

THE JEAN SHANKS FOUNDATION & PATHOLOGICAL SOCIETY CLINICAL ACADEMIC RESEARCH PARTNERSHIP (CARP) GUIDANCE 2020

GUIDANCE TO APPLICANTS

The Jean Shanks Foundation and the Pathological Society (JSPS) together provide funding for a “*JSPS Clinical Academic Research Partnership*” that is designed to offer support for NHS consultants who wish to undertake research, aiming to provide protected research time and increase the number of research-active consultant pathologists in UK and Ireland. The grant aims to encourage consultants with an MD or PhD (or equivalent) who are currently not research active to participate in high-quality research collaborations with established leading biomedical researchers. Funding covers 3 or 4 Programmed Activities (PAs) for R&D over 2 years in the first instance with up to £15K/year for laboratory costs.

The applicant must already have obtained a PhD or MD in a pathology or pathology-related research area and hold a consultant post. The applicant should have the support of an appropriate research group and advisor / mentor with a proven track record of delivering high quality research.

It is expected that the applicant will spend up to 4 PAs, and not fewer than 3PAs, on research. Applicants will need to arrange this with their Department, and provide evidence of this support prior to taking up the grant award.

Awards must be hosted in a UK or Ireland University or research institute. Applicants should describe an original project of tissue-based research on a pathological theme.

Awards will be initially for a maximum of 2 years and will cover up to 4 PAs of the appropriate salary of the applicant, together with up to £15,000 per year laboratory costs.

The terms and conditions of the JSPS CARP Grant are as follows:

1. Applicants must have a PhD/MD and hold a substantive consultant appointment. Applicants must be a member of the Society.
2. The application form must be submitted no later than 1 April/1st October (two rounds of funding each year)).
3. Grants will normally last for 2 years (the length must be specified in the application – allowances are made for maternity and paternity leave) and a one-page report on the progress of the research must be sent to the Deputy Administrator within three months of the completion of each year of the award. **Failure to provide a report will preclude future support in this and other schemes run by the Society.**
4. If possible, the scientific and/or medical data derived from the work supported by the grant should be presented at one of the Society’s meetings within 2–3 years of the award. Such data should also be published in primary peer-reviewed journals. Any publications or related presentations at meetings by the recipient emanating in part or whole from the Society’s support should be duly acknowledged and copies sent to the Society’s Deputy Administrator.
5. The Society will normally withdraw funding if the grant is not acknowledged and accepted within 6 months of the offer.
6. All recipients of JSPS funded schemes are required to attend a national JSPS research scheme progress review meeting and take part in appropriate public relations activities. Application form and Guidance Notes for the CARP Grant are available online from the Pathological Society website

www.pathsoc.org Applications are reviewed by the Research Subcommittee together with discussions with nominees from the Jean Shanks Foundation and external reviewers. Shortlisted applicants will be interviewed and advised of a decision as soon as practicable after interview process. The application form can be downloaded from the Society's website: www.pathsoc.org

ELIGIBILITY CRITERIA.

The CARP Grant is open to consultants in histopathology/oral pathology in UK and Ireland. Applicants must hold appropriate basic registerable medical or dental qualifications and must already hold either a PhD or a MD.

The application form should be completed with reference to this guidance to applicants. Applications that do not comply with the guidance will not be accepted.

Application

Applicants will email their completed application to Julie Johnstone at the Pathological Society (julie@pathsoc.org). In addition to completing the on-line application form, applicants will email:

- Applicant's CV including personal qualities, motivation and potential
- Main advisor's / mentor's CV with description of research group and environment & infrastructure

Personal Details

Please complete these details ensuring that the postal address and email address given are the ones where mail and e-mail are most likely to reach you.

Department and host institution

Applicants should detail the collaborating department and institution

Curriculum Vitae / Biographical Sketch

This section should briefly list academic and professional qualifications and employment history. Any gaps in education/employment should be explained

Previous Research Experience

Applicants should provide evidence of a research track record, including sections on publications, grants/fellowships, research experience and career research ambitions.

Research abstract

This section should summarise information provided elsewhere in the form. Additionally, 2 primary and up to 5 secondary keywords must be provided.

Lay abstract

This section should summarise the project for a general audience.

Research Programme Proposal

All applicants must specify a 2-year programme of research. It is expected that this research will be original, novel, and relevant to pathology. The programme proposal that forms part of the application must address these issues. This should be detailed using the following headings and in no more than **five** pages (in total; including figures and references, but no more than 4 pages of text using Arial Font size 11): Purpose, Background, Aims & Objectives, Research Plan & Methodology, Key References.

The proposed programme of research should be methodologically sound and achievable within the duration of the Award. Attention will be given to the suitability of the advisor / mentor and the host department for the prosecution of the research proposal (with agreement provided by the signature of the Head of Department).

