



Health and Care Research Wales Research Training Award 2025

Scheme Overview and Application Guidance

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Section 1: Overview

1.1 Purpose and Background

This scheme provides an opportunity for applicants to gain in-depth research methods knowledge, confidence and skills through the completion of a taught master's level Research (Methods) degree or equivalent master's level research training course in applied health and/or social care research commencing during the 2025/26 academic year.

The opportunity is open to staff based in NHS Wales, local authorities (adult or children's social care services), or in independent health and social care provision such as primary care, community pharmacy, adult or children's residential care, or domiciliary care. It is aimed at those in the early stages of their research career (not necessarily early clinical or practice career stage) to support them to develop applied research methods skills that will in turn enable them to take the first steps on their research journey in health and social care.

The funding covers tuition fees and partial salary costs for applicants to undertake taught health or social care Research Methods or Clinical Trials Master's level programmes. Applicants are required to make a strong case for the likely impact of the award on their research development and career trajectory.

Successful applicants for this award automatically become members of the Health and Care Research Wales Faculty. Being a member of the Faculty means having access to a range of learning, development and networking opportunities that are intended to stimulate and develop the research community in Wales. All Faculty Personal Award holders are expected to engage with the work of the Faculty. Applicants should detail how they will participate in Faculty opportunities, as well as how they will be supported by their host organisation throughout the duration of their award and on completion of their award. For more information on the Health and Care Research Wales Faculty please go to <https://healthandcareresearchwales.org/faculty>.

Those interested in pursuing formal training in health economics should contact the Welsh Health Economic Support Service for advice on appropriate master's level training options that would support their development.

1.2 Introduction to the call

The Research Training Award aims to support the pre-doctoral research skills development of prospective health and social care researchers in Wales by offering funding (tuition fees and partial salary support). This is aimed at any staff member of eligible employing organisations wishing to progress a career in health and social care research. The award will enable the applicant to undertake taught health or social care Research Methods or Clinical Trials master's level training. Both full time and part time study options are available. Selected courses should provide all the skills needed to progress to clinical or practice based academic doctoral training. Any social care research methods courses must be Economic and Social Research Council (ESRC) accredited.

Applicants must:

- meet all eligibility criteria set out in Section 1.5
- clearly demonstrate in their application how the chosen research training opportunity will facilitate their research career progression and development towards research leadership

Funding is only available for tuition fees and partial salary support. No funding is provided for travel and subsistence.

1.3 What we will fund

The award will cover:

- tuition fees for the course
- salary costs of up to 0.2 WTE (1 day a week) for courses undertaken on a full-time basis, or 0.1 WTE (1/2 day a week) for applicants wishing to undertake the course on a part time basis

The award will **NOT** cover:

- travel and subsistence costs incurred by any activities associated with this award
- any other costs associated with your chosen course
- courses where the applicant has already registered and started to undertake course work, unless these are clearly evidenced as being taught master's level research methods training courses. In these instances, applicants are advised to contact the Faculty administration team to discuss their application and associated request for funding for the remainder of the course work or dissertation.

1.4 Expectations of Research Methods Training Qualifications

Funded courses should include at least 80 credits dedicated to taught health and/or social care research methods at master's level. Research placements integral to the programme of work, alongside 60 credit dissertations, are also encouraged. Curricula should equip the applicant with all the skills needed to progress towards a health and social care research career pathway. The selected master's level programme should ensure provision of robust formal training in research design, quantitative and qualitative methods (including implementation science), data management and analyses and regulatory and ethical frameworks for health and/or social care research. On completion of the relevant master's level training programme, the applicant should be in possession of advanced research methods skills relevant to their field of study and be able to demonstrate their relevance and application to research in practice.

A list of courses that meet the expectations for the award are provided in Appendix One. Please note that this is not an exhaustive list; there may be other programmes that applicants wish to apply for. Applicants should provide a justification for their choice of course in their application.

