

# Health and Care Research Wales Emerging Researcher Award 2025

## Scheme Overview and Application Guidance

Subject to Change

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## Section 1: Overview

### 1.1 Introduction

The Emerging Researcher Award is a personal award which aims to advance research careers for health and social care researchers employed in NHS or social care organisations in Wales. It offers protected time to engage in developmental research activities and funding for non-staff costs (such as travel and subsistence, public involvement costs and training costs). The scheme provides flexible and inclusive support for researchers in the earlier stages of their research careers. All applicants are expected to clearly justify why the scheme is appropriate for them at their research career stage.

The Emerging Researcher Award is designed to support individuals who are looking to take their first steps into a research career with the intention of putting the foundations in place for a long term clinical and/or practice-based academic research career, including working on initial stages to progress to a PhD by published works.

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.

Applicants must:

- meet all eligibility criteria set out in section 1.3 below
- demonstrate the quality of the activities in which they intend to engage
- demonstrate a link with a high-quality research group such as
  - a Health and Care Research Wales funded group
  - a Centre or Unit funded by a high-quality non-Welsh Government funder such as the Medical Research Council or the National Institute for Health and Care Research (NIHR)
  - a research group that has a proven track record of grant capture from high-quality funders such as the research councils, NIHR, or significant third sector research funders (such as the Wellcome Trust or Cancer Research UK)
- describe unmet need in their proposed area/s of activity and the potential impact and benefit to the public more broadly as well as patients, carers and service users in Wales
- clearly justify why this scheme is appropriate for them at their research career stage
- set out how they can dedicate the time for which funding is being sought to their research activities for the duration of the award in addition to any already funded or allocated research time

Applicants can apply for protected research time of up to 0.4 WTE for a **maximum** of two years. Salary replacement costs are not expected to exceed £32,000 per annum, unless this can be fully justified. If this is likely, please speak to a member of the Faculty Team for guidance before submitting your application. In addition, applicants can apply for up to £5,000 per annum to cover associated activities such as travel and subsistence, PPI and training costs.

The total award is not expected to exceed £74,000 (£37,000 per annum).

There is an expectation that successful applicants will, over the course of the award, seek out opportunities to apply for future research funding to sustain and develop their research activities beyond the award period.

**Please note:**

- this is a personal award, not a project grant. This means that the funder will not pay research costs as defined by the [AcoRD guidance](#). This provides guidance for attributing the costs of health and social care research and development. These personal awards will provide funding for reasonable non-staff costs such as travel and subsistence, training and development and costs for public involvement
- this award does not qualify for automatic adoption to the Health and Care Research Wales [Portfolio](#). However, applicants may apply for the award and then consider whether any specific project on which they wish to work meets portfolio adoption criteria
- this is a one-stage application process

## 1.2. What we will fund

Health and Care Research Wales will fund:

- time to allow you to engage in research development activity, including forming an hypothesis, identifying and prioritising research questions and developing a research proposal, grant development work including small research projects (noting the restrictions regarding research costs)
- time to develop outputs that will progress future funded research activities
- time to undertake relevant training and development activities
- reasonable (maximum £5,000 per annum) non-staff costs to support associated activities such as travel and subsistence, training and development and costs for public involvement. This funding can be used to support attendance at Faculty events.

This list is intended to be indicative rather than definitive.

What we will **not** fund:

- as noted above, we will **not** pay research costs as defined by [AcoRD guidance](#) as it applies to externally-funded research projects, as these should be covered by the project funder and not supplemented or replaced by resources from this scheme
- the award will not fund, and is not to be used to fund, existing projects or additional research time on existing projects
- the award will not fund any research time covered by current arrangements specified within existing employment contracts
- the award is not intended to cover the time used to supervise a PhD student. This is a personal award which aims to progress the personal career trajectories of applicants, rather than to support the development of others.

