



Call for proposals to evaluate: The Mid and East Antrim Agewell Partnership (MEAAP) IMPACT project:

Eligible Applicants

The Principal Investigator (Lead Applicant) should be the person responsible for the project (see under Staff costs below for policy on salary costs).

The Principal Investigator (PI) will be expected to demonstrate that he/she is based in a strong research environment with a suitable skill mix in the research team (with other members of the team being named as Co-Investigators). Single applicant proposals will not be considered.

Co-Investigators are expected to make a substantial and defined contribution to the research.

Research Assistants may be named as Co-Investigators (CoI) if they have made a significant contribution to the development of the proposal, and they will be employed for a significant proportion of their time on the project (normally at least 50%).

Eligible costs

The Dunhill Medical Trust's (DMT) guidelines reflect the established convention that research grants paid by charities generally cover the costs directly incurred in undertaking a project (termed Directly Incurred Costs by the Research Councils), which in most cases are a major proportion of the total cost of the work to be done. However, DMT will not meet 'overhead' costs, including the cost of the time of PIs and CoIs and most of those other costs which Research Councils term Directly Allocated Costs, Estates Costs and Indirect Costs (i.e. Full Economic Costs or fECs). In particular, universities receive funding through the Charities element of the Quality-Related Funding Grant of the relevant Higher Education Funding Council (which in part reflects the level of research grant support received from charities) as a contribution towards these costs. Proposals for funding should detail carefully all of the relevant directly incurred costs, with reference to the following guidance.

Staff costs

- DMT **will meet** directly incurred salary costs, such as salaries of research assistants, whose time can be supported by a full audit trail. The level of salary requested should be fully justified in the case for support. Salary costs should include any increments to which an individual is entitled. Any anticipated future pay awards should not exceed 1.5% p.a. and should be fully justified.
- DMT will **not meet** any portion of the directly allocated salary costs of PIs and CoIs, *except for* those staff who are clearly providing institution-wide services and are organised in an appropriate manner (for example, the provision of statistical advice from a statistical services department by staff who are dependent on generating income to cover their salaries). However, staff providing such services should be declared as research staff rather than as PIs or CoIs. They should *not* be included under 'other costs'.
- DMT will **not meet** any portion of the salary costs of any other academic (lecturer or equivalent), clinical or allied health professional (of equivalent status) or other equivalent employees.

Non-staff costs

DMT **will meet** approved directly incurred non-staff costs in full (i.e. costs directly attributable to the project), including:

- travel and subsistence costs
- materials and consumables

DMT **will not** meet overhead costs, typically those identified by Research Councils as Directly Allocated Costs, Indirect Costs and Estates Costs.

Travel and subsistence costs for PIs, CoIs and staff assigned to the project where these are required by the nature of the work. These will **normally** be met and should be based on the most suitable and economical form of travel.

The cost of materials and consumables required to carry out the proposed research **will** be met (normally to a maximum of £17,500 per annum) but should be justified with special regard to those categories of overhead costs which DMT will not meet. Estimated figures for consumables/materials are not acceptable and must be itemised.

Computers and other IT equipment/software dedicated to the project **may** be met, on condition that full justification is provided.

Data storage and archiving: DMT will contribute 50% towards these costs, up to a maximum of £500 per grant.

Recruitment costs: DMT will pay a maximum of £500 towards recruitment costs for staff being supported by the grant.

Publication costs: should **not** be included in applications. In line with DMT's open access policy, grant holders may apply for a contribution towards open access publication fees (on a sliding scale dependent on the size of the grant), once a paper has been accepted by a publisher.

Appraisal

Assessment: the submission deadline is 5pm 31st January 2017. Applications will be considered by a panel comprising Trustees and members of the Grants and Research Committee.

Decision: Once the applications have been considered a recommendation will be made to the 2nd March 2017 meeting of the Board of Trustees with whom the final decision rests. The outcome will be notified to applicants within two weeks of the meeting.

Research integrity: as a member of the Association of Medical Research Charities (AMRC), DMT supports the *Concordat to Support Research Integrity* and expects host institutions to have systems in place to ensure that research is conducted in line with best practice and the highest standards of rigour and integrity. This includes procedures for the reporting and investigation of research fraud and misconduct.

Duration and size of award

The award is for a maximum of £50,000 over three years.