



MEDICAL RESEARCH CHARITIES GROUP/HEALTH RESEARCH BOARD

MRCG/HRB Joint Funding Scheme 2012

Guidance Notes

MRCG/HRB Joint Funding Scheme2012

Guidance Notes

| Table of contents | page |
|--|-------------|
| 1. Introduction | 3 |
| a. Scope | 3 |
| 2. Eligibility Criteria of Principal Investigator, Co-Applicants and Collaborators | 3 |
| 3. Funding | 5 |
| 4. Application Procedure | 5 |
| 5. Guidance on the Application Form | 6 |
| 6. Timeframe | 13 |
| Appendix | |
| Appendix I Assessment Criteria | 14 |
| Appendix II References/Useful links | 16 |

MRCG/HRB Joint Funding Scheme 2012

Guidance Notes

1. Introduction

The Medical Research Charities Group (MRCG) was founded in 1998 with the aim of supporting charities in Ireland to increase both the quality and quantity of healthcare research being done in Ireland. The MRCG supports medical research and patient-support charities. Over a number of years, the MRCG met with various Government departments in an effort to secure funding for medical research in Ireland. In 2006, this campaign came to fruition, and the Department of Health and Children awarded €1 million per annum to the Health Research Board (HRB) for the co-funding of research projects with medical research charities. The HRB is the lead agency in Ireland supporting research linked to health and social care. The HRB was charged with developing guidelines for the competitive peer review of research projects submitted by the research charities to ensure that high quality and innovative research projects received funding through this scheme. To date, 71 projects have been jointly funded by member charities and the HRB.

This innovative joint funding scheme allows members of the MRCG to support research of particular interest to specific patient populations, where they might otherwise not be in a position to finance the full cost of that research. Furthermore, while no differentiation is made between charities or disease areas, the scheme has been particularly beneficial for rare diseases where research being undertaken internationally may be limited and where charities wishing to contribute to the research agenda need to fund research projects led from outside Ireland.

The partnership with the HRB is important in building research funding capacity in Irish research charities and ensures that all elements of this research funding programme are operated at the highest standards of best international practices.

The MRCG/HRB is now inviting applications for its MRCG/HRB Joint Funding Scheme 2012 call.

Scope:

This scheme provides funding for clearly defined research projects in disease areas of strategic relevance to each individual charity. MRCG/HRB awards will be up to a maximum total award value of **€300,000** for projects from 12 up to 36 months. **Note: For Research & Education Foundation Grant, max €20,000 over one year**

2. Eligibility Criteria of Principal Investigator, Co-Applicants and Collaborators

The MRCG/HRB expects that applicants will collaborate, where appropriate, with partner organisations, such as universities, hospitals, health agencies, local government and or voluntary organisations.

The **Principal Investigator (PI)** will serve as the primary point of contact for the Research Charity on the award and during the review process. The PI will be responsible for the scientific and technical direction of the research programme and has primary fiduciary responsibility and accountability for carrying out the research within the funding limits awarded and in accordance with the terms and conditions of the Research Charity and MRCG/HRB.

The Principal Investigator must

- Hold a post (permanent or a contract that covers the duration of the award) in a recognised Research Institution as an independent investigator, **or**
- be a contract researcher recognised by the Research Institution as an independent investigator who will have a dedicated office and research space for the duration of award, for which he/she will be fully responsible, **or**
- be an individual who will be recognised by the Research Institution upon receipt of the MRCG/HRB award as a contract researcher as defined above. The Principal Investigator does not necessarily need to be employed by the Research Institution at the time of the application submission

In addition, the Principal Investigator must meet the following requirements:

- Have demonstrated research independence through securing at least one peer-reviewed, independent research grant as a Principal Investigator or as Co-Investigator
- be a senior author (first, last or corresponding or in those fields where alphabetic order authorship is the norm, joint author) in peer-reviewed scientific journals. Only original research publications, and not review articles, are acceptable
- have the capability and authority to mentor and supervise post-graduate students and post-doctorate researchers

Only one application per Principal Investigator to this scheme will be considered.