### 1.3 Eligibility criteria

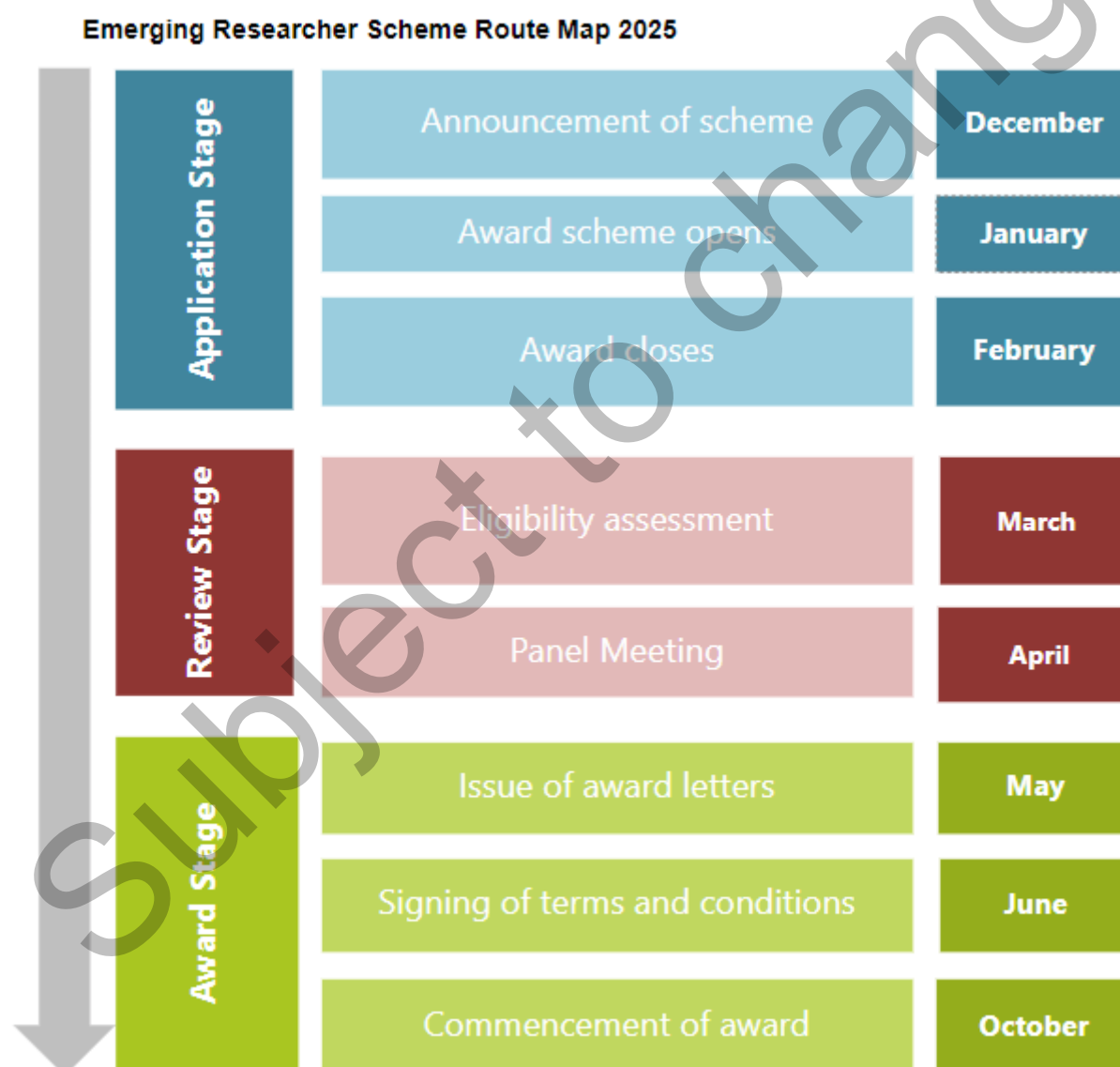
Applicants must satisfy the following criteria:

- applicants must be employed by NHS Wales, local authorities (adult or children's social care services), or be based 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
- ideally, applicants must be in a position to commence activities by **1 October 2025** (*deferral of this date may be considered in exceptional circumstances, such as the employing organisation having difficulty in back-filling the post*)
- applicants must have the support of their Line Manager, Head of Department, and Director of R&D (or relevant equivalent signatories of their employing organisation)
- applicants must have a named research supervisor(s) or mentor(s)

## 1.4 Process and timetable

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

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



Please note:

- applications will first be assessed for their eligibility by Health and Care Research Wales officials in line with the eligibility criteria
- applications deemed eligible will then be assessed by a panel comprising representatives from Health Boards, social care organisations, academia and public members
- the panel will make funding recommendations to the Research and Development Division in Welsh Government
- the Research and Development Division in Welsh Government 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 in May 2025 and award letters and contracts issued in May/June 2025
- unsuccessful applicants will be given feedback which will be provided as a courtesy. Please note Health and Care Research Wales will not be able to enter into any discussions regarding the feedback provided.
- you must inform Health and Care Research Wales of any related applications for funding which, if successful, would affect your availability to take up, or your need for, this award

Applications for this award must be completed using the Health and Care Research Wales Faculty Awards Management System. Please note that the supporting roles (Line Manager, Research Mentor/Supervisor, Head of Department, Finance Officer and R&D Director) will be required to confirm participation during the application process, and the Finance Officer and R&D Director will also be required to sign off the finalised application form before it can be submitted. Sufficient time should be factored in for signatories to complete this action before the submission deadline. Application forms should be submitted (including signatory agreement via the system) by **16:00 on Thursday 13 February 2025**.

If you have any questions regarding the application process, please contact the Faculty Team at [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.

