

|  |
| --- |
| **Big C Scientific Research Grant** **Application Form****V2.5** |

Contents

[1. Project overview 3](#_Toc1550681)

[2. People 4](#_Toc1550682)

[3. Project summary 8](#_Toc1550683)

[4. The proposal 10](#_Toc1550684)

[5. Finance 14](#_Toc1550685)

[6. Animal research 15](#_Toc1550686)

[7. Ethical issues 18](#_Toc1550687)

[8. Intellectual property 19](#_Toc1550688)

[9. Plain English summary 20](#_Toc1550689)

[10. Application review 21](#_Toc1550690)

[11. Application process and signatures 22](#_Toc1550691)

# **Project overview**

|  |
| --- |
| **1.1 Project details** |
| **Project title**  |  |
| **Principal applicant** |  |
| **Institute** |  |
| **Project length (months)** |  |
| **Expected start date** |  |
| **Supervisor/s** |  |
| **Co-applicant/s** |  |
| **Collaborator/s** |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Item** | **Year 1 (£)** | **Year 2 (£)** | **Year 3 (£)** | **Year 4 (£)** | **Total (£)** |
| **Salary / Stipend / Fees** | £0.00 | £0.00 | £0.00 | £0.00 | £0.00 |
| **Consumables** | £0.00 | £0.00 | £0.00 | £0.00 | £0.00 |
| **Equipment** | £0.00 | £0.00 | £0.00 | £0.00 | £0.00 |
| **Other expenses** | £0.00 | £0.00 | £0.00 | £0.00 | £0.00 |
| **Total** | £0.00 | £0.00 | £0.00 | £0.00 | £0.00 |

*\** The funding available will be allocated to support a percentage of the PhD fees and the full stipend (at nominal rates for EU nationals) to a maximum of £50,000 per PhD over three years. Confirmation that all remaining costs will be supported by the PhD awarding body/host institution is required.

|  |
| --- |
| **1.3 Keywords** |
| *Separated by commas, maximum of 5* |

|  |
| --- |
| **1.4 Summary scientific abstract** |
| *Summary of the proposed research in scientific terms, maximum of 250 words* |

# People

|  |
| --- |
| **2.1 Principal applicant** |
| **Title** |  | **Full name** |  |
| **Qualifications** |  | **Department** |  |
| **Correspondence address** |  | **Telephone number** |  |
| **Email** |  |

*We will only use your information for getting in touch about the project.*

|  |
| --- |
| **2.2 Employing institution** |
|  |

|  |
| --- |
| **2.3 Does the length of the principal applicant’s contract cover the length of the project?** |
| [ ] Yes | [ ]  No |

|  |
| --- |
| **2.4 Where does the funding for the principal applicant’s salary come from?** |
|  |

|  |
| --- |
| **2.5 Does principal applicant currently have any other on-going grants?** |
| [ ] Yes | [ ]  No |

|  |
| --- |
| **2.6 If yes, please give details below** |
| **Name of awarding body** | **Project title** | **Amount awarded (£)** | **Start date** | **End date** | **Time\*** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

*\*Time refers to time spent on project per week (hours).*

|  |
| --- |
| **2.7 Employment history** |
|  |

|  |
| --- |
| **2.8 Professional body membership** |
|  |

|  |
| --- |
| **2.9 Significant publications** |
| *Please give details of a maximum 10 of the most significant publications relevant to the current application* |

|  |
| --- |
| **2.10 Key achievements or contribution to science** |
| *Please give 3-5 examples* |

