Application form

Healthcare Professional

Clinical Research Training Fellowships

Instructions

The Prospective Fellow is considered the Lead Applicant and is responsible for completing this application form, with support from their supervisory team.

Before starting your application, please familiarise yourself with:

- Details of the **application process and scheme criteria**.
- Barts Charity's **Grant Policies**, particularly the Grant Conditions and Cost Policy.

The application must be costed and agreed by the Queen Mary Joint Research Management Office (JRMO) or the City, University of London Research Support Services. You must contact the relevant team well in advance of the submission date to allow enough time to provide your costing.

You must complete this online application and provide the following documents as attachments.

- **Letters of support**. See page 14 of the online form for more details.
- **Additional project information** (e.g. references, figures, Gantt chart and SoECAT). See page 14 of the online form for more details.
- **Detailed cost breakdown template**. This must be downloaded, completed and attached to the form. The application must be costed and agreed by the Queen Mary University of London Joint Research Management Office (JRMO) or the City, University of London Research Support Services. You must contact the relevant team well in advance of the deadline to allow enough time to provide your costing. See page 15 of the online form for more details.

You may use this Word version of the form to help prepare your application, but you must complete and submit the online form for the Charity to consider your application.

If you have any questions, please contact funding@bartscharity.org.uk.

Do get in touch if we can support you in the application process by applying reasonable adjustments.

Legally responsible approval

Your application will need to be reviewed and electronically approved by a Finance Manager at your organisation with appropriate delegated authority before it is considered by Barts Charity.

When you submit your application, they will be sent a copy of the application form and asked to approve it before the application is submitted to Barts Charity. The application needs to be submitted to us by 5pm on the day of the deadline.

Please see the online form for more information.

Checks

In ticking this you as the Lead Applicant confirm that:

1) you have read and understood the Grants Terms and Conditions, and that you will and are able to agree to them if the application is successful.

2) you understand that all personal information provided will be used by Barts Charity to process your application in accordance with our Grants Privacy Policy and that all members of the project team (including collaborators and named staff) have consented to you sharing their information with us.

3) if the application is successful, you are willing to contribute to marketing or fundraising activities for Barts Charity.

Section 1 – Application Summary

Scheme	Healthcare Professional Clinical Research Training Fellowships
Application title	
Administering organisation	

Guidance: *If your application is successful, this is the organisation that will be responsible for administering the award. This is usually the Prospective Fellow's substantive employer for the duration of the Fellowship. If this is not the case, you must discuss your situation with Barts Charity's Funding & Impact Team before submitting an application.*

Proposed start date	

Guidance: *This date should be as realistic as possible, taking into account the application assessment process as well as appropriate estimates for the time required to set up the project (e.g. receive ethical approval etc).*

Do you wish to undertake this Fellowship part time?	(Yes/no)

Guidance: *We offer flexible research career opportunities, and you can request flexible and part-time working. Your employing organisation must agree to the working arrangement. You must spend at least 0.5FTE on the fellowship.*

(If Y) **State your proposed working pattern.**	
Proposed duration of funding (months)	

Guidance: *Applicants can request funding for 36 months full-time, pro-rated if you wish to undertake the Fellowship part-time. If the Fellowship is taken up on a full-time basis, you may spend up to 20% of your time undertaking clinical duties to maintain clinical competences.*

Section 2 – Project Summary

Abstract/Technical summary

Provide a summary of your proposed project for **an expert audience**. (300 words)

Guidance*: Succinctly outline the project, including key aim(s) and objective(s), the background to the problem, your methodology/plans for delivery and anticipated outputs/benefits.*

Lay summary

Provide a summary of your proposed project in plain English. This summary should allow a non-expert audience to understand **why** this project is important, **what** the aims of the project are, **how** you are going to do it, and what **impact** it could have (300 words)

Guidance*: We may use this to describe your project through our communication channels (such as our website) and to describe your project to the public, supporters, donors and our Trustees. You should avoid unnecessary jargon, abbreviations and technical terms wherever possible. If you have to use them provide a clear explanation. Further guidance on writing a lay summary, and other useful resources can be found through the INVOLVE 'Make it Clear' Campaign.*

Section 3 – Related applications

Is this or a similar application for funding under consideration elsewhere, or has it been recently? (Y/N)	

***Guidance**: If this or a similar application has been considered by another organisation recently (decision within 6 months of this application deadline), please select Yes. This might include, for example, the NHS or an external funding body.*

(If Y) **Which organisation and what was the outcome?** If you are awaiting the outcome, specify the date when you expect a decision. If your application was turned down, outline the reasons for this decision and any changes you have made to this application.

