|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Office use** | Code: |  | | Note: |  | | | | |  |
|  |  |  | | | |  |  |  |  |  |
| **NICHS Research Grant Application Form 2025-26** | | | | | | | | | | |
| Applicants are advised to refer to: | | | * guidance notes * NICHS’s Strategic Plan * These are available in the application pack: [NICHS site](https://nichs.org.uk/research-policy/research/research-application-process/how-to-apply-to-the-srg-programme) | | | | | | | |
| Closing date | | | * 4pm, Wednesday 27th August 2025. * No application will be accepted after this point. | | | | | | | |
| **Queries**and returned applications | | | * [scathcart@nichs.org.uk](mailto:scathcart@nichs.org.uk) | | | | | | | |

**Section 1. You and your team**

1.1: PI & alt PI details

|  |  |  |
| --- | --- | --- |
|  | **Principal Applicant / PI\*** | **Co-applicant named as Alt PI\*** |
| Title |  |  |
| Forename |  |  |
| Surname |  |  |
| Institution |  |  |
| Address |  |  |
| Email |  |  |
| Tot. hrs you will allocate |  |  |
| Telephone |  |  |
| Potential conflicts |  |  |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| I have read, understood, and accept the terms of this role. |  | |  | |  |  | |  | |  |  |  |  |  |  |  |  | |  | |  |  |  |  |
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| --- | --- | --- |
| 1.2 | Co-applicant details |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Title** | **Forename** | **Surname** | **Institution** | **Email address** | **Hours allocated** |
| co-app 1 |  |  |  |  |  |  |
| co-app 2 |  |  |  |  |  |  |
| co-app 3 |  |  |  |  |  |  |
| co-app 4 |  |  |  |  |  |  |
| co-app 5 |  |  |  |  |  |  |
| co-app 6 |  |  |  |  |  |  |
| co-app 7 |  |  |  |  |  |  |

|  |  |
| --- | --- |
| **Potential conflicts** | |
| co-app 1 |  |
| co-app 2 |  |
| co-app 3 |  |
| co-app 4 |  |
| co-app 5 |  |
| co-app 6 |  |
| co-app 7 |  |

Section 2. Curriculum vitae

|  |  |
| --- | --- |
| I have included CVs / endorsements for all named members of the research team, as outlined in the application guidance. |  |

**Section 3: Summary of project**

|  |  |
| --- | --- |
| 3.1 Study title |  |
| 3.2 Abstract | Max 250 words |
| 3.3 Proposed start date |  |
| 3.4 Proposed duration (months) |  |
| 3.5 Total amount requested £ |  |

|  |  |
| --- | --- |
| **Section 4** |  |
| Details of staff to be employed on the project | | |

|  |  |
| --- | --- |
| **4.1** | Staff to be employed on the project (see notes) |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Enter type of staff – see notes** | | | **Grade** | | **Start pt on scale** | | | | **Incremental date** | | | **Starting salary** | | | **Other allowances** | **Combined superann & Nat.Ins.** | | | | **Hrs per week spent on study** | | |
| 1 |  | | |  | |  | | | |  | | |  | | |  |  | | | |  | | |
| 2 |  | | |  | |  | | | |  | | |  | | |  |  | | | |  | | |
| 3 |  | | |  | |  | | | |  | | |  | | |  |  | | | |  | | |
| 4 |  | | |  | |  | | | |  | | |  | | |  |  | | | |  | | |
| 5 |  | | |  | |  | | | |  | | |  | | |  |  | | | |  | | |
| 6 |  | | |  | |  | | | |  | | |  | | |  |  | | | |  | | |
| 7 |  | | |  | |  | | | |  | | |  | | |  |  | | | |  | | |
|  | | |  | | | |  |  | | |  | | |  | |  | |  |  |  | |  |  |
| **4.2 Effort %** | | | **4.3 Cost of post (by year) £** | | | | | | | | | | | | | | | | | | | | |
| **Staff** | | **%** | **Year 1** | | **Year 2** | | | | **Year 3** | | | **Year 4** | | | **Total cost** | | | | | | | | |
| 1 | |  |  | |  | | | |  | | |  | | |  | | | | | | | | |
| 2 | |  |  | |  | | | |  | | |  | | |  | | | | | | | | |
| 3 | |  |  | |  | | | |  | | |  | | |  | | | | | | | | |
| 4 | |  |  | |  | | | |  | | |  | | |  | | | | | | | | |
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| 6 | |  |  | |  | | | |  | | |  | | |  | | | | | | | | |
| 7 | |  |  | |  | | | |  | | |  | | |  | | | | | | | | |