A **Co-Applicant** has a well-defined, critical and substantial role in the proposed research. A Co-Applicant may receive funding for items such as running costs and personnel but will not receive support towards his/her own salary if they are in salaried positions. However, Co-Applicants can request their own salary, depending on their role and percentage of time dedicated to the research project, for the duration of the award if they are contract independent investigators (**up to a maximum of 5 Co-Applicants can be listed**).

An **official Collaborator** is an individual or an organisation who is committed to providing a focused contribution for a specific task. The collaborator will participate in some aspect of the proposal but will not receive funding through the award. A collaborator may supply samples or kits, may provide training in a technique, enable the use of specific equipment, provide cell lines or antibodies, or may act in an advisory capacity. They can be based in an academic institution, a private enterprise, a healthcare organisation or agency, or come from the charity sector (up to a maximum of 10 Collaborators can be listed).

Profile details must be provided for ALL official collaborators. In addition, each official collaborator must complete a **Collaboration Agreement Form**. A template is made available and this must clearly outline the role of the collaborator in the programme of research proposed. The terms of any collaboration should be determined early and relevant agreements should be in place by the onset of the project. The HRB advise that consideration should be given to issues such as relative responsibilities, governance arrangements, intellectual property rights, reporting and access to data and samples when working up collaboration agreements.

Research Institution for the award is normally that of the Principal Investigator but it may be another organisation/institution designated by the research team, where it is clearly justified.

Note: **Research Institution Letter of Support** must be provided for **(1) all Principal Investigators in a contract position and (2) Co-Applicants in a contract position who are seeking their own salary.** The formal letter on headed notepaper and signed by the Head of School/Research Centre/Hospital must include the following information; [*Research Institution – insert name*] which is the research institution of [*applicant - insert name*] confirms that [*applicant - insert name*]: (i) holds an employment contract which extends until [*insert date*] or will be recognised by the research institution upon receipt of the MRCG/HRB award as a contract researcher; (ii) has an independent office and research space/facilities for which he/she is fully responsible for at least the duration of the award, and (iii) has the capability and authority to mentor and supervise post-graduate students and post-doctorate researchers.

3. Funding

MRCG/HRB awards will be up to a maximum total award value of **€300,000** for projects from 12 months up to 36 months. **Note: For Research & Education Foundation Grant, max €20,000 over one year.** Eligible costs include personnel costs, student stipend and fees, direct running costs and dissemination costs.

The budget requested and the award duration must reflect the scale and nature of the proposed research and reviewers will thoroughly assess the level of funds and timeframe requested when reviewing the proposal.

Note: **The scheme does not fund the salary and related costs of tenured academic staff within research institutions (including buy out from teaching time etc.).**

Note: As the primary aim of this scheme is to fund high quality, innovative research projects of international standing, applicants must demonstrate clearly that the level, expertise and experience of proposed research personnel matches the ambition and scale of the project and that they possess the necessary breadth and skills in all methodological areas required to deliver the proposed programme of work. Unlike fellowships programmes, this scheme is not framed as a training initiative, and where junior personnel registered for a higher degree are proposed to work on projects, reviewers will thoroughly assess the level of baseline experience matched with the supervisory and up-skilling arrangements proposed in scoring the proposal.

4. Application Procedure

All applications must be made to the MRCG-registered research charity on or before their own set closing dates. All application documents must be completed in font Calibri Size 11. It is the responsibility of the Principal Investigator to ensure that applications are completed in full and all the necessary documentation is received by the charity on, or before the closing dates indicated.

Note: **Please note each document will have a size limit of 1.4MB**

The MRCG/HRB is committed to an open and competitive process underpinned by international review. Each charity will conduct a peer review process by soliciting reviews of proposals from at least three international experts in the subject area of the proposed research. Reviews from experts will be collated and forwarded to applicants. Applicants will then be afforded the opportunity to

submit a response (2 page max.) to reviewers' comments. Applicants will be given a defined period of time in which to respond (forward of notice dates will be indicated to applicants).

