**Springboard scheme for biomedical scientists**

Sample application form, round 6

This application form should be used as a template and reflects the questions asked on the online form. This will be made accessible via Flexi-Grant only to those applicants who have been successful in their Institution’s internal selection process.

Please note that only applicants selected by their institution will be invited to submit a form through the Academy’s [Flexi-Grant portal](https://acmedsci.flexigrant.com/). The list of Springboard institutional Champions can be [found here](https://acmedsci.ac.uk/grants-and-schemes/grant-schemes/springboard/institutions-and-champions).

The application form contains the following pages:

1. Contact Information\*
2. Current Post
3. Current Financial Support
4. Career History
5. Research Proposal
6. Your Budget Request
7. Animal Use
8. Human tissues or subjects
9. Data management and sharing
10. Monitoring and Marketing Feedback\*
11. Applicant Declaration
12. Head of Department declaration and supporting statement
13. Springboard Champion declaration and supporting statement
14. Finance Officer declaration and supporting statement

\* These pages are confidential and are not made available to the reviewers or Panel

**Page 1: Contact Information**

**You must add 1 contact with a full name, complete address, phone number and email specified.**

|  | [**Contact name**](javascript:__doPostBack('ctl00$MainContent$ctl00$ucFormItems$ctl00$rgContacts$ctl00$ctl02$ctl01$ctl01','')) | **Role** | [**Phone**](javascript:__doPostBack('ctl00$MainContent$ctl00$ucFormItems$ctl00$rgContacts$ctl00$ctl02$ctl01$ctl02','')) | **Email** | [**Address complete**](javascript:__doPostBack('ctl00$MainContent$ctl00$ucFormItems$ctl00$rgContacts$ctl00$ctl02$ctl01$ctl04','')) |
| --- | --- | --- | --- | --- | --- |
| [Get my ORCID identifier](javascript:__doPostBack('ctl00$MainContent$ctl00$ucFormItems$ctl00$rgContacts$ctl00$ctl04$lbtnGetAuthenticationProvider','')) |  | Lead |  |  |  |

**ORCID ID Number**

Enter your ORCID ID using the following format: <http://orcid.org/0000-0002-1825-0097>

ORCID is a unique digital identifier for researchers. If you don't already have one, you can register [here](http://orcid.org/).



**Host Institution**

*Note: Please start typing the name of your host institution in the box below and select from the given list. If you host institution is not available, please contact us at*[*springboard@acmedsci.ac.uk*](mailto:springboard@acmedsci.ac.uk)*.*

|  |  |
| --- | --- |
|  | select |

**You must add 1 organisation with a name specified.**

| **lead organisation** | [**organisation name**](javascript:__doPostBack('ctl00$MainContent$ctl00$ucFormItems$ctl02$rgOrganisations$ctl00$ctl02$ctl01$ctl02','')) | | [**phone**](javascript:__doPostBack('ctl00$MainContent$ctl00$ucFormItems$ctl02$rgOrganisations$ctl00$ctl02$ctl01$ctl04','')) |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  | |  |  |  |
| **Department** | |  | | | | |

**Head of Department**

|  |  |
| --- | --- |
| **Title** | Please Select |
| **First name** |  |
| **Last name** |  |
| **Email** |  |

**Page 2: Current post**

**Current appointment details**

*Note: Your current appointment refers to the post that you are due to hold during the Springboard project.*

|  |  |
| --- | --- |
| **Job Title** |  |

**Appointment dates**

**Please note that to be eligible:**

If you have continuously worked full-time, **your appointment start date should be after** **June 2016.**For full-time appointments this is the earliest start date, and entering earlier dates will render the application ineligible.

Otherwise, if you have had periods of part-time working and/or long-term leave (such as parental or sick leave), **you must have held your current position for less than 48 months full-time-equivalent up to June 2020.**

|  |  |
| --- | --- |
| **What is your current post start date?** |  |
| **Is this a fixed term appointment?** | * Yes * No |
| **Appointment end date** |  |

**Is your appointment end date earlier than the predicted award end date, as provided on page 5?**

Yes

No

**Is your current post full time or part time?**

Full time

Part time

**Please state the number of hours worked per week.**



**Please provide details and a brief breakdown of months full-time-equivalent working since you started your appointment.**



**Please provide the total number of months full-time-equivalent working since you started your appointment until June 2020.**



**Have you taken any career breaks since commencing your current post?**

Yes

No

**Please indicate the dates and nature of the career break(s).**



(50 words max)

**Research independence**

**Is this your first independent research position?**

For the purposes of this scheme, independence is defined as your first group-leader position you have held at any institution where you are line managed and not supervised.

Yes

No

**How does your current post differ from those you have previously held, and how does this demonstrate your research independence?**



(200 words max)

**Research area**

Please identify your broad research area from the list below.