Is this a resubmission of an application considered by the Charity in the last 24 months? (Y/N)	

(If Y) **Upload a covering letter (max. 1 A4 page) outlining how this application differs from the previous one.**

***Guidance**: Please upload this letter as a PDF.*

Section 4 – Prospective Fellow and Supervisory Team

***Guidance**: The Prospective Fellow must be (or plan to be) an employee of Barts Health NHS Trust, Queen Mary University of London (QMUL) or City, University of London and must plan to register for a PhD at the Faculty of Medicine and Dentistry, QMUL or the School of Health and Psychological Sciences, City, University of London.*

The Prospective Fellow must have a Primary and Secondary Supervisor with a contract of employment, who meets the requirements to supervise PhD students, at Faculty of Medicine and Dentistry, QMUL or City, University of London for the duration of the proposed fellowship. The Primary Supervisor will act as Sponsor for this application.

A Tertiary Supervisor can be based at any organisation, provided that the expertise they bring to the application is justified.

Additional collaborators should be identified to support the work proposed in this application.

All supervisors must provide the Fellow with guidance and support during the application process and fellowship, if successful.

Section 4a Prospective fellow's details

Preferred title	
Full name	
Centre/Department	
Institute/Hospital	
Organisation	
Email address	
ORCID ID	

Education History

Provide a list of all your qualifications. You must include the start and end dates of the course, the qualification, the subject and the awarding organisation.

Career History Provide a list of all positions you have held in your career, in reverse chronological order. You must include the start and end dates of the position, the job/position title and the organisation.

Source(s) of your personal salary support State all your sources of salary funding (for example, through your organisation's block grant from a higher education funding body and/or the NHS), and the percentage of your salary they contribute.

Career breaks	
***Guidance**: We encourage applications from individuals who have taken career breaks. We want to ensure that any such breaks are taken into account when we consider your track record. We are not asking for the reasons for this break so please do not provide these here, including sharing any sensitive personal health information.* *Any disruption to your usual work caused by the COVID-19 pandemic should be included here.*	
Have you taken any career breaks or periods of part-time work? (Y/N)	
(If Y) **When and for what period did you take a break or were working part-time?**	

PhD Registration	
Where do you intend to register for a PhD?	
Are you already registered for a MPhil/PhD/MD? (Y/N)	

Clinical status	
Are you a healthcare professional? (Y/N)	
(If Y) **Indicate your healthcare profession**	
(If Y) **What is your specialty?**	
Are you clinically active? (Y/N)	
What is your NHS Pay Rate?	
(If Y) ***Guidance:** We expect all Fellows to be registered with their relevant healthcare regulator. If you are not registered with a regulator, please use the questions below to state where and when you intend to complete your registration during the fellowship.*	

(If Y) **Which healthcare regulator are you registered/will you register with?**	
(If Y) **Provide your membership number or when plan to register.**	

Integrating clinical work

Describe the clinical duties that you will undertake alongside this Fellowship. State the number of hours per week this will require.

Guidance: *If the Fellowship is intended to be taken up on a full-time basis, this can be up to 20% of the Fellow's time. If the Fellowship is intended to be taken up part-time, the time in which Barts Charity supports the Fellow's salary must be projected for this fellowship.*

Clinical Supervisor's Letter of Support

Guidance: *If you are currently in clinical training or hold a clinical post, you must upload a letter from the appropriate authority (e.g. Training Programme Director, Clinical Director, Director of Nursing, AHP lead or equivalent):*

- *confirming that you, the Prospective Fellow, will be released from any training or clinical requirements for the duration of the fellowship*
- *clearly explaining the type and extent of clinical work (i.e. non-research time) to be undertaken during the Fellowship.*

Research outputs

Provide details of up to 10 of your research outputs. These might be your most recent, most impactful or most relevant to this application. For 3 of these outputs you can provide a 50 word summary that outlines: 1) your contribution to the output and 2) the impact of the work on, and beyond, the field.

