

RICHeS Access Fund Application Form: Second Call

Overview

The Research Infrastructure for Conservation and Heritage Science (RICHeS) [RICHeS](https://www.riches.ukri.org/) <https://www.riches.ukri.org/> is launching an Access Fund to support researchers, research organisations, and other eligible users in accessing RICHeS-funded equipment (including mobile units), facilities, collections and expertise. This initiative aims to foster and strengthen collaborative, interdisciplinary, and multidisciplinary research between users and the access providers hosting these resources, while also demonstrating to the public the impact and value of a distributed research infrastructure.

Please complete the application form using the [Application Guidance document](https://www.riches.ukri.org/funding/riches-access-fund/how-to-apply/supporting-guidance/) <https://www.riches.ukri.org/funding/riches-access-fund/how-to-apply/supporting-guidance/>

AHRC has commissioned Human Economics to undertake an independent evaluation of the RICHeS Programme and this funding opportunity. To support this activity, applicant contact details may be shared with Human Economics, who may contact applicants, whether successful or unsuccessful, to seek feedback on their experience of the application process. Personal data will be processed in accordance with [UKRI's Privacy Notice](https://www.ukri.org/who-we-are/privacy-notice/) <https://www.ukri.org/who-we-are/privacy-notice/> .

Section One: Lead applicant details

Lead applicant details:

Please provide: Title, Name, Email Address, Organisation and type of Organisation (if applicable) for Project Lead

1 Title

(Required)

Please select only one item

- ☐ Mr
- ☐ Mrs
- ☐ Ms
- ☐ Dr
- ☐ Prof
- ☐ Other
- ☐ Prefer not to say

2 Forename

(Required)

3 Surname

(Required)

4 Email address

(Required)

5 Name of organisation, if applicable

6 Postcode of organisation where Lead Applicant is based

If you are not connected to an organisation, please provide the outward code of where you are based. This is the first part of your UK post code.

(Required)

7 What is your role within your organisation?

(Please provide your current role or position (for example: Collections Manager, PhD Student, Independent Consultant, Freelancer, Director, Volunteer).

(Required)

8 Type of organisation

Freelance or individual applicants must clearly identify the eligible partner organisation they are working with in either the Co-lead or Collaborators section of the application. Please refer to the Applicant Guidance Document if you are unsure of the eligibility requirements.

(Required)

Please select only one item

- ☐ Commercial Company (working in collaboration with an eligible partner organisation, such as a gallery, library, museum, archive, charitable or educational body, or any other UKRI eligible organisation)
- ☐ Community Organisation
- ☐ Freelance Specialist (working in collaboration with an eligible partner organisation, such as a gallery, library, museum, archive, charitable or educational body, or any other UKRI eligible organisation)
- ☐ Gallery, Library, Archive, or Museum (GLAM)
- ☐ Higher Education Institute (HEI)
- ☐ Independent Research Organisation (IRO)
- ☐ Registered Charitable Body or Social Enterprise
- ☐ Small Specialist Institution (SSI)
- ☐ Other (please specify below)

9 Organisation registered charity ID, if applicable

10 Other organisation ID (e.g. UK Company Registration Number (CRN), if applicable

11 If you are not directly linked to or employed by an organisation please provide name(s) of the eligible partner organisation(s) you are collaborating with:

Please note that this cannot be the same organisation as your chosen service provider. The Applicant Guidance Document will provide more details on collaborators

Section One: Co-Lead and Collaborator details

1 Please provide: Title, Name, Email Address, Organisation and type of Organisation for each Co-Lead (up to 2)

Do not include service providers in this section. Service providers should be identified in the relevant section of the application relating to the proposal details.

