

St Andrew's Healthcare Research Grants

Call for Research Proposals

In keeping with St Andrew's tradition of funding high quality research of relevance to our service user groups we are pleased to issue a new call for research proposals.

Successful proposals will:

- have the potential to benefit the lives of patients in our core markets; adults, older adults and adolescents with mental illness, learning disability, neurodegenerative disorders or acquired brain injury who require specialist care and treatment in conditions including low or medium security.
- demonstrate compelling competence in the research design
- cut across traditional disciplinary and academic boundaries; and involve service users appropriately in the design and conduct of the project
- display a commitment to recruiting participants from our service user group, and to working in partnership with clinical teams, and with collaborators such as the St Andrew's Academic Centre or new external partners.
- demonstrate the potential to lead to wide dissemination at conferences, in written reports, and in publications in key psychiatric and mental health journals

Value and Duration

Applicants should estimate the cost of conducting their chosen research. It is unlikely that grants in excess of £100,000 will be considered. Applications for smaller amounts (£5000+) are welcome.

Application Process

The application process mirrors a two-stage procedure used by a number of grant awarding bodies. Stage 1 requires the submission of an Outline Proposal for consideration by the Research Board. Outline proposals selected by the Board for further development will be requested to submit a full proposal for further consideration (Stage 2). Acceptance of an outline proposal does not indicate that the project will be accepted for funding.

Outline and full proposals may be submitted for consideration at any quarterly Research Board meeting (see Appendix for 2010 dates). All paperwork must be submitted at least 10 working days prior to the meeting.



Contact and Further Information details

For copies of the full application procedure and Terms and Conditions, or for any enquiries about the application process, please contact Geoff Dickens, Research Manager, St Andrew's Academic Centre [ext. 616362]

St Andrew's Healthcare Research Grant

TERMS AND CONDITIONS

The terms and conditions for the St Andrew's Research grant ('the grant') are set out below. It is important that these terms and conditions are read prior to submitting an application and, in the case that an application is successful, in conjunction with the award letter. Failure to comply with these terms and conditions may lead to the termination of the grant and St Andrew's reserves the right to recover grant monies in part or in full.

General

1. St Andrew's Healthcare through its Research Board, is offering the St Andrew's Research Grant ('the grant') to assist research into mental illness, its' prevention, care and treatment (see 5. for further guidance).
2. Applicants must be registered medical practitioners or non-medical scientists, and projects must relate to the UK only. Applications for the grant should be for proposed or current work on a specific project relating to mental illness, learning disability, neurodegenerative disorders or acquired brain injury among people who require specialist care and treatment in conditions including low or medium security. The grant may be used to cover educational and subsistence costs where the project will lead to the award of a postgraduate research degree.
3. The grant is **not available**:
 - for overseas education or training
 - solely for funding travel or accommodation expenses
 - solely for the purchase of computer hardware
 - solely to backfill existing posts
4. Applicants may apply for any amount between £5,000 and £100,000. Applicants should state whether the grant should run over one, two or three years.
5. Strong consideration will be given to research projects that may ultimately lead to benefit for patients in our core care market: adults, older adults and adolescents with mental illness, learning disability, neurodegenerative disorders or acquired brain injury who require secure or other specialist inpatient care. Additionally, strong consideration will be given to projects which demonstrate a practical commitment to recruiting participants from our inpatient population, collaborating with our clinical teams or otherwise building links between St Andrew's Healthcare and either new or existing external collaborators.

6. The applicant for the grant must be the Chief Investigator for the proposed project.
7. The grant may be held concurrently with another grant, and is renewable. An application for renewal will be considered in competition with other applications.
8. The application process is staged, with a brief outline proposal considered first and a more detailed, costed proposal later. Applications will be examined by the St Andrew's Healthcare Research Board (meetings held quarterly). The decision of the St Andrew's Healthcare Research Board as to the winner(s) of the grant is final and no further correspondence will be entered into. If none of the applications are considered to be of sufficient merit, the grant will not be awarded.
9. Exclusions

Please note that we do not usually provide:

- grants for work undertaken outside the UK
- any indirect costs such as administrative or other overheads
- costs to attend conferences other than those at which the completed work is to be presented
- grants for research into complementary / alternative medicine

10. Application: Stage 1 Outline proposals

The purpose of the *outline proposal* is to give sufficient information to allow an informed judgement to be made about the proposed research without asking proposers to undertake impracticable amounts of preparatory work. Each proposal will be considered with regard to five criteria.

- 1 How well the research accords with national and local priorities
- 2 Strength and feasibility of the research design within the given timescale
- 3 Strengths of any collaborators
- 4 Evidence of arrangements for ensuring completion of the study
- 5 Cost and value for money

The written proposal, **no longer than 1,000 words**, should be structured under the following headings.

- (a) A Brief Description of the Research Topic
- (b) Why is the Proposal a Priority
- (c) The Research Project
 - What will the completed research contribute to knowledge and to practice?
 - What design and methodology will be used? This might include, for example, clinical population studies, clinical trials, cohort studies, systematic literature reviews, prevalence studies and the development of assessment or diagnostic instruments. Is the project qualitative or quantitative in its methodology?
 - What is the timescale for the study?
 - What issues might there be in gaining ethical approval for the research?
 - Will there be any need for new equipment or staff training?
 - What will be the outputs from the research? Legitimate outputs may include new collaborations, publications, continued funding from external bodies, benefits to the Charity.

(d) Collaboration

(e) Costs

- What are the estimated financial costs of the project? This should include all new posts, travel, conference attendance, equipment and so on.

(f) Management

- Who will lead on the project? How much time will this take?

