IGC Project Proposal: Research Assistants and Additional Participants Form

This form is for Individually-Managed Projects only

\*Please note that any missing information on this form could lead to contracting delays if your project is funded.

1. Project Title:
2. Additional Participants

Please include the relevant information for all additional participants beyond the Principal Investigator and Co-Investigators. In particular, please give information about Research Assistants’ or consultants’ dates, activities, etc.

\*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.

|  |  |
| --- | --- |
| **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.) |  |
| \***If this person will be working primarily in the UK, please answer the following questions**:  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 |  |

|  |  |
| --- | --- |
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| **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 Participants(s)**:

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. If a participant is based in the UK, please note if they are an **LSE employee or student**, and if they have a **UK Tier-4 Visa**.