**Doctoral Fellowship Award and**

**Advanced Fellowship Award**

**full application**

# 1. Project summary

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| **1.1 Scheme (please tick)** | Doctoral Fellowship  Advanced Fellowship |

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| **1.2 Host organisation** |  |
| **1.3 Research title** Your full project title (Limit 200 characters) | |
|  | |
| **1.4 Project start date** |  |
| **1.5 Project end date** |  |
| **1.6 Total award costs requested** | £ |
| **1.7 Scientific abstract** (Limit 3500 characters) | |
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| **1.8 Summary (in plain English)** (Limit 3500 characters) | |
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# 2. Project details

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| **2.1 Reasons for applying** (Limit 2000 characters) |
| Please indicate why you wish to apply for the Fellowship Award. |

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| 2.2 Contribution of PhD supervisor (Doctoral Fellowship) / academic mentor (Advanced Fellowship) (Limit 2000 characters) |
| Please describe how your supervisor/academic mentor will support your overall development through the course of the project. Your supervisor/academic mentor should be familiar with the research topic and methodology. |

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| 2.3 Aims and objectives (Limit 3500 characters) |
| Please summarise the key aims and objectives of your project and provide a concise statement of the proposed research. |

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| 2.4 Application type (Limit 50 characters) |
| **Please state the type of application you are submitting; primary or secondary. You should also state if your application is for a pilot or feasibility study.** |

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| 2.5 History of application (Limit 2000 characters) |
| Has this application, or a similar application, previously been submitted to this or any other funding body? If yes, please give details. |

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| 2.6 Background and rationale (Limit 5000 characters) |
| What is the problem being addressed? Why will the research matter to health and social care and support services, service users or carers?/ Why is the research important in terms of improving the health of the public and/or to patients and the NHS? |

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| 2.7 Background and rationale evidence (Limit 2000 characters) |
| Please provide evidence explaining why this research is needed now (how does the existing literature support this proposal)? |

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| 2.8 Research plan (Limit 25000 characters) |
| Research Plan |

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| 2.9 Need and importance (Limit 3500 characters) |
| Please explain how your proposed research is within the remit of the Fellowship Awards, and how it will support policy development or decision making. |

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| 2.10 Research environment (Limit 2000 characters) |
| Please describe the HEI Host Department research environment in terms of track record, critical mass and capacity. |

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| 2.11 Training and development programme (Limit 2000 characters) |
| Please give details of the training and development programme that the Host Institution will provide over the Fellowship period. Please also include any training and development that will be externally accessed. |

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| 2.12 Equality and diversity (Limit 2000 characters) |
| Please confirm that your organisation operates a policy of equal opportunities and indicate the relevance of your research proposal to groups with protected characteristics and/or the consideration you have given to equality and diversity |

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| 2.13 Public involvement - Active involvement and engagement plan and approach (Limit 2000 characters) |
| If members of the public were actively involved in identifying the research topic and preparing this application or if active involvement is planned, please give more details. |

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| 2.14 Expected outputs and dissemination plans (Limit 4000 characters) |
| What are the expected outputs of research/impact and please describe your plans for disseminating the findings of this research? |

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| 2.15 IP – Background (Limit 4000 characters) |
| What background Intellectual Property will your research use? How will you ensure the correct permissions/licences are obtained? |

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| 2.16 IP - Production and management (Limit 4000 characters) |
| What Intellectual Property will be produced or improved during the proposed research and how will this be managed? |

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| 2.17 Conflicts (Limit 2000 characters) |
| Please declare any conflicts or potential conflicts of interest that you or your supervisor/academic mentor may have in undertaking this research. |

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| 2.18 Management and governance - Research timetable (Limit 2000 characters) |
| Please provide a concise summary of the project plan of investigation, in the form of a monthly project timetable showing the scheduling of all key stages in the project, their expected durations, and the timing of key milestones throughout the project including the production of outputs. |

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| 2.19 Management and governance - Research management and governance arrangements (Limit 2000 characters) |
| Please explain how the project will be managed. |

