Hamied Foundation UK-India AMR Visiting Fellowships

Round 4 Applicant Guidance Notes

The above links will take you directly to the section required.

Introduction (Aims and Objectives)

The Academy of Medical Sciences has developed a grant scheme that seeks to facilitate long-term collaboration between the most talented researchers in the field of antimicrobial resistance (AMR) in India and the UK. The scheme will help to build research capacity in this area and is generously supported by the Yusuf and Farida Hamied Foundation.

The scheme is open to Professors and senior or mid-career group leaders based at UK research institutions who wish to visit India, or those based at a research institution in India who wish to visit the UK. The visit would consist of a 1-2 week lecture tour, with the potential inclusion of laboratory visits. The award will cover the costs of UK-India travel and internal transfers, accommodation and subsistence, up to a maximum of £6000.

Eligibility criteria

- Applicants will be a Professor or a senior or mid-career group leader
- Applicants must be based at a UK or Indian research institution
- Applicants should have a contract of employment that extends beyond the date for which funding is being sought.
- Applicants must have identified a suitable host (the 'overseas host') in the UK or India to support the planned activities.
- Applications must include a letter of support from the overseas host at the Indian or UK research institution (the 'overseas host institution').

Submission Deadline

There is one round of the scheme held each year. The submission deadline for this round of applications is **11 January 2024, 4pm (GMT).**

Monitoring

Awardees will be required to submit an End of Grant Report upon their return to the UK, which will provide a summary of the activities undertaken, how the visit has facilitated UK-India collaborations in the area of AMR and expenditure of the grant.

How to apply

All applications must be submitted via the Academy of Medical Sciences' online Grants and Awards management system **Flexi-Grant®** via https://acmedsci.flexigrant.com.

Further information about the Grants and Awards Management system can be found via this link. If you have not previously used Flexi-Grant®, please follow the registration process from the Flexi-Grant® homepage. Paper-based applications will not be accepted.

The primary purpose of the application form is to identify whether the applicant and the proposed activities meet the aims of the scheme, and to be able to assess the strength of the case presented. You are reminded that our willingness to consider an application does not imply that support will necessarily be forthcoming and your application will be considered in competition with the other submissions received.

Guidance for each question is embedded within the system itself, but you are recommended to keep these detailed guidance notes, below, to hand.

You will have the option to download a pdf of your application after submission, which may be useful for future reference.

If you have any questions concerning the application or the online system, please contact amr@acmedsci.ac.uk.

Completing the online application form

Before completing the online form, all applicants should check that they comply with the eligibility requirements and, prior to submission, they should ensure that all necessary information has been provided. These requirements are strictly adhered to, and applications without the necessary information, or evidence to show the assessment criteria are met, will be rejected.

After logging-in to the system you can select Hamied Foundation UK-India AMR Visiting Fellowships from the section titled '*Start a new application*'. Here you will see some general instructions on how to use the system.

At any stage in the application process you can save your work and return to it at a later time. You can answer the questions in any order you like, so you may skip some sections to return to later if you so wish. Before filling in your application, you may find it helpful to review the questions to ensure that you have all the necessary information/documentation to complete the application.

1.   Visit details

This section asks for details about the proposed visit, including:

Overall objective of visit
This should be a brief outline of what you aim to achieve during your proposed visit. (50 words maximum)

Start date
The Panel outcome will be released in April 2024 and the proposed start date must be within 10 months of this date.

Details of visit
The details of your visit, to include the proposed schedule, should be provided here. All lectures, laboratory visits and other activities should be carefully described. Please cite all individuals and/or groups with whom you are planning to work (600 words maximum).

Potential benefits of the visit
This should outline the benefits that the visit will confer to the applicant, the overseas host and all participating institutions. It should describe how the visit will potentially facilitate knowledge exchange within the area of AMR, and lead to longer-term India-UK research collaborations in the field (600 words maximum).

Proposed expenditure
The fellowships provides travel and subsistence costs. There is no provision for other costs such as bench fees, departmental costs, and expenses relating to accompanying dependents or contributions towards salaries.

The maximum total expenditure available for the visit is **£6000** (GBP sterling pounds).

There is no maximum for travel expenses. All travel expenses including return fares to the UK or India will be supported. This should be based on economy fares only.

2. Applicant

In this section, you will be asked to provide your details and those of the overseas host institution.

