

NIHR Newcastle Biomedical Research Centre Ageing and Long-Term Conditions

GUIDANCE NOTES CLINICAL FELLOWSHIP APPLICATION 2018

Application Deadline – 27th March 2018

Clinical Fellowship Funding

The NIHR Newcastle Biomedical Research Centre (BRC) is seeking to fund a number of exceptional individuals to undertake full-time, three year Clinical PhD Fellowships that will make a significant contribution to our translational aims in ageing and long-term conditions.

Applications are invited from UK Registered Clinicians. We would particularly welcome applications from Nurses and Allied Health Professionals.¹

Background

The NIHR Newcastle BRC is a partnership between the Newcastle upon Tyne Hospitals NHS Foundation Trust and the Faculty of Medical Sciences at Newcastle University. It has the vision of improving lives through world-class research in ageing and long-term conditions. The NIHR Newcastle BRC is one of 20 nationally to be awarded funding from 2017-2022, with the remit of carrying out high quality early translational research and experimental medicine that benefits patients.

The overarching aim of the NIHR Newcastle BRC is to build on excellence in experimental medicine in dementia, liver disease, musculoskeletal disease, neuromuscular disease, and skin & oral disease, and apply advances in the diagnosis, treatment and prevention of these individual long-term conditions to ageing syndromes such as sarcopenia, frailty and multimorbidity.

BRCs are funded by NIHR to drive innovation in the prevention, diagnosis and treatment of disease and translate advances in research into patient benefit by bridging the first translational gap with a requirement that research benefits patients within 5 years. Typically, this involves projects with clear potential clinical implications and identifiable outcomes that will move scientific research closer to patient benefit by the attraction of follow-on funding. It also includes the early development of medical or healthcare technology.

About these guidance notes

It is important that you read these guidance notes fully before starting to complete the application form to ensure that you provide the correct information. Please do not submit the form until you have completed all of the sections and are able to confirm all of the points in the check list that are applicable to your proposal. These guidance notes will ensure that you provide the necessary information required to consider how your proposal aligns with the NIHR Newcastle BRC and ensure that all appropriate procedures have been adhered to. It will also help avoid unnecessary delays should your application be successful.

This application must be prepared in collaboration with your lead supervisor as it will be their responsibility to advise you how to register the project on NHS and/or University approval systems and they can help you engage with appropriate research support staff.

It is highly recommended that in addition to these guidance notes you and/or your lead supervisor discuss your proposal with the lead(s) of the NIHR Newcastle BRC theme(s) that your application most closely aligns to. A full list of theme leads can be viewed below.

If you have any questions about the application process please contact Eleanor Lockhart, BRC Training Manager, by email eleanor.lockhart@ncl.ac.uk.

¹ Including all listed as NHS AHP professions <https://www.england.nhs.uk/ahp/role/>

Scope and eligibility

Applications are invited from UK registered Clinicians who have fellowship proposals that address the overarching aim of the NIHR Newcastle BRC in Ageing and Long-Term Conditions. This includes Doctors, Dentists, Nurses and other Allied Health Professionals (<https://www.england.nhs.uk/ahp/role/>).

The award will cover:

- Salary Costs - commensurate with your stage of training or seniority level, up to but not including NHS consultant level.
- Research Funding- up to a maximum of £15,000 per year for 3 years. This may be used to cover tuition fees, consumables, training and conference travel and other research running costs.

It is a condition of the funding that successful candidates will be employed by Newcastle upon Tyne Hospitals NHS Foundation Trust or Newcastle University for the duration of their fellowship.

We are not permitted to fund animal work of any description, pay for service contracts or support the purchase of equipment greater than £5000 in value.

Project proposals must address the overarching aim of the NIHR Newcastle BRC and align with at least one of the five research themes or the cross cutting theme in ageing syndromes as described below. It is strongly suggested that your lead supervisor discuss your project idea with one of the BRC theme leads in advance of submission.