|  |
| --- |
| **2.11 Co-applicant** |
| **Title** |  | **Full name** |  |
| **Qualifications** |  | **Department** |  |
| **Correspondence address** |  | **Telephone number** |  |
| **Email** |  |
| *We will only use your information for getting in touch about the project.* |
|  |
| **2.12 Employing institution** |
|  |
|  |
| **2.13 Does the length of the co-applicant’s contract cover the length of the project?** |
| [ ] Yes | [ ]  No |
|  |
| **2.14 Where does the funding for the co-applicant’s salary come from?** |
|  |
|  |
| **2.15 Does co-applicant currently have any other on-going grants?** |
| [ ] Yes | [ ]  No |
|  |
| **2.16 If yes, please give details below** |
| **Name of awarding body** | **Project title** | **Amount awarded (£)** | **Start date** | **End date** | **Time\*** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| *\*Time refers to time spent on project per week (hours).* |
|  |
| **2.17 Employment history** |
|  |
|  |
| **2.18 Professional body membership** |
|  |
|  |
| **2.19 Significant publications** |
| *Please give details of a maximum 10 of the most significant publications relevant to the current application* |
|  |
| *Please click the + button to add all co-applicants*  |

|  |
| --- |
| **2.20 Please confirm that the grant is for a PhD student?** (if not then the application will not proceed) |
| [ ] Yes |

|  |
| --- |
| **2.21** **Please give details of previous supervisory experience. Please list a maximum of your last five PhD students and detail so any publications arising from these awards. If you have not previously supervised PhD students, please detail any relevant experience** |
| Please also answer the following points in your response:1. What was the student’s first destination after graduation?
2. How many of these students met the condition of submitting within four years of starting?
3. Pease indicate if any of these students did not complete their studentship.
 |
| **Please describe what arrangements are in place in the department for the student to receive comprehensive training and how the student’s progress will be monitored** |

|  |
| --- |
| **2.22 How much time will be spent on this project by the principal and co-applicant/s per week?** |
| **Name** | **Role** | **Hours (per week)** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

|  |
| --- |
| **2.23 Does this project involve collaboration with other groups not named as applicants?** |
| [ ] Yes | [ ]  No |
| **If yes, lease list each collaborator** |
| **Title** | **Name** | **Institution - department** | **Address** | **Letter of confirmation\*** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**\*Attach letter/s of confirmation / agreement from the Head of Department of groups listed above**

|  |
| --- |
| **2.24 Are you applying for a post which requires an honorary contract with the NHS?** |
| [ ] Yes | [ ]  No |
| **Please state which level/banding** |
|  |

|  |
| --- |
| **2.25 Are the proposed researcher/s known?** |
| [ ] Yes | [ ]  No |
| **If yes, please confirm the number of proposed researchers and fill out their details below** |
|  |
| **Name** | **Institution** | **Role on project** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

# Project summary

|  |  |
| --- | --- |
| **3.1 Expected start date** |  |
| **3.2 Project length (months)** |  |

|  |
| --- |
| **3.3 Summary of Project** |
| **Abstract** |
|  |

|  |
| --- |
| **3.4 Keywords** |
| *Separated by commas, maximum of 5**Click on the text above and press F9 to pull this information through* |

|  |
| --- |
| **3.5 Is this application a resubmission of an application previously submitted to Big C?** |
| [ ] Yes | [ ]  No |
| **If yes, please give date of submission** |
|  |
| **Briefly, how does this submission differ from the original?** |
|  |

|  |
| --- |
| **3.6 Has this application been submitted elsewhere prior to submission to Big C?** |
| [ ] Yes | [ ]  No |
| **Please state organisation, date and outcome** |
|  |

|  |
| --- |
| **3.7 Have you received a grant from Big C in the last five years?** |
| [ ] Yes | [ ]  No |
| **If yes, please state how many and give details below** |
|  |
| **Previous grants** |
| **Project title** | **Grant reference** | **Start date** | **End date** | **Name/s of grant holder/s** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **Brief summary and outcomes of the work** |
| **Publications arising from the work** |

# The proposal

|  |
| --- |
| **4.1 Background to the proposal** |
| *Maximum of 1,000 words* |

|  |
| --- |
| **4.2 Hypothesis or reasoning** |
| *Maximum of 500 words* |

|  |
| --- |
| **4.3 Study design** |
| *Maximum of 2,000 words* |

|  |
| --- |
| **4.4 Timescales and milestones – please accompany your application with a GANTT chart** |
| *Maximum of 500 words* |

|  |
| --- |
| **4.5 How this relates to research undertaken by the applicant or others in the field?** |
| *Maximum of 500 words* |

|  |
| --- |
| **4.6 Dissemination and impact plan** |
| *Maximum of 500 words* |

|  |
| --- |
| **4.7 References in support of this application** |
| *Maximum of 30* |

