**Quality of Life
Application Form**

***Research | Awareness | Support***

Please read The Brain Tumour Charity’s [**Terms and Conditions**](https://assets.thebraintumourcharity.org/live/media/filer_public/3a/13/3a13c7d4-2f5d-499f-8bb5-82beef3dcb69/terms_and_conditions_of_award_for_research_grants_v8_24042015_website.pdf) before completing this application.

Applications (saved in word format) and all accompanying attachments should be sent to The Brain Tumour Charity Research Team – **research@thebraintumourcharity.org** by 17:00 (BST) Monday 3 September 2018.

**Section 1: Application Summary**

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| **Title of project / programme** |       |
| **Total amount requested** |       |
| **Proposed start date** |       |
| **Duration of project (months)** |       |

**Principal Investigator**

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| **Title**  |  | **First Name** |  | **Last Name** |  |
| **Institution** |       |
| **Position\*** |       |
| **Institution mailing address** | **Department** |       |
| **Street** |       |
| **City** |       |
| **Postcode** |       |
| **Country** |       |
| **Phone** |       |
| **Email address** |       |
| **Twitter Handle** |       |
| **Contract duration (months)\*\*** |       |
| **Affiliated institutions if applicable** |       |
| **Expertise** |       |

**\*** **If the principal applicant does not hold an academic or research position, the application must include a co-applicant at the Lead Institution that does.**

**\*\*The Principal Investigator must have an employment contract with their institution which exceeds the duration of the proposed research.**

**Co-Applicants**

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| **Co-applicant 1** |
| **Title** |       | **First Name** |       | **Last Name** |       | **Position** |       |
| **Institution (incl. any affiliated institutions)** |       | **Email address** |       | **Twitter Handle** |       |
| **Co-applicant 2** |
| **Title** |       | **First Name** |       | **Last Name** |       | **Position** |       |
| **Institution (incl. any affiliated institutions)** |       | **Email address** |       | **Twitter Handle** |       |
| **Co-applicant 3** |
| **Title** |       | **First Name** |       | **Last Name** |       | **Position** |       |
| **Institution (incl. any affiliated institutions)** |       | **Email address** |       | **Twitter Handle** |       |
| **Co-applicant 4** |
| **Title** |       | **First Name** |       | **Last Name** |       | **Position** |       |
| **Institution (incl. any affiliated institutions)** |       | **Email address** |       | **Twitter Handle** |       |
| **Co-applicant 5\*** |
| **Title** |       | **First Name** |       | **Last Name** |       | **Position** |       |
| **Institution (incl. any affiliated institutions)** |       | **Email address** |       | **Twitter Handle** |       |

*\** If there are more than 5 co-applicants, please contact **research@thebraintumourcharity.org** **f**or a form with additional rows.

**Time spent on research**

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| **Name** | **Time spent on research (hours/week)** | **Time spent on this research project (hours/week)** |
| **Principal Investigator** |       |       |
| **Co-applicant 1:**       |       |       |
| **Co-applicant 2:**       |       |       |
| **Co-applicant 3:**       |       |       |
| **Co-applicant 4:**       |       |       |
| **Co-applicant 5:**       |       |       |

**Collaborators**

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| **Collaborator 1** |
| **Title** |       | **First Name** |       | **Last Name** |       | **Position** |       |
| **Institution (incl any affiliated institutions)** |       | **Email address** |       | **Twitter Handle** |       |
| **Collaborator 2** |
| **Title** |       | **First Name** |       | **Last Name** |       | **Position** |       |
| **Institution (incl any affiliated institutions)** |       | **Email address** |       | **Twitter Handle** |       |
| **Collaborator 3** |
| **Title** |       | **First Name** |       | **Last Name** |       | **Position** |       |
| **Institution (incl any affiliated institutions)** |       | **Email address** |       | **Twitter Handle** |       |
| **Collaborator 4** |
| **Title** |       | **First Name** |       | **Last Name** |       | **Position** |       |
| **Institution (incl any affiliated institutions)** |       | **Email address** |       | **Twitter Handle** |       |
| **Collaborator 5\*** |
| **Title** |       | **First Name** |       | **Last Name** |       | **Position** |       |
| **Institution (incl any affiliated institutions)** |       | **Email address** |       | **Twitter Handle** |       |

*\** If there are more than 5 collaborators please contact **research@thebraintumourcharity.org**for a form with additional rows.

