**Application form for the creation of a new Research Centres within the Medical Sciences Division**

Please read guidance available here: <https://www.medsci.ox.ac.uk/support-services/teams/communications-web/guidelines/policy-for-naming-new-research-centres>

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| **Name of lead PI** |  |
| **Email address / telephone number** |  |
| **PI’s current host Department** |  |
| **Proposed Centre name** |  |
| **Proposed Centre host Department** |  |
| **What is the business case for the creation of a new Centre?**  *(250 words max)*  *A description of the business case for the creation of a new Centre explaining why a new Centre is required. For example:*  *• How will it facilitate further research activity through sharing of knowledge / skills / equipment?*  *• How will it enable access to new and/or larger funding opportunities?*  *• How will it enable the acquisition of new equipment?*  *• Will the Centre encompass a unique area of research or is this activity already accounted for elsewhere?* |  |
| **How will the proposed Centre be funded?**   * *What is the anticipated annual research income for the proposed Centre?* * *Is this based on an existing grant, or a new grant(s) currently in application? Please include details of funder and type of grant, and anticipated date of key award notification, if relevant* |  |
| **How will the research income of the proposed Centre be managed?**   * *Will finances be managed by the Centre or the Host Department (or another unit?)* * *What implication will the creation of the Centre have on how research income is accounted for in the current departmental structure?* |  |
| **What is the estimated size (number of people) of the proposed Centre?**  *Include estimated number of researchers, postdocs, students and support staff.* |  |
| **Which research groups will be included?**  *List research groups, making clear the name and current host department of each PI.* |  |
| **Provide details (job type and number of staff engaged) of the support staff for the Centre**  *For example will you have support for admin and/or finance and/or HR and /or communications? Or will these functions be carried out by the host department?* |  |
| **What is the estimated minimum period of operation of the Centre?** |  |
| **Do you wish to create a specific digital domain for the Centre (e.g. website and/or specific email addresses)?**  *Provide details of preferred website name and host platform if known. Do you have support in place for the creation and ongoing management of any web presence?* |  |

Please email completed form to [research@medsci.ox.ac.uk](mailto:research@medsci.ox.ac.uk)