Guidance: *Research outputs may include (but are not limited to):*

- *Peer-reviewed publications and preprints*
- *Datasets, software and research materials*
- *Inventions, patents and commercial activity.*

Do NOT add the journal impact factor, number of citations or other article level metrics to this list.

Current and recent research funding

List all research funding you have held in the last five years and any key funding before then. List the most recent first.

State the name of the funder, name(s) of grantholder(s), title of the project, total amount awarded (and how much of this you received), your role in the project, and the start and end dates. State the percentage of your time spent on the research; if the grant is active state the number of hours per week that you spend on the research**.**

Describe how the currently active grants listed above relate to this application. If you hold grants related to the topic of this application, explain how these differ and confirm there is no overlap in funding. (200 words)

Personal Statement
In this section, outline your motivations and suitability to undertake a PhD fellowship. This should include: (500 words) **i) How your research and clinical experience to date makes you suitable for this award and to undertake the proposed research** **ii) How this Fellowship will further your career aspirations.**

Guidance: *You should consider including details of:*
• *Research you have undertaken (making clear what your role was), the research methods you have experience of, and the impact and outputs of the research you have been involved in. Research outputs may include (but are not limited to):*
  ○ *Abstracts, posters or oral presentations at conferences*
  ○ *Peer-reviewed publications and preprints*
  ○ *Datasets, software and research materials*
  ○ *Inventions, patents and commercial activity.*
• *Your clinical experience to date and how it links to this research project*
• *Any relevant awards and prizes you have received*
• *Other skills and experience which highlight your suitability for this fellowship and/or which demonstrate your commitment to a clinical-academic career*
• *Your short- and long-term research and clinical career intentions and how will the Fellowship enable you to achieve these aims.*

Section 4b: Supervisors
Guidance*:* *The Primary Supervisor must provide guidance during the application process and will act as Sponsor if the application is successful, taking responsibility for the administration of the grant.* *The Primary Supervisor must:* • *have a contract of employment, and meet the requirements to supervise PhD students, at the Faculty of Medicine and Dentistry, QMUL or City, University of London* • *have strong track record in research and training and must hold an established post* • *must provide a letter of support for this application - see page 14 of the online form for more details.* *The Second Supervisor can be based at any organisation provided the expertise they bring to the project is justified. They must be committed to providing the Fellow with guidance and support during the application process and the grant, if successful.*

Primary Supervisor and Sponsor details	
Preferred title	
Full name	
Centre/Department	
Institute/Hospital	

Organisation	
Email address	
ORCID ID	

Career History
Provide a list of all positions you have held in your career, in reverse chronological order. You must include the start and end dates of the position, the job/position title and the organisation.

Source(s) of your personal salary support
State all your sources of salary funding (for example, through your organisation's block grant from a higher education funding body and/or the NHS), and the percentage of your salary they contribute.

Career breaks	
***Guidance**: We encourage applications from individuals who have taken career breaks. We want to ensure that any such breaks are taken into account when we consider your track record. We are not asking for the reasons for this break so please do not provide these here, including sharing any sensitive personal health information.* *Any disruption to your usual work caused by the COVID-19 pandemic should be included here.*	
Have you taken any career breaks or periods of part-time work? (Y/N)	
(If Y) **When and for what period did you take a break or were working part-time?**	

Clinical status	
Are you a healthcare professional? (Y/N)	
(If Y) **Indicate your healthcare profession**	
Are you clinically active? (Y/N)	
(If Y) **What is your specialty?**	
What is your NHS Pay Rate?	

Research outputs
Provide details of up to 10 of your research outputs. These might be your most recent, most impactful or most relevant to this application. For 3 of these outputs you can provide a 50 word summary that outlines: 1) your contribution to the output and 2) the impact of the work on, and beyond, the field.
***Guidance:** Research outputs may include (but are not limited to):*

- *Peer-reviewed publications and preprints*
- *Datasets, software and research materials*
- *Inventions, patents and commercial activity.*

Current and recent research funding

List all research funding you have held in the last five years and any key funding before then (relevant to this application). List the most recent first.