# Finance

|  |
| --- |
| **5.1 Budget** (including animal research costs) \* |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Item** | **Year 1 (£)** | **Year 2 (£)** | **Year 3 (£)** | **Year 4 (£)** | **Total (£)** |
| **Salary / Stipend / Fees** | £0.00 | £0.00 | £0.00 | £0.00 | £0.00 |
| **Consumables** | £0.00 | £0.00 | £0.00 | £0.00 | £0.00 |
| **Equipment** | £0.00 | £0.00 | £0.00 | £0.00 | £0.00 |
| **Other expenses** | £0.00 | £0.00 | £0.00 | £0.00 | £0.00 |
| **Total** | £0.00 | £0.00 | £0.00 | £0.00 | £0.00 |

 *Click on the text above and press F9 to pull this information through*

|  |
| --- |
| **5.2 Table of salary / stipend / fees** |
| **Name / Role** | **Grade** | **Year 1 (£)** | **Year 2 (£)** | **Year 3 (£)** | **Year 4 (£)** | **Total (£)** |
| Salary | NI + S | Salary | NI + S | Salary | NI + S | Salary | NI + S | Salary | NI + S |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
| **Total** |  |  |  |  |  |  |  |  |  |  |

|  |
| --- |
| **5.3 Table of consumables** |
| **Item** | **Year 1 (£)** | **Year 2 (£)** | **Year 3 (£)** | **Year 4 (£)** | **Total (£)** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| **Total** |  |  |  |  |  |

|  |
| --- |
| **5.4 Table of equipment costs** |
| **Item** | **Year 1 (£)** | **Year 2 (£)** | **Year 3 (£)** | **Year 4 (£)** | **Total (£)** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| **Total** |  |  |  |  |  |

|  |
| --- |
| **5.5 Table of other expenses (e.g. Public and Patient Involvement costs, Open Access\*, etc.)** |
| **Item** | **Year 1 (£)** | **Year 2 (£)** | **Year 3 (£)** | **Year 4 (£)** | **Total (£)** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| **Total** |  |  |  |  |  |

# Animal research

|  |
| --- |
| **6.1 Does the project involve the use of animals or animal tissue in the UK?** |
| [ ] Yes | [ ]  No |

|  |
| --- |
| **6.2 Does the project involve the use of animals or animal tissue outside the UK?** |
| [ ] Yes | [ ]  No |

|  |
| --- |
| **6.3 Does this project involve the use of vertebrate animals or other organisms requiring a Home Office licence?** |
| [ ] Yes | [ ]  No |
| If yes, please provide licence details below: |
| **Personal licence** |
| **Name of licence holder** | **Licence reference number** | **Start date** | **End date** |
|  |  |  |  |
| **Project licence** |
| **Name of licence holder** | **Licence reference number** | **Start date** | **End date** |
|  |  |  |  |

|  |
| --- |
| **6.4 Has the research been approved by the relevant national and local systems of regulation?** |
| [ ] Yes | [ ]  No |
| If yes, please provide the details below: |
|  |
| **If the project is also UK based, please give details of which aspect(s) of the animal work will be performed outside of the UK and explain why?** |
|  |

|  |
| --- |
| **6.5 Does the project involve the use of any higher animals?** |
| [ ] Yes | [ ]  No |

If the research involves use of higher animals (cats, dogs, equine, pigs, non-human primates), the proposal will be sent to NC3Rs for specialist peer review. This will be in addition to the regular scientific peer reviews of the application.