Each charity will then conduct an internal selection process. The charities' justification for selection of applications and strategic plan will be forwarded alongside the nominated applications to a MRCG/HRB-jointly nominated selection committee. This committee will have access to the original applications, charity background information on work and priority areas, international peer reviewer comments, applicant's response to reviewers' comments and charities' justification for application selection and will be asked to make final recommendations on those projects that will be funded. They will base their recommendations on the following key assessment criteria:

- Scientific Quality and Innovation
- Expertise and Research Environment
- Relevance and impact of the research on the disease area(s) of the charity

Examples of the types of criteria to be considered by peer reviewers in their assessment of each application are listed in Appendix I.

The HRB will issue funding to the charities' with successful applications and the contracts, payments and project reporting will be subsequently managed by the research charity (the "Host Institution").

5. Guidance on the Application form

These notes must be read in conjunction with the Application Form and are designed to help you provide the required information. Please ensure that you complete the Application Form in full. Do not leave a question blank, but if you feel that a question is not applicable to you please state that this is the case. ***Please note each document (Application Form, Signature Page, Supporting Figures, Gantt chart etc) will have a size limit of 1.4MB***

Project Title (mandatory, maximum 20 words)

The title should provide a reasonable indication of what your research is about. If your proposal is successful we will use this title when publishing lists of awards so it would be helpful if your title is meaningful to a non-specialist audience.

Principal Investigator Details

Includes name, contact information, host institution, present position and profession.

Co-Applicant Details

Includes name, contact information, host institution, present position and profession.

Research Institution for the award

This institution is normally that of the Principal Investigator but it may be another organisation/institution designated by the research team, where this is clearly justified. The funder must be fully satisfied that the institution can account appropriately, over time, for any funding awarded. You are requested to state the name of institution and to provide the name and contact details of either the Dean of Research/CEO/equivalent authorised personnel of the institution in your application.

Project Abstract (maximum one page)

The purpose of the research abstract is to describe what you propose to do, to say why you think it is important to complete this piece of work and how you are actually going to go about conducting the

research. Ideally it provides a clear synopsis of your proposal. Is this a pilot study or is there any relevant background material or evidence which sets the research proposal in context? You need to summarise the specific aims of your research and the research design and methods.

Project Lay Summary (maximum half page)

This summary is similar to the project abstract in that you are asked to describe what you propose to do, to say why you think it is important to complete this piece of work and how you are actually going to go about conducting the research. This summary needs to be written in plain English such that it is clear, easy to understand, and is easily accessible to a broad lay audience. This summary may be used when providing information to the public with regards to the variety of research funded by the HRB and may be posted on the HRB website.

Keywords (maximum five keywords)

Please choose up to five keywords that specifically describe your area of research.

Project Description (maximum eight pages)

The Project Description should include the following:

- *Current knowledge and background to the area of the proposed research. Description of pilot work* already undertaken, if relevant*
- *Aims and Objectives*
- *Relevance and Importance*
- *Research Design and Methodological approach*
- *Project Management (including Gantt chart** or alternative)*
- *User and Stakeholder involvement*
- *Dissemination and Knowledge Exchange Plan*

*Any figures to support the project description must be provided in a single additional document up to a maximum file size of 1.4MB.

**The Gantt chart should be provided as a separate file with a maximum file size of 1.4MB.

Current knowledge and background to the area

Describe the background to the research proposal and detail the size and nature of the issue to be addressed. What contribution will your project make to improve, enhance, or develop knowledge or understanding in your chosen area of study? State concisely the importance and health relevance of the research proposal described in this application by relating the specific aims to the broad, long-term objectives. Include evidence from the literature and give references to any relevant systematic reviews. Where available, include a description of any pilot work already undertaken.

Aims and Objectives

Briefly describe the overarching aims of the project and then outline the specific research questions which this work will address.

Relevance and Importance

Summarise the importance of the proposed research and describe the anticipated outputs, outcomes and impact of the proposed research, indicating the anticipated timescale for any proposed benefits to be realised. Please provide a clear explanation of the problem to be addressed and why it is important and timely, especially in an Irish context. Be aware that the peer reviewers reading your proposal will be based outside of Ireland.

