NEOF Access for Early Career Researchers Pilot Competition
Instructions and **Preview of requested information**

Instructions

Before submitting the access form:

- ☐ This set of instructions is solely for applicants to the NEOF **Early Career Researchers pilot competition**;
  - if you are applying to the NEOF pilot Independent Omics competition, please refer to the instructions found here;
  - if your project is funded by a NERC grant, please refer to the instructions found here.
  - if you are applying for access or training to the Visitor Facility, please refer to the instructions found here;
- ☐ Please ensure you have completed the **enquiry** process (contact us here); this allows you to discuss your project's technical requirements with the NEOF team, to ensure the feasibility of your project and to obtain a quote.
- ☐ Please ensure all members of your research team have understood and agreed to NEOF's **Terms and Conditions**. By submitting the form, you agree to adhere to NEOF's Terms and Conditions.

NEOF **blind review all pilot projects** to increase the fairness and equity of proposal assessment. This means that information from personal fields (investigator name, institution, etc) is redacted before it reaches the Steering Committee members, who review projects. Other sections, such as project description, bioinformatics support and how this will help your future research/career, will be passed directly to the Steering Committee, so please write in a way that is not personally identifiable (including file names). The Steering Committee will have no access to your interactions with the enquiries team, other than a quote, where your name and institution will be redacted.

The following documents are required for your Early Career Researcher Pilot competition submission:

- ☐ NEOF quote
- ☐ Project description
- ☐ Confirmation from your supervisor that they will make the time available to you to conduct the research should it be funded (not required for Research Fellows). This will not be shared with the Steering Committee.

Your **Project Description** should include:

- ☐ Underlying rationale, scientific and technological issues to be addressed
- ☐ Specific objectives of the project
- ☐ Methodology and plan of research, including, for example, any bioinformatic analyses
- ☐ Maximum 750 words excluding references. Submit as a PDF. Figure legends and tables do not contribute to word count.

Please email any technical issue to neof@sheffield.ac.uk

Preview of requested information - ECR Pilot Competition

Fields with * are mandatory.
This is only a synopsis of the questions requested; to submit the access request, please go back to the Access portal.

Step 1 of 7: **Link to these instructions**

Step 2: Which **service**(s) are you requesting access for? SELECT **any of the top 3**, as well as the last one

- ☐ I wish to provide samples for sequencing
- ☐ I wish to provide samples for proteomics
- ☐ I wish to provide samples for metabolomics
- ☐ I wish to request training for my postgraduate student/ technician/ postdoc/ myself at the NEOF Visitor Facility (based in Sheffield)
- ☐ I wish to request nucleic acid extraction at the NEOF Visitor Facility
- ☐ I wish to request bespoke support with bioinformatic analysis
- ☐ **I wish to submit an application to a pilot competition** - SELECT

Step 3: How is your project **funded**? Options:

- ☐ NERC grant
- ☐ Other UKRI grant
- ☐ NERC PhD studentship
- ☐ Other UKRI PhD studentship
- ☐ Non-NERC/ UKRI grant
- ☐ Non-NERC/ UKRI studentship
- ☐ **Application to NEOF Early Career Researchers Pilot Competition** - SELECT

Step 4: **Your Research Team**

- ☐ Principal investigator title
- ☐ Principal Investigator name (First & Last)

We do not expect Early Career Researchers to necessarily be eligible for funding.

- ☐ Job title; Institute; Email; Phone
- ☐ Full names and institutes of any co-investigators
- ☐ Name and year of study of the PhD student associated with your proposal
- ☐ Names and institutions for any of your project partners, e.g. CASE partners etc.
- ☐ If you are requesting access to the NEOF Visitor Facility, who is it for?
- ☐ Bioinformatics requirements: *When the data are generated, do you have the opportunities & experience to analyse them or would you require help to analyse your data? (maximum 50 words). Please do not reveal any information that would identify your research team.*

Step 5: **Your project**

- ☐ Project title
- ☐ Project abstract (100 words maximum)
- ☐ How will this proposal help your transition to become an independent researcher? (400 words maximum). *Please describe your work in this area to date and how it equips you to conduct the proposed work. State how the proposed project will be distinct from the work of*

your current or previous supervisors and thereby allow you to develop an independent programme of research. Please state whether this is targeted at supporting your application for future fellowship or other funding calls. This will be shared with the Steering Committee, so do not include any personal, identifiable information you do not wish to be shared.

- ☐ **Samples**

Collection of geographical data on sampling locations
We need to know the geographical origins of your samples, ideally a latitude and longitude. If this is not known, please provide the sea or country in which the samples are collected, then further location detail such as the field site, the research station, the island, lake, river or the nearest city in which samples have been collected. For samples maintained in labs or from aquaria, museums, zoos, etc, please state where originally collected or their geographical range in the wild.

DO NOT submit GPS coordinates; please convert them into Decimal Degrees format (https://www.gps-coordinates.net/gps-coordinates-converter).

- ☐ Longitude
  Please provide the longitude according to this format: for instance, longitude of nearest city Liverpool is -2.983333.
- ☐ Latitude
  Please provide the latitude according to this format: for instance, latitude of nearest city Liverpool is 53.400002

OR

- ☐ Country
- ☐ Sea
- ☐ Field Site / Research Station/ island/ lake/ river/ nearest city

- ☐ Terrestrial/ Freshwater/ Marine/ Polar

- ☐ Please provide a brief description of availability of sample*
  e.g. 1. amount of material available; 2. are samples available as fresh or freshly frozen? 3. if samples are in long-term storage, how have they been stored? 4. if samples are being collected from the field, comment on the logistics of shipping samples. 5. Samples may either be prepared in applicants' own laboratory or at NEOF, which houses expertise and equipment for high molecular weight nucleic acid extraction and QC. If this is required, please flag this during project discussions.

- ☐ When do you anticipate your samples to be available?
- ☐ You must have appropriate legal and ethical permissions for the collection and analysis of your samples
- ☐ Quote reference number - Please enter the Quote reference number provided to you at the enquiry stage by a NEOF staff member. (example CGR SDxxx) If you don't have one please contact us via the Enquiry form.

Step 6 - Upload of **supporting documentation**

Please upload:

- ☐ NEOF quote
- ☐ Project Description
- ☐ Confirmation from your supervisor that they will make the time available to you to conduct the research should it be funded (not required for Research Fellows). This will not be shared with the Steering Committee.

Step 7 - application summary, captcha and **SUBMIT**.