BRC Director, Professor Avan Sayer

BRC Research Themes:

- a) Dementia, led by Professor David Burn (deputy Dr. John-Paul Taylor)
- b) Liver Disease, led by Professor Dave Jones
- c) Musculoskeletal Disease, led by Professor John Isaacs
- d) Neuromuscular Disease, led by Professor Doug Turnbull
- e) Skin and Oral Disease, led by Professor Muzlifah Haniffa
- f) Ageing Syndromes (cross-cutting theme), led by Professor Avan Sayer

As a general guide priority will be given to individual applicants:

- who can demonstrate outstanding potential in their early research career
- whose fellowship will contribute to the overarching aims of the BRC
- whose project can stimulate partnership working across more than one research theme
- whose project is clinically and scientifically justifiable
- whose project is financially viable within the research support funding provided
- whose project can demonstrate patient benefit within 5 years with a clear exit strategy to pull the research through into downstream funding mechanisms.

Notes on costing

It is expected that the lead supervisor will support your application and this will follow the usual University and/or NHS costing and sign off pre-award processes. We will need to have salary, fees and a full breakdown of non-pay costs accurately costed through standard University and/or Trust systems before the funding from the NIHR Newcastle BRC is awarded.

The costs provided with your application will form the basis for your award and if successful, you will be required to spend according to the provided profile as all NIHR Newcastle BRC funding must be spent within the financial year. Please do not simply provide linear costings if delivery will not reflect this.

If you require any support with costings, please contact eleanor.lockhart@ncl.ac.uk for advice on the most relevant University or NHS contact.

SUCCESSFUL APPLICATIONS WILL NOT BE AWARDED FUNDING FORMALLY UNTIL WE ARE SURE THE PROJECT IS FEASIBLE AND ALL COSTS ARE COVERED

Submitting your applications

Please email your completed application to eleanor.lockhart@ncl.ac.uk by 27 March 2018, 5pm.

Please take care when editing and submitting the form that none of the formatting has altered the structure of the form and obscured the content. If this is the case, the application will not be accepted. Please stick to the word limits where specified and keep your text within the boundaries of the boxes provided. You may find that some boxes have an expansion limit or restrict the number of characters. If you significantly exceed the word limits, your text will not be visible.

Please allow enough time in your preparation to ask questions and address any concerns ahead of the submission deadline. We are more than happy to work with you to ensure that your application has the best chance of success but will not accept applications after the specified deadline.

In addition to the application form, we will also accept a maximum of 3 supporting pages which may include letters of support from any collaborators outside the host institution including industry and data to support the project if referenced in the application form.

Guidance for completing your application form

Please ensure that you read the guidance for each part of the application carefully before starting to complete the form.

Part 1: Contact details

Please enter the full contact details of the lead applicant and supervisor information. Please include a full project title and a short title by which we can refer to your project in future correspondence.

ORCID: The NIHR is an ORCID member and encourages researchers and trainees to obtain this persistent digital identifier that distinguishes you from other researchers. Applicants must now include an ORCID in their application. **Without it, your application will not be accepted.** If you don't already have one, we recommend that you [register](#) for your ORCID as soon as possible.

Have you applied to any other funder in relation to this fellowship proposal: Please include details if you have applied to any other funder and the status of your application. If your application was rejected please include details of any feedback or reason for the decision. Please state what you will do to address any queries or concerns from the feedback.

Part 2: Applicant details

Please enter the details of your current role, salary, employment and educational history.

Name of Training Programme Director: This is only relevant for medically or dentally qualified applicants who are in specialist training.

Expected end date of current contract: If you are currently employed on a fixed term contract, please provide the expected end date.

Have you applied to HEE for an out of Programme Experience for Research if required: Please note that medically and dentally qualified applicants who are on core or specialty training programmes are strongly encouraged to apply to Health Education England for approval for time out of programme for research at the time they submit their application. Please note that HEE will not approve out of programme requests for individuals within 12 months of their CCT date. If this is not relevant to your role, please choose "Not applicable".

Source of Salary Support: Please give details of how your salary is currently funded. For example if your salary is currently funded by both the University and the NHS please state this.

Employment History: Please provide your employment details starting with your most recent role.

Education History: Please provide details of your Higher Education qualifications and any relevant training.

Research Experience: Please give brief details of your research experience and training including dates. Please describe the subject of any previous external fellowships here if relevant.