If non-human primates are being used, the grant holder must ensure compliance with the NC3Rs (Guidelines for Primate Accommodation, Care and Use.

|  |
| --- |
| **6.6 In order to promote animal welfare and the three Rs (refinement, replacement and reduction) please give a brief justification of why alternatives to animals cannot be used and provide evidence that the minimum number of animals will be used to provide statistically valid results.** |
|  |

|  |
| --- |
| **6.7 Please state the type of animals to be used and details of why the species is the most appropriate for this project.** |
|  |

|  |
| --- |
| **6.8 Are any of the animals genetically modified?** |
| [ ] Yes | [ ]  No |
| If yes, please provide details of the modification below: |
|  |

|  |
| --- |
| **6.9 What kind of procedures does the project involve?** |
| [ ]  | **Mild:** likely to cause short-term mild pain, suffering or distress, no significant impairment of the well-being or general condition of the animals |
| [ ]  | **Moderate:** likely to cause short-term moderate pain, suffering or distress, or long-lasting mild pain, suffering or distress, moderate impairment of the well-being or general condition of the animals |
| [ ]  | **Severe:** Procedures where the animals are likely to experience pain, suffering or distress, or long-lasting moderate pain, suffering or distress as well as procedures, that are likely to cause severe impairment of the well-being or general condition of animals. |
| **Please give brief details of any moderate or severe procedures** |
|  |

|  |
| --- |
| **6.10 Animal research costs**The costs of animal research are included in this application (outline below) |
| **Please provide details of the costs associated with purchase maintenance and experimental procedures for the animals involved in this project. These costs should also be included in the Requested Budget table in section 5.** |
|  | **Year 1 (£)** | **Year 2 (£)** | **Year 3 (£)** | **Year 4 (£)** | **Total (£)** |
| **Animal purchase costs** |  |  |  |  |  |
| **Animal maintenance costs** |  |  |  |  |  |
| **Animal experimental procedure/s costs** |  |  |  |  |  |
| **Total** |  |  |  |  |  |

# Ethical/Regulatory issues

|  |
| --- |
| **7.1 Does the project involve working with patients?** |
| [ ] Yes | [ ]  No |
| If yes, please provide details of your ethical committee (including approval number if already obtained) and details of information provided to patients below. N.B. Big C requires any ethical approvals are in place before the research starts. |
|  |

|  |
| --- |
| **7.2 Does this project involve the use of human tissue and/or cells?** |
| [ ] Yes | [ ]  No |
| If yes, please provide licence details below: |
| **Project title** | **Licence reference number** | **Start date** | **End date** |
|  |  |  |  |

|  |
| --- |
| **7.3 Does the project involve gene therapy techniques which require regulatory approval?** |
| [ ] Yes | [ ]  No |
| If yes, please provide the details below: |
|  |

|  |
| --- |
| **7.4 Does the project involve any other regulatory approval e.g. radiation?** |
| [ ] Yes | [ ]  No |
| If yes, please provide the details below: |
|  |

# Intellectual property

|  |
| --- |
| **8.1 Please state the IPR policy and standard patent conditions relevant to your institution:** |
|  |
| **Research liaison and IPR Officers** |
| **Title** | **Full name** | **Telephone** | **Email** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

|  |
| --- |
| **8.2 Please describe any likely patentable or commercial exploitable results:** |
|  |

# Plain English summary

|  |
| --- |
| **9.1 Plain English summary**Big C funding awards are conditional on the production of a high-quality plain English summary, suitable for a lay person. It is vital that non-technical language is used. Guidance on how to write a plain English summary can be found online at: <http://www.dcc.ac.uk/resources/how-guides/write-lay-summary> |
| *Maximum of 500 words* |

# Application review

|  |
| --- |
| **10.1 External reviewers** |
| All applications are sent out for external peer review prior to being reviewed by our Research Advisory Panel. Please suggest three independent reviewers to review your application, giving their full names and the institutes at which, they are based. Please note, Big C reserves the right to forward your application to our own external reviewers for review.  |
| **Full name** | **Position** | **Email** | **Institute** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

|  |
| --- |
| **10.2 Excluded reviewers** |
| You may also exclude up to three reviewers from this process. If you wish to do so, please give their full names and the institutes at which they are based. *– Big C reserves the right to still contact these reviewers* |
| **Full name** | **Position** | **Email** | **Institute** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

