

# Guidance for Fellowship Applications

September 2019



## Eligibility guidance

The fellowship aims to enable the identification and nurturing of a new generation of child health researchers at a senior level and create opportunities to strengthen the scientific evidence base that will lead to improvements in the diagnosis, treatment and management of child health.

The joint RCPCH-Newlife Postdoctoral Fellowship is a three-year award for a talented researcher to undertake a piece of research in the field of childhood disabilities and can be in any area of translational or applied research such as clinical studies epidemiology or health services delivery. The award will support the researcher in their skills and career development as they develop independence.

The award will be available to studies which are:

- Focused on translation and applied research in childhood disabilities
- Based in, and of benefit to, the UK
- From a post-doctoral researcher who is registered as a paediatrician, who can complete the research in the UK to principally benefit citizens in the UK, but also globally.

## Deadlines and how to apply

Applications close	4 November 2019
Shortlisting date	January 2020
Interviews	February 2020
Outcome	March 2020
Expected commencement of award	June 2020

All applications must be submitted to the RCPCH by 9am on the day of the deadline. Late applications will not be considered.

## Applications form

Applicants are asked to complete two separate written application forms:

1. Application form – Applicant
2. Application form – Supervisor

The '***Application form – Applicant***' is to be completed by the applicant and includes detailed information about their research experience, the research project as well as financial, communication and engagement aspects.

The '***Application form – Supervisor***' is to be completed by the research supervisor for this work. This will include the supervisors background and experience as well as their statement of support for the applicant.

Both forms must be signed and completed and sent to RCPCH research team as part of the application submission. These forms can be emailed to the RCPCH research team prior to the deadline at [research@rcpch.ac.uk](mailto:research@rcpch.ac.uk).

## Video submission

Applicants are requested to submit a **one-minute long** video explaining the research work as part of the application process. The children and young people panel will review the video, and similar to the lay summary, the children and young people panel will not comment on the quality of the science, but instead bring their valuable perspective of children and young people from across the UK. The video is an accessible way for children and young people to review the research.

Please see below for guidelines on the video submission:

- No more than one minute long
- The video should not duplicate information provided in the written lay summary
- Avoid the use of Powerpoint slides – if you have to use them, keep this to a maximum of one slide
- The video summary should include considerations to the following:
  - What difference will the research make to the lives of children and young people?

- How will children and young people be a part of your research project (e.g. part of trials, testing questions or technology, dissemination)?

Applicants should submit their video summary via email to [research@rcpch.ac.uk](mailto:research@rcpch.ac.uk) prior to the deadline, including the applicant's full name and research project title.

## **Administrative processes**

### **Receipt of application**

On receipt of an application the RCPCH will send an email confirmation of receipt to the applicant. If this email is not received within one week of the closing date, please contact the RCPCH at [research@rcpch.ac.uk](mailto:research@rcpch.ac.uk).

### **Assessment criteria**

Applicants should refer to the scoring criteria which is available on the RCPCH website.

### **Fellowship Conditions**

Applicants and institutions must confirm on application that they have read and accept the standard terms and conditions on behalf of the host institution and that, if granted, the work will be accommodated and administered in the institution in accordance with the standard terms and conditions.

### **Intellectual Property Rights**

Details of RCPCH's intellectual property rights position, including background and foreground intellectual property and commercialisation of research results, can be found in the standard terms and conditions.

### **Ethical approvals**

All studies involving human participants or human biological samples must obtain the appropriate ethical agreement from the Health Research Authority (HRA). HRA approval is necessary for all project-based research involving NHS organisations in England.

Studies taking place in the NHS may also require approval from the host NHS organisation. Applicants should contact their NIHR LCRN for further information. Copies of such approvals must be provided before the fellowship is paid.

### **Use of animals**

The RCPCH will not support applications for funding which involves animals if there is a suitable alternative. Research involving monkeys, cats or dogs will not be funded.

However, it is recognised that in certain specific circumstances, medical researchers find it essential to use rodents such as mice or rats or other species such as worms and insects to make scientific advances.

When a grant application includes the use of any animal the RCPCH requires the researcher to demonstrate that there has been a proper ethical review justifying this action. The researcher shall obtain all appropriate licences and certificates, which must remain valid, for any animal research to be carried out. In doing so, the researcher must give due consideration to the refinement, reduction and replacement of animals in research and adhere to the principles in NC3Rs “Responsibility in the Use of Animals in Bioscience Research”.

In the peer review process the Scientific Advisory Group will consider the appropriateness of animal research in recommending fellowship awards.

We believe that this policy takes into account the public’s concerns regarding animal testing while allowing vital research to relieve human diseases.

## **Financial support**

### **Salaries**

The RCPCH will pay salaries based on the scales in operation at the institution in which the research will take place. Applicants should consult the appropriate administrative authority at their institution to determine the salaries to be requested.

Costs for National Insurance contributions and any superannuation should be added to salary costs at the point of application. Known salary increments may be included on the application form.

### **Research costs**

All requests should be fully justified in any application to the RCPCH. The RCPCH will fund directly incurred costs only.

The direct costs of research include:

- Research staff
- Consumables and other costs directly attributed to the project
- Costs of equipment specific to the needs of the project
- Travel and subsistence

Costs that the RCPCH will not fund include directly allocated costs, which are shared costs based on estimates and do not represent actual costs on a project by project basis, and indirect costs.

Directly applicable costs:

- Research investigators: the proportion of time spent by the senior researcher, such as the principal investigator, and co-investigators on a research project.
- The costs of shared resources such as clerical and administrative staff, nurses, lab technicians, supervisors or collaborators who are already employed, or equipment not specific to the research such as lab supplies, and equipment is classed as directly allocated costs.
- Estates: space used by the researcher.

Indirect costs: These costs underpin research but cannot be directly allocated to individual projects, such as; computing, information support, central services, general maintenance, lighting, heating and infrastructure costs.

### **Clinical research costs for research taking place in the NHS**

Applications that include NHS resources should be aware of the new AcoRD guidelines, which categorises research into three cost areas:

#### **1. NHS treatment costs:**

The patient care costs that would continue to be incurred if the patient care service in question continued to be provided after the R&D study

had stopped. These are met through the normal NHS commissioning process.

## **2. NHS support costs:**

The additional patient care costs associated with the research that would end once the R&D study had stopped, even if the patient care involved continues to be provided. These are met by the R&D budget of the UK's health departments.

## **3. Research costs:**

The costs of the activities being undertaken to answer the questions. These costs end when the research ends and are usually met by the grant funders.

The RCPCH would expect any research costs identified as a local study trial co-ordination or data collection for work that is carried out by existing staff employed by the NHS, NIHR Clinical Research Network (NIHR CRN) or other clinical organisations to be paid by the Department of Health through local networks or the appropriate NHS trust.

The RCPCH encourages applicants to liaise with their NHS R&D department and local network as they design their study, to ensure all costs are correctly attributed, and studies are designed to make effective use of research support staff.

## **Concurrent applications to other funding bodies**

Applicants can apply for funding for the same research proposal from other funding bodies concurrently with RCPCH applications but RCPCH must be informed of this at the time of application to RCPCH, where possible, or at the point of application to another funding body.

Failure to do so may result in an application being rejected or funding being withdrawn. If the application to another funding body is recommended for award RCPCH must be informed immediately.

## Contact us if you have a query

If you have any questions or queries about the standard terms and conditions, please contact us at [research@rcpch.ac.uk](mailto:research@rcpch.ac.uk).