Please Select

**Core duties**

**Please give the percentage of time that is allocated for research [%]**



**List the core duties (e.g. teaching, research, administration) you are required to undertake for this post, and percentage of your time allocated to each.**



(100 words max)

**Do you currently hold any type of clinical contract, including an honorary contract?**

Yes

No

**Page 3: Current financial support**

**Current post funding**

|  |
| --- |
| **What is the source of funding for your current post's salary?**   * Institutional * External body |
| **Please specify**(e.g. HEFCE funded lectureship, award from a named research council or charity and provide the name of grant holder)    (100 words max) |

**Financial support in current position**

Page description

In order to assess your application we ask for:

1. Details of the total funding you are currently in receipt of. These grants may end before the Springboard award start date.
2. Details of the funding only active during the award period.

**Total funding**

Please list **all research grants secured** during your **current post**, starting with the **most recent**. For each, please list in the following format:

1.Start and end dates

Name of grant holder

Name of the awarding body (e.g. HEFCE, Wellcome Trust, institution, etc.)

Name of the funding type (e.g. Lectureship, PhD studentship, etc.)

Total amount awarded

Role in the grant (e.g. PI, Co-PI) and percentage [%] share of the funding (if you are a co-investigator or co-supervisor).

2…etc.

This **should include**: start-up packages, staff salaries, PhD studentships including stipends and consumables, project grants, equipment grants, collaborative grants etc.

Please **do not include:**your personal salary, overheads, PhD student fees or indirect costs.



**Funding support available over the period February 2021 to January 2023 only.**

From the grants listed in the above table, please select the awards active over the period outlined above.

For the purposes of confirming eligibility, please complete the table below including any research funding you have **already secured** that relates to the period from **February 2021 -January 2023.**

This **should include**: start-up packages, staff salaries, PhD studentships including stipends and consumables, project grants, equipment grants, collaborative grants, etc. If you are a co-investigator on an award or co-supervise a staff member/student, please only include your share of the funding in your calculations.

Please **do not include**: your personal salary, overheads, PhD student fees or indirect costs.

**Funding secured over February 2021 - January 2023**

|  |  |  |  |
| --- | --- | --- | --- |
| **Source of funding secured over Feb 2021 to Jan 2023** | **Year 1 (£)**  **(Feb 2021 - Jan 2022)** | **Year 2 (£)**  **(Feb 2022 - Jan 2023)** | **Total (£)**  **(Year 1 + Year 2)** |
|  |  |  | 0.00 |
|  |  |  | 0.00 |
|  |  | **Total** | 0.00 |

Candidates who have already secured significant fellowships are not considered to be in the spirit of the scheme. Therefore, if you hold the following fellowships/awards **or equivalent** you will be deemed ineligible:

• Cancer Research UK (CRUK) Career Development Fellowship

• CRUK Career Establishment Award

• Medical Research Council (MRC) - Career Development Award

• UK Research and Innovation (UKRI) Future Leaders Fellowship

• Wellcome Trust Royal Society Sir Henry Dale Fellowship

• Wellcome Trust Seed Award

If you are unsure about your eligibility, please contact the office to seek confirmation.

**Do you hold or have previously held any of the above fellowships or an equivalent?**

Yes

No

**Is your total financial support secured over February 2021 to January 2023 more than £150,000?**

Please note that in addition to the limit of £150,000 the Panel will take other funding into consideration when assessing applications. Candidates who have received a similar level of financial career development support in the past may not be viewed as favourably as those who have not.

Yes

No

**Page 4: Career history**

**Qualifications (Degrees, Diplomas, etc.)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Subject** | **Qualifications and class** | **College/University** | **Date** |
|  |  |  |  |
|  |  |  |  |

**Previous appointments**

Detail the appointments you have held between the award of your PhD and the current appointment listed above, with the most recent first. Only indicate a supervisor if your position was answerable to a group-leader. If you were line-managed by a Head of Department, please leave this space blank. If you do not indicate a supervisor we may take this to mean the position was an independent post and therefore you may not be eligible, since this award is for those in their first independent post.

If you have previously held an independent teaching only position, please include in brackets (100% teaching only post).

If you have previously held a very short independent position, please ensure you justify why it cannot be considered to be fully independent. You should use the question in page 2 *how does your current post differ from those you have previously held, and how does this demonstrate your research independence* for this purpose.

Please do not include your current post below (as you have already provided details of your current post in page 2).

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Position** | **Funding source** | **Supervisor (if any)** | **Institution** | **Dates** |
|  |  |  |  |  |

**Career gaps**

If applicable, please detail any notable gaps in your career prior to when your current post began.



(100 words max)

**Publications arising from your research**

Please include research papers in peer-reviewed journals, reviews and contributions to books. You may list publications that are still in press or preprint publications.

Please follow the below format, using a numeric list with each item on a separate line, with an empty line between each publication:

1. Publication title

[Joint authorship status, if applicable]

All authors with **an asterisk next to your name**,

Journal information

A statement describing **your**contribution in the study following [CRediT Taxonomy of authors contribution](https://acmedsci.ac.uk/snip/uploads/577e22090d2d4.pdf).

For example,

1. Hormone X stimulates hematopoietic stem cell differentiation.

 Snow J\*, Lee L, MacDonald M, Francis F, Bacon B.

 Blood 2017;22:718-721

My CRediT: Conceptualization, Methodology, Investigation, Writing- Original Draft Preparation

|  |
| --- |