1.5 Eligibility criteria

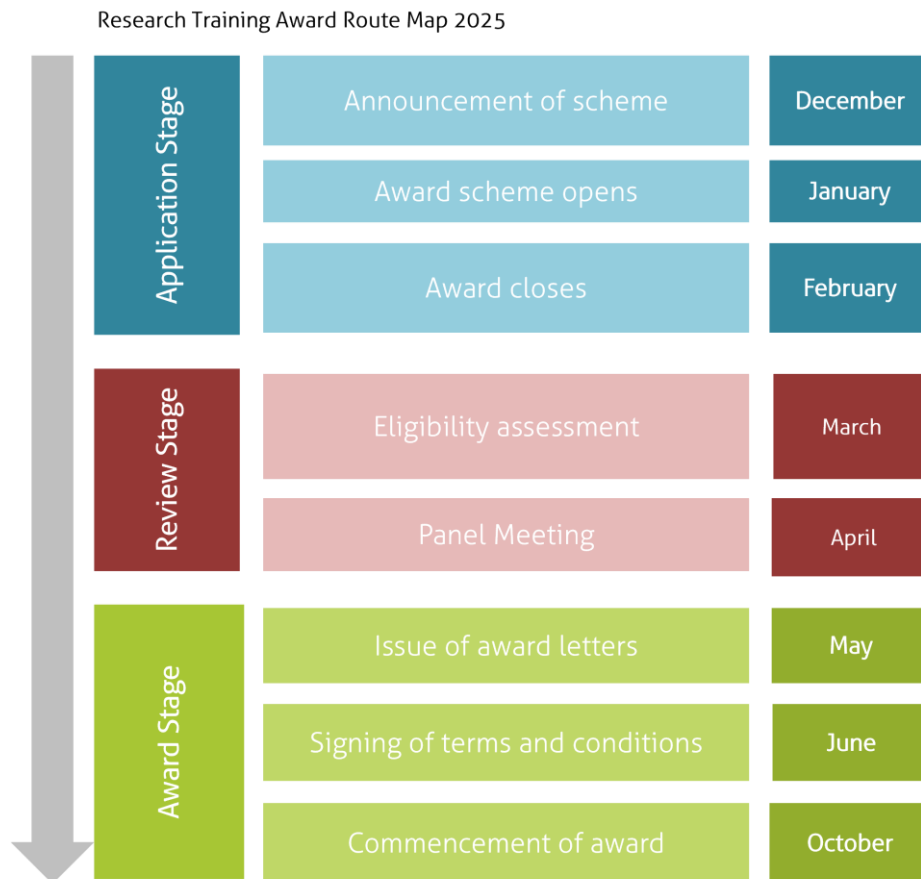
The following criteria must be satisfied:

- applicants must be in employment in NHS Wales, Local Authorities (adult or children's social care services) or in independent health and social care provision such as primary care, community pharmacy, adult or children's residential care, or domiciliary care based in Wales
- applicants must be able to commence their chosen course by October 2025 at the latest, applicants are advised to contact the relevant course leaders to establish start dates for the relevant modules
- applicants must remain in employment with an eligible organisation for the duration of their award
- applicants must have the support of their head of department or equivalent in their employing organisation, with any backfill arrangements agreed in principle prior to applying
- applicants must meet the eligibility requirements of their chosen course (e.g. applicants must hold a second-class bachelor's degree, or have equivalent experience)

1.6 Process and timetable

The application window will open on **6 January 2025** with a deadline for submission of **Thursday 13 February 2025 at 16:00**. Applications received after the deadline will not be assessed.

An indication of the timelines for the process are given in the diagram below.



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 before the application deadline.

Please note:

- applications will first be assessed for their eligibility by Health and Care Research Wales officials in line with the criteria at Section 1.5
- applications deemed eligible will then be assessed by a panel of professionals and academics with appropriate experience
- the panel will make funding recommendations to Health and Care Research Wales
- Health and Care Research Wales will make the final funding decision, taking into account available resources, these decisions are final and are not open to appeal
- final decisions will be announced, and award letters and contracts issued, in May 2025
- unsuccessful applicants will be provided with written feedback which will be provided as a courtesy. Please note that Health and Care Research Wales will not be able to enter into any discussions regarding the feedback provided

1.7 Selection process

The panel will assess each application based on the following criteria:

- the research interests of the applicant which demonstrate their potential as a future clinical or practice academic researcher
- the applicant's justification for the selected course and how the selected course will enable them to progress their research intentions and progression towards a research leadership role
- the applicant's plan for a clinical or practice academic research career beyond the term of this award
- the support of the relevant employing organisation head of department or equivalent

The panel will make funding recommendations to Health and Care Research Wales.

