



# Health and Care Research Wales Emerging Researcher Award 2025

## Application Form

EXAMPLE



**Please read the Scheme Overview and Guidance document before completing this form.**

The application form should be submitted electronically to the Health and Care Research Wales Faculty Awards Management System by **16:00** on **Thursday 13 February 2025**.

If you would like to discuss your application prior to submission, please contact [Research-Faculty@wales.nhs.uk](mailto:Research-Faculty@wales.nhs.uk).

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.

We are committed to improving the data and monitoring around researcher equality, diversity, and inclusion to enable us to develop action plans to help facilitate the equal representation of all groups across career stages and professions in the Welsh researcher population. We therefore ask all applicants to complete **Equality, Diversity and Inclusion information** as part of their online application.

## Section A: Applicant and employer details

A1	Title	
A2	First Name	
A3	Last Name	
A4	Contact telephone number	
A5	Contact email address	
A6	Preferred pronouns	
A7	Highest academic qualification (please select from list)	
A8	Profession (please select from list)	
A9	Organisation	
A10	Position	
A11	Department	
A12	Specialty area (please select from list)	
A13	Work Address	
A14	Contract Type (fixed term or permanent)	

## Section B: Employment history (relevant to this application)

Employer	Position	Responsibilities	Start date	End date

(Add additional entries as necessary)

## Section C: Research achievements, skills and interests

Please provide an overview of your achievements, skills and experiences within your current clinical or practice role and in relation to four domains relevant to developing a research career, namely (1) contributions to the generation of new ideas; (2) contributions to the development of others; (3) contributions to the wider research and innovation community; and (4) contributions to broader society and towards wider societal benefit.

The CV has a limit 1,000 words; you may decide how to distribute these across the modules. You should also include a brief personal statement.

**(Max 1,000 words)**

## Section D: Proposed award plan

Research area (please select from list in scheme guidance)	
--	--

Project start date	
Project end date	

<p>D1 Please describe all research activity you will be involved in as part of this award, highlighting your aims, objectives and expected benefits.  <b>(Max 1,000 words)</b></p>
<p>D2 Please describe the training and development activities you plan to undertake in order to develop your research skills. Please also explain why your chosen Research Supervisor(s) or Mentor(s) is/are best placed to support your plans and how they will contribute to your development.  <b>(Max 750 words)</b></p>

D3 Please describe the relevance of your research activities as well as the likely impact of the activities set out above on the health and wellbeing needs of patients, service users, and carers in Wales.

*(Max 500 words)*

D4 Please provide an overview of your research career ambitions, why this award is the right award for you at this point in your career and how it will enable your development as a researcher.

*(Max 500 words)*

D5 Please describe how you will use the support and opportunities offered by the Health and Care Research Wales Faculty during this award and beyond to develop your research career

*(Max 500 words)*

## Section E: Supporting roles

### E1 Line Manager

Name	Email address	Job title	Organisation

Your line manager will be asked to provide a statement outlining how they will support you during the term of the award including confirmation of back-fill of the relevant sessions of your post where appropriate. They should also provide a statement of continuing support for your development as a researcher beyond the term of the award and outline the benefits of the award to your department/organisation.

### E2 Research Supervisor/Mentor

Name	Email address	Job title	Organisation

Your mentor/supervisor will be asked to provide a statement of support outlining how they, and the high-quality research group with which you plan to work, will support you over the term of the award. Please note that if you identify multiple Supervisors or Mentors, each will be requested to complete a supporting statement.

### E3 Head of Department

Name	Email address	Job title	Organisation

### E4 R&D Director

Name	Email address	Job title	Organisation

### E5 Finance Officer

Name	Email address	Job title	Organisation



## Section F: Costs

F1 Please complete the following tables with the applicant's details (we advise your employing organisation's finance officer supports completion of these tables):

Grade	
Spine point	
Current salary @ 1.0 Whole Time Equivalent	
WTE requested	

Cost breakdown table: salary (including on-costs) and non- staff costs

	Year 1	Year 2	Total
Salary (incl. on-costs)			
Salary (incl. on costs) @ requested WTE			
<b>Non-staff costs (£5k per annum)</b>			
Travel & Subsistence			
Training costs			
Public Involvement costs			
Total			

## Section G: Acknowledgments

### Agreement to the Terms and Conditions

#### Acceptance statement:

In confirming your role as Applicant in this application you confirm that the information given in this form is complete and correct and you take full responsibility for the accuracy of this submission. You confirm that your research mentor/supervisor and those in supporting roles 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 progress reports will be required by the funding programme and no substantive variation in the scheme as outlined in the application will be permitted without prior reference to the funding programme.

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 **Equality, Diversity and Inclusion information** as part of your online application. More information on how we will handle your data is provided in the Faculty Awards Management System.

## 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 states how the Welsh Government will use the information provided at application stage. It is available here: <https://gov.wales/privacy-notice-welsh-government-grants>

## Data Security – Data About You

Personal information will be held by Health and Care Research Wales in a network that is available only to Health 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](http://www.ico.org.uk)

### How to find out more

The Privacy Notice will be effective from 04 January 2023, and you can view it at [Privacy notice: Welsh Government grants | GOV.WALES](#). The Grants Privacy Notice makes sure we continue to comply with privacy law and regulation.

If you have any questions or require any further help, please contact us at [DataProtectionOfficer@gov.wales](mailto:DataProtectionOfficer@gov.wales)

### Welsh Government expectations of grant recipients

Grant funding is one of Welsh Government's most important mechanisms for delivering ministerial priorities and making a real difference to the lives of people in Wales. Welsh Government has a duty to protect public funds, ensuring they are well-managed and used only for their intended purposes.

For further details about the types of behaviours, cultures and values Welsh Government expects to see 'lived out' by its grant recipients, please read the [Welsh Government document](#) outlining the expectations of grant recipients.