the proposal is successful.

Important Note!

The answers submitted in this section will be checked with the named individual's local PGR lead and line manager. If this information is found to be incorrect, i.e., if the named person will not meet local supervision regulations by 30th March 2026, the proposal will be rejected and cannot be considered.

14. Full Name *

15. University Email Address *

16. Institution

At which university is this person employed? *

- ☐ University of Leicester
- ☐ De Montfort University
- ☐ Loughborough University

17. How many PGRs has this person supervised to timely completion?

*Please differentiate between PGRs supported in a leading or co-supervisory capacity. Timely completion is classed as submission within four years or less, for a full-time PGR. **

18. How many PGRs does this person currently supervise?

*Please differentiate between PGRs supported in a leading or co-supervisory capacity. **

19. Supervisor Justification

Please provide a brief justification detailing how this supervisory partner's work and wider experience makes them a suitable partner for the proposed research. Please include details of any previous work in the area of, or contributions to, civically- or community-engaged research.

Word limit: 400 words *

20. Has this person obtained approval from their line manager to take on this supervisory role, should your proposal be successful? *

☐ Yes

☐ No

21. Line Manager's Contact Email *

22. Line Manger's Name *

23. Supervisory Regulations

*Is or will this person be eligible to take on leading supervision of a PhD candidate from 30th March 2026, according to their institutional and local departmental/school regulations? **

☐ Yes

☐ Not at present, but will be eligible as of 30th March 2026

☐ No

Supervisory Team - Academic Co-supervisors

This section asks your for details of academic co-supervisors who would support supervision of the candidate, if the proposal is successful.

Important Note!

The answers submitted in this section will be checked with the named individual's local PGR lead and line manager. If this information is found to be incorrect, i.e., if the named person will not meet local supervision regulations by 30th March 2026, the proposal will be rejected and cannot be considered.

24. Full Name *

25. University Email Address *

26. Institution

*At which university is this person employed? **

- ☐ University of Leicester
- ☐ De Montfort University
- ☐ Loughborough University

27. Supervisor Justification

Please provide a brief justification detailing how this supervisory partner's work and wider experience makes them a suitable partner for the proposed research. Please include details of any previous work in the area of, or contributions to, civically- or community-engaged research.

Word limit: 400 words *

28. **How many PGRs has this person supervised to timely completion?**

*Please differentiate between PGRs supported in a leading or co-supervisory capacity. Timely completion is classed as submission within four years or less, for a full-time PGR. **

29. **How many PGRs does this person currently supervise?**

*Please differentiate between PGRs supported in a leading or co-supervisory capacity. **

30. **Has this person obtained approval from their line manager to take on this supervisory role, should the proposal be successful? ***

☐ Yes

☐ No

31. **Line Manager's Name ***

32. **Line Manager's Contact Email Address ***

33. **Supervisory Regulations**

*Is or will this person be eligible to take on leading supervision of a PhD candidate from 1st April 2025, according to their institutional and local departmental/school regulations? **

☐ Yes

☐ No at present, but will be eligible as of 1st April 2025

☐ No

34. **Do you wish to add details of another co-supervisor? ***

☐ Yes

☐ No

35. Full Name - A2 *

36. University Email Address - A2 *

37. Institution - A2

*At which university is this person employed? **

☐ University of Leicester

☐ De Montfort University

☐ Loughborough University

38. Supervisor Justification - A2

Please provide a brief justification detailing how this supervisory partner's work and wider experience makes them a suitable partner for the proposed research. Please include details of any previous work in the area of, or contributions to, civically- or community-engaged research.

Word limit: 400 words *

39. How many PGRs has this person supervised to timely completion? - A2

*Please differentiate between PGRs supported in a leading or co-supervisory capacity. Timely completion is classed as submission within four years or less, for a full-time PGR. **

40. How many PGRs does this person currently supervise? - A2

*Please differentiate between PGRs supported in a leading or co-supervisory capacity. **

41. Has this person obtained approval from their line manager to take on this supervisory role, should the proposal be successful? - A2 *

- ☐ Yes
- ☐ No

42. Line Manager's Name - A2 *

43. Line Manager's Contact Email Address - A2 *

44. Supervisory Regulations - A2

*Is or will this person be eligible to take on leading supervision of a PhD candidate from 30th March 2026, according to their institutional and local departmental/school regulations? **

- ☐ Yes
- ☐ No at present, but will be eligible as of 30th March 2026
- ☐ No

Supervisory Team - Community Supervisor

This section asks your for details of the community partner who supported the development of this proposal, and who would take on the role of Community Supervisor, if the proposal is successful.