As a registered user, the form should autocomplete your name and contact details. Please review these to ensure your personal details are recorded accurately to enable the Academy to contact you regarding the application.

You can search and add details of the UK and overseas host institutions from the list of existing organisations. If you cannot find your organisations listed, please contact us at grants@acmedsci.ac.uk.

We ask you to provide your ORCID (Open Researcher and Contributor identifier; http://orcid.org/). ORCID maintains a registry of unique researcher identifiers and a transparent method of linking research activities and outputs to these unique identifiers.

The ORCID Registry is available free of charge to researchers, who may obtain an ORCID, manage their record of activities, and search for others in the Registry. The Academy recognises the benefits of this effort and requires that applicants obtain an ORCID.

You can register for an ORCID via **https://orcid.org/register**.

Impact of COVID-19

This is a new optional question to ensure applicants have an opportunity to inform Panel members of the impact of COVID-19 to their research, publications, funding, research time, or any other aspects deemed relevant.

As part your statement, Applicants are asked not to:
1. name any third-party individuals
2. identify the relationship with any third parties
3. otherwise include anything which might identify the third party.

The Academy encourages Applicants to use phrases such as 'a close relative had COVID19 and required significant support in order to recover' or 'I had to carry out caring responsibilities in addition to my research and admin workload, which had an impact on the amount of time I could dedicate to my research'

3.   Overseas host

This section summarises the details of the individual that will be acting as your overseas host throughout the proposed visit, including their contact details and current position in the overseas host institution. If you are being hosted by more than one individual, you may reference their involvement in other sections of the form, but will still need to identify a lead overseas host/host institution based in the visit country.

Letter of Support from overseas host

This letter will need to be uploaded by the applicant. It should be provided and signed by the overseas host. It should describe any prior contact between the applicant and overseas host institution; articulate how the overseas host will support the activities proposed, and how the visit will foster longer-term UK-India research collaborations.

4.   Applicant declaration

In order to submit your application, you need to sign the declaration at the bottom of this section thereby confirming the validity of the application. Information that you have supplied within this application will be used to process your application and for the purposes of any audit and/or evaluation. Please read the undertakings on this page carefully and ensure that you fully understand the obligations you are making before signing the declaration.

5.   Marketing feedback

In this section, we request marketing information to help us monitor the effectiveness of our marketing activities. This information is not used in the application review process.

6.   Finance Office (UK) declaration

In order for your application to be considered, the Finance Officer, Finance Manager, Chief Finance Officer, Director of Finance or equivalent, will need to confirm their support on behalf of the UK institution.

The details of the Finance Officer (or equivalent) will need to be added by the applicant to the 'Ongoing Declarations' table in the Participants section of the application form. Prior to doing so, applicants should ensure that the individual is willing and able to provide a declaration in advance of the deadline.

Please check which email address the Finance Officer (or equivalent) would like you to use, as they may already be registered with a user account on Flexi-Grant®. It is important that you enter the correct address, as an email will be sent automatically from Flexi-Grant® with instructions for viewing your application and providing the necessary declaration. Any mistakes in the email addresses supplied will delay the progress of your application.

It is the responsibility of the applicant to:

- Inform the Finance Officer of the deadline.
- Liaise with the Finance Officer to ensure that they have received their invitation with instructions to participate in the completion of your application, as no provision can be made for non-receipt of these automatic emails.
- Keep track of the progress of Finance Officer completion status on your application summary page. You can issue a reminder email to the Finance Officers through the participants tab on your application summary page.
- If the instruction email from the Flexi-Grant® system has not been received please:
  - Double check the accuracy of the email address supplied on the application form.
  - Advise the intended recipient to check their spam filters/junk folders.
  - Contact the Academy of Medical Sciences with an alternative email address for the recipient.

The Academy will not be held responsible for automated emails that are not received due to address errors or spam filters.

Assessment

Applications is reviewed by a selection panel, which includes Fellows of the Academy. They will base the assessment on the scheme criteria including:
- The extent to which the application aligns with the aims of the scheme.
- The strength of the applicant and proposed visit.
- The plans for potential longer-term UK-India research collaborations in AMR.
- How the application will build capacity in the area of AMR
- How knowledge will be exchanged between UK and India

Results available

All applicants will be notified whether their application has been successful following the selection panel meeting, which takes place in March 2024.

Contact Information

Enquires about this scheme can be made at amr@acmedsci.ac.uk.