Also include the Organisation registered charity ID or Other organisation ID (e.g. UK Company Registration Number (CRN), if applicable

2 Please provide the name and organisation and a brief description of the role of any other collaborators outside your home organisation not covered above (max 1000 characters):

(Required)

Section Two: Proposal details

1 Title

(Required)

2 Which Service Provider(s) are you proposing to use from the HSDS Catalogue of Services?

(Required)

Please select all that apply

- ☐ British Film Institute - BFI National Archive Moving Image Conservation Research Laboratory (MICRL) (Organisation ID 19)
- ☐ British Museum - Multiscale Heritage X-ray Imaging Centre (Organisation ID 2)
- ☐ British Museum - Archives of the Department of Scientific Research (Organisation ID 2)
- ☐ Cardiff University - Perfform: built heritage for communities and collections (Organisation ID 8)
- ☐ Durham University - NEMCAS - North East Material Culture Analytical Suite (Organisation ID 3)
- ☐ English Heritage - A national mobile and fixed laboratory for collections, historic buildings and sites (Organisation ID 4)
- ☐ Historic England - Digital X-Ray Imaging (Organisation ID 16)
- ☐ Historic England - Heritage Science Collections Hub: South HSCH:S (Organisation ID 16)
- ☐ Historic England - Heritage Science Laboratory (Organisation ID 16)
- ☐ Historic England - Historic England Archaeobotany (Organisation ID 16)
- ☐ Historic England - Historic England Archaeological Conservation (Organisation ID 16)
- ☐ Historic England - Historic England Human Osteology (Organisation ID 16)
- ☐ Historic England - Historic England Materials Science (Organisation ID 16)
- ☐ Historic England - Historic England Soil Micromorphology (Organisation ID 16)
- ☐ Historic England - Historic England Zooarchaeology (Organisation ID 16)
- ☐ Historic Environment Scotland - Retrofit Centre for Traditional Buildings (Organisation ID 12)
- ☐ Historic Royal Palaces - Historic Royal Palaces Heritage Science Laboratory (HRP HSL) (Organisation ID 25)
- ☐ Manchester Metropolitan University - The Centre for Digital Modelling and Analysis for Cultural Heritage (D-MACH) (Organisation ID 1)
- ☐ National Gallery - The National Gallery Archives (Organisation ID 32)
- ☐ National Museums Scotland - NMS Heritage Object Imaging and Analysis Facility - Edinburgh (Organisation ID 28)
- ☐ National Museums Scotland - Scotland's Archaeological Human Remains Collection (SAHRC) (Organisation ID 28)
- ☐ National Trust - The National Trust Paint Sample Archive and Microscopy Centre (Organisation ID 26)
- ☐ Newcastle University - Transforming Access To Mediterranean Cultural Heritage Science Collections (Organisation ID 34)
- ☐ Nottingham Trent University - ISAAC Research Centre Imaging & Sensing for Archaeology, Art History & Conservation (Organisation ID 15)
- ☐ Queens University Belfast - Institute for Heritage and Environmental Science, Queen's University Belfast (Organisation ID 7)
- ☐ Science Museum Group - Empowering safety: Hazardous Materials Awareness, Identification & Management (Organisation ID 27)
- ☐ Tate - Accessing modern and contemporary art materials research (Organisation ID 9)
- ☐ Tate - Establishing Tate's Conservation and Heritage Science Archive (Organisation ID 9)
- ☐ The National Archives - The Written Heritage Science Laboratory (WHSL) (Organisation ID 14)
- ☐ University College London - Advancing Access to the UCL Archaeological Reference Collections (A3RC) - Archaeobotany (Organisation ID 35)
- ☐ University College London - Advancing Access to the UCL Archaeological Reference Collections (A3RC) - Human Osteology (Organisation ID 35)
- ☐ University College London - Advancing Access to the UCL Archaeological Reference Collections (A3RC) - Zooarchaeology (Organisation ID 35)
- ☐ University College London - Institute for Sustainable Heritage (Organisation ID 35)
- ☐ University of Aberdeen - Ark of the North: Opening Up Access to Animal Bone Reference Collections in Northern Scotland (Organisation ID 36)
- ☐ University of Bradford - From Land to Sea (Organisation ID 10)
- ☐ University of Bristol - C3HS - Centre for Chemical characterisation in Heritage Science (Organisation ID 18)
- ☐ University of Exeter - Biocultural HIVE (Organisation ID 23)
- ☐ University of Exeter - SHaRD 3D Imaging Lab (Organisation ID 23)
- ☐ University of Liverpool - Garstang Museum of Archaeology (Organisation ID 33)
- ☐ University of Nottingham - N-MESH Labs (Organisation ID 11)
- ☐ University of Oxford - Oxford Collaboration in Heritage Science Research and Engagement (OCHRE) (Organisation ID 17)
- ☐ University of Sheffield - Sheffield BIOARCH (Organisation ID 24)
- ☐ University of Southampton - The Coastal and Inland Waters Heritage Science Facility (CIW) (Organisation ID 5)
- ☐ University of the Highlands and Islands - AEONS - Archaeology and the Environment Science Facility (Organisation ID 13)
- ☐ University of York - Biomolecular tools for Archaeological, Conservation and Heritage Science (BIOARC-HS) (Organisation ID 6)

