



Crohn's and Colitis UK

Working name for the National Association for Colitis and Crohn's Disease

Charity registered in England Number 1117148

Charity registered in Scotland Number SC038632

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Crohn's and Colitis UK 'Living with Inflammatory Bowel Disease' Research Award 2012

(Closing date 7th March 2012)

INFORMATION FOR APPLICANTS

Introduction and areas of interest

Applications may be submitted for research into any aspect of the social and psychological impact of Inflammatory Bowel Disease including research into ways of helping patients and their families to live with IBD.

Funding for any one project will normally not exceed £120,000 and a period of two years, but these limits may be extended for an exceptional project.

Crohn's and Colitis UK is keen to consider smaller, innovative or pilot projects as well as mainstream research. (Such a grant might, for example, enable an applicant to undertake work in anticipation that it will lead to a future application for funding of a more substantial project by Crohn's and Colitis UK or other grant-giving bodies.) Applications should be for projects in the UK, though a collaboration of a UK applicant (major researcher) with an overseas sub-partner might be considered.

Applications which could inform and further Crohn's and Colitis UK's strategic aims will be particularly welcome – see the NACC Plan 2010 – 2012.

Application process and criteria for decisions

Applicants should submit an outline application. These will be marked individually by the members of the Crohn's and Colitis UK Living with IBD Research Awards Panel and will then be considered at a meeting of the Panel. Applicants short-listed to produce a full application will be notified in April 2012. A period of at least six weeks will be given for producing the full application and applicants will be invited for an interview with the Panel in June 2012.

Decisions will be notified to applicants shortly afterwards and successful applicants will be required to start their project within 12 months of being notified that a grant is to be awarded.

Factors which will be taken into account by the Panel will be scientific merit

and methodology, originality, the potential benefit to people living with Inflammatory Bowel Disease and perceived 'value for money'.

What costs can be covered

Crohn's and Colitis UK grants can cover the costs of materials, services, expenses and staff specifically employed in the research. Crohn's and Colitis UK will not pay for organisational overheads such as rent, heating, administrative support etc. Please note that, whilst changes within the budget can be agreed in the light of the project's development or national pay awards, costs additional to your original budget cannot be changed without further application to the Awards Panel. This Panel meets only once each year.

Staff costs

In calculating staff costs ensure that you have allowed the appropriate amounts for any increments due and for any Employers' National Insurance or Pension Scheme costs. You should include an estimate for pay awards in second or subsequent years and state the percentage increase you have assumed.

Duration of grants

Project Grants will normally be for a period up to two years, but funding for a second year is always dependent on an interim report being approved by the Research Awards Panel or its Officers.

Outline application format

Please use the outline application form which is provided in MS Word format. A copy of your completed form must be emailed on or before 7th March 2012 to elina.bloomfield@crohnsandcolitis.org.uk. This can be in Word or PDF format. One printed copy should be signed and posted together with 16 photocopies to Elina Bloomfield at the Crohn's and Colitis UK Office to arrive on or before 7th March 2012. Please note that you do not need to include an introductory description of Inflammatory Bowel Disease.

Late applications will not be accepted. Faxed copies are not acceptable and supplementary information cannot be added after the deadline. Please ensure that your secretarial staff are aware of the need for the application to arrive at the Crohn's and Colitis UK Office before the deadline.

Queries

Any queries about the preparation of your application should be addressed to the Assistant to Director of Information and Support, Elina Bloomfield, at Crohn's and Colitis UK. (Telephone number 01727 734 478, fax 01727 862550 or email elina.bloomfield@crohnsandcolitis.org.uk)

The closing date for applications is 7th March 2012

What happens if you are awarded a grant?

An agreement form will be sent to you confirming the amount and terms of the award. A representative of the Grant Holder (your institution) will be required to sign this agreement to confirm the starting date of the project and acceptance of the terms.

Payment of Grants

Grants are normally paid quarterly in arrears on receipt of an invoice from the Grant Holder. Payment is normally made by BACS within one month of invoice approval.

10% of the grant value will not be paid until the required research reports have been received and accepted by Crohn's and Colitis UK. Similarly payments will not be made towards the second-year costs of a grant unless an interim report has been received and accepted.

Supervision

The Charity Commission places a duty on the Trustees of charities which fund research to ensure that adequate arrangements are made for the proper supervision of the research that is being undertaken. Crohn's and Colitis UK does not have any permanent staff who are able to undertake a supervisory role directly and therefore requires that Grant Holders have in place policies and procedures to protect against scientific fraud.

The Association of Medical Research Charities suggests that a procedure for dealing with accusations of scientific fraud would cover the following elements:

- a guidance document or code of practice on standards of professional behaviour
- provisions for induction and training of staff
- monitoring
- regulations and procedures for handling allegations
- fair procedures and appropriate protection for both the accused and the 'whistleblower'.

Research Reports Required

A full report is required by the Living with IBD Research Awards Panel within three months of the completion of the Project. In the case of two-year awards, an interim report is required at the end of the first year for review by a member of the Panel.

Both interim and final reports must include a short report of the progress or outcome in language understandable to the general public. This will be forwarded to the Crohn's and Colitis UK Newsletter editor and may be published on our website.

A copy of any published article based on the research should be sent to

Crohn's and Colitis UK, 4 Beaumont House, Sutton Road, St Albans, Herts, AL1 5HH, telephone number 01727 734 478. (A PDF by email is acceptable: send to elina.bloomfield@crohnsandcolitis.org.uk)

Acknowledgement of Crohn's and Colitis UK funding

It is expected that all publications or presentations arising from Crohn's and Colitis UK funded projects should acknowledge the funding given by the Association. Greater public and professional recognition of Crohn's and Colitis UK's role will help us in the task of raising more research funds. A slide or artwork for the Crohn's and Colitis UK logo is available on request.

Feedback to Crohn's and Colitis UK members

Crohn's and Colitis UK members are very keen to learn of progress in research and it is important that they receive regular feedback on what happens to the Crohn's and Colitis UK research funds. Individual members and Crohn's and Colitis UK Groups have raised over £4 million for research in the last 20 years. This is a tremendous achievement and you can help us to maintain their motivation by agreeing to give an occasional talk to a local Crohn's and Colitis UK group and by providing the required report for our newsletter. The Editor is always pleased to receive contributions on research that will help members understand the overall context of the project, the work that is being undertaken and the hoped-for outcome. Pictures or illustrations are especially helpful if they are available, even general photographs of 'the researcher at work'.

Crohn's and Colitis UK hopes that a request for a researcher from the project to talk at a Crohn's and Colitis UK Group meeting will be viewed favourably provided these do not occur too frequently and do not involve undue travelling. You are welcome to liaise with Elina Bloomfield at the Crohn's and Colitis UK office (01727 734 478) should a problem occur.

Press Statements about Crohn's and Colitis UK funded Research

Please inform the Crohn's and Colitis UK office in advance if you are issuing a press statement about research we have funded. This helps us to prepare a response for any journalist who may ask us to comment, and it also enables the appropriate Crohn's and Colitis UK contact details for potential new members to be supplied to the media. Obtaining publicity for ulcerative colitis and Crohn's Disease is difficult and you can help the Association greatly by giving us advance notice. Local or regional publicity is just as valuable as national coverage.