



## **Paediatric Research Project Grants 2018 Applicant Guidelines**

### **Call at a glance**

**Opening Date:** 19<sup>th</sup> July 2017

**Closing Date:** 11<sup>th</sup> October 2017

**Level of funding:** Up to €285,000

**Duration of funding:** Up to 3 years

**Focus of the call:** Cardiology and/or Vascular Biology; Immunity & Infection; Childhood cancer; Orthopaedics

**Who can apply:** A research team made up of at least one scientist & one paediatric clinician, nurse or allied health professional

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## 1. Background to the Call

The National Children's Research Centre (NCRC) is the largest children's research centre in Ireland. Located on the grounds of Our Lady's Children's Hospital, Crumlin, it has been at the heart of paediatric research in Ireland for more than 50 years. Supported by donations to the Children's Medical Research Foundation (CMRF), the mission of the NCRC is to support excellent, translational, and internationally competitive research that has a real impact on the health of children.

### **Applications are now invited for the NCRC Paediatric Research Project Grants 2018.**

A key aim of this call is to consolidate and grow high quality research in key areas of child health, and to support meaningful partnerships between researchers across the translational spectrum – from the bench to the bedside. **Applications to this call must have, at their core, a research team comprising at least one scientist and one hospital based paediatric clinician, nurse or allied health professional.**

The objectives of this call are to:

- support excellent translational research that has the potential for impact on child health;
- engage paediatric clinicians, nurses and allied health professionals in the design and conduct of translational research projects;
- encourage scientists to work with clinicians, nurses and allied health professionals in order to ensure that their research is child-focussed and translational;
- build research capacity within the key areas of child health identified in Section 2.

The Paediatric Research Project Grant will provide up to €285,000 in funding for projects in translational paediatric health. Successfully funded projects will run for a maximum duration of 3 years.

Please note that:

- the preferred option is for the proposed research to take place, either wholly or substantively, in the NCRC labs located on the grounds of Our Lady's Children's Hospital, Crumlin, however, projects based elsewhere will be considered;
- the funded research team will be required to participate in the development of the NCRC through engagement in the academic activities of the NCRC, and communication of its research activity.

## 2. Focus of the Call

The focus of this call is on the following areas within the NCRC current strategy:

Priority areas

- Cardiology and/or Vascular Biology
- Childhood Cancer
- Immunity & Infection, including, but not limited to
  - Allergy & Eczema
  - Chronic inflammatory diseases
  - Cystic Fibrosis
  - Gastroenterology
  - Infectious diseases
  - Obesity and Diabetes
  - Rheumatology

‘Pipeline’ research areas being supported for growth

- Orthopaedics

Applications may span more than one of these areas, with cross collaboration strongly encouraged.

## 3. Eligibility Criteria and Role of the Applicant(s)

Applications must be from a team consisting of at least one scientist affiliated with an Irish Higher Education Institution, and one paediatric clinician, nurse or allied health professional affiliated with an Irish Public Hospital. While the NCRC acknowledges that there are many clinicians, nurses and allied health professional that are also experienced researchers, the aim of this scheme is to encourage and support collaborations between scientists and research active clinicians.

*Please note that if the proposed project comprises a clinical research study involving patients, a Consultant, covered by the State Claims Agency’s Clinical Indemnity Scheme, must be a PI or Co-PI on the project, and must accept responsibility for those patients.*

The NCRC strongly encourages partnerships with other agencies or institutions, where appropriate. Further to this, projects with co-funding from other organisations will be at an advantage.

Finally, please note that individuals currently in receipt of a NCRC Research Project Grant are not eligible to apply to this call, unless they are in the **second half** of their existing award. The Scientific Advisory Council may consider an exception to this where an applicant in receipt of a NCRC Research Project Grant is on an application in a new area **or** with a new research team.

### 3.1 Lead Applicant

The Principal Investigator (PI) will serve as the lead applicant and primary point of contact for the NCRC. They will have full responsibility for the application, and, with the Co-PI(s), will be responsible for the delivery and financial management of the proposed research project if funded.