**Required attachments:**

1. Principal Investigator & Co-applicant CVs
2. Letters of collaboration from all listed collaborators.

**Section 2: Research Summary**

**Scientific Summary**

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| **Please provide a summary of the proposed research suitable for a scientifically qualified assessor** *(Up to 300 words)* |
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**Lay Summary**

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| **Please provide a summary of the research proposed in plain English, using non-technical language. The summary should be comprehensible to people with no scientific background and describe the full scope of the project. Define any unavoidable scientific terminology and avoid using unexplained abbreviations or acronyms. Note that this summary will be used by the Lay Scientific Advisory Board members as part of the assessment process. Use the following sub-headings to structure the summary:** **Aims and background*** **What is already known about the problem that the project will address?**
* **What do you aim to find out?**

 **Why this research is needed*** **How will the research benefit those affected by a brain tumour – be as specific as possible.**
* **How does the research offer value for money?**

 **How will this research be carried out?*** **Describe the methods and techniques you plan to use in this proposal.**
* **How will the project measure and minimise the impact brain tumours have on people’s lives?**

 **Public involvement*** **Describe any involvement of those affected by a brain tumour (including the Research Involvement Network\*)**
* **Outline any plans to involve the Research Involvement Network in the dissemination of results\***
* **How can the findings from the research be developed or put into practice after completion of the project?**

**\*To learn more about Public Patient Involvement (PPI) and the help our Research Involvement Network (RIN) can offer, please see:** [**www.thebraintumourcharity.org/ppi**](http://www.thebraintumourcharity.org/ppi)***.*** **You may also find it helpful to refer to the AMRC’s** [**Guidance for researchers - writing lay summaries**](https://assets.thebraintumourcharity.org/live/media/filer_public/c3/23/c323bb33-aea7-44ac-8e79-2238bc23944f/amrc-guidance-for-researchers-writing-lay-summaries.pdf)***.*****Do not include any confidential or sensitive information in this section as this section may be used to publicise the project if the application is successful.** *(Up to 500 words)* |
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**Keywords and Categorisation**

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| **Which keywords best describe your research? Include tumour type(s) and be as specific as possible.** |       |

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| **Please tick all categories which are relevant to the research:** |
| High grade tumour(s) | Low grade tumour(s) | Paediatric tumour(s) | Adult tumour(s) |
| [ ]  | [ ]  | [ ]  | [ ]  |

**Section 3: Research Proposal**

**Please attach a detailed research proposal (up to 4 pages, minimum size 10 font with single spacing). This should include:**

* Background and research question to be addressed.
* Aims and key deliverables.
* Methodology.
* Statistical analysis showing results will be significant and meaningful.
* How will the project measure and minimise the impact brain tumours have on people’s lives?
* Relevant figures

Please attach the citations for your research proposal in a separate document (APA or CSE format please).

**Section 4: Key Questions**

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| **Relevance to research priorities****Please detail how the proposal addresses the research priorities outlined in our research strategy:** [**A Cure Can't Wait**](https://assets.thebraintumourcharity.org/live/media/filer_public/00/a3/00a3dd32-903b-4376-b057-20b23d3964d4/research_strategy_rgb_digital_final_online_version.pdf)**.**  For projects focused on adult brain tumours, the application must address at least one of the areas highlighted in the [**'Losing Myself: The Reality of Life with a Brain Tumour'**](https://assets.thebraintumourcharity.org/live/media/filer_public/94/6d/946d8473-2e1a-4f36-ac2a-0a989a176226/losing_myself_the_reality_of_life_with_a_brain_tumour.pdf) report.For projects focused on paediatric brain tumours, the application must address at least one of the areas highlighted in the [**'Losing My Place: The Reality of Childhood with a Brain Tumour'**](https://www.thebraintumourcharity.org/about-us/our-publications/losing-my-place-reality-childhood-brain-tumour/) report. *(up to 300 words)* |
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| **Potential for patient benefit****Please outline how you expect the project to benefit people affected by brain tumours, in particular the patients in the UK health system and indicate the likely timescale.** *(up to 300 words)* |
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| **Team members and resources****Please describe:*** **The work which will be undertaken by each team member involved in the project.**
* **The facilities and resources available to the team for the duration of the project** *(up to 300 words)*
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| **Contingency plans** **Please outline any areas where problems may arise and provide details of how such problems may be overcome, Including any potential problems which may prevent you from reaching a milestone** *(up to 300 words)* |
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| **Dissemination plans and working with The Brain Tumour Charity** **Please describe:*** **How will you disseminate research results to a scientific audience and the general public?**
* **How you will work with The Charity to promote the research during the programme and after its completion date?** *(up to 300 words)*
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**Section 5: Milestones**

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|  **Please detail your key milestones for the entire duration of your research proposal and include an estimated timeframe at which milestone will be completed.** |
|  | **Description** | **Estimated month of delivery** |
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| **2** |       |  |
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**Gantt chart**

Please attach a detailed Gantt chart for the proposed research, referring to the milestones detailed above.

**Section 6: Budget**

Please note that only directly incurred costs can be requested. Please refer to our [**Finance Guidelines**](https://s3-eu-west-1.amazonaws.com/assets.thebraintumourcharity.org/live/media/filer_public/82/24/822484d0-a4f2-4051-bc34-07c5378f945e/btc_finance_guidelines.pdf) before completing this section.

Please provide all amounts in Pound Sterling (£).

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| **Salaries** |
| **Staff Name**  | **Role** | **Total****Months** | **% of full time**  | **Year 1**  | **Year 2**  | **Year 3**  | **Total**  |
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| **Total** |       |       |       |       |
| **Materials and Consumables** |
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| **Miscellaneous** |
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**Justification**

Please provide justification for all of the requested funds and include as much detail as possible.