**Section 5**

Consumables

5.1: Add new table row for each item

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **5.1 Description of consumables** | | | | | **COST £** | |
|  | | | | |  | |
|  | | | | | | |
| **5.2 yearly costs** | Year 1 | Year 2 | Year 3 | Year 4 | | **TOTAL** |
| Total annual costs £ |  |  |  |  | |  |

|  |
| --- |
| **5.3** Justification of costs for consumables. |
| max 500 words |

**Section 6**

Travel expenses

6.1: Add new table row for each item

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| item | destination | description | year | Fare / mileage | subsistence | fees | other | total cost of item |
| 1 |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **6.2 yearly costs** | **Year 1** | **Year 2** | **Year 3** | **Year 4** | **TOTAL** |
| Total travel annual costs £ |  |  |  |  |  |

|  |
| --- |
| **6.3** Justification of travel expenses (max 500 words) |
| max 500 words |

**Section 7**

Exceptional items applied for

7.1: Add new table row for each item

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **7.1 Description of exceptional item(s)** | | | | | **COST £** | |
|  | | | | |  | |
|  | | | | | | |
| **7.2** | **Year 1** | **Year 2** | **Year 3** | **Year 4** | | **TOTAL** |
| Total annual costs £ |  |  |  |  | |  |

|  |
| --- |
| **7.3** Justification of costs for exceptional items (max 500 words) |
| max 500 words |

**Section 8**

Ethical & other considerations

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **8.1** Does this proposal require ethical and/or other regulatory approval? | | | | | | | |  | yes |  | no |  |
|  |  |  |  |  |  |  |  |  |  |  |  | |
| If yes, give details | | | | | | | |  |  |  |  | |
| max 250 words | | | | | | | | | | | | |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **8.2** Will you have these in place by your proposed start date? |  | yes |  | no |  |

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| If No, please tell us more | | |  |  |  |  |  |  |  |  |  |
| max 250 words | | | | | | | | | | | |
|  |  |  |  |  |  |  |  |  |  |  |  |

|  |  |
| --- | --- |
| **8.3** | Please outline any other steps you have taken to protect and promote the interests of service users / patients in your study |
|  |  |
| max 250 words | |

|  |
| --- |
| **8.4** If you have indicated potential conflicts with member(s) of your team, please outline how you plan to manage these. |
| max 250 words |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Section 9. Commercial & third-party interests** |  |  |  |  |  |  |

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **9.1** Will elements of the research be subcontracted to / involve third parties? | | | | | | | |  | yes |  | no |  |
| **9.2** Are there any commercial companies involved or in partnership in relation to this research? | | | | | | | | | yes |  | no |  |
|  |  |  |  |  |  |  |  |  |  |  |  | |
| If yes, give details | | | | | | | |  |  |  |  | |
| max 250 words | | | | | | | | | | | | |

**Section 10. Animal research**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **10.1** Does this proposal involve the use of animals or animal tissue? |  | yes |  | no |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| If yes, give details |  |  |  |  |
| max 100 words | | | | |

**Section 11. Registries and databases**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **11.1** Is your proposal to develop a registry or database? |  | yes |  | no |  |

**Section 12. resubmissions and follow-on studies**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **12.1** Has this application previously been submitted to NICHS for funding? |  | yes |  | no |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| If yes, please explain how the application differs from your previous submission: |  |  |  |  |
| max 200 words | | | | |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **12.2** Is this application for follow-on / continuation funding? |  | yes |  | no |  |

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| --- | --- | --- | --- | --- |
| If yes, tell us more: |  |  |  |  |
| max 100 words | | | | |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **12.3** Is this application or a related application being submitted elsewhere? Or previously? |  | yes |  | no |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| If yes, tell us more: |  |  |  |  |
| max 100 words | | | | |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **12.4** Are you applying based on a partnership funding model? |  | yes |  | no |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| If yes, tell us more: |  |  |  |  |
| max 100 words | | | | |