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| 2.20 Management and governance - Work already commenced (Limit 2000 characters) |
| Please give details of any relevant work that has already commenced in the preparation of this research proposal. |

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| 2.21 Management and governance - Success criteria and barriers (Limit 2000 characters) |
| Please set out the measurements of success you intend to use, the barriers to the proposed research and how you intend to mitigate against them. |
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| 2.22 Management and governance - Ethical issues (Limit 3000 characters) |
| Does the proposed research raise any ethical issues? If yes, discuss how the issues will be addressed and please detail how and when you intend to get ethical review completed. If no, please justify. |

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| 2.23 Wider context - CTU involvement (Limit 1500 characters) |
| Is a Clinical Trials Unit involved with this research proposal? If yes, please provide the Unit name, registration number and description of involvement. If no, please explain why not. |

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| 2.24 Wider context - Links to other organisations (Limit 5000 characters) |
| In your proposed research, have you linked to any Health and Care Research Wales funded infrastructure groups or support? |

# 3. PhD and Career History (Advanced Fellowship only)

**Section 3 is only applicable to Advanced Fellowship applicants:**

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| **3.1 Date PhD awarded** |
| Please provide the date on which you were awarded your PhD. |

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| 3.2 Career history to date (Limit 1500 characters) |
| Please provide a brief summary of your career history to date. Please do not use this section to list previous jobs as this will be included in section 5.6. |

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| 3.3 Long term career development (Limit 2000 characters) |
| Please indicate how this award will contribute towards your **long-term** career development and the work of your departmental research group, and any other research groups, in which you may be involved. |

# 4. Project coding

The remaining sections of the application form are applicable to all applicants.

UKCRC Research Type

| **4.1 UKCRC Research Type** |
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Health and Care Research Wales Monitoring

| **4.2 UKCRC Health Categories** |
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| **4.3 Is the research multi-centred?** |  |

# 5. Lead applicant information

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| **5.1 Name** |  |
| **5.2 Current position held** |  |
| **5.3 Profession** |  |
| **5.4 Place of work** |  |
| **5.5 Email / Telephone number** |  |
| **5.6 Previous employment history relevant to this application** |  |

# 6. Research team

6.1 PhD supervisor/academic mentor

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| --- | --- | --- | --- |
| **Name** | **Email address** | **Role** | **Organisation** |
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6.2 Nominated Head of Department or Senior Manager

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| --- | --- | --- | --- | --- |
| **Name** | **Email address** | **Role** | **Organisation** | **Address** |
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6.3 Sponsor

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| **Name** | **Email address** | **Role** | **Organisation** | **Address** |
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6.4 Nominated Administrative Authority or Finance Officer

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| **Name** | **Email address** | **Role** | **Organisation** | **Address** |
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6.5 Other Supporting Roles

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| **Name** | **Email address** | **Role** | **Organisation** | **Address** |
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6.6 Other involved organisations

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| **Role** | **Organisation** |
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# 7. Authorised Signatories and support

**7.1 Lead Applicant**

Full name:

Signature:

Date:

**7.2 PhD supervisor or academic mentor**

Please outline below:

* The support you will provide to the applicant during the period of their award.
* How you will continue to support the research ambitions of this applicant beyond the term of this award.

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| *(Limit 1500 characters)* |

Full name:

Signature:

Date:

**7.3 Nominated Head of Department or Senior Manager**

Full name:

Signature:

Date:

**7.4 Sponsor**

Full name:

Signature:

Date:

**7.5 Nominated Administrative Authority or Finance Officer**

Full name:

Signature:

Date:

**7.6 NHS Costs Nominated Signatory (only mandatory if NHS costs are added)**

Full name:

Signature:

Date:

# 8. Lead Applicant Narrative CV

The Lead Applicant should complete and attach the Fellowship Narrative CV template to their submission.

# 9. References

List all references cited in the application, using either the Vancouver or Harvard referencing conventions.

# 10. Suggested reviewers

Applicants may suggest up to three reviewers (referees) that could review the application form.