Publications: Please list all of your publications; including papers in press and those available electronically, but not papers in preparation or submitted. Please list these using either the Harvard or Vancouver referencing style:
<http://libguides.ncl.ac.uk/referencing/harvardatnewcastle>

Prizes and Awards: Please include the details of any relevant prizes and awards you have received, including dates and awarding bodies where relevant.

Career breaks: If applicable, please include details of any career breaks or periods of part time work for example parental or long term sick-leave, the reason for these, and dates.

Part 3: Lead Supervisor Details

Please enter the details of the lead supervisor's current position and department.

Supervisor's Research Funding: Please include the Lead Supervisor's major project or programme grants held in the last three years. Including project title, funding body, amount, and year of award.

Supervisor's Publications: Please provide details of a **maximum of 5** of the lead supervisor's top publications, published in the last 3 years and which are relevant to this application. Including papers in refereed journals. Include title, authors, journal and page numbers. Please list these using either the Harvard or Vancouver referencing style.

Additional Supervisors' Contact Details (if applicable): Please enter the details of your other supervisors' departments and email addresses.

Part 4: Background, Research and Rationale

Expert Summary: Describe your project, introducing the research area and give a clear explanation of the research question(s) and problems it will address. Please describe what type of study this is and the health problems it will address. Also describe the scientific principles of the proposed research and likely downstream benefits in line with the NIHR vision of improving health of the individual and wealth of the nation. Clearly describe the delivery of your project and how it will be managed.

Summary of research design plan: To demonstrate that you have considered the design and statistical validity of your study, please include brief information on the justification for your sample size with particular reference to recruitment rates. Please give brief details of the study population, as well as any planned interventions and outcome measures. Clearly state the purpose of the statistical analyses and their impact on the study design. Please state any support you have had in choosing the study design.

If you need further guidance, [The Research Design Service](https://rds-ne.nihr.ac.uk/contact/) offers free advice: <https://rds-ne.nihr.ac.uk/contact/>

Benefit to patients and the NHS: Please justify the importance of your proposed study and comment briefly on how your project will improve patient health or care either directly or indirectly. Please give evidence of the importance of your research topic and explain how your project will generate new knowledge.

Main aims and objectives: Please list clearly and concisely the main aims and objectives of your project.

Part 5: BRC Outcomes & Impacts

BRC Theme: Please indicate the BRC theme(s) that your project aligns to. Please tick all that apply. We strongly advise that you or your supervisor discuss your proposal with the relevant BRC theme lead prior to submission.

Alignment to the aims of the BRC: The overarching aim of the NIHR Newcastle BRC is to build on excellence in experimental medicine in dementia, liver disease, musculoskeletal disease, neuromuscular disease, and skin & oral disease, and apply advances in the diagnosis, treatment and prevention of these individual long-term conditions to ageing syndromes such as sarcopenia, frailty and multimorbidity. BRCs are funded by NIHR to drive innovation in the prevention, diagnosis and treatment of disease and translate advances in research into patient benefit by bridging the first translational gap with a requirement that research benefits patients within 5 years. Typically, this involves projects with clear potential clinical implications and identifiable outcomes that will move scientific research closer to patient benefit by the attraction of follow-on funding. It also includes the early development of medical or healthcare technology. Please clearly state how your project will address this purpose and contribute to the success of the NIHR Newcastle BRC. Describe how your research will drive innovation in the prevention, diagnosis and treatment of individual long-term conditions and how this will apply to ageing syndromes such as sarcopenia, frailty and multimorbidity.

Patient recruitment: If your project will involve the recruitment of patients to clinical trials or other studies please indicate this and state the anticipated number.

Milestones: Please provide up to 5 key milestones for the successful delivery of your project. Remember to include a date by which you expect each milestone to be achieved. Funding will be milestone driven with progress assessed regularly. Failure to progress will lead to withdrawal and re-use of the funding by the NIHR Newcastle BRC.