It is the responsibility of the applicant to apply for Ethical Committee approval where this is appropriate. Applicants are advised that this can be a lengthy process. Approval need not necessarily have been obtained at the time of application for the Award but **must** be obtained before the research can begin.

Advisor / Mentor

It is the responsibility of the applicant to identify an appropriate collaborator and mentor (which may be two separate individuals or one): this should be an individual with a track record of producing high quality research and expertise of the topic to be researched and experience in research conduct and supervision.

Details of the advisor's past research and publication experience should be provided as a curriculum vitae, including higher degrees supervised to completion, research grants obtained in the last 10 years and relevant publications in the last 10 years.

The application form must be signed by the nominated advisor(s) / mentor(s), indicating acceptance of the role and obligations.

Proposed time to be spent on clinical activities

Prior to taking up an award, the applicant must provide written evidence of an agreement with the NHS that covers split funding of the post (JSPS CARP funding up to 4 PAs with the NHS covering the remainder of the applicant's salary costs).

These arrangements will normally need to be negotiated between the candidate and NHS authorities. Regardless of the nature of the service commitment retained during the period of the CARP award, it may well be desirable for the recipient to retain a base in the appropriate NHS organisation. Applicants should discuss whether they will continue to have access to facilities (eg office space and equipment, secretarial support, post, phone, IT and fax services) within the employing organisation.

Liabilities & Commercial Benefits of the Award

The host institution will be expected to cover all insurance for any liabilities of the work relating to the Grant, such that no claim could be made against either the Pathological Society or the Jean Shanks Foundation. Any commercial benefits that derive from any discovery made during the Award are to be shared between the host institution, the Pathological Society and the Jean Shanks Foundation.

Finance A. Salary Costs

CARP Awards will be for a minimum of two years in the first instance, with allowances made for maternity or paternity leave depending on the individual's circumstances. The application should detail anticipated gross salary (ie before deductions), including annual increments within the salary band, but making no assumptions for inflationary increases. In addition, appropriate superannuation

and NI contribution costs will be paid and the above elements should be listed separately on the form as set out. Full Economic Costing is not payable on these awards. Retrospective application (where the individual has already commenced his/her study) or partial applications (where part funding has been found from other sources) will not be considered.

B. Bench Costs

Appropriate bench costs to support the proposed research will be provided, up to a maximum of £15,000 per annum for two years in the first instance. An indication should be given as to how this money will be spent.

Timelines

Applications should be emailed to Julie Johnstone (julie@pathsoc.org). The deadline for applications is strictly 12 noon on 1 April or 1 October (two grant rounds/year). Applications received after that time on that date will not be considered.

Applications will initially be screened to see whether they meet the mandatory requirements:

All applications criteria:

Appropriate professional background

Appropriate professional/academic qualifications

Research programme component specified

Support of employer enlisted

Advisor / Mentor identified

Hosting department identified

Assessment criteria:

Personal qualities of individual

Advisor / Mentor arrangements

Research programme

Quality of research projects within the programme

Benefits to individual and to Pathology, to the Pathological Society and to the Jean Shanks Foundation.

Applications will be judged by an evaluation and review process that will focus on:

Scientific quality - there must be a strong scientific rationale to support the proposed research programme with emphasis on quality, originality and novelty with an appropriate publication track record to support the programme.

Pathology-relevance - the value to Pathology of the proposed work in advancing the fundamental understanding of pathological conditions or pathological processes.

- The applicant's track record, personal qualities, motivation and potential to produce outstanding results.
- The strength of the applicant's collaborating research team, advisor / mentor, research environment and infrastructure.
- The benefits to the individual, to Pathology, to the Pathological Society and to the Jean Shanks Foundation.

This evaluation and review process will involve members of the Pathological Society Research Subcommittee, Finance and General Purposes committee, nominees of the Jean Shanks Foundation and invited reviews from selected external reviewers (coordinated by the Chair of the Pathological Society Research Subcommittee). The applicant will be called to interview if the application is considered to be sufficiently strong enough by the Research Subcommittee and the interview panel may include the above Society committee members, nominees of the Jean Shanks Foundation, external reviewers and/or co-opted experts.

The Pathological Society will administer the financial arrangements of the award. The award will be jointly funded (50:50) by the Pathological Society of Great Britain and Ireland and the Jean Shanks Foundation.

All valid applications will be considered by a review panel who will take account of reviewers' comments. Candidates may be requested to provide further information at this stage, including any pilot data to support the application and responses to reviewers' comments.

All applicants, whether successful or unsuccessful, will be notified of the outcome by letter (usually sent via email). Feedback to unsuccessful candidates will be given on request, by e-mail, if and only if, the volume of applications is manageable.

Awards may be taken up at any time in the twelve months following receipt of the award. A proposed start date should be given on the Application Form.

Any substantial change to the Award arrangements must be agreed in advance with the Pathological Society who will administer the financial arrangements of the Award.

The completed form should be emailed to Julie Johnstone (julie@pathsoc.org).