## 1.5 Selection process

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

- the research experience and interests of the applicant which demonstrate their potential to develop as a researcher
- the clarity and purpose of the proposed research and training activities
- the potential impact and added value of the proposed research and training activities on the research career trajectory of the applicant
- the clarity and purpose of plans beyond the term of the award
- the description of unmet need in the areas of specified activity and potential impact on the services delivered to the public, patients, service users and carers
- the full consideration of public involvement within the application
- the support of the line manager and employing organisation (for example head of department, R&D director or relevant equivalent) both during and after the term of the award
- the quality of the research environment, academic collaborator/s and research supervisor or mentor within the context of the proposed plan

## Section 2: Guidance

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, Research Mentor/Supervisor, Head of Department, Finance Officer and R&D Director) will be required to confirm participation during the application process, and the Finance Officer and R&D Director will also be required to sign off the finalised 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](mailto: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
- Research Supervisor and/or Mentor
- The nominated Head of Department
- R&D Director
- The nominated Administrative Authority or 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, other work contact details, your current job title (position), profession, specialty area and highest academic qualification. 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.

The employing organisation will be the organisation with which the Research and Development Division of Welsh Government will enter into a formal contract should your application be successful. Please confirm the type of contract you hold with them (fixed term or permanent).

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

## 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 limit of 1,000 words; 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 Section B of the application.

*(Maximum: 1,000 words)*

## Section D: Proposed award plan

### Research area

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

### **Project start date**

Please note this should be 1 October 2025, whether this is a working day or not. If exceptional circumstances mean that you cannot start on this date, please contact the Health and Care Research Wales Faculty team ([research-faculty@wales.nhs.uk](mailto:research-faculty@wales.nhs.uk)) to discuss in advance of your submission.

### **Project end date**

The Emerging Researcher Award can be undertaken for up to two years.

**Please describe the research activities you will be involved in if you are awarded this funding, highlighting your aims, objectives and the expected benefits.**

Section 1.2 above sets out the kind of activities we expect to support. You may find it helpful to refer to this list when completing this section. **(Maximum: 1,000 words)**

**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.**

Please describe the training and development activities you plan to undertake to develop your research skills. This can include a wide range of both formal and informal activities, from classroom training courses, to self-study, coaching and mentoring, work shadowing, networking and peer support. 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, e.g. how many similar awards they have previously supported. **(Maximum: 750 words)**

Please ensure that this section has been reviewed thoroughly with your research supervisor(s) or mentor(s) prior to submission.

**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.**

Please describe the relevance of your research activities as well as the likely impact it will have on the needs of the public, patients, service users and carers in Wales, highlighting the potential benefits and the expected timescale for when the benefits might be realised. Please include an overview of any proposed public, patient and service user involvement work that you plan to undertake as part of your funded award. [New UK Standards for Public Involvement](#) were launched in March 2018; applicants are encouraged to reference the standards in their answers.

**(Maximum: 500 words)**

**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.**

The purpose of this section is to allow you to describe where you currently see yourself on a research career pathway, where you will be by the end of the award and how you plan to continue to develop your research skills, experience and career after your award has come to an end. Please give details of your plans/ambitions and please explain why this award is the appropriate one for you at your current stage of research career.

You may find it helpful to consider the range of funding opportunities currently offered by [Health and Care Research Wales](#) or our partner funding schemes.

**(Maximum: 500 words)**

**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.**

The purpose of this section is to understand how you will utilise 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 work 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, Research Mentor/Supervisor, Head of Department, Finance Officer and R&D Director) will be contacted from the Faculty Awards Management System via email to confirm their participation in the application, and the Finance Officer and R&D Director will also be required to sign off the finalised 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.

### Research Supervisor/Mentor

Please enter the proposed research mentor's/supervisor's name, email address, job title and 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 (and beyond where appropriate) of the award. Please note that if you identify the need for joint Supervisors or Mentors that a supporting statement will be requested from each of those individuals.

(Please see Section 1.1 above which sets out what is meant by the term 'high-quality research group').

### Head of Department

Please enter the Head of Department name, email address, job title and organisation.

### R&D Director

Please enter the R&D Director name, email address, job title and organisation.

## Finance Officer

Please enter the nominated Administrative Authority or Finance Officer's name, email address, job title and organisation.

## Section F: Costs

Please enter your current grade/band and spine point, along with the current full-time salary and the Whole Time Equivalent (WTE) at which you wish to undertake your award. The protected time offered is up to 0.4 WTE. It is expected that the total costs for the award will not exceed £74,000; £32,000 per annum for salary costs and £5,000 per annum for non-staff costs.

You should provide details of your expected salary costs (including on-costs and increments) for the whole term of your award and your expected WTE costs (including on-costs) in the appropriate row. This can include salary increments where relevant.

***Please note that you must include on-costs associated with your salary at this stage as it will not be possible to add them later.***

You should provide details of requested non-staff costs to cover, for example travel and subsistence, training costs or costs for public involvement of up to total of £5000 per annum for the term of the award.

## 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 your research mentor/supervisor and 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 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, Research Mentor/Supervisor, Head of Department, Finance Officer and R&D Director) will be required to confirm participation during the application process, and the Finance Officer and R&D Director will also be required to sign off the finalised 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](mailto: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](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: [DataProtectionOfficer@gov.wales](mailto:DataProtectionOfficer@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 question 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.