The PI must:

- hold a contract of sufficient duration with either a recognised **Irish Higher Education Institution or Public Hospital** to carry out the proposed research from the project start date until the project end;
- have at least **three** senior author\* publications in peer reviewed journals;
- be, or have been, a lead PI or Co-PI, on a competitively awarded, internationally peer-reviewed research grant;
- have the capability and authority to mentor and supervise junior research team members, including postdoctoral fellows and postgraduate students.

### 3.2 Co-Applicants(s)

The Co-Applicants, henceforth referred to as the Co-PI(s), will be responsible, with the PI, for delivery and financial management of the proposed research project if funded. **Please note that a maximum of 3 Co-PIs can be included in each application**

Co-PI(s) must:

- have a significant and well-defined role in the design, management and direction of the proposed research project;
- hold a contract of sufficient duration with either a **Higher Education Institution or Public Hospital** to carry out the proposed research from the project start date until the project end.

**Please note that while international Co-PIs will be eligible to apply, the NCRC is not in a position to transfer funds outside of the Republic of Ireland.**

### 3.3 Collaborator(s)

A collaborator provides a focused contribution to the project, but does not receive funding. Collaborators may include individuals or organisations from outside the Republic of Ireland.

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\* For this scheme, a senior author is defined as the first, joint first, or last author of a publication.

### 3.4 Higher Education Institution

**Either the PI or Co-PI must be affiliated with a recognised Higher Education Institution (HEI) based in the Republic of Ireland.** Further to this, if the application is successful the nominated HEI must agree to receive and administer the NCRC award. In addition, if the applicant(s) plan to hire a postgraduate student under the proposed research project, then the nominated HEI must possess the ability to award postgraduate qualifications. In such cases, the supervision and progression of the postgraduate student will be overseen by the HEI. Formal progress reports of the postgraduate student should be submitted by the HEI/supervisor to the NCRC. Finally, the nominated HEI must have established rules and procedures, in line with national guidelines, in place for protecting and managing any intellectual property that may arise from the proposed research project.

## 4. Application Procedure

### 4.1 Application Form

The application form ([available on the NCRC website](#)) must be submitted in electronic format as a **single Word document** to [grants@ncrc.ie](mailto:grants@ncrc.ie) no later than **Wednesday 11<sup>th</sup> October 2017**. Incomplete, incorrectly completed, or late applications will not be considered. A hard copy of the signed application form should also be submitted to the following address:

Dr Alice Coughlan,  
Research Manager,  
National Children's Research Centre,  
Gate 5, Our Lady's Children's Hospital,  
Crumlin,  
Dublin 12.

These should be received by the NCRC by **Wednesday 18<sup>th</sup> October 2017**.

### 4.2 Statistical Support

Applicants may apply to the NCRC for limited statistical/design support prior to submission; please contact the NCRC ([silvia.harding@ncrc.ie](mailto:silvia.harding@ncrc.ie)) if this is required. Please note that statistical support must be sought at least 1 month prior to submission of the application, as it may not be possible to accommodate requests for support closer to the deadline.

### 4.3 Ethical Approval & HPRA Approval

Ethical approval is required, and a PDF copy of the approval must be provided, for all research work funded by the NCRC that involves human participants, human material (including tissue) or animals.

The HPRA is responsible for regulating, amongst other things, clinical trials, human medicines and the use of animals for research. If an application involving a study that requires HPRA approval is successful, then a copy of the approval must be provided to the NCRC.

If these approvals are not available at the time of submission of the application this should be indicated on the form. If successful, the applicant must furnish all necessary approvals prior to the commencement of the award.

#### 4.4 Clinical Studies & Trials

All funding applications to the NCRC for clinical studies that fall within the scope of [Irish Clinical Trials Regulations](#) must include details of the sponsorship arrangements made by the applicant(s).