State the name of the funder, name(s) of grantholder(s), title of the project, total amount awarded (and how much of this you received), your role in the project, and the start and end dates. State the percentage of your time spent on the research; if the grant is active state the number of hours per week that you spend on the research**.**

Describe how the currently active grants listed above relate to this application. If you hold grants related to the topic of this application, explain how these differ and confirm there is no overlap in funding. (200 words)

Research training track record

Outline your track record in training and supporting PhD students, including (400 words):

- The total number of PhD students you have supervised to completion
- Details of up to five individuals you have trained. State the dates of time spent in your group, the position they held and their current position (if known). Describe your contribution to their career development
- Details of any PhD training and support activities in which you are or have been involved.

Guidance*. You may include details of individuals who you did not directly line manage. In this case you should indicate the group within which the individual was based and state your role in their training.*

Primary Supervisor's letter of support

Guidance: *Upload a letter of support from your Primary Supervisor. The letter must be signed and on headed paper. It should include:*

- *an assessment of the calibre of the Prospective Fellow and why they are a suitable candidate for this Fellowship, including how the proposed research relates to their (clinical/research) experience, abilities and career aspirations*
- *brief details of how the proposed work relates to other research carried out in your lab and the wider centre/department/institute*
- *details of how the Prospective Fellow will be supported during the Fellowship and in pursuit of a career as a clinical academic by you, the second supervisor and members of your teams.*
- *the guarantee of space and access to core facilities.*

Repeat this section for the Secondary, and, if applicable, Tertiary, supervisor.

Section 4c – Collaborations

Collaborators

Will you require any collaborators for this proposal? (Y/N)	
(If Y) **List the key collaborators (name and organisation) and outline their role in the project.** (300 words)	
***Guidance**: Collaborators may contribute additional expertise, access to resources, materials, access to technology or similar to support the project. The named collaborators may be replaced with suitable alternatives, should it be necessary or appropriate to do so.*	
(If Y) **By ticking this box, you confirm that the collaborators named above have agreed to take part.** (Y/N)	
***Guidance**: We do not require letters of support from collaborators for this application.*	

Commercial involvement

Will the proposal involve any agreements with commercial organisations? (Y/N)	
***Guidance:** Applicants must work with their local Technology Transfer office to ensure that any commercial partnerships are managed appropriately.*	
(If Y) **Provide details of the agreement and the role that this organisation will play in the project.** (300 words)	

Section 5 – Project Details

***Guidance:** This section forms the main body of the proposal and must contain all the key information about the planned research project. It consists of the following subsections:*

- *Project description*
- *Projects involving human participants*
- *Research involving animals.*

You should use the subsections to best describe your project plans, while avoiding repetition.

Your application will be read by a range of people including experts in the field as well as individuals who may not know the context of your application in detail. Please write your application with this in mind.

References, Gantt charts, figures and any other supporting information referred to must be uploaded as an attachment.

Section 5a – Project description

Provide a detailed description of: (1,500 words)

i) **the background, rationale, context or need for this project**
ii) **the key aims and objectives**
iii) **the project plan, including the approach and methodology**
iv) **the expected outcomes/outputs/benefits**
v) **the training you will receive, and who will support this.**

***Guidance**: Please structure this section following the headings above.*

1. Background, rationale, context or need

Describe the background to the project and how the need for intervention in this area has arisen. In this section, please provide the evidence base/justification for the proposal, including the current state of the field/area. It is important to include details of any preliminary work (published or unpublished) that has led up to this proposal. Include citations, where appropriate, to the literature as well as your own work (including to figures/data uploaded as additional information).

2. Key aims and objectives

Describe the key research questions/hypothesis that you will address through this work and indicate how this work will lead to progress in the field.

3. Project plan

Clearly explain how you will address your project's aims/objectives. Your project plan should give clear indication of the intended chapters of your thesis.

Provide enough information to demonstrate why you consider your approach is likely to be successful, including details of any relevant contingency plans. Include, as appropriate:

- *justification for the choice of (qualitative/quantitative/mixed) methodology/ies and details of how they will be used/applied to address your question/hypothesis.*
- *details of any validation already undertaken or rationale for using the selected protocols*
- *the proposed sample size (including power calculations) and/or details of (statistical) analysis plans. Where you have received input from an expert statistician, please include their details.*
- *method(s) for sample selection*
- *potential risks and associated mitigation plans*
- *details of any milestones.*

If you are requesting support for a project involving human participants, you must provide full details, including study design, in the 'Details of studies involving human participants' section of the form.