Section 2: Guidance

This section provides guidance on how to complete the Research Training Award application form. Before completing the application form, you should also read the **Scheme Overview** (Section 1 above).

The application form should be completed using the Health and Care Research Wales Faculty Awards Management System. Please note that the supporting roles (Line Manager, Head of Department/R&D Director and Finance Officer) will be required to confirm participation during the application process, and the Head of Department/R&D director and Finance Officer will be required to sign off the completed application form, before it can be submitted. Therefore, sufficient time should be factored in for them to respond before the submission deadline.

Please do not send additional information as this will not be assessed.

If you have any questions regarding the application process, please contact Health and Care Research Wales using the email address below. The Application Form should be submitted (**including signatory agreement via the system**) using the Health and Care Research Wales Faculty Awards Management System by **16:00 on Thursday 13 February 2025**.

Contact us

If you have any questions regarding the application process, please contact; Research-Faculty@wales.nhs.uk

You will need to include all the appropriate supporting roles for the application. As a minimum you will need to provide contact information for the following supporting roles:

- Line Manager
- Head of Department/R&D Director
- Finance Officer

Please ensure that you read the relevant documentation thoroughly before starting your application.

Section A: Applicant details

Please supply your title, name, work contact address, and other work contact details. Contact between Health and Care Research Wales and the applicant will usually be by email, so please ensure you provide a current and regularly accessed work email address.

Include your current job title (position), profession, specialty area and research area (please select from the lists included below). Please confirm the contract type you hold with your employer.

Please refer to the specialty areas listed below:

- Ageing
- Adult Social Care
- Anaesthesia, Perioperative Medicine and Pain Management
- Cancer
- Cardiovascular Disease
- Children and Young People
- Children Social Care
- Critical Care
- Dementias and Neurodegeneration
- Dermatology
- Diabetes
- Ear, Nose and Throat
- Gastroenterology
- Genomics and Rare Diseases
- Haematology
- Health Services Research
- Infection
- Kidney and Urinary Tract Disorders
- Liver
- Mental Health
- Metabolic and Endocrine Disorders
- Musculoskeletal Disorders
- Neurological Disorders
- Ophthalmology
- Oral and Dental Health
- Primary Care

- Public Health and Prevention
- Reproductive Health
- Respiratory Disorders
- Social Care
- Stroke
- Surgery
- Trauma and Emergency Care
- Other

Research area relates to the UKCRC Research Activity Codes which classify types of research activity. This dimension of the Health Research Classification System (HRCS) has 48 codes divided into eight overarching code groups which encompass all aspects of health-related research activity ranging from basic to applied research. The [Research Activity Codes](#) are modelled on the structure of the Common Scientific Outline, a cancer research-specific classification system developed by the International Cancer Research Partners.

Please refer to the research areas specified below:

- Underpinning research
- Aetiology
- Prevention of disease and conditions
- Detection screening and diagnosis
- Development of treatments and therapeutic intervention
- Evaluation of treatments and therapeutic intervention
- Management of diseases and conditions
- Health and social care services research

Section B: Employment history

Please give the details of your previous employment history relevant to this application.

Section C: Research achievements, skills and experience

This section is based on the Royal Society's *Résumé for Researchers* ([Résumé for Researchers | Royal Society](#)) narrative CV format. It is aimed at providing the panel with 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 contributions to (1) the generation of new ideas; (2) the development of others; (3) the wider research and innovation community and (4) broader society and wider societal benefit.

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

If you are at a very early stage of your research career, we would expect you to describe how your achievements, skills and experience to date have helped you to progress to this point given your career stage. In all cases, we recognise the importance of the broader range of achievements and skills that evidence your potential to develop as a researcher.

Personal statement

Summarise what you do, your overarching goals and motivation for the activities in which you have been involved. You can mention career breaks, secondments, volunteering, part-time work and other relevant experience (including time spent in different sectors).