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| **Reason for suggesting this person**  (Limit 500 characters) | **Person details**  Name  Post held  Speciality | **Contact details**  Department  Organisation  Address  Postcode  Email address  Phone number |
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# 11. Acknowledgement

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| Agreement to the Terms and Conditions |
| Acceptance statement is:  **In confirming your role as Lead Applicant in this application you confirm that the information given in this form is complete and correct and that you take full responsibility for the accuracy of this submission. You confirm that your Supervisor/Academic Mentor and Research Team mentioned on this application have been given access to the application and accepted their role in this submission. You shall be actively engaged in, and in day to day control of, the project. You confirm that you understand that progress reports will be required by the funding programme and that no substantive variation in the scheme as outlined in the application will be permitted without prior reference to the funding programme.** |

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| We take seriously our duty under the Equality Act (2010) to offer and make reasonable adjustments for people with disabilities applying to our research funding schemes, and to ensure that our Panel members are aware of our responsibilities in relation to equality, diversity and inclusion and thus the need to treat all applications fairly.  If you would like to discuss reasonable adjustments to the application process, please contact [Research-Faculty@wales.nhs.uk](mailto:Research-Faculty@wales.nhs.uk) before the application deadline.  All applicants are asked to complete an [**Equality Monitoring Form**](https://healthandcareresearchwales.org/form/faculty-equality-form) online as part of your application. More information on how we will handle the data is provided in the form.  **Privacy** **Notice**  We have an obligation to keep data secure and to use it appropriately. To fulfil our obligations under law and as a result of our partnership with the Welsh Government, Health and Care Research Wales adopts various procedures to use and protect data. This will impact on how we deal with you as an applicant and your Co-applicants.  The [Welsh Government Grant Privacy Notice](https://gov.wales/privacy-notice-welsh-government-grants) states how the Welsh Government will use the information provided at application stage.  **Data Security – Data About You**  Personal information will be held by Health and Care Research Wales in a network that is available only to Heath and Care Research Wales staff. Your details and those of your Co-applicants will be retained in order to facilitate the running of the Health and Care Research Wales funding schemes. If your application is successful at any stage of our process, your name and organisation details may appear on the Health and Care Research Wales website. In addition, once funding has been agreed and the contract signed, your details may appear in other Health and Care Research Wales literature as a grant holder and will be passed to Welsh Government for inclusion in any of their publicly available databases of research projects. If you have any questions~~,~~ please contact us at: [Research-Faculty@wales.nhs.uk](mailto:Research-Faculty@wales.nhs.uk)  For further details about the information the Welsh Government holds and its use, or if you want to exercise your rights under the data protection legislation, please see contact details below:  **Data Protection Officer:**  Welsh Government  Cathays Park  CARDIFF  CF10 3NQ  Email Address: [Data.ProtectionOfficer@gov.wales](mailto:Data.ProtectionOfficer@gov.wales)  The contact details for the Information Commissioner’s Office are:    Wycliffe House  Water Lane  Wilmslow  Cheshire  SK9 5AF  Telephone: 01625 545 745 or 0303 123 1113  Website: [www.ico.org.uk](https://eur01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fico.org.uk%2F&data=05%7C01%7CMarc.Boggett%40gov.wales%7C00265e1bdd9d44718b9208da901f7466%7Ca2cc36c592804ae78887d06dab89216b%7C0%7C0%7C637980762035243220%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=wUUZr3qyxLgvScONyyj3t1GQ3ZXc7s9HjMlnx2ROPPo%3D&reserved=0)  **How to find out more**  The Privacy Notice will be effective from 25 May 2018 and you can view it at [Privacy notice: Welsh Government grants | GOV.WALES](https://gov.wales/privacy-notice-welsh-government-grants). The Grants Privacy Notice makes sure we continue to comply with privacy law and regulation.  If you have any question or require any further help please contact us at [DataProtectionOfficer@gov.wales](mailto:DataProtectionOfficer@gov.wales) |