If you are requesting support for research involving animals protected by the Animals (Scientific Procedures) Act, 1986 (ASPA), you must provide full details in the 'Research involving animals' section of the form.

4. Expected outcomes/outputs/benefits

Outline the key outcomes/outputs/benefits that are expected to arise from this project.

5. Training and support

Describe the training that you will need to successfully complete the Fellowship and support your career development. You should include details of:

- *plans to acquire the broad range of skills required to complete a PhD (e.g. clinical, academic, patient/public engagement and involvement skills etc)*
- *how this training will be delivered (e.g. will you attend a course or will a mentor provide direct training)*
- *where training or mentorship will be provided by a specific person, please state their name and expertise.*

Section 5b – Projects involving human participants

Does your proposal involve human participants? (Y/N)	
Does your proposal involve a clinical trial? (Y/N)	

***Guidance**: The World Health Organization defines a clinical trial as: "any research study that prospectively assigns human participants or groups of humans to one or more health-related interventions to evaluate the effects on health outcomes. Interventions include, but are not restricted to, drugs, cells and other biological*

products, surgical procedures, devices, behavioural treatments, process-of-care changes, preventive care, etc."

Expectations for clinical trial

Guidance: *We expect clinical trials to be designed to ensure that the results are applicable to the population groups (including under-served groups) for whom the intervention is intended.*

We encourage applicants to use the NIHR INCLUDE Framework in the trial design stage to identify which groups should be included in the research, potential challenges to their inclusion and ways to address the identified challenges. Additional costs related to addressing identified challenges may be included in this application.

Additional guidance, including worksheets and examples, can be found at: https://www.trialforge.org/trial-forge-centre/include/.

You should include details of how you have integrated elements of this framework in your trial design.

If Y (for either of the above):

Details of studies involving human participants, including clinical trials

Describe the study design. This should include, as applicable (700 words):

i. details of the patient population, including inclusion and exclusion criteria
ii. number of participants in each group, and how participants will be allocated to a group
iii. type, frequency and duration of interventions and/or health outcome measures
iv. frequency and duration of planned follow up
v. the primary and secondary outcome measures, and how will you assess these
vi. any other activity with potential significant risks to participants
vii. details of any investigational product, focusing on licensing status, manufacture, quality and consistency.

Guidance*: Types of interventions can include but are not restricted to: screening procedures; collection of biological samples; biometric and clinical data; experimental challenges; pharmacological or behavioural treatments; process-of-care-changes.*

Detail and justify the power calculation, sample size and proposed statistical analysis, including any interim analyses and/or subgroup analyses. (300 words) This should include, as applicable:

i. the proposed methods for protecting against sources of bias
ii. details of input from an expert statistician where received.

Outline the strategy for recruitment. This should include, as applicable (500 words):

i. details of all centres involved, including the number of relevant patients that use their services
ii. number of patients to be recruited in total, a breakdown by centre and projected numbers for any stages/milestones
iii. any anticipated issues with recruitment and mitigation plans.

Guidance*: Provide evidence to support your recruitment plan. A letter of support from each centre confirming their willingness to participate should be added as an attachment in the Collaborators section. If you have identified any potential challenges to the inclusion of appropriate patient groups, you can include appropriate costs to overcome these challenges within this application.*

Describe the supporting personnel and infrastructure that will be used to deliver the study/trial (for example key support staff, roles of the project team members and collaborators, participating centre(s) or facilities). Detail any activity a third party is undertaking, if applicable, and explain what agreements or formal contracts will be in place. (300 words)
Study governance
Describe the study governance, including where relevant, membership of the Trial Steering Committee and Data Monitoring Committee. (300 words)

Does this project require formal sponsor(s)? (Y/N)	
(If Y) **Which organisation(s) has/have agreed to fulfil this role?**	
***Guidance**: The sponsor is the organisation that takes responsibility for the design, conduct and management of the research. The sponsor provides the indemnity and insurance for the study, protecting the research team and study participants from negligent and non-negligent harm. Barts Charity cannot fulfil this role.*	

