IGC project proposal: Research assistants and additional participants form

This form is for individually managed projects only

1. Project Title:
2. Additional Participants

Please include the relevant information for all additional participants beyond the Principal Investigator and Co-Investigators. \**If you have not yet identified suitable candidates for these roles, please give a role, an estimate of their start and end dates, what country they will work from, and a description of their activities*.

**Additional Participant 1**

|  |  |
| --- | --- |
| **Name** | First Name:       Middle Name:       Surname: |
| **Role Title** |  |
| **Reporting to** |  |
| **Start/End Date (DD/MM/YYYY)** | Start Date:       End Date: |
| **Contact Details**  *(The IGC needs all participants’ addresses and emails)* |  |
| **Work Location:** Please state the country where each person will be based during the project.  *(The IGC needs this information to ensure it complies with UKBA regulations.)* |  |
| Is this person an LSE Employee or Student? No Yes |
| Does this person have a UK Tier-4 Visa?  *(Note this information is collected to ensure UK-based students are working within UKBA regulated hours. Participants are not required to have this visa.)*   |  |  | | --- | --- | | No | Yes | |
| **Description of Project Activities :** |  |
| **Fees and Days:** Please list the daily rate and number of days this person will work |  |

**Additional Participant 2**

|  |  |
| --- | --- |
| **Name** | First Name:       Middle Name:       Surname: |
| **Role Title** |  |
| **Reporting to** |  |
| **Start/End Date (DD/MM/YYYY)** | Start Date:       End Date: |
| **Contact Details**  *(The IGC needs all participants’ addresses and emails for contracting.)* |  |
| **Work Location:** Please state the country where each person will be based during the project.  *(The IGC needs this information to ensure it complies with UKBA regulations.)* |  |
| Is this person an LSE Employee or Student?   |  |  | | --- | --- | | No | Yes | |
| Does this person have a UK Tier-4 Visa?  *(Note this information is collected to ensure UK-based students are working within UKBA regulated hours. Participants are not required to have this visa.)*   |  |  | | --- | --- | | No | Yes | |
| **Description of Project Activities :** Please state what work this person will complete |  |
| **Fees and Days:** Please list the daily rate and number of days this person will work |  |

**Additional Participant 3**

|  |  |
| --- | --- |
| **Name** | First Name:       Middle Name:       Surname: |
| **Role Title** |  |
| **Report to** |  |
| **Start/End Date (DD/MM/YYYY)** | Start Date:       End Date: |
| **Contact Details**  *(The IGC needs all participants’ addresses and emails for contracting.)* |  |
| **Work Location:** Please state the country where each person will be based during the project.  *(The IGC needs this information to ensure it complies with UKBA regulations.)* |  |
| Is this person an LSE Employee or Student?   |  |  | | --- | --- | | No | Yes | |
| Does this person have a UK Tier-4 Visa?  (*Note this information is collected to ensure UK-based students are working within UKBA regulated hours. Participants are not required to have this visa.)*   |  |  | | --- | --- | | No | Yes | |
| **Description of Project Activities:** Please state what work this person will complete |  |
| **Fees and Days:** Please list the daily rate and number of days this person will work |  |

**Other Additional Participants**:

For each additional participant, please give their **names**, **roles** on this project, who they **report to**, **start** and **end date**, **addresses**, **emails**, **work location**, a description of their **activities,** their **fee rate** and the **number of days** they will work. Please also note if they are an **LSE employee or student**, and if they have a **UK Tier-4 Visa**.