***Please note that the NCRC is not a sponsor of clinical trials.***

### 5. Project Budget

The awards in this funding round are for a maximum of €95,000 per annum for a 3-year period. A full and detailed justification of the budget requested and annual breakdown should be provided, and the budget requested and award duration must reflect the scale and nature of the proposed research. **Please note that the NCRC does not cover overhead or administrative costs. In addition, the NCRC does not cover PI or Co-PI salaries.** Further details on budget headings and allowed salary scales are provided below.

#### 5.1 Personnel Costs

<b>Salary/Stipend</b>	The NCRC provides researcher salaries in line with the IUA scales.*  Payment for research nurses and postgraduates is outlined under separate guidelines: please contact the NCRC HR manager ( <a href="mailto:Suzanne.Mulholland@ncrc.ie">Suzanne.Mulholland@ncrc.ie</a> ) for assistance with estimating the budget for such individuals.
<b>Employer PRSI</b>	The employer's PRSI contribution is calculated at 10.75% of the gross salary
<b>Employer Pension Contribution</b>	The employer's pension contribution must be in line with the nominated HEI's policies. This must be included in the costing.
<b>Student Fees</b>	Postgraduate fees may be included in this grant. Please contact the nominated HEI to include accurate fees for each year of the project.

\*The most up-to-date IUA recommended salary scales for researchers can be found here <http://www.iua.ie/research-innovation/researcher-salary-scales/>

## 5.2 Other Eligible Costs

<b>Consumables</b>	Please provide a detailed breakdown of proposed consumables for this project, outlining the nature of the consumables, justification of costing, and the proposed spending per annum. Costs should be inclusive of VAT.
<b>Dissemination</b>	Applicants are encouraged to publish their results in high impact journals, ideally with open access. Other forms of dissemination are also encouraged, and may be included in the dissemination budget. Estimated costs, together with details of the channels to be used and justification of the expenditure, should be included in the budget.
<b>Equipment</b>	The NCRC does not normally fund laboratory or clinical equipment purchase. However, in exceptional circumstances, small pieces of equipment, including computers, may be purchased for use on this project. Please note that computers should be purchased within the first 6 months of the award, and the cost should not exceed €1000. A full justification of this expenditure must accompany the application.
<b>Travel</b>	A maximum of €3,000 is available, over the lifetime of the award, for travel to international conferences appropriate to the research. Details of the number and duration of the trips proposed are required as part of the justification of this expense.

## 5.3 Budget Justification

The budget justification is a narrative explanation of the budget. It should clearly explain why the requested costs are necessary for the proposed research, and how they have been calculated. The budget justification should follow the same order as that in the itemised budget form, so that the reviewers can easily compare the two documents, and all items listed in the budget should be referenced in the budget justification. The most significant costs should have the most comprehensive justification. Please see [Appendix 1](#) for a sample budget justification.

**The NCRC reserves the right to, at the award-stage, remove/reduce insufficiently justified expenses from an otherwise successful candidate's budget.**

## 5.4 Financial Management

The nominated HEI will be responsible for the administration of the awarded funds.



The PI and Co-PI on each award must strictly adhere to the rules pertaining to budget management, including, but not limited to, budget reallocations, no cost extensions and overspends.

## 6. Assessment Process

### 6.1 Application Review

The Paediatric Research Project Grant Scheme will operate a two-phase review process.

#### ***Phase 1 – International Peer Review***

To ensure that only the highest quality of research is funded, all eligible applications will be subjected to international peer review. Experts, each with a significant international reputation in a suitable field of research, will be invited by the NCRC to review each application; a detailed, standardized scoring system and set of guidelines will be provided to each reviewer. [Further information on the NCRC's International Peer Review Policy is available here.](#)

Applicants will be invited to submit the names of two international peer reviewers; these may or may not be used in the review process. Such reviewers must **not** be collaborators or former collaborators of the applicants. All reviewers will be asked to indicate if there is a conflict of interest in their participation in the review process.