Involvement of NHS patients, staff or facilities.	
Do you propose to use facilities, staff or patients within the National Health Service (NHS)? (Y/N)	
*If Y) **Guidance**: When considered necessary by an AcoRD specialist, you will need to complete an online Schedule of Events Cost Attribution Tool (SoECAT), to be submitted as a part of the application. To get in touch with an AcoRD Specialist, contact the lead NIHR LCRN for the study (sss.crnnorththames@nihr.ac.uk). To complete a SoECAT, you will need to create an account in the NIHR CPM System. You can submit your SoECAT whilst we are reviewing your application, but we cannot make a funding decision without it. Once you have submitted your SoECAT within the CPMS system, the LCRN will receive the form and allocate to the relevant BH/QMUL/City contact for review and validation. Please direct any general SoECAT enquires for BH/QMUL, to jrmo-bartshealth@qmul.ac.uk in the first instance.*	
(If Y) **Have you completed a Schedule of Events Cost Attribution Tool (SoECAT)?**	
*(If Y) **Guidance**: You must upload as an appendix to this application the full form or just the front page (study information tab) as per your instructions from an AcoRD specialist.*	
(IF N) **Explain why you have been unable to complete a Schedule of Cost Attribution Tool.**	

Section 5c: Research involving animals	
***Guidance:** We support the AMRC principles on the use of animals in research as outlined in this statement.* *Applicants are expected to be familiar with the relevant NC3R guidelines and have applied them to this project. More information is available on the NC3Rs website.* *If your project involves primates, cats, dogs, equidae, pigs or their data, please contact the Funding & Impact team for advice before applying.*	
Does this proposal involve the use of animals or animal tissue? (Y/N)	
(IF Y) **Which species will be used?**	
Provide a justification for the use of animals in this project. This should include:	

- why animal use is necessary for this work
- why the species to be used is most appropriate for the planned work
- how the principles and guidelines set out by the NC3Rs have been incorporated into the project design.

Provide a justification of the proposed sample size alongside details of the planned statistical analyses. Describe the experimental design, including any plans to reduce bias such as blinding or randomisation if appropriate. You must include power calculations if appropriate. (750 words max.)

Does your proposal include procedures which require a Home Office licence (Y/N)	
(If Y) **Is there a current Home Office Personal Project Licence (PPL) that authorizes the proposed procedures?**	

State the name of the Licence holder and PPL number, the date of issue and end date, under which this work will be carried out.

Section 5d – Additional questions

Patient and public involvement and engagement

Guidance: *As a local funder, effective involvement and engagement of patients and the public in the work we fund is very important to us.*

The UK Standards for Public Involvement has produced detailed guidance and best practise case studies related to involving and engaging patients and the public in research. This includes processes, procedures and values necessary to support suitable public and patient involvement. We recommend that you review this guidance before planning any involvement activities.

Patients and the public ideally should be involved and/or engaged in every stage of a project, from developing a proposal through project delivery to evaluation and dissemination.

If the main aim of your project is to support the wellbeing, recruitment, training and/or retention of Barts Health NHS Trust employees and volunteers, plans to involve and engage these groups should also be considered here.

Costs related to involvement and engagement within your project can be requested in this application and must be detailed in the finance section of this application form.

*Specific guidance for patient and public involvement in lab-based projects can be found **here**.*

Describe how patients, patient advocacy groups and other relevant communities have been involved in developing/planning/designing this proposal and will be involved in the active project and the dissemination of outcomes. (300 words)

***Guidance**: Outline your approach to the involvement and engagement of patients and public in all stages of the project, including:*

- *Who will be/has been involved and why?*
- *Why your approach to patient and public involvement is appropriate for this project?*
- *Details of how you will support and enable patient and public involvement and engagement in your project (e.g., payments, training).*

Where you have decided not to include patients and/or the public in the development, delivery and/or dissemination of the project, you must explain why in this answer.

Outputs management plan

What are the expected major outputs from the proposed project? Please outline your plans to disseminate, share or implement them to maximise the impact of the output(s).

