Resuscitation Council (UK)

Research and Development Grants

Guidance for applicants

Background

The Resuscitation Council (UK) [RC (UK)] is a UK-wide charity whose purpose is to save lives through effective, appropriate resuscitation. We exist to promote high-quality, scientific, resuscitation guidelines that are applicable to everybody, and to contribute to saving life through education, training, research and collaboration. Supporting research into resuscitation is one of the ways in which we seek to achieve this aim.

To this end, the RC (UK) provides grants annually for resuscitation research.

The purpose of this grant funding is to support *high-quality* medical education research and/or clinical research involving people (patients, staff, relatives), and the generation of new knowledge in resuscitation science and education. The purpose is also to support future resuscitation specialists developing their interest and expertise through high quality research.

Structure of the Research and Development Subcommittee

The Chair of the Research and Development (R&D) Subcommittee is appointed by the Executive Committee. The Chair is an ex-officio member of the Executive Committee and will normally serve for no more than nine years. The Chair will be responsible for appointing other members to the subcommittee as appropriate. The RC (UK) Honorary Treasurer is also an ex-officio member of the subcommittee along with at least three other executive members, including paediatric representation.

In line with Department of Health National Institute of Health Research (NIHR) requirements all applications are subject to external review. Temporary co-opted members may be called upon to provide specialist advice as required. Temporary external reviewers are not permanent members of the subcommittee.

National Institute of Health Research

The RC (UK) is recognised by the NIHR as a non-commercial partner. This allows RC (UK) research grants to be registered on the NIHR Portfolio. In England, studies included in the Portfolio have access to infrastructure support via the NIHR Comprehensive Clinical Research Network. Further information is available by contacting your regional Clinical Research Network (CRN) (https://www.nihr.ac.uk/).

Ethical approval

All research conducted on humans must have the approval of an appropriate Research Ethics Committee (REC) and be conducted in accordance with the latest revision of the Declaration of Helsinki.
Applicants must abide by the local REC rules and regulations and if ethics approval is not submitted with the

application it must be submitted within two months of the provisional offer of an award. In all cases, grants will be released only on confirmation of ethics approval or confirmation from an NHS Research and Development (R&D) Office or National Research Ethics Service confirming the project does not need ethics approval.

Basic criteria

- Applications must be methodologically robust. Advice on research design may be available from the regional NIHR Research Design Services.
- The RC (UK) does not fund animal research or purely basic science research.
- Project proposers and project leads must be based in the UK.
- Applications where the applicant is registered for a higher degree (e.g. MSc by Research, MPhil, PhD) will be considered if associated with high quality research.

Full justification of costs related to fees, any stipend, and research costs must be made. However, the RC (UK) would not normally fund all three components except where a very strong case could be made on the basis of providing value for money for the RC (UK)'s aims of delivering effective appropriate resuscitation to all those in need.

Assessment criteria

Grants will be assessed against the following criteria:

1. Importance: how important are the questions, or gaps in knowledge, that are being addressed?
2. Scientific potential: what are the prospects for good scientific progress?
3. Resources requested: are the funds requested essential for the work, and do the importance and scientific potential justify the funding requested?
4. The relevance of the research proposal to the RC (UK)'s purpose of saving lives through effective, appropriate resuscitation
5. The potential impact and benefit to the public, the NHS and the scientific and resuscitation communities, particularly over a significant period of time (longevity)
6. The likelihood of the project successfully answering the research question
7. The methodological quality of the research project
8. The expertise and track record amongst the research team
9. The likelihood of the project being delivered on time and within budget
10. Appropriate consideration of ethical issues.

Research and Development Grants are primarily intended to fund:

- Capital expenditure, including the purchase or hire of equipment and materials for use in the conduct of the research
- Equipment for storing and analysing data and helping with the administration of the project. The amount

allowed for computer hardware is capped at £500. In addition, the cost of specialist software packages may also be considered

- Travel and registration costs for up to two people to present their results at the RC (UK) Annual Conference
- A mileage allowance of 45 pence per mile and/or standard class public transport costs will be considered. If claiming travel costs a full breakdown must be included.

