**NORTH WEST CANCER RESEARCH STRUCTURE AND CAPACITY FUNDING APPLICATION FORM**

**PLEASE REFER TO THE CALL GUIDANCE DOCUMENT WHEN COMPLETING THIS FORM**

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| 1. **INSTITUTION / CENTRE / NHS BODY** |
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| 1. **TITLE / RESEARCH AREA** |
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| 1. **PROPOSED START DATE & DURATION** | |
| Start date |  |
| Duration |  |

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| 1. **APPLICANT(S)**   *Please copy the table for additional applicants and supervisors.* | |
| Full name |  |
| Funding Source (i.e., HEFCE, external/NHS) |  |
| Role (e.g. PI; Co-I) |  |
| Position & Title |  |
| Department |  |
| Organisation |  |
| Address |  |
| Telephone |  |
| E-mail address |  |

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| --- | --- |
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| Role (e.g. PI; Co-I) |  |
| Position & Title |  |
| Department |  |
| Organisation |  |
| Address |  |
| Telephone |  |
| E-mail address |  |

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| 1. **COLLABORATOR(S)**   *Please copy the table for additional collaborators.* | |
| Full name |  |
| Role |  |
| Position & Title |  |
| Department |  |
| Organisation |  |
| Address |  |
| Telephone |  |
| E-mail address |  |

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| 1. **AIM OF THE FUNDED GROUP** (*maximum 1000 words*)   Please provide a summary of the focus of the institution(s) and how this funding will add to it/them. Include details of any potential clinical application or benefit, impact for patients and the building of capacity to support research and/or educate researchers in the region. Please align your aims to the Charity’s strategic mission, vision and strategic objectives. Please also give details on how the structural funding would raise the profile of North West Cancer Research and cancer research in the region. |
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| 1. **BACKGROUND, ACHIEVEMENTS AND PREVIOUS WORK OF THE INDIVIDUAL, UNIT , CENTRE OR GROUP**(max*imum 500 words*)   Please include details of grants received, people recruited/developed and other major achievements of the centre/organisation to date. Please include evidence of impact and contribution to cancer research or improvements in the care or experience of patients in the region. |
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| 1. **LAY SUMMARY** (*maximum 300 words*)   Please ensure that the summary includes a rationale for the grant demonstrating the benefit of the funding to the population of people in the North West of England and North Wales. This summary must be suitable for the general public and should not use technical language. Poorly written lay summaries will be penalised. |
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| 1. **JUSTIFICATION FOR FUNDING** (*maximum 500 words*)   Please justify the need for this research within the research centre and the regional footprint. The aim of this grant is to increase the capacity or effectiveness of research in the region so your justification should be in line with this |
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| 1. **ENSURING FUTURE PROVISION**   Please provide information on how the posts and structures put in place will continue beyond the initial funding period. (maximum 500 words) |
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| 1. **SUPPORTING EVIDENCE**   (Where required to a maximum of 1,000 words) |
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| **12. PROJECT RISKS AND CONTINGENCIES**  (Where required to a maximum of 1,000 words) |
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| **13. RELEVANCE TO REGION** (max*imum 500 words*)  Within this section, you should provide a clear case as to why this work is of relevance to the local population of the North West of England and North Wales. This should include details of how the funding will add value to ongoing research in the region. |
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| 1. **OUTREACH ACTIVITIES** (*maximum 300 words*)   Please provide a plan of the proposed public outreach activities to be undertaken by the institution/centre/site and include specific examples of collaborations with other partners. Provide evidence of how NWCR’s funding will be acknowledged during these activities. |
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| 1. **ADDED VALUE OF THE CENTRE INCLUDING LEVERAGED FUNDING** (*maximum 500 words*)   Include details of the lead researchers and how their work fits with the overall research aims in the proposal. Please include a plan for sustainability of the centre following the funding award and the leverage anticipated for other grant funding following the investment from North West Cancer Research or matched funding available. |
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| 1. **MANAGEMENT ARRANGEMENTS** (*maximum 400 words*)   Please explain the practical arrangements for managing the research delivery and budget and its constituent components. This should include details of the management/advisory structure, financial management and relevant meeting schedules. |
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| 1. **IMPACT SUMMARY** (maximum 300 words)   Please consider what your project will do to: generate new and novel ideas; translate research into new ideas and services; create evidence that could influence policy and stakeholders; develop the human capacity to do research; stimulate further research via new funding partnerships; for research in the long-term. Please outline how the people of NW England and North Wales will benefit from this research. |
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| 1. **PUBLIC PATIENT INVOLVEMENT** (maximum 300 words)   NIHR defines public involvement in research as research being carried out ‘with’ or ‘by’ members of the public rather than ‘to’, ‘about’ or ‘for’ them. Public involvement is important, expected and possible in all types of health and social care research. This not only includes scientific research in laboratories, but also research into health and social care. Research provides evidence about what works best. Please state how your research will consider patients and the public throughout. |
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| 1. **HUMAN AND/OR ANIMAL SUBJECTS**   **Does this project involve human subjects and/or patient samples or data and/or the use of animals?**  *If yes, please complete the supplementary document Appendix A.*  Please note that the proposal could be triaged out of the review process should sufficient details and justifications not be provided. |
| **YES/NO** |