3 Have you discussed this project with the relevant Service Provider(s)?

(Required)

Please select only one item

- ☐ Yes
- ☐ No

4 Please describe the work that will be undertaken through the Service Provider(s) and explain why access to the RICHeS infrastructure is required. (max 2000 characters)

(Required)

5 Summary of proposed activity (max 6000 characters):

Please provide a summary of the proposed activity suitable for a general audience. This section should:

- describe the context and the challenge you are looking to address
- explain up to three main project objectives of the access activity, and
- outline the potential to make an impact.

(Required)

6 Is this application a resubmission of a previous application to the RICHeS Access Fund?

(Required)

Please select only one item

- ☐ Yes
- ☐ No

Section Two: Proposal details

- 1 If yes, please provide the reference number of your previous application and summarise any changes made in response to previous feedback. (Max 1500 characters)

(Required)

Section Three: Feasibility and Delivery

- 1 Please provide a short description or list of the technique(s) or methods your proposed activity intends to use:

(Required)

- 2 Please confirm, will you be able to facilitate the project work to occur between May 2027 and end of March 2028?

(Required)

Please select only one item

- ☐ Yes
☐ No

- 3 Please confirm the subject or material under study is within the public domain. If not in the public domain, please outline how you will be enabling public access to the subject/material under study or the relevant data from the project

(Required)

4 Please explain any risks or ethical or responsible research issues relating to your proposed activity, including any mitigations to reduce risks or issues (max 2000 characters):

(Required)

5 Please confirm, have you discussed with your Service Provider(s) the deposition of any data and metadata that will result from your project?

(Required)

Please select only one item

- ☐ Yes
- ☐ No

6 What are your data archiving plans?

If you or your Service Provider(s) will be unable to provide a copy of your dataset to the [HSDS](https://hsds.ac.uk/deposit-data/deposit-guidance-riches-erihs/) <<https://hsds.ac.uk/deposit-data/deposit-guidance-riches-erihs/>> (or one of its [alternative secure data repositories](https://hsds.ac.uk/deposit-data/alternative-secure-data-repositories/) <<https://hsds.ac.uk/deposit-data/alternative-secure-data-repositories/>>) within 3 months of the analysis, please explain why not (max 2000 characters):

(Required)

Section Four: Impact

1 This section should explain further the potential and plan for your access activity to make an impact. You should explain how the funded access (max 8000 characters):

- Fulfils an unmet and timely current need for the applicant(s)/organisation(s).
- Will enable outcomes that will have a measurable impact on the applicant(s)/organisation(s).
- Will enable potential impact outside the immediate applicant(s)/organisation(s). For example, will it make a difference to the community, improve lives or have potential to contribute to economic growth?
- Has a clear commitment to capturing impact of the outcomes and indicates potential metrics or measures of impact.

(Required)

Section Five: Excellence

1 This section should explain how the proposed access activity will enable high quality research. (max 6000 characters) You should:

- Explain how the access activity may generate new knowledge or thinking around the application of scientific techniques in the heritage sector.
- Demonstrate the potential to advance current understanding and/or to generate new knowledge, thinking, or discovery within the field of enquiry.
- Demonstrate the potential to advance current understanding and/or generate new knowledge beyond the immediate field of enquiry.
- Outline plans to communicate the outcomes/knowledge from the activity, including any data, dissemination or publication outputs.