We expect applications to be in the spirit of offering good value for money for the RC (UK), which has limited funds. To ensure the most efficient use of RC (UK) funds for research we regret that we are unable to fund lead and co-investigator costs where they hold a tenured (permanent) appointment, estate and indirect costs. (Estates costs cover those costs related to buildings and premises, including capital (depreciation), maintenance, utilities costs, cleaning, security and safety. Indirect costs cover the costs of the Research Organisation's management and administrative services, including the personnel and finance departments, library, central computing and some departmental services; plus elements of academic research support time.)

The *directly incurred cost* of research staff to work on a project (e.g. research fellow, research assistant, statistician, research nurse, etc.) may be included provided that they are justified and proportionate to the work being undertaken.

Research funds should not be used to purchase equipment that is usually provided in a service role, unless used in a purely research role.

A research grant is not intended to provide funding for on-going revenue costs associated with established projects. Grants cannot be awarded where a continuing need for income generation to fund the project would be placed on the RC (UK). However specific time-limited research projects entailing new data analysis may be considered.

It is expected that a grant award holder will:

- provide the R&D Subcommittee with 6-monthly reports of progress during the tenure of the award
- provide a full report at the end of the research project
- submit the results of their research to a peer review journal
- inform the R&D Subcommittee of all publications arising out of the award of a research grant
- acknowledge the financial help of the RC (UK) in publications and presentations
- provide a short report for publication on the RC (UK) website
- present at the RC (UK) Annual Conference if appropriate.

Research and Development grant award

- Applicants should have a credible track record of conducting such research projects or have appropriate supervision.
- The lead investigator must hold a tenured position with either an NHS or UK university organisation.

- The research project should normally be completed within 1-3 years.
- Successful applicants will normally receive the grant in one payment at the start of the project.
- Grants of over £20,000 will be paid through regular instalments, depending on the duration of the project and subject to receipt of regular and satisfactory reports. This will include an initial percentage paid at the outset of the project.

Requirements for institutions hosting RC (UK) research awards

The department should be equipped adequately to accommodate the award holder and to enable the work specified in the proposal to be performed. Appropriate health checks must be made according to local occupational health guidelines. Employers are responsible for ensuring that the award holder carries full professional indemnity where this is required.

Equipment

- Requests to fund specialised equipment may be supported but evidence must be provided that the necessary expertise to use the equipment is available in the department undertaking the research. The running costs and costs of maintaining the equipment must be considered and funds should be available to cover this during the duration of the project.
- Funding applications for equipment should enclose precise quotes from the suppliers or manufacturers. The applicant must indicate why a particular make and model has been chosen.
- Should the award holder change institution at any stage while the research project is in progress, the equipment should normally be placed at the site where the research project is in progress.
- The safe disposal of IT equipment/hard drives containing sensitive data is the responsibility of institution.

Applications

- Applications should be submitted by a department or institution for a defined project to be undertaken by a specified individual. The researcher should be working in the NHS or a UK university department within the UK and hold qualifications appropriate to their grade. Such individuals will usually be doctors, nurses, resuscitation officers or other professions allied to medicine.
- If the application is submitted by the supervisor of the research project the CV and reference will be required in respect of the appointed individual.
- Applications must be submitted using the RC (UK) Research and Development Grant applications online system (https://resus-uk.smapply.io/prog/research_development_grant_2019/).

Alternative sources of funding

Applicants must inform the RC (UK) if funding is being sought or has been obtained from other bodies. If alternative funding is obtained for a project already supported by the RC (UK), the RC (UK) should be notified immediately, as this may affect the sum to be disbursed.

Presentation of research findings

All successful applicants are invited to present the findings of their project at the RC (UK) Annual Conference, as of 2019, unless this is not feasible. These should normally be submitted as a poster. Where the research was exceptionally well-run, or achieved exceptionally important or compelling research findings, researchers will be invited to provide an oral presentation at the conference.