45. Full Name *

46. Contact Email Address *

47. Name of Organisation

*This should be the organisation with which the named person above is affiliated. **

48. Organisation Website *

49. Organisational Role

*What is the named Community Supervisor's role in the above named organisation? **

50. Nature of the Organisation's Work

Please briefly describe the nature of the work carried out by the named Community Supervisor's organisation.

Word limit: 150 words max *

51. Supervisor Justification

Please provide a brief justification detailing how this named Community Supervisor and their organisation are a suitable partner for the proposed research project.

Word limit: 300 *

52. Additional Support Needs

Would this named Community Supervisor require any specific support, advice, training, adjustments, access, etc., to facilitate their full participation in this research project ? *

☐ Yes

☐ No

53. Please briefly describe these additional support needs *

54. Do you wish to add details of another Community Supervisor? *

☐ Yes

☐ No

55. Full Name - C2

56. Contact Email Address - C2

57. Name of Organisation - C2

This should be the organisation with which the named person above is affiliated.

58. Organisation Website - C2

59. Organisational Role - C2

What is the named Community Supervisor's role in the above named organisation?

60. Nature of the Organisation's Work - C2

Please briefly describe the nature of the work carried out by the named Community Supervisor's organisation.

Word limit: 150 words max *

61. Supervisor Justification - C2

Please provide a brief justification detailing how this named Community Supervisor and their organisation are a suitable partner for the proposed research project.

Word limit: 300 *

62. Additional Support Needs - C2

Would this named Community Supervisor require any specific support, advice, training, adjustments, access, etc., to facilitate their full participation in this research project ? *

☐ Yes

☐ No

63. Please briefly describe these additional support needs - C2

Peer Reviews

Each PhD project proposal requires 2 complete peer reviews. Please use this section to submit the responses from your peer reviewers.

The peer reviewer's form is available to [download from our website](#). For full details about who can be asked to peer review your proposal, please refer to the PhD project proposal guidance

Important Note:

You must retain the original digital response from each peer reviewer. The review panel may request to see the original response before making any final funding decisions.

64. Reviewer 1: Full Name *

65. Reviewer 1: Job Role *

66. Reviewer 1: Contact Email *

67. Reviewer 1: Response to Question 1 "To what extent does this PhD research project meet the academic standards expected of PhD level research project?"

Please paste reviewer 1's response to question 1, here.

Word limit: 300 words *

68. Reviewer 1: Response to Question 2 "Do you have any comments or recommendations that you feel may improve the quality of this research proposal?"

Please paste reviewer 1's response to question 2, here.

Word limit: 200 words *

69. **Reviewer 1: Response to Question 3: "Based on the details provided in this proposal, would you recommend that this project be funded?"**
*Please indicate reviewer 1's response, below. **

- ☐ Yes
- ☐ Yes, so long as the comments above are addressed
- ☐ No

70. **Reviewer 2: Full Name ***

71. **Reviewer 2: Job Role ***

72. **Reviewer 2: Contact Email ***

73. **Reviewer 2: Response to Question 1 "To what extent does this PhD research project meet the academic standards expected of PhD level research project?"**
Please paste reviewer 1's response to question 1, here.
Word limit: 300 words *

74. **Reviewer 2: Response to Question 2 "Do you have any comments or recommendations that you feel may improve the quality of this research proposal?"**
Please paste reviewer 1's response to question 2, here.
Word limit: 200 words *

75. **Reviewer 2: Response to Question 3: "Based on the details provided in this proposal, would you recommend that this project be funded?"**

*Please indicate reviewer 1's response, below. **

- ☐ Yes
- ☐ Yes, so long as the comments above are addressed
- ☐ No

76. **Have the recommendations from peer reviewers already been actioned in the proposal details that have been submitted to this form? ***

- ☐ Yes
- ☐ No
- ☐ Not applicable