All outline proposals must be signed off with the approval of the appropriate Registered Manager

Closing date for receipt of outline proposal applications is 10 working days prior to the Research Board meeting (Dates). Overly lengthy applications will not be considered.

11. Notification of decision. The Board's decision will be communicated to the Chief Investigator within one week. The decision will either be a) an invitation to develop a full proposal or b) to decline to fund the proposal. A request to develop a full proposal should not be assumed to be an offer to fund the project. Declined proposals may be resubmitted at a later date following revision.

12. Application: Stage 2 Full Proposals

Application requirements

- Cover letter with details of Chief investigator and any co-investigators, including title, current position(s) held
- CV of Chief Investigator
- Two written references evidencing the ability of the Chief Investigator to complete the proposed work on time and within budget
- Full research protocol
- Letter of favourable ethical review (or documentary evidence from a REC to confirm they cannot review until funding is agreed)

Ethical approval must be current at time of application (ie not more than one year old) and must be valid for the duration of the project. Approval must relate to the project specified in the application.

For projects *not* requiring ethical approval, a signed statement from the Chief Investigator, giving the reason why ethical approval is not considered necessary, must be sent to the Research Board with the application

- Letter confirming sponsorship of the proposed study by an appropriate organisation
- Letter confirming that the CI has approval from his/her employing organisation to conduct the work
- Copies of ethical review application and all associated documentation including Patient Information Sheet, consent forms, interview schedules and so on
- Full details of funding requested during each year of the project, together with details of any external funding
- The applicant is not required to be engaged in full-time research work. Grant applicants must however (as part of the application process) submit a letter from their organisation (St Andrew's Healthcare Registered Manager, NHS Trust, PCT, University) for where the research will be undertaken, clearly stating that they have permission to carry out the proposed research.
- All grant applications must be accompanied by a signed letter from the sponsoring organisation, agreeing in principle to act as a project sponsor, in the event that the grant application is successful. Please note that St Andrew's Healthcare is not in a position to act as the research sponsor for those projects for which it awards research grants



Applicants' attention is drawn particularly to the specific responsibilities of the research sponsor, the principal investigator, and the host organisation for the research, defined in detail within the Research Governance Framework. The framework can be found on the Department of Health website, at:

<http://www.dh.gov.uk/assetRoot/04/01/47/57/04014757.pdf>

13. Applicants will be notified of the result within one week of the Board meeting

Post-awarding conditions

14. It is the responsibility of the grant holder, the project supervisor and the host organisation to ensure that the research is organised and carried out within a framework of best practice. The grant holder must ensure that, before the research commences and during the full period of the grant, all the necessary legal and regulatory requirements in order to conduct the research are met, and all the necessary licences and approvals have been obtained. The grant holder will indemnify the BMA against any liability incurred by it howsoever arising from the breach by the grant holder of this clause

15. The details of the application cannot be changed once the grant has been awarded.

16. The grant holder must submit an interim progress report of approximately 500 words on the work undertaken not later than one year after receipt of the grant, and a final report of a minimum of 1,500 words on completion of the work, no later than six months following the end of the three-year grant period. Where a final report is not submitted in this specified time, any remaining money under the grant will not be awarded. Other ad hoc reports of progress may be required.

17. The grant holder is required to submit invoices covering services or materials provided for the purpose of the research. All invoices must be accompanied by copies of receipts for which reimbursement is sought (except when claiming salaries). Amounts in excess of half the total value of the grant will only be authorised following receipt of the interim report. Payment of the final quarter of the total grant money will only be authorised following receipt of the final report.

18. In any work published as a result of the grant, due acknowledgement must be made to the St Andrew's Research Grant, and reprints sent to the Research Board. In any acknowledgement of support for published reports (excluding research papers), a disclaimer must be added to the effect that the report does not necessarily reflect the views of St Andrew's Healthcare.

19. The grant holder must liaise with and obtain prior approval from the St Andrew's press office before any press statements are issued with regard to the grant and/or the findings from the research project funded by the grant.

Limitation of Liability

20 St Andrew's accepts no responsibility for any costs or liabilities arising from the research funded by the grant. The grant holder will indemnify St Andrew's against any claims for compensation or against

any other claims (whether under any statute or regulation or at common law) for which any host organisation may be liable as an employer or otherwise or for which the grant holder or any other person may be liable.

Variation and termination

21. St Andrew's reserves the right to amend these terms and conditions, as well as the grant criteria for each grant and any terms and conditions contained in the award letter. Any changes to these terms and conditions will be posted on the St Andrew's website.

22. St Andrew's reserves the right to terminate or suspend the grant, with immediate effect once notice has been given.

23. The grant holder must inform St Andrew's as soon as possible of any change in status which might affect their ability to comply with these terms and conditions.

Data Protection

24. St Andrew's will use information provided in the application for the processing and the assessment of the application, for awarding the grant and for the financial payment and monitoring of the grant. The name of the successful applicant and their research project title will be made available on St Andrew's website following the awarding of the grants, as well as the details of any published work resulting from the research project.

Law

25. The laws of England and Wales shall govern these terms and conditions and all matters relating to these terms and conditions shall be subject to the exclusive jurisdiction of the courts of England and Wales.

Applications that do not comply with the above requirements will be rejected without exception

Applications should be forwarded to:

Geoff Dickens, Research Manager, St Andrew's Academic Centre, Northampton. NN1 4BW.

Appendix 1

Research Board meeting dates and deadlines for submission of funding requests 2010-11

Submission deadline date	Research Board Meeting
Tuesday March 30 th 2010	Tuesday April 13 th 2010
Tuesday June 29 th 2010	Tuesday 13 th July 2010
Tuesday September 28 th 2010	Tuesday October 12 th 2010
Tuesday January 4 th 2011	Tuesday January 18 th 2011