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| 1. **NOMINATED EXTERNAL REVIEWERS**   Please include suggestions for three appropriate independent referees to provide a review of your proposal. Please ensure you notify your nominated reviewers prior to submitting the application to ensure they have the time to complete a review. The Charity may also approach applicants to ask them to contact their reviewers directly to request references.  ***Please do not suggest people with whom you have held grants or published with in the last five years, or with whom you have other potential conflicts of interest.*** | |
| Reviewer 1 |  |
| Name |  |
| Address |  |
| E-mail address |  |
| Area of expertise |  |
| Previous contact(s) with this individual (if any) |  |

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| --- | --- |
| Reviewer 2 |  |
| Name |  |
| Address |  |
| E-mail address |  |
| Area of expertise |  |
| Previous contact(s) with this individual (if any) |  |

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| --- | --- |
| Reviewer 3 |  |
| Name |  |
| Address |  |
| E-mail address |  |
| Area of expertise |  |
| Previous contact(s) with this individual (if any) |  |

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| 1. **SUMMARY OF COSTS**   Please provide a detailed cost breakdown of the grant proposal including funds required for staff, equipment and consumables. A template for this has been provided below but can be flexible.  *Detailed descriptions and justification for support should be given in Section 21.* |

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|  | YEAR 1 | YEAR 2 | YEAR 3 | YEAR 4 | YEAR 5 |
| SALARIES / STIPEND (as appropriate)  Staff grades: |  |  |  |  |  |
| PGR REGISTRATION FEES (if appropriate) |  |  |  |  |  |
| EQUIPMENT |  |  |  |  |  |
| CONSUMABLES |  |  |  |  |  |
| ANIMAL COSTS (Appendix A) |  |  |  |  |  |
| PPI  (Appendix A) |  |  |  |  |  |
| DISSEMINATION COSTS |  |  |  |  |  |
| TOTAL |  |  |  |  |  |
| TOTAL AWARD |  |  |  |  |  |

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| 1. **JUSTIFICATION FOR SUPPORT REQUESTED**   This includes salaries, equipment and consumables. *If you refer to alternative sources of funding from other funders or research groups throughout the application, please provide further detail here.* ***Please also include details of any matched funding or partnership funding as part of this application.*** |
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| 1. **CVs.**   Please attach brief (2 page) CVs of all the investigators including relevant publications and grant income. |
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| 1. **published papers**   If you have been previously funded by North West Cancer Research as a Principal Investigator, please attach a list of published papers that have resulted in whole or in part from North West Cancer Research support. Please ensure that North West Cancer Research is acknowledged on all publications that have been supported by the Charity. |
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| 1. **SIGNATURES** | | |
| APPLICANT(S)  Please copy the table for additional applicants. | | |
| Name | Signature | Date |
|  |  | dd/mm/yyyy |
| Name | Signature | Date |
|  |  | dd/mm/yyyy |

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| --- | --- | --- |
| AUTHORITY: HEAD OF DEPARTMENT | | |
| Name | Signature | Date |
|  |  | dd/mm/yyyy |

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| --- | --- | --- |
| AUTHORITY: ADMINISTRATIVE | | |
| Name | Signature | Date |
|  |  | dd/mm/yyyy |

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| 1. **LETTERS OF SUPPORT**   A relevant letter of support should confirm commitment to the proposed project by articulating the benefits of the collaboration, the relevance of the project and the potential impact. |
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