Guidance: *As a charity, we want to ensure that the outputs (knowledge and materials) generated by the projects we fund have the largest possible impact. We expect applicants to consider whether the outputs of a project might be of value as a resource to others and, if so, to consider their approach to managing and sharing anticipated outputs to maximise their potential benefit.*

We are interested in all possible outputs from your project. For example, outputs could include:

- *data/datasets*
- *software*
- *materials*
- *policy documents*
- *patents*
- *manuscripts/papers*
- *training materials*
- *(frameworks for) new clinical pathways.*

Is the proposal likely to lead to any patentable or commercially exploitable results? (Y/N)	

Provide details (word limit)

Patient Benefit

Approximately how many patients will benefit from this project? Please provide:

i. evidence of how this figure has been derived
ii. details of the population who will benefit (e.g. age, demographic profile, location or disease/staff profile)
iii. details of patients/staff who may benefit within Barts Health NHS Trust specifically, if applicable.

If your project will benefit NHS staff, please detail this here. (300 words)

Guidance*: If possible, provide the number of patients that would benefit per year in the UK. Where this is not possible, please state the units that you have used.*

Environmental Sustainability

Highlight up to three examples of how your project, or the outcomes of your project, impacts on the environment, and how you will mitigate against any adverse impacts. (500 words)

***Guidance**: Barts Charity aims to ensure the projects we fund are carried out in an environmentally sustainable way. Please refer to our website for further information*

For laboratory-based research projects, we require our grantholders to sign up to the Laboratory Efficiency Assessment Framework (LEAF) scheme. (Please confirm this in the answer to the question above.)

For clinical research projects in the NHS, please outline how you have considered the NIHR Carbon Reduction Guidelines in your research design. For healthcare projects, we ask grantholders to align with Barts Health's sustainability strategy

Section 5e – Attachments

- ***References**. Upload a list of the sources cited in the Project Description. Include all authors, the full title of each publication, journal title, year, volume and pages. For citations to preprints, state Preprint, the repository name and the article persistent identifier (for example DOI).*
- ***Work schedule/Gantt Chart.** Include details of major milestones and dependencies.*
- ***Additional information**. Preliminary data, figures, schema and other supporting information. This document is not included in the word counts of the Project Description. This document must not exceed one A4 pages (or two A4 pages if your project involves human participants). If you exceed these limits, we will return the application to you so that you can reduce its length.*

Section 6 – Project Finances

Guidance:

i) We will fund only the direct costs of the project.
ii) All requested costs must be justified in the context of the proposal.
iii) You must obtain accurate costs from the Queen Mary University of London Joint Research Management Office (JRMO) or the City, University of London Research Support Services.
iv) All costs requested must be inline with Barts Charity's Cost Policy [LINK].
v) The table below must be used to summarise the costs requested from Barts Charity, with a detailed breakdown provided using this template.
vi) We expect that the majority of the project's costs would be incurred in Barts Health NHS Trust, QMUL's Faculty of Medicine and Dentistry, QMUL or City, University of London School of Health and Psychological Sciences. We will consider providing funds to other collaborating organisations on a case-by-case basis. Where agreed by the Charity, this collaboration will be managed by the Administering Organisation as a sub-contract.
vii) All amounts below must be shown as whole numbers and in pound sterling (£).

Amount requested from Barts Charity	
Total project costs	

***Guidance**: If your Administering Organisation has calculated the full economic cost (FEC) of this proposal, please include the total calculated here. Barts Charity will only pay Directly Incurred costs as per FEC calculations. You should also include the value of contributions from other sources (e.g. other funders or industry partners).*

If there is a difference, please indicate how this will be met.

***Guidance**: If your Administering Organisation has calculated the FEC for this proposal, please state the sum of Indirect and Directly Allocated costs calculated for this project and state that these will be covered by the*

Administering Organisation. For all other contributions, please provide a list of the value and source of funding as well as what this will cover.

Provide a breakdown of costs requested from Barts Charity using the following cost categories.

Please ensure the breakdown below matches the Amount Requested from Barts Charity.

Please upload a detailed breakdown of your full project budget based using the template provided on the online form. This document should also include any relevant quotes.