Research Design and Methodological approach

Summarise the proposed research plan, providing descriptions of individual project/work streams or work packages and describe how they integrate to form a coherent research proposal. Include details on all stages of the study design - rationale for sampling strategy, justification of sample size and power calculation, when new data are being collected, full details on the design chosen to evaluate an intervention, methods of data collection, measures and techniques of analysis for quantitative and qualitative designs.

- You are strongly advised to seek advice and input from an experienced research design and statistics expert in advance of submitting your application. Discrepancies and incorrect approaches in this section represent the most common source of feedback in unsuccessful HRB applications.
- Other useful links and resources are summarised in Appendix II

Project Management

You must describe how the project will be managed in order to deliver key objectives. At least three SMART (specific, measurable, achievable, realistic and time-bound) key objectives must be spread over the life time of the award (one being the project end point). For each key objective please set out measurable deliverables that will be used to ascertain whether the objective has been met. Project deliverables must be aligned to your objectives. These will be used for regular monitoring and reporting by the MRCG/HRB.

The role of each team member should be clearly outlined. Describe any oversight, advisory or governance structures that are crucial to delivery of the project, including the trial steering committee and the data safety and monitoring committee if applicable. Outline the processes that will be put in place to ensure that the project is well managed, commenting on project management, meetings schedules, financial management etc.

You must provide a **Gantt chart** outlining project management information including the estimated timelines for the various elements of the research project, roles and responsibilities of the Principal Investigator team etc. **Please note that the Gantt chart will have a size limit of 1.4MB**

User and Stakeholder Involvement

Describe any user or stakeholder involvement which has been taken into account in this study.

Note: The HRB encourages the involvement of consumers and patient advocate groups with the aim of better research and protocol design and greater usability of both the research project and its findings.

Dissemination and Knowledge Exchange Plan

Include a clear dissemination and knowledge exchange plan to indicate how information will be disseminated during and after your research. Who are the various audiences and communities that need to be targeted if these results are to have any impact? What is your dissemination plan to address this? Describe academic publications plans and/or plans for technology transfer. Can any of the findings of this research be publicised to the HSE or wider health community?

Note: You are advised to ensure that your application is focused and that sufficient evidence is provided to enable the international peer reviewers and grant selection committee to reach a considered judgement as to the quality of your research proposal, its significance and its feasibility.

A maximum of 5 figures which can be a combination of images, graphs, tables, scales, instruments or surveys may be included as an additional **single document (size limit of 1.4MB)**. They must **not** be

embedded within the text of the Project Description. Failure to comply with this guidance will result in your application being deemed ineligible without further review.

References cited in the project description (maximum 30)

This section of your proposal should demonstrate that you are familiar with recent published research and other scholarly activity related to the proposal. It is through the inclusion of up-to-date references that you can demonstrate your awareness of the current state of knowledge in your chosen discipline. Please use the convention in the example when entering references:

Smyth, B.P. & O'Brien, M. (2004) Children Attending Addiction Treatment Services in county Dublin, 1990-1999. *European Addiction Research*, 10(7455) pp. 68-74.

Sponsorship for Clinical Trial Applications

For applications for clinical studies that fall within the scope of the EU Clinical Trials Directive, the HRB cannot take on the role of sponsor so plans for appropriate sponsorship arrangements must be included in the application i.e. Letters of Support (max file size 1.4 MB) must be provided from sponsors or potential sponsors.

Details of Research Team

Principal Investigators Role

Give an outline of the role of the PI in the project on a day to day basis including amount of time to be spent working on the project either as a percentage or proportion of a full time equivalent (FTE).

Co-Applicants Role

Give an outline of the role of the Co-Applicants in the project on a day to day basis including amount of time to be spent working on the project either as a percentage or proportion of a full time equivalent (FTE).

Collaborators Role

Include details of all collaborators involved in the project and state their contribution to the project.

Note: For each collaborator a signed **Collaboration Agreement Form** must be provided. A template Collaboration Agreement Form is available with all application forms from the MRCG-registered research charity.