(Required)

Section Six: Funding Requested

With reference to the Eligible Costs section and accounting principles set out in the Applicant Guidance Document, please provide a brief description and cost for each item within the relevant budget category that will be incurred by the applicant organisation. Costs should be itemised at a sufficient level of detail to demonstrate what each cost relates to and how the total amount has been calculated.

1 Applicant Costs: Travel, Subsistence and Accommodation

(Required)

2 Applicant Costs: Packing, postage, shipping or courier costs

(Required)

3 Applicant Costs: Insurance, if applicable

(Required)

4 Applicant Costs: Other eligible costs (including reasonable adjustments), if applicable

(Required)

5 Total applicant costs (Please enter only the total figure from cost categories listed above)

6 Please now enter the total costs of the Service Provider(s) that they have given to you:

(Required)

7 Total Costs: This is the sum of your Applicant Total Costs and the Service Provider(s) costs.

(Required)

8 Use this section to justify any costs that may require further explanation (for example, travel and accommodation for more than two people, insurance, specialist consumables, or other exceptional costs). Where relevant, explain why the cost is needed and how it was calculated. (Max. 1,500 characters)

This section provides a breakdown of funding requested for each cost category

EDI information

To help UK Research and Innovation (UKRI) identify inequalities in certain groups, and ensure we reach a representative section of society, we need to ask you seven questions, some of which you may feel are not important or relevant. However, they are to someone with that characteristic. Rest assured, your answers will be separated from the main body of the survey content. Moreover, the information provided is:

kept anonymous

not used to identify individuals

held securely by UKRI

used only to ensure people are treated fairly and according to their needs.

Why do we ask for this information and how do we use it?

Embedding equality, diversity and inclusion in UKRI-funded research and innovation, maximises its impact and involves and benefits every part of society. Everything UKRI funds must embrace a diversity of thought, people and ideas. Completing the survey helps us to analyse results correctly.

You do not have to complete this survey and can choose to only disclose the information you want. However, by answering each question, we stress you will be helping us to monitor equality of opportunity for all.

These questions will help us check we have reached a representative section of society and understand if certain groups experience inequalities. It may not be important or relevant to you, but it is important to the person with that characteristic.

The information you provide is held securely by UKRI and will not be used to identify any individual.

Your answer is only used for monitoring processes, to help us analyse results accurately and ensure people are treated fairly and according to the needs.

About your data

UKRI capture and process personal information in line with current UK data protection legislation. Our [Privacy Notice](https://www.ukri.org/privacy-notice/) (opens in a new screen) provides more information around the processing of personal information and explains how to exercise your rights as a data subject.

All personal data collected in this survey will be used in accordance with our notifications. UKRI and other approved funding organisations, will use this data for statistical analysis; in relation to the evaluation of research, the study of trends and to inform policy and strategy studies.

By providing this information about yourself, you agree to it being processed in this way and stored on our associated internal systems, in line with fulfilling our public task responsibilities under UK data protection legislation.

During the application assessment in March 2027, this data will be anonymised (your name will be removed from the information that you supply).

If you have any queries with regard to the processing of your personal data, please contact our Data Protection Officer using dataprotection@ukri.org.

1 What is your date of birth?

If you prefer not to answer, continue without entering any information.

Guidance for answering this question

Please enter the date you were born.

Example: 25 05 2000

If you don't know your date of birth, please estimate it as best you can.

Day	Month	Year
	-	-

Why we ask this question

This question will help us check we have reached a representative section of society and help us identify inequalities. The information you provide is kept anonymous and will not be used to identify any individual. The information you provide will be separated from the main body of the survey and will only be used for monitoring processes to make sure that people are treated fairly and according to their needs.

We need to understand if certain groups experience inequalities. Some of the questions may not be important or relevant to you, but they are important to the person with that characteristic.

Completing these questions will help us analyse results accurately. Information provided in the survey is anonymous and held securely by UKRI.

2 Do you have any conditions, illnesses or disabilities that reduce your ability to carry out day-to-day activities?

Guidance for answering this question

This question is asking about physical and mental health conditions, illnesses or disabilities. Day-to-day activities can include eating, washing, walking and going shopping.

Please select only one item

- ☐ Yes (You can give more details about any conditions, illnesses or disabilities on the next section)
- ☐ No
- ☐ Prefer Not to Say

Which of the following conditions, illnesses or disabilities do you have?