**Section 13:** Proposed study

|  |
| --- |
| **13.1 description of proposed study (word limit 2500 words)** |
| Max 2500 words – see notes |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  | **Yes** | **No** |
| **13.2** | Outline how your study is novel / needed? | | | | | |  |  |
|  |  | | | | | |  |  |
| **13.3** | Have you conducted a review of the current literature or similar in establishing the need for your study? | | | | | |  |  |
|  |  |  |
| **ê** |  | | | | | |  |  |
| * If you answered **yes**, please provide additional details, include reference(s) and key conclusions made * If **no**, provide justification, and clearly outline how you established the need for your study. | | | | | | | | |
|  |  | | | | | |  |  |
| max 500 words | | | | | | | | |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  | **Yes** | **No** |
| **13.4** | Have you taken advice from a statistician in developing your application, or is there one on your team? | | | | | |  |  |
|  |  |  |
|  |  | | | | | |  |  |
| **13.5** | Have you taken advice from someone suitably qualified in design & methodology in developing your application? | | | | | |  |  |
|  |  |  |
| **ê** |  | | | | | |  |  |
| * If you answered **yes**, please provide additional details. * If you answered **no**, please provide justification. | | | | | | | | |
|  |  | | | | | |  |  |
| 250 word max | | | | | | | | |

|  |  |
| --- | --- |
| **13.6** | Please outline how this research project relates to the current NICHS research strategy? |
|  |  |
| 250 word max | |
|  | |
| **13.7** | Please describe the potential short-term impacts, and beneficiaries, that will be directly attributable to the project. |
|  |  |
| 250 word max | |
|  | |
| **13.8** | Please describe the potential longer-term impacts, and beneficiaries, that will be directly attributable to the project. |
|  |  |
| 250 word max | |

|  |  |
| --- | --- |
| I have included references section (no more than 2 A4 pages) |  |

**Section 14:**

Plain English summary of your study

**14.1 Glossary**

add row as needed for each glossary item.

|  |  |
| --- | --- |
| Scientific / technical term | Plain English explanation |
| Add row for each new item |  |

|  |
| --- |
| **14.2** What’s your study about? |
| Max 250 words |

|  |
| --- |
| **14.3** How many people does the issue / problem you are studying affect (i.e. population size)? |
|  |
|  |
| **14.4** How many people do you intend to study (i.e. sample size)? |
|  |
|  |
| **14.5** Why is your study important? NICHS research programme is funded 100% by public donations – why should NICHS use public money to fund your study? |
| Max 250 words |
|  |
| **14.6** Will there be real world benefits? Who benefits, how, and when? |
| Max 250 words |
|  |
| **14.7** How will you carry out your study? |
| Max 250 words |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| |  |  | | --- | --- | | **14.8** What are your main outcomes and potential impact of your study?? | | |  |  | | **1** |  | | **2** |  | | **3** |  | | **4** |  | | **5** |  | |

**Section 15**

Personal & Public Involvement (PPI)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | **Yes** |  | **No** |
| **15.1** | Has there been PPI in the design of this research proposal? |  | è give details |  |
| **15.2** | Has there been PPI in the development of this application? |  | è give details |  |
| **15.3** | Will there be PPI in the planning and delivery of this research? |  | è give details |  |
| **15.4** | Will participating in this research directly benefit those taking part? |  | è give details |  |

|  |  |
| --- | --- |
| 15.1 |  |
| 15.2 |  |
| 15.3 |  |
| 15.4 |  |

|  |
| --- |
| **15.5** Outline how you have built Equality, Diversity, and Inclusion (EDI) into your proposal / proposed study. |
| (500 words max) |

|  |
| --- |
| **15.6** Outline any other steps you have taken to protect and promote the interests of service users / patients in your study |
| (500 words max) |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | **Yes** |  | **No** |
| **15.7** | Will you require involvement of NICHS service users in your study? |  |  |  |
|  |  |  |  |

**Section 16**

Project Management

|  |  |  |
| --- | --- | --- |
| **16.1** |  | **Management plan** |
| max 500 words | | |

|  |  |
| --- | --- |
| **16.2**  I have provided a Gantt chart describing project milestones, activities, and key deliverables, as outlined above |  |
|  |