Personnel

Give full details of all personnel to be funded through this project. State the percentage of time each person will spend on the project and describe what aspects of the proposed research they will be involved in over the lifetime of the project. If funding is requested for known personnel, please include the following details: Name, address, present position, academic qualifications, professional qualifications.

Give a detailed justification for the nature of the research personnel relative to the scale and complexity of the project.

Project Duration and Budget

Please indicate the expected length of the proposed project in months and provide a summary and justification of the costs and duration associated with the project. It is important to note that the budget requested and award duration must reflect the scale and nature of the proposed research.

The maximum total value of an award is €300,000. There is no set limit per annum. **Note: For Research & Education Foundation Grant, max €20,000 over one year**

Use Table 1 to provide a **summary of the Total Costs** requested and Table 2 to justify each amount requested.

A **full detailed breakdown of costings and justification for all funding** is required for items listed under each subheading. You are strongly advised to seek guidance from the research office/finance office in the Research Institution before completing this section of the form. The MRCG/HRB will not provide additional funding in the case of either under-estimates or over expenditure.

Funds will be provided for the following:

| | |
|----------------------------------|--|
| 1. Personnel costs | Must be listed for each salaried personnel under each of the following subheadings (a-e): |
| a) Salary | <p>Gross Annual Salary (including 5% employee pension contribution) negotiated and agreed with host institution. Applicants should use the IUA website scales for the most up-to-date recommended salary scales for academic researchers (http://www.iua.ie/iua-activities/research.html). Please note employee pension contribution of 5% has already been incorporated into the gross salary figure.</p> <p>Please state the pay scale used and the level and point on the scale. This should be justified accordingly. For appointment of Research Fellows or Senior Research Fellows evidence of position must be provided at point of award. No annual salary increases will be paid.</p> <p>Note: The HRB does not provide funding for the salary or benefits of academic staff within research institutions who are already in receipt of salary or benefits.</p> <p>The HRB does not provide salary or buy out time for collaborators.</p> |
| b) Employer's PRSI | Employer's PRSI contribution is calculated at 10.75% of gross salary. |
| c) Employer Pension Contribution | Pension provision up to a maximum of 20% of gross salary will be paid to the host institution to enable compliance with the Employment Control Framework (an additional 5% employee contribution is part of the salary). The level of employer contribution should be in accordance with the model adopted by the host institution. If applicable, state the amount of employer contribution based on the pro rata salary and note the % of pro rata salary used to calculate this for reference. |

| | |
|------------------------|---|
| | <p>An exception applies in cases where Circular letter 6/2007 applies. Circular Letter 6/2007 states that the pensions contribution of all Public Health Service employees who, on or after 1 June 2007, are granted secondments or periods of special leave with pay to enable them take up appointments with other organisations, including other Public Health Sector organisations, will be increased to 25% of gross pensionable pay. The rate of 25% of gross pensionable pay referred to in this context is the pension contributions to be paid by the body to which the employee is seconded – it does not include any pension contributions which employees make themselves. Where no such arrangements are in place, the HRB will not be liable for costs.</p> |
| d) Student Stipend | <p>The HRB student stipend is €16,000 per annum (tax exempt) as recommended by current IUA scales.</p> |
| e) Student Fees | <p>A contribution to fees for students registered for a higher degree will be paid at the 2008/2009 fee levels for the duration of the award. Applicants should liaise with their Research Institution's Research Office for 2008/2009 fee levels.</p> <p>Please note only personnel in receipt of a stipend are eligible to receive a student fee contribution.</p> |
| 2. Running Costs | <p>For all costs required to carry out the research including materials and consumables, the purchasing, transport or disposal of animals, survey costs, travel for participants, transcription costs etc.</p> <p>Access to necessary special facilities or services which are not available in the host academic or clinical institutions. i.e. consultancy fees, methodological support, Clinical Research Facilities support, MRI facilities etc. will be considered under running costs.</p> <p>Funding for small items of equipment can be included in this section. The maximum amount that can be requested for equipment over the lifetime of the award is €2,000. Stand alone computers <u>will not</u> be funded. All costs must be inclusive of VAT, where applicable.</p> <p>The following costs are ineligible and will not be funded: training courses/workshops for funded research personnel, inflationary increases, cost of electronic journals.</p> |
| 3. Dissemination Costs | <p>Costs associated with publication of results, seminar/conference attendance (provide details of name</p> |

| | |
|---|---|
| | and location, where possible) and any other means of communicating/reporting research outcomes. |
| Note: The MRCG/HRB <u>does not</u> provide funding for start-up costs. | |