# Application process and signatures

|  |
| --- |
| **11.1 Application submission** |
| The form must be completed electronically using Microsoft Word and submitted as a Word document (including electronic signatures from appropriate personnel) to bigcgrants@big-c.co.uk by 5pm of the closing date. Any documents obtained in support of section 2.23 must accompany the electronic application. Hard copies are not required. Applications missing the deadline will not be considered. |

|  |
| --- |
| **11.2 Confirmation of the principal applicant** |
| I UNDERSTAND THAT I WILL BE BOUND BY THE CHARITY’S TERMS AND CONDITIONS AND I AGREE TO NOTIFY BIG C OF ANY SIGNIFICANT CHANGES IN THE ABOVE PARTICULARS OCCURRING EITHER BEFORE OR DURING THE TENURE OF THE AWARD, IF MADE. |
| Signature of **Principal applicant** |  |
| Date: |  |

|  |
| --- |
| **11.3 Confirmation of the co-applicant** |
| I UNDERSTAND THAT I WILL BE BOUND BY THE CHARITY’S TERMS AND CONDITIONS AND I AGREE TO NOTIFY BIG C OF ANY SIGNIFICANT CHANGES IN THE ABOVE PARTICULARS OCCURRING EITHER BEFORE OR DURING THE TENURE OF THE AWARD, IF MADE. |
| Signature of **Co-applicant** |  |
| Date: |  |
| *Please click the + button to add all co-applicants* |

|  |
| --- |
| **11.4 Institution approval of principal applicant** |
| This must be signed by the person authorised to sign for the principal applicant’s institute in which it is proposed that the research will be carried out. |
| *I/We confirm that I/we have read this application and that, if granted the work will be accommodated and administered in the Department/Institute.**If a grant is made I/we will ensure that the funds provided are used for the purpose for which they have been given. I/We confirm that it is our intention to maintain our support for this department during the period for which the grant is requested.**I/we understand that Big C funding will be allocated to support a percentage of the PhD fees and the full stipend (at nominal rates for EU nationals) to a maximum of £50,000 per PhD over three years. I/we confirm that all remaining costs will be supported by the PhD awarding body/host institution*. *I/We also confirm that this institution holds/is not required to hold a Certificate of Designation under the Animals (Scientific Procedures) Act 1986. I/We confirm that I/we have read, and I/we accept the conditions under which grants are awarded including the undertakings detailed above.**I/We understand that I/we will be bound by the charity’s conditions and I/we agree to notify the Charity of any significant changes in the above particulars occurring either before or during the tenure of the award if made.* |
| Signature of **Principal applicant’s institute** |  |
| Name and initials: |  |
| Position: |  |
| Address: (if different from PA) |  |
| Date: |  |

|  |
| --- |
| **11.5 Institution approval of co-applicant (if different from the applicant)** |
| This must be signed by the person authorised to sign for the co-applicant’s institute in which it is proposed that the research will be carried out. |
| *I/We confirm that I/we have read this application and that, if granted the work will be accommodated and administered in the Department/Institute.**If a grant is made I/we will ensure that the funds provided are used for the purpose for which they have been given. I/We confirm that it is our intention to maintain our support for this department during the period for which the grant is requested.**I/we understand that Big C funding will be allocated to support a percentage of the PhD fees and the full stipend (at nominal rates for EU nationals) to a maximum of £50,000 per PhD over three years. I/we confirm that all remaining costs will be supported by the PhD awarding body/host institution*. *I/We also confirm that this institution holds/is not required to hold a Certificate of Designation under the Animals (Scientific Procedures) Act 1986. I/We confirm that I/we have read, and I/we accept the conditions under which grants are awarded including the undertakings detailed above.**I/We understand that I/we will be bound by the charity’s conditions and I/we agree to notify the Charity of any significant changes in the above particulars occurring either before or during the tenure of the award if made.* |
| Signature of **Co-applicant’s institute** |  |
| Name and initials: |  |
| Position: |  |
| Address: (if different from Co-applicant) |  |
| Date: |  |
| *Please click the + button to add all co-applicants* |