Contributions to the generation of new ideas

How you have contributed to the generation of new ideas relevant to your clinical or practice area and the key skills you have developed in that process; any relevant training or development (including placements or work-based activities) you have undertaken in the last two years to progress your research skills and experience or specific research expertise; how you have communicated about these ideas both written and verbally; any funding you have won and any awards that you have received; and relevant selected outputs (explaining why they are of relevance) for example clinical or practice developments, publications, educational products, policy publications, evidence synthesis pieces and conference publications.

Contributions to the development of others

Highlight expertise you provided which was critical to the success of a team or team members including project management, collaborative contributions and team support. It can include your teaching activities, workshops or summer schools in which you were involved (for undergrads, grads and post-grads as well as junior colleagues), and the supervision of students and colleagues. It can be used to mention mentoring of members in your field and support you provided to the advancement of colleagues, be it junior or senior. You can also highlight the establishment of collaborations, from institutional (maybe interdisciplinary) to international and describe where you exerted strategic leadership, how you shaped the direction of a team, organisation, company or institution.

Contributions to the wider research community and the wider innovation community

Describe various activities you have engaged in to progress the research community. Mention commitments including editing, reviewing, refereeing, committee work and your contributions to the evaluation of researchers and research projects. Mention the organisation of events that have benefited your research community. Highlight contributions to increasing research integrity and improving research culture (gender equality, diversity, mobility of researchers, reward and recognition of researchers' various activities). Mention appointments to positions of responsibility such as committee membership and corporate roles within your department, institution and organisation, and recognition by invitation within your sector.

Contributions to broader society, contributions to broader research or innovation-users and audiences, and towards wider societal benefit

Include examples of societal engagement and knowledge exchange. Include engagement with industry and the private sector. Mention engagement with the public sector, clients and the broader public. It can be used to highlight positive stakeholder feedback, inclusion of patients in processes and clinical trials, and other impacts across research, policy, practice and business. Mention efforts to collaborate with particular societal or patient groups. It can be used to highlight efforts to advise policy-makers at local, national or international level and provide information through the press and on social media.

You can use sub-headings (new ideas, development of others, research community and broader society) to structure this section but it is not mandated. You should also include a brief personal statement.

Do not include details of your previous employment history as this is covered in the employment history section of the application.

(Maximum: 1,000 words)

Section D. Qualifications and Proposed Course of Study

Qualifications

Please provide details of your undergraduate degree (or equivalent), including the title, classification, awarding body, and date of award. Please supply your highest academic qualification.

Proposed course of study

Provide details of the proposed master's level course and the providing institution/university. (Please consult Appendix One for approved courses.) Please provide the course start date and duration (months).

If you have selected a course not currently listed in the guidance, please detail how it meets the criteria outlined in section 1.4 above.

Please confirm whether you meet the entry requirements of the selected course. You must be satisfied that you meet the entry requirements in full before applying.

Indicate if you are applying for tuition fees only or for tuition fees and partial salary costs. The two protected time options are 0.2 WTE (1 day a week) for full time study and 0.1 WTE (1/2 day a week) for part time study. For more information, please see the Finance Section below. You should also indicate whether you will be undertaking the course part-time or full-time

Research interests and career development plans

In the following two sections, you should provide a justification for the course you have chosen and describe how undertaking this course and gaining this qualification will help you to progress in your research career.

Explain what your specific research interest is, how it has developed and the relevance to the needs of the public, patients, service users and carers in Wales. Please also describe how the course you have chosen is structured (module options, mode of delivery), and why you have chosen this specific course. (**Maximum: 500 words**)

Explain how your chosen course will contribute to your research development. Please state where you currently see yourself on a research career pathway, and how this award will support the progression of your future plans and lead towards a research

leadership role. Please describe your plans beyond the term of this award and explain how you think the Research Training Award will contribute to your ongoing research career development. (*Maximum: 500 words*)

The purpose of this section is to understand how you will use the support and opportunities offered by the Faculty to develop your research skills, experience and career. Please use this section to tell us how you will engage with the Faculty to ensure your own research development (and the development of others) as a member of the research community in Wales. (*Maximum 500 words*)

Section E: Supporting Roles

Please note that the supporting roles (Line Manager, Head of Department/R&D Director and Finance Officer) will be contacted by the Faculty Awards Management System via email to confirm their participation in the application, and the Head of Department/R&D Director and Finance Officer will be required to sign off the completed application form before it can be submitted. Therefore, you should ensure that sufficient time is provided for signatory sign-off before the submission deadline.