Part 6: Patient & Public Involvement (PPI)

The NIHR expect the active involvement of patients and members of the public in the research it supports and as such there is a requirement for the NIHR Newcastle BRC to promote this culture and encourage public engagement wherever possible in the projects it funds. The term involvement refers to an active partnership between patients, members of the public and researchers in the research process. This can include involvement in the choice of research topic, assisting in study design, advising on the research project or in carrying out the actual research. In this section, it is important that you describe how patients and the public have been involved in the development of the application as well as plans for involvement in the proposed research. Please note that this section does not refer to the recruitment of patients or members of the public as participants in the research. If you require advice on the inclusion of patients and members of the public in your research please contact Helen Atkinson (helen.atkinson@newcastle.ac.uk) FMS Engagement Support Coordinator.

Public involvement in identifying the research topic and preparing the application: if you have answered yes to either of these questions then please describe the way in which you have involved patients or the public. Where appropriate provide the names of any groups and how they may or may not have influenced the research. If you have answered no to either of these questions you must explain why you have not actively involved patients and the public.

Lay Summary: This is a good quality plain English summary providing an easy to read overview of your whole study to inform others about your research such as members of the public, health professionals, policy makers and the media. Please provide a lay summary of your research in no more than 500 words. Introduce the topic, research area, aims and proposed impacts and ensure this is suitable for a non-expert. Avoid using any acronyms or complicated scientific phrases that are unexplained. If your application is successful we may use this summary to gather views from members of the public about our research areas and promote our BRC to the wider community. For a free guide on writing for public consumption specifically for the health sector go to www.plainenglish.co.uk/free-guides and <http://www.invo.org.uk/makeitclear/>.

Part 7: Intellectual Property (IP) & Industry

As part of the application process it is essential that intellectual property is appropriately considered so it can be documented, tracked and monitored throughout the project delivery and in any subsequent outcomes.

IP: Please indicate if any existing background IP will be used in relation to this project or if any new IP will be generated. Please also describe the type of IP and how it will be used.

Please note: If your application is successful you will be expected to complete an additional short form relating to IP. Once notified that the application has been successful, applicants should contact Tony McCormack (Business Development Manager) Anthony.McCormack@nuth.nhs.uk in the Joint Business Office. He can advise on IP and how it might relate to your project and allocate a business development manager to work with you and to help you complete the additional form.

Industry partner: If your project has any links to Industry, please provide the company name of the Industry partner and a brief description of how they will be involved in your project.

Part 8: Research Costs

The NIHR Newcastle BRC will provide funding for salary costs up to but not including NHS Consultant Level.

Additionally, up to a maximum of £15,000 per year of research funding will be awarded, to be used for tuition fees and any other running costs associated with the project. It is expected that the lead supervisor will support the application and follow the usual University and/or NHS Trust costing and sign off pre-award processes.

Cost table: Please complete the table outlining your salary costs plus how the research funding will be allocated for fees, consumables, travel and other running costs. This should include any University and NHS costs identified that aren't covered by other sources (if applicable). Please complete the cost table using the headings specified.

Justification of the funding allocation: Please provide further details of the breakdown of your costs as detailed in the cost table. Please also describe who has supported you in the preparation of these costs and provided you with the figures for your salary and fees.

University My Projects BH Reference Number: As successful applicants will be employees of Newcastle University or Newcastle upon Tyne Hospitals NHS Foundation Trust the likelihood is that costs will be incurred in the University. So it is expected that the Lead Supervisor will help the applicant register the project on the University's "My Project Proposal" system and provide the reference number.

Additional research costs: Please note that we expect that any research proposal is developed jointly with a lead supervisor who would have the capacity to adequately support any necessary resource over and above the funding provided by the NIHR Newcastle BRC. Additional resource could include NHS Service support and research costs and or additional costs incurred within the University.

If there are additional research costs associated with the overall delivery of the project that are being provided by a third-party funder or as a contribution from the industry partner please state the amount and give brief details of what this funding is for.

Funding Exclusions:

Please note that the BRC will not fund, capital equipment above £5,000, equipment service contracts or animal work of any description. We will not provide funding for PI time other than the salary of the applicant and the BRC does not cover FEC when the University costs are considered.

Part 9: Checklist

Before you submit your application please read the checklist carefully and confirm each item by checking the box or if not applicable enter 'NA'.

PLEASE SUBMIT YOUR FULL APPLICATION TO eleanor.lockhart@ncl.ac.uk BY 5PM ON 27 MARCH 2018.