Other Funding Sources

Please indicate if you have submitted this, or a similar application, to another HRB scheme or funding body previously. If this application has been submitted elsewhere, please indicate which HRB scheme or funding body, project title, result of submission or when outcome is expected and the amount of award.

Give details of any other financial support available for this or any other related project e.g. existing longitudinal study. Indicate project title, funding agency or sponsor and the amount of award.

Failure to disclose accurately or fully will result in your application being deemed ineligible and withdrawn without further review.

Ethical Approval and Use of Animals

Ethical approval is required for all research work funded by the MRCG/HRB that involves human participants, human material (including tissue) or animals. If your project involves the use of animals a copy of a valid animal licence must be submitted to the MRCG/HRB.

Applicants should allow sufficient time to obtain ethical approval and or animal licenses. It is suggested that ethical approval and or animal licenses are sought in parallel with submission of an application to the MRCG/HRB.

Principal Investigator and Co-ApplicantCVs

The CV templates provided must be used for the Principal Investigator and any Co-Applicants. The CV template includes sections on career profile, publication and funding records. CVs can be a maximum of 7 pages and should be broken down as follows: Section 1 (max 2 pages) + Section 2 (max 3 pages) + Section 3 (max 2 pages)

Collaborator Profile

Provide Collaborator details including name, present position, and contact information. With regard to Collaborator Publications and Funding Record, where applicable please provide **five most relevant publications** in peer-reviewed journals and give details of any **past or current grants** held (including MRCG or HRB grants) relevant to this application where the collaborator has acted as Principal Investigator or Co-Applicant.

Research Institution Infrastructure and Support

Describe the infrastructure, facilities and other support available at the various research sites where the research will be conducted. Please include details of supports such as statistical, methodological or regulatory expertise where relevant (if not covered by members of the project team).

Nomination of International Peer Reviewers

You are allowed to nominate a maximum of **two individuals that could act as peer reviewers** for your proposal. The individuals nominated by you may or may not be contacted. Nominated reviewers should be individuals of international repute in the research area or methodology outlined in your proposal and should be based outside of Ireland. In making your nomination(s) please bear in mind that you cannot recommend an individual by whom you are currently employed or with whom

you have a very close working relationship. Please refer to HRB Conflict of Interest Policy for further details.

Submission

Please ensure that you have completed all the relevant sections of the application form. Once you have submitted your application, you cannot edit or unsubmit it. All applications must be submitted to the MRCG-registered research charity on or before their own set closing dates.

Signature Page

All applications for funding must be signed by the Principal Investigator and the Dean of Research/CEO/equivalent authorised personnel of the Research Institution using the signature page provided. ***All signatures must be originals. Electronic versions of signatures are not acceptable (Size limit of 1.4MB).***

6. Timeframe

| | |
|-------------------------------------|---|
| November 2011 | Opening of call |
| December 16 2011 | Research & Education Foundation Opening Date |
| January 30th 2012 | Research & Education Foundation Closing Date |
| May 2012 | Deadline for submission of application per Charity to the HRB |
| September 2012 | Joint Committee Meeting will take place in September 2012 with a view to making final recommendations to the Board of the HRB in September 2012 |
| October 2012 | Following Board approval of the recommendations, successful applicants will be notified of their success by early October 2012 |
| November 2012 | Contracts will be issued in early November 2012 with a view to beginning the research projects from December 2012 |
| December 2012 | Research Project Start Date |

The HRB reserves the right to reject any application that does not meet the terms of this call. The decision of the HRB Board in respect of any grant application is final and cannot be appealed or reviewed.