Line Manager

Please enter the line manager's name, email address, job title and 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.

As Line Manager they commit to the following:

- This training / professional development request is part of the applicant's current Development Review/ Appraisal or will be included in the applicant's Development Review/Appraisal at the next opportunity
- The time required by the applicant to complete the programme of study is recognised and as line manager they will facilitate the completion of the programme of study by agreeing study leave and/or backfilling of the staff member's time
- On completion of the award, it is agreed that the applicant will be supported to return to their original WTE hours if they had been reduced during the course

Head of Department or R&D Director

Please enter the Head of Department or R&D Director name, email address, role and organisation.

Finance Officer

Please enter the nominated administrative authority or Finance Officer for your host organisation, providing their name, email address, role and organisation.

Section F: Costs

Please complete the finance tables in Section F of the application form. Ideally your employing organisation's Finance Officer should support completion of these. The information requested will reflect some of the answers you have provided in Section D Proposed course of study.

Using the Add Tuition Fees button, please enter the tuition fees for each academic year. Please do not add in any other costs.

Please enter your current grade/band, spine point and your current salary at 1.0 WTE (whole time equivalent) excluding on-costs.

Using the Add Salaries button, please enter your salary costs per academic year (including on-costs and increments), for 0.2 WTE for full time study or 0.1 WTE for part time study. This figure must include your organisation's on-costs for your salary. This can include salary increments where relevant.

Please note your Finance Department will be able to provide your salary plus on costs information.

Section G: Acknowledgement

Agreement to the terms and conditions

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 the supporting roles mentioned in 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 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.

Section H: Submitting your application

You must submit your application form by the stated deadline via the Health and Care Research Wales Faculty Awards Management System.

Please note that the supporting roles (Line Manager, Head of Department/R&D Director and Finance Officer) will be required to confirm participation during the application process, and the Head of Department/R&D director and Finance Officer will be required to sign off the completed application form, before it can be submitted. Therefore, sufficient time should be factored in for them to respond before the submission deadline.

We will not enter into negotiations for extensions and the deadline will be strictly observed. You should therefore plan your application carefully including allowing sufficient time for signatories to confirm their support.

Contact us

If you have any questions regarding the application process, please contact; research-Faculty@wales.nhs.uk

Privacy Notice – Welsh Government Grants

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.

Privacy Notice

The [Welsh Government Grant Privacy Notice](#) 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 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

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

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

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 question or require any further help please contact us at 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.

Appendix 1

All the courses listed below include a substantial element of taught research methods content (at least 80 M-level credits). They cover the spectrum of health (including public health and clinical trials, social care and health economics). Please note that this is not an exhaustive list. Applicants should contact us at: Research-Faculty@wales.nhs.uk if they have any queries about the proposed programme that they wish to pursue.

Health and/or Clinical Research Methods

University of Exeter: [MSc Health Research Methods](#)

University of Manchester: [MClinRes Clinical Research](#)

University of Newcastle: [Clinical Research MClinRes, PGDip, PGCert \(E-learning\) | Newcastle University](#)

University of Plymouth: [MClinRes Clinical Research](#)

University of Southampton: [MRes Clinical and Health Research](#)

University of Stirling: [MRes Health Research \(Online\)](#)

Social Research Methods

Cardiff University: MSc Social Sciences Research Methods
[Social Policy Pathway](#)
[Social Work Pathway](#)

Swansea University: [MSc Social Research Methods](#)

Clinical Trials

London School of Hygiene and Tropical Medicine: [MSc Clinical Trials by Distance Learning](#)

University of Edinburgh: [MSc Clinical Trials \(Online Learning\)](#)

Public Health/Health Services/Health Economics

Cardiff University: [MPH Master of Public Health](#)

London School of Hygiene and Tropical Medicine

[MSc Epidemiology](#)

[MSc Public Health – Health Economics Stream](#)

[MSc Public Health – Health Services Research Stream](#)