Following international peer review, the highest ranked applications will be brought forward to Phase 2 of the review process.

#### ***Phase 2 – The Scientific Advisory Council***

The second stage of the process will be an assessment of the highest ranked internationally peer reviewed applications by the [Scientific Advisory Committee \(SAC\)](#). This committee will provide an expert, constructive, and objective critique of the applications under consideration. Applications will be judged based on defined criteria, such as compliance with NCRC priorities and strategy; whether they meet the full requirements and objectives of this funding call; the applicant(s) track record from previous grants; and the applicant(s) response to peer reviewer comments. Following review, the projects will be ranked, with the highest-ranking projects recommended for funding to the NCRC and CMRF Boards.

Please note that canvassing of the SAC, by, or on behalf of, applicants, will render an application ineligible.

## 6.2 Response to Reviewers

The top-ranking applicants following international peer review peer will be provided with an opportunity to respond to reviewers' comments prior to the sitting of the SAC. Each PI and team will have 5 working days to submit their responses, as a **Word document**, to [grants@ncrc.ie](mailto:grants@ncrc.ie). Responses should be no more than 1 page (Ariel 12 point), and should address all weaknesses and concerns identified by the peer reviewers. While the PI is under no obligation to respond to reviewers' comments, this is an opportunity for applicants to address any factual errors, misunderstandings or differences of opinion that could negatively impact the SAC's perception of the application.

## 7. Assessment Criteria

In this funding call, the proposal will be judged primarily on:

- the scientific excellence of the research plan;
- the strength of the research team, including track record from previous grants, and the feasibility of the project;
- the potential impact on child health;
- the communication and dissemination plan;
- the potential for consolidation and growth;
- partnerships, with other agencies or institutions, and collaborations.

Applications with a high review score and co-funding from other agencies will be at an advantage.

## 8. Conflict of Interest

The NCRC Conflict of Interest Policy is included at the back of the application form and must be signed by the PI and all Co-PI(s).

## 9. Timeframe

<b>Key Dates</b>	
<b>Call Opening</b>	Wednesday 19 <sup>th</sup> July 2017
<b>Call Closing</b>	Wednesday 11 <sup>th</sup> October 2017
<b>Estimated Date of Outcome</b>	Q2 2018
<b>Project Start Date</b>	The project must start within 3 months of the award being granted

## 10. Useful Contacts

For further information on the Paediatric Research Project Grants 2018 please contact:

Dr Alice Coughlan  
Research Manager  
National Children's Research Centre  
E: [grants@ncrc.ie](mailto:grants@ncrc.ie)  
Ph: 01-4096419

## Appendix 1: Sample Budget Justification

### Salary:

The requested salary is calculated based on XXX. PRSI is calculated at 10.75% of the gross salary, and the employer's pension contribution is calculated at XX%, in line with the HEI's policies.

The person that fill this role will be responsible for XXX.

### Student Fees:

The Higher Education Institution's PhD/MD/MSc fee for 2018/2019 is quoted. *(Please note that fees may increase each year, and that this should be considered when requesting funds.)*

### Consumables:

Requested Item 1: This is required for XXX reasons. The cost is estimated based on XXX and includes VAT at 23% (the standard rate). Approximately XX number of this item will be required over the time period.

*(Each item requested should be listed here.)*

### Dissemination:

It is estimated that this project will result in X number of publications in peer reviewed journals. The estimated cost of these publications is based on XXX's current page fees/publishing costs.

*(Please note that the budget justification for other proposed methods of outreach/public engagement should be included here)*

### Travel:

Travel funds are requested to attend the XXX conference in Year X and the XXX conference in Year X.

The estimated cost of these are as follows:

Conference	Flights	Accommodation	Number of Days	Registration Fee	Total
XXX Year 2	NA	€300	3	€150	€450
XXX Year 3	€250	€250	2	€300	€800
					€1250

### Computer:

Funding for a laptop/desktop, to be purchased within the first 6-months, is requested. This is required for XXX reasons.