

# Capital Equipment Fund Call (CEF5)

## Faculties of Life and Medical Sciences (LMS)

### Frequently Asked Questions:

[What equipment may be purchased through CEF5?](#)

You can request one piece of equipment, it must be >£50k in value. We expect many successful applications to be for major equipment that will be managed within strategically important multi-user facilities such as the [CL Science Technology Platforms \(STPs\)](#) or other core facilities.

[Who can apply for CEF5?](#)

Can I submit an application for funding through CEF5 if I already have an application submitted to an external funder for the same equipment?

Yes. If you currently have applications for the same equipment under review externally (e.g. BBSRC ALERT2 or MRGEquip) please indicate to whom you have submitted your external application in section 11 of your CEF5 application.

Can I resubmit a request for equipment that has previously been rejected externally (e.g. BBSRC ALERT2) or internal CEF5 calls (e.g. CEF4)?

You may submit a request for equipment that has been previously submitted to an external funder for consideration for CEF5 funding. In section 12 of the application form please state which funder and scheme you applied for and how you are addressing any feedback given by the external funder in your CEF5 application.

For requests that have been submitted to an earlier CEF5 call applicants should indicate which call they submitted to. Applicants should also highlight how the current request is different to the previous one e.g. equipment specifications, improved sustainability plan, increased need or user base etc. as relevant to your application and the feedback received on your CEF application.

\*\* call timelines \*\*

When is the deadline for applications?

Applications must be submitted by 1:00 on Friday 1<sup>st</sup> November 2022. All applications should be sent to Nadine Simons-Weidenmaier ([n.simonsweidenmaier@ucl.ac.uk](mailto:n.simonsweidenmaier@ucl.ac.uk)) 5 subject line.

When will I receive the outcome from my CEF5 application?

The CEF5 review panel will meet in the w/o 5<sup>th</sup> or 12<sup>th</sup> December 2022. Applicants can expect to hear the outcome of their applications in w/19<sup>th</sup> December 2022.

\*\* Links with wider UCL activities & structures \*\*

What are the UCL Science Technology Platforms (STPs) who are the STP Academic Leads?

The UCL Science Technology Platforms (STPs) are a network of world-leading science and technology facilities that provide access and support for researchers. Currently there are 9 Science Technology Platforms: Biological Services, Cell Sorting & Analysis, Fish Facility, Genomics, Imaging, Mass Spectrometry, NMR Spectroscopy, Radiochemistry and Biomedical/In vivo Imaging. For more information visit: [www.ucl.ac.uk/science-technology-platforms](http://www.ucl.ac.uk/science-technology-platforms). This page also lists the Academic Leads for each STP who should be contacted if your application falls within the remit of an existing STP.

My application relates to Advanced Research Computing (ARC). What should I do?

If your application involves Research IT infrastructure please contact the Head of Research Computing within ARC at [owain.kenway@glasgow.ac.uk](mailto:owain.kenway@glasgow.ac.uk)

### Which types of costs can be covered by the CE5 budget?

The CE5 budget considers the costs of the equipment, shipping and installation, taxes (VAT and import tax, where chargeable), standard guarantees and standard warranties as eligible costs

CE5 funds cannot be used to cover:

- extended warranties,
- running costs of the equipment,
- staff,
- consumables,
- training,
- maintenance/service contracts and
- lab refurbishments.

### Are Division/Institute contributions to CE5 applications a requirement?

For applications for equipment we do not require any Division/Institute contributions except where the request is for a new recruit the request is led by UCL but involves partners (e.g. hospital partner, research partner/organisation). For equipment not related to recruitment if the Division/Institute wishes to contribute financially to the purchase please highlight the value, funding source and relevant details in your application.

### Who can be considered a 'new recruit' for the purposes of the CE5 call?

For the purposes of CE5 new recruits are those who joined UCL in an academic post on 1<sup>st</sup> November 2021 or more recently and those new recruits not yet in post but who will be in post 1<sup>st</sup> December 2022.

### What if the equipment I would like to request comprises multiple parts from different suppliers?

There may be instances where the equipment to be purchased requires assembly from multiple different technical parts. Such equipment is typically eligible for support through CE5, however please clarify the component parts to be ordered, their expected costs and the likely suppliers. Please contact Nadine Simons-Weidenmaier ([n.simonsweidenmaier@ucl.ac.uk](mailto:n.simonsweidenmaier@ucl.ac.uk)) to discuss if you are eligible to apply or have any questions.

### Should I include VAT in the costs I include in the application form?

You should provide the cost of the equipment in pounds sterling (GBP). VAT should only be included in the costs if it is chargeable. Make clear in your application what the cost of the equipment is with and without VAT. If in doubt whether the equipment is VAT ~~zated~~, please liaise with [UCL Finance-Taxation](#) who can advise.

My equipment comes from an international supplier and the costs are not provided in pound sterling (GBP). What should I do?

Provide the costs of the equipment in the original currency and a pound sterling (GBP) value using an up-to-date currency conversion rate and adding a 10% conversion buffer. Import taxes or other taxes apply please include these in the true cost to the CE5 budget is clearly stated. Please

Equipment delivered after the 31 July 2023 deadline cannot be funded from the CEF5. If the delivery date cannot be met, costs will move as a commitment to the next fiscal year reducing the available budget. Please inform Nadine Simonsweidenmaier (n.simonsweidenmaier@ucl.ac.uk) of any delivery issues as soon as possible. This will allow us to consider allocating the available budget to further finance additional equipment in the current fiscal year.

Note that the deadline relates to delivery of the requested equipment not the award spend. Equivalent equipment bans where the 31<sup>st</sup> July 2023 delivery deadline will not be met for the purchased equipment are not considered deliveries in the context of CEF5.

[Why do I need to seek quotes for the equipment I am requesting and how does this inform the procurement process?](#)

The quote(s) will enable you to clarify the specifications (required and optional extras) of the equipment you are requesting, discuss any discounts the suppliers may be able to offer, clarify the

How do I submit my completed application?

Once the application form is fully signed it should be submitted to [n.simonsweidenmaier@ucl.ac.uk](mailto:n.simonsweidenmaier@ucl.ac.uk) **Nadine Simons-Weidenmaier**

*f* , Q O L Q H Z L W K ) X Q G H U ¶ V H [ S H F W D W L R Q V D Q G D X G L W F R Q W U R O facilities and the associated access rates which can be charged to research grant applications, will be kept by Research Services, and updated annually.

*f* Where appropriate, research facilities will be aggregated as Science Technology Platforms, with academic and technical leadership and local admin support. We will also seek to standardise charge out rates for similar facilities/equipment across the University, so as not to create an internal market.

*f* Research facilities must be transparent and consistent in terms of price applied to users and in line with funder type (FEC, Charity, Commercial). Any price discounts should be met by the user and their host department not the facility.

*f* UCL Research Capital Infrastructure Funds (RCIF), provide by Research England, will be used to support strategic investment (e.g., new or replacement equipment) in UCL research facilities.