Category	Year 1	Year 2	Year 3
Fellow's salary			
Materials and Consumables			
Public and Patient Involvement and Engagement			
Publications/ Dissemination			
Animals			
Other			
GRAND TOTAL			

Provide a project-specific justification for all requested costs. (1,000 words)

***Guidance**: Provide a brief description of the costs requested from Barts Charity, using the budget headings above to structure your answer.*

Further details regarding allowed/disallowed costs is available in Barts Charity's Cost Policy.

The following information should be included for specific budget headings:

Salary

- *We will provide funds to cover the actual cost of employing the Fellow. No other salary may be requested.*
- *If the post is part-time, the Basic Starting Salary must be quoted on a pro rata basis.*

Materials and Consumables

- *You may request up to £10,000 per year for Materials and Consumables.*
- *Provide a breakdown of the costs requested and a project-specific justification for all costs.*

Equipment

- *You many not request to purchase standard laboratory equipment through this scheme.*

Public and Patient Involvement and Engagement

- *We encourage the involvement of patients and the public in the design and delivery of your project. You may request funds to support these activities*

Section 7 – Ethics and Approvals

Ethics and regulatory approval	
Does this proposal require ethical and/or other regulatory approval? (Y/N)	
(IF Y) **Provide details of the ethical and/or regulatory approval(s) that you have or will seek for this project?**	
Guidance*: You must include details of: 1) the Committee or regulator, 2) the date of (actual/planned) application(s) and 3) the outcome or date of expected outcome.* *We reserve the right to request copies of relevant approval documents at any point during the lifetime of the grant.*	

Research involving human participants, human biological material and identifiable data	
Does your project involve human participants, human biological material, or identifiable/potentially identifiable data? (Y/N)	
Confirm that your project protocol complies with the UK General Data Protection Regulation (UK GDPR) and with the Administering Organisation's guidelines on the use of patient identifiable data and information governance. (Y/N)	

Internal Barts Health NHS Trust approval	
Does your project require approval from the Hospital Executive Board/Clinical Board/Investment Steering Committee or any other internal governance group? (Y/N)	
Guidance*: We expect applicants to seek these approvals from any internal governance groups before your application is considered by the Charity. We will require their support/approval before we make a decision on your application. Contact the Funding & Impact team if you need advice regarding which groups to approach.*	
(If Y) **Provide details of the Boards/Committees that have considered your application (including the date and outcome)**. Did the group provide any feedback or raise concerns about your application? If so, please outline these and how you have addressed them.	

Potential for misuse	
Have you identified any potential for misuse of your research? (Y/N)	
Guidance*: Is there a potential for the outcomes of this project to be misused for harmful purposes?*	
(If Y) **Provide details of the identified potential risk and the mitigation strategies will you employ to prevent such misuse.**	

Conflicts of Interest

Describe any potential or actual conflicts that may impact the team's ability to carry out the proposed project and/or to use, share or commercialise the outputs. Explain how you and your organisation will manage these.
***Guidance**: Applicants and organisations must identify and effectively manage any actual or potential conflicts of interest. A conflict of interest exists when an individual's personal interests, those of their family, or their loyalties to another person or organisation, may (or may reasonably appear to) unduly influence or affect a decision. Examples include, but are not limited to, secondary employment, consultancy, financial or commercial gain (pensions, shareholdings, directorships, voting rights), honoraria, etc. You should confirm that each case has been disclosed to your organisation. If you are satisfied that there are no issues, enter N/A.*

Section 8: Peer Review
We will seek expert review of your application to support our Trustees' assessment. You may recommend the inclusion or exclusion of referees from the review process. Please include a brief justification for any exclusions. The final selection of reviewers will be decided by Barts Charity.
***Guidance:** We will not contact anyone with a potential conflict of interest. This includes, but is not limited to, a current or recent (within the last 3 years) working relationship with the applicant(s), recent (within the last 3 years) shared publication(s) with the applicant(s); a close personal relationship with the applicant(s), or financial interests (such as shares) relevant to the application.*

Submission and next steps

In ticking this you as the Lead Applicant confirm that that the information you have provided in this form is accurate and correct.

When you submit, your application will be sent to your Legally Responsible Contact (LRC, see page 3 of this form for more information) for approval. The LRC will then review your application and submit it to the Charity.

Your application must be received by 5pm on the day of the deadline.

The Lead Applicant will be sent a PDF copy of the data entered into this form.