Appendix I: Assessment Criteria

Peer Reviewers will be asked to provide feedback and comment on each application taking into account the following issues:

Scientific quality and innovation

- Clarity of the research question.
- The background to the proposed research, justifying the need for work in this area, drawing particularly on existing evidence.
- Completeness of the literature review and relevance to study design/research plan.
- Clarity of rationale for the research approach and methodology.
- Appropriateness of the research design.
- Appropriateness of the research methods.
- Feasibility of the research approach (including recruitment of subjects, project timeline, preliminary data where appropriate, etc.).
- Anticipation of difficulties that may be encountered in the research and plans for management.
- Originality of the proposed research in terms of hypotheses/research questions addressed, novel technology/methodology and or novel applications of current technology/methodology
- Potential for the creation of new or advancement of knowledge and evidence of benefit to the area covered by the research.
- The anticipated outputs, outcomes (e.g. patents) and impacts of the proposed research.

Expertise and research environment

- Qualifications of the applicant(s), including training, experience and independence (relative to career stage).
- Experience of the applicant(s) in the proposed area of research and with the proposed methodology.
- Expertise of the applicant(s), as demonstrated by scientific productivity over the past five years (publications, books, grants held, etc.). Productivity should be considered in the context of the norms for the research area, applicant experience and total research funding of the applicant.
- Track record of applicant(s) as demonstrated by the outputs, outcomes and impacts on the health of patients and/or the public arising from previous grants.
- Ability to successfully and appropriately disseminate research findings, as demonstrated by knowledge translation activities (publications, conference presentations, briefings, media engagements, etc.).
- Quality of the plan for using and disseminating the knowledge, potential for promoting innovation and clear plans for the management of intellectual property, where appropriate, to ensure optimal use of the project results for the patient and the healthcare system.
- Appropriateness of the team of applicants (if more than one applicant) to carry out the proposed research, in terms of complementarity of expertise and synergistic potential.
- Availability and accessibility of suitably qualified personnel, facilities and infrastructure required to conduct the research.
- Suitability of the environment to conduct the proposed research.

Relevance and impact of the research on the disease areas of the charities

- The need for research in this area. Is there similar or complementary research underway elsewhere?
- The importance of doing the work now. Whether the proposal realistically sets out the ultimate potential benefits with respect to improving human health
- To what extent the proposal will contribute, directly or indirectly, to relieving the burden of disease
- Whether the proposed research likely to generate results which users will be interested in taking up and if so are the plans for dissemination appropriate

Appendix II

References/Useful Links

Centre for Support and Training in Analysis and Research (CSTAR) www.cstar.ie

Health Research Board Clinical Research Facility, Galway http://www.nuigalway.ie/hrb_crfg/

Wellcome Trust – Health Research Board Dublin Centre for Clinical Research
<http://www.molecularmedicineireland.ie/page/g/s/45>

Irish Clinical Research Infrastructure
Network <http://www.molecularmedicineireland.ie/page/g/s/44>

Centre for Advanced Medical Imaging, St James' Hospital Dublin <http://www.3tcentre.com/>

Consort 2010 Statement: updated guidelines for reporting parallel group randomised trials
www.consort-statement.org

SQUIRE Guidelines: provides a framework that authors can use when developing proposals or writing research articles about quality improvement
www.squire-statement.org

EQUATOR Network Library for health research reporting: an international initiative that seeks to improve reliability and value of health research literature by promoting transparent and accurate reporting of research studies
<http://www.equator-network.org/resource-centre/library-of-health-research-reporting/>

Molecular Medicine Ireland: Upcoming courses and workshops
<http://www.molecularmedicineireland.ie/education/courses>

HIQA Guidelines for the Economic Evaluation of Health of Health Technologies in Ireland (2010)
<http://www.hiqa.ie/publication/guidelines-economic-evaluation-health-technologies-ireland>

HIQA Guidelines for the budget Impact Analysis of Health Technologies in Ireland (2010)
<http://www.hiqa.ie/publications/guidelines-budget-impact-analysis-health-technologies-ireland>

The Cochrane Library: online collection of databases in medicine and other healthcare specialties which summarise and interpret the results of medical research. www.thecochranelibrary.com