Please select all that apply

- ☐ An unseen disability
- ☐ Autistic spectrum disorder
- ☐ Blind/Partially sighted
- ☐ Deaf/Hearing impairment
- ☐ Dyslexia
- ☐ Mental health difficulties
- ☐ Mobility difficulties
- ☐ Multiple disabilities
- ☐ Personal care support
- ☐ Other disability
- ☐ Prefer not to say

Why we ask this question

Asking this question helps us understand how our practices and policies impact people with different conditions, illnesses or disabilities.

3 What is your religion?

Guidance for answering this question

If you do not have a religion, please select 'No religion'.

If you want to provide a religion that is not listed, select the 'Any other religion' option and use the text box to enter your religion below.

Please select only one item

- ☐ Buddhist
- ☐ Christian (including Church of England, Catholic, Protestant and all other Christian denomination)
- ☐ Hindu
- ☐ Jewish
- ☐ Muslim
- ☐ No religion
- ☐ Sikh
- ☐ Any other religion
- ☐ Prefer not to say

Why we ask this question

Asking this question ensures our policies and practices do not discriminate against people observing a religion or belief, or those who have no religion or belief.

4 What is your ethnic group?

Guidance for answering this question

It is up to you how you answer. Your ethnic group can be your cultural or family background. Select the option from the list that you most closely identify with.

If you feel you belong to more than one ethnicity from the list, select 'Mixed or Multiple ethnic group'.

If you want to provide an ethnic group that is not listed, select 'Another ethnic group' and enter details in the text box below.

Please select only one item

- ☐ Asian or Asian British (Includes any Asian background, for example, Bangladeshi, Chinese, Indian, Pakistani)
- ☐ Black, Black British, Caribbean or African (Includes any Black background)
- ☐ Mixed or Multiple ethnic groups (Includes any Mixed background)
- ☐ White (Includes any White background)
- ☐ Other ethnic group
- ☐ Prefer not to say

Why we ask this question

Asking this question helps us monitor the diversity of people who complete this survey. It also informs the actions we take to promote race equality.

5 What is your sex?

Guidance for answering this question

Select one option. If you are unsure how to answer, select the sex that was recorded on your birth certificate or Gender Recognition Certificate.

The categories used in this question have been designed to match the language used in the Equality Act 2010 and the Sex Discrimination (Northern Ireland) Order 1976.

Please select only one item

- ☐ Female
- ☐ Male
- ☐ Prefer not to say

Why we ask this question

This question helps us to fulfil our public duty as sex is a protected characteristic under the Equality Act 2010 and in Northern Ireland equality legislation.

6 Is the gender you identify with the same as your sex registered at birth?

Guidance for answering this question

Gender identity is related to your personal identity. It is up to you how you answer this question.

Select 'Yes' if:

- you identify as female and your sex registered at birth was female
- you identify as male and your sex registered at birth was male

Select 'No' if:

- you now identify with a gender that differs from the sex recorded on your birth certificate - for example, transgender or non-binary.

Please select only one item

- ☐ Yes
- ☐ No
- ☐ Prefer not to say
- ☐ Enter the term you use to describe your gender or leave blank if you prefer

Why we ask this question

This question improves our understanding of the diverse identities of the UKRI community.

7 Which of the following best describes your sexual orientation?

Guidance for answering this question

Select one option. Use the following definitions to help you make a decision:

- 'straight or heterosexual' means that you are only attracted to people of the opposite sex
- 'gay or lesbian' means that you are attracted to people of the same sex
- 'bisexual' means that you are attracted to more than one sex
- 'other sexual orientation' - please use the box below in which you can enter your own answer, for example, pansexual or asexual
- This is voluntary, so you can leave it blank if you prefer.

Please select only one item

- ☐ Bisexual
- ☐ Gay or Lesbian
- ☐ Straight/Heterosexual
- ☐ Other sexual orientation
- ☐ Prefer not to say
- ☐ Enter the term you use to describe your gender or leave blank if you prefer

Why we ask this question

This question helps us understand how people of different sexual orientations are impacted by our policies and practices.