**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 SITE** |
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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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| --- | --- |
| 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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| 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. **OVERALL AIM** (*maximum 500 words*)   Please provide a summary of the focus of the organisation and how this funding will add to it. 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 and objectives to our regional population and 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. **CENTRE BACKGROUND, ACHIEVEMENTS AND PREVIOUS WORK** (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 300 words*)   Please justify the need for this research within the research centre and the regional footprint. This must include details of the benefits it will bring to cancer research within the region. |
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| 1. **SCIENTIFIC RESEARCH PLAN** (2,000 WORDS) |

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| a) Title of project |
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| b) Supporting evidence: Work which has led up to the project including collaborations at this or other institutions. Please introduce the topic of research and explain its academic and wider context. |
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| c) Project objectives: Hypothesis and specific aims |
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| d) Detailed plan of investigation: Research plan. Please provide brief descriptions of individual projects or work packages and indicate how they integrate to form a programme of research. Include details of interaction and/or collaboration with other cancer centres, academic institutions and health partners. Please detail how this work will contribute to the national and local priorities in cancer care. You should include key milestones and deliverables for each work package with clear objectives that reflect both scientific and local population benefits. |
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| e) Project risks and contingencies |
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| f) Public/patient involvement plans |
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| g) References are not included in the 2,000-word count but must be limited to 20. |
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| 1. **RELEVANCE TO REGION** (max*imum 300 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. **PLANNED EDUCATION PROGRAMME** (*maximum 500 words*)   Where relevant, describe the strategy for the proposed programme of education. Please detail the experience of the supervisors or mentors who will oversee the education programme. Please detail how these align with the overall aims of the funding request and the Charity’s research strategy. Please detail the experience and expertise of lead or co-applicants who will have supervisory experience. |
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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. **RESEARCH 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. It may be useful to notify your nominated reviewers to ensure they have the time to complete the review.  ***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 |

|  |  |  |
| --- | --- | --- |
| 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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