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| |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | **16.3** | **Project milestones** | | | | | | | | | | |  | | | | | |  |  | | | | | | | | | | |  | | | | | | **Milestone** | | | **Brief Description** | | | | | | | **Project month** | | **Person responsible** | | | | | |  | | |  | | | | | | |  | |  | | | | | |  | | |  | | | | | | |  | |  | | | | | |  | | |  | | | | | | |  | |  | | | | | |  | | |  | | | | | | |  | |  | | | | | |  | | |  | | | | | | |  | |  | | | | | |  | | |  | | | | | | |  | |  | | | | | |  | | |  | | | | | | |  | |  | | | | | |  | | |  | | | | | | |  | |  | | | | | |  | | |  | | | | | | |  | |  | | | | | |  | | |  | | | | | | |  | |  | | | | | |  |  |  | |  |  |  |  |  |  |  |  |  |  |  |  |  | | **16.4** | **Project deliverables** | | | | | | | | | | |  | | | | | |  |  | | | | | | | | | | |  | | | | | | **Deliverable** | | | **Brief Description** | | | | | | | **Project month** | | **Person responsible** | | | | | |  | | |  | | | | | | |  | |  | | | | | |  | | |  | | | | | | |  | |  | | | | | |  | | |  | | | | | | |  | |  | | | | | |  | | |  | | | | | | |  | |  | | | | | |

**Section 17**

Dissemination

|  |  |
| --- | --- |
| **17.1** | Please describe your plans for disseminating your progress and results, and how you will promote NICHS’s work? (Please include your dissemination plan) |
|  |  |
| (500 words max) | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | **Yes** |  | **No** |
| **17.2** | Will you share your results on open access platforms? |  | è give details |  |
| **17.3** | Will the study be registered on publicly available database(s)? |  | è give details |  |
| If you answered yes to either of these Qs, please provide additional details below (250 words max): | | | | |

|  |  |
| --- | --- |
| 17.2 |  |
| 17.3 |  |

**Section 18**

Suggested expert reviewers

**\* if relevant**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Title** | **Forename** | **Surname** | **Job title\*** | **expertise** | **Institution\*** | **Email address** |
| Reviewer 1 |  |  |  |  | 25 word limit |  |  |
| Reviewer 2 |  |  |  |  | 25 word limit |  |  |
| Reviewer 3 |  |  |  |  | 25 word limit |  |  |
| Reviewer 4 |  |  |  |  | 25 word limit |  |  |
| Reviewer 5 |  |  |  |  | 25 word limit |  |  |
|  |  |  |  |  |  |  |  |
|  | **Please outline any potential conflict of interest you / your team may have with reviewers** | | | | | | |
| Reviewer 1 |  | | | | | | |
| Reviewer 2 |  | | | | | | |
| Reviewer 3 |  | | | | | | |
| Reviewer 4 |  | | | | | | |
| Reviewer 5 |  | | | | | | |

**Section 19**

Institution/Authority

|  |  |  |
| --- | --- | --- |
| **19.1** |  | Institution/Authority contact details |

|  |  |
| --- | --- |
| Title |  |
| Forename |  |
| Surname |  |
| Job title |  |
| Institution |  |
| Contact address |  |
| Email address |  |
| Contact telephone |  |

|  |  |  |
| --- | --- | --- |
| **19.2** |  | Addresses at which work will be carried out |
|  | | |
|  | | |
|  | | |
|  | | |

**Section 19.3**

Institute Declaration

**This application must be submitted by /through the**

1. Head of Department and
2. The Chief Financial Officer of the Health Trust, University or other organisation who will be responsible for administering any grant that may be awarded.

**Each must sign the following declaration:**

I confirm that I have read this application and that, if granted, the work will be accommodated and administered in the Department/Institution in accordance with the conditions in the notes “Research Conditions for Grant Holders”. The staff gradings and salaries quoted are correct and in accordance with the normal practice of this Department/Institution and account has been taken of anticipated cost of living increase and employer’s contributions.

|  |  |  |
| --- | --- | --- |
|  | **Head of Department/Institution** | **Chief Financial Officer** |
| Title |  |  |
| Forename and surname |  |  |
| Department/Institution: |  |  |
| Address: |  |  |
| Date |  |  |
|  |  |  |
| Signature |  |  |

**Section 20**

Checklist and PI signature

|  |  |  |  |
| --- | --- | --- | --- |
| **20.1** |  | Institute Declaration has been completed and signed |  |
|  |  |  |  |
| **20.2** |  | In ticking this box, you, as Principal Applicant, confirm that the information given on this form is complete and correct, that you will be actively engaged in this research and responsible for its overall management, if successfully funded. You also confirm that you will comply with all relevant legislation in planning and delivering this research. |  |
|  |  |  |
|  |  |  |

|  |  |
| --- | --- |
| **PI signature** |  |