Funding of Research Posts

The Resuscitation Council (UK) is committed to supporting the next generation of resuscitation researchers.

We will consider two types of personal award annually within the overall budget for awards:

1. Non-clinical PhD studentship: 3-4 years funding to cover stipend and indicative fees in accordance with Research Councils UK Indicative Fee Level (National Minimum Doctoral Stipend for 2019/20 is £15,009; Research Councils UK Indicative Fee Level for 2019/20 is £4,327)
2. Clinical Research Fellow MD / PhD studentship: 2-3 years funding at Specialist Trainee level plus on-costs (£37,191 per year with on costs).

https://www.ukri.org/skills/funding-for-research-training/

Applicants seeking funding for a research training fellowship must identify an appropriate supervisor to serve as lead investigator.

In addition to stipend/salary costs, applicants may apply for up to £10,000 of research costs per annum. Full justification of the costs to be included in the application.

Applicants will be selected on the basis of the quality of applicant, project and host institution support. We anticipate awarding 1-2 Resuscitation Council (UK) Fellowships annually.

Guidance for completing the application form

Proposed start and end date

It is recommended that the project start date should be no earlier than the beginning of February the following year. Projects will normally be expected to be completed within 3 years of commencement. Only exceptionally will the R&D Subcommittee agree to a longer period of funding.

Project approval

All applicants will be notified whether or not they have been shortlisted in August. Shortlisted applicants will be notified by early December if their application is successful. Funds will only be released once the award's terms and conditions document is signed by the applicant's department head and any ethical documentation has been verified.

Names, appointments and email address of collaborators

All listed collaborators will be contacted to verify their status within the project so complete details as fully as possible.

500 word summary for the non-expert/lay person

This summary of the project must not exceed the 500-word limit and must be written so that a non-expert/lay person can acquire a clear understanding of the project.

Project plan

Statistical analysis / sample size

Include full details and power calculation(s) that show precisely how sample size(s) have been determined.

Ethical considerations

Explain any ethical issues raised by the research and how they will be addressed.

Value to patients and the NHS

Explain the expected benefits for health service provision, patients and the public.

Patient and public involvement

Describe how patients and the public have been involved in the development of the application as well as the plans for involvement in the proposed research.

Considerations of intellectual property rights

Summarise any intellectual property right matters related to this application and how these will be managed if funds were awarded.

Cost breakdown

Staff costs

Declare any staff costs required for the study. Below is an example of how the costs must be entered.

Please do not use symbols or commas when entering costs and FTE % (e.g. to add £10,500.50 enter 10500.50, and to add FTE at 50% enter 0.50).

Staff roles	Basic Annual Salary for FTE (e.g. 10500.50)	Employer contribution	FTE % (e.g. 0.50)	Duration (months)
Research assistant	30,000.00	10,000.00	0.50	6
Statistical assistant	20,000.00	5,000.00	0.25	3

NHS service support costs

These are the additional patient care costs associated with the research, which would end once the research activity in question had stopped, even if the patient care service involved continued to be provided. These might cover items such as extra patient tests, extra in-patient days and extra nursing attention.

NHS excess treatment costs

Patient care costs, in excess of costs of standard treatment that are associated with continued treatment of the patient after the research has stopped.

Guidance for attributing NHS costs is contained in Attributing the costs of health & social care Research & Development (AcoRD) (https://www.gov.uk/government/news/attributing-the-costs-of-health-social-care-research-development-acord).

Submitting your application

Applications will only be accepted using our online system (https://resus-uk.smapply.io/prog/research_development_grant_2019/) and must be received by 17:00 on Tuesday 31 May 2019. Late applications will not be accepted.

All sections of the online application form must be completed in all cases. Necessary supporting documents (e.g. a full CV) must be uploaded with the application.

Shortlisted candidates may be interviewed by the subcommittee. The RC (UK) will meet reasonable travel costs within the UK in connection with this interview.

Queries not covered in this guidance

This document has been written to help you complete your application and you should read it carefully before submitting your application. If you have a query that is not covered in this document please email research@resus.org.uk for advice.