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| **Materials and consumables** |
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| **Miscellaneous** |
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**Current Funding**

Please list existing and pending research funding for the principal investigator and all co-applicants.

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| --- | --- | --- | --- | --- | --- | --- |
| **Status** | **Team member** | **Funding Source** | **Project Title** | **Funding start date** | **Funding end date** | **Total Amount** |
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**Section 7: Assurances**

**Commercial Exploitation and Competing Interests**

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| **Do any of the applicants have consultancies, or any equity holdings in, or directorships of, companies or other organisations that might have an interest in the results of the proposed research?** **If yes, please give brief details.**  |
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| **Will the proposed research use technology, materials or other invention that, as far as you are aware, are subject to any patents or other form of intellectual property protection? If yes, please give brief details.**  |
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| **Is the proposed research, in whole or in part, subject to any agreements with commercial, academic or other organisations?** **If yes, please give brief details.**  |
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| **Is the proposed research likely to lead to any patentable or commercially exploitable results***?* **If yes, please give brief details.** |
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**Ethical and Legal Requirements**

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| **Does your proposal involve human subjects?** **If yes, please provide details in regards to the Ethics Committee approval, and approved or pending date.** |
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| **Does your proposal involve vertebrate animals?** **If yes, please give status of relevant approval, and approved or pending date.** |
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| **Please detail the animal species being used, why the species/model is most appropriate and whether there are any alternatives approaches that could be used instead.** |
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| **Please justify the number of animals to be used per experiment, including details of any sample size calculations and/or statistical advice sought.**  |
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| **Please select the severity of the procedures being used and describe how they have been optimised to reduce discomfort of the animals being used.****Mild / Moderate / Severe** |
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Evidence of ethics approval, personal and project licences should be uploaded as attachment.

**Section 8: Additional Information**

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| **Publications** |
| **Status** | **Title** | **Year** | **PMID** | **DOI** | **Authors** | **Journal** |
|       |       |       |       |       |       |       |
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**Reviewer Suggestions**

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| **Reviewers we may contact** | **Reviewers you do not want us to contact**  |
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**Required Attachments:**

* Principal investigator and co-applicant CVs
* Letters of collaboration for all listed collaborators
* Letters of support
* Detailed research proposal
* Research proposal references – APA or CSE format please.
* Gantt chart
* Ethics approval, personal and project licences
* Completed signature page (next page, section 9)

**Section 9: Confirmation**

**The Brain Tumour Charity Data Protection Statement**

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| Information that you supply to The Brain Tumour Charity in connection with this application (which includes all information sent to The Charity that relates to your grant application including personal data) will be used to process and administer your application and for the purpose of audit, statistical analysis, administration and/or evaluation. It will be disclosed to external peer reviewers, some of whom may be based outside the EU/EEA, and may be shared with co-funders or other potential funders. All parties with whom this information is shared will be required to keep it securely and in confidence and we have safeguards in place to ensure secure transfer of any data. The Brain Tumour Charity may publish basic details of successful grant applications (e.g. on its website or in its Annual Report). The Brain Tumour Charity may also release details of successful applications (including your name and employing institution, the programme title and the summary of proposal for scientifically qualified assessors and lay summaries of the research) into the public domain (e.g. via the internet or publicly accessible databases). The Brain Tumour Charity may contact you about the work of The Charity and other award schemes and initiatives that may be of interest to you, or for your views on its funding schemes and application processes. If you would prefer not to receive further communications please let us know. The information you provide will be held on our secure database and in accordance with all data protection legislation and[our **privacy policy**](https://www.thebraintumourcharity.org/about-us/privacy-policy/)**.** |

**Please sign and scan this page and send as an attachment together with your application.**

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| * I, the undersigned confirm that I (and all those providing personal information in the application) have read and understood The Brain Tumour Charity’s Data Protection statement above.
* I have not changed, added to or deleted from the text in any of the instruction or question boxes in this Application Form.
* I confirm that I have read, understood and accept the The Brain Tumour Charity’s[**Terms and Conditions**](https://assets.thebraintumourcharity.org/live/media/filer_public/3a/13/3a13c7d4-2f5d-499f-8bb5-82beef3dcb69/terms_and_conditions_of_award_for_research_grants_v8_24042015_website.pdf)
* I have read and approve the completed application form. If granted, the work will be accommodated and administered in the department/institution in accordance with the grant conditions. I also confirm that there are no existing matters which would be a breach of any conditions which have not been brought to your attention in writing.
* I understand that the provision of any false or inaccurate information in this application would be considered very seriously and may result in disqualification of the application. To the best of my knowledge, the information provided in this application is accurate and complete.
 |
|  | **Print name** | **Signature** | **Date** |
| Principal Investigator |  |  |  |
| Co-applicant 1 |  |  |  |
| Co-applicant 2 |  |  |  |
| Co-applicant 3 |  |  |  |
| Co-applicant 4 |  |  |  |
| Co-applicant 5 |  |  |  |
| Senior administrative authority – on behalf of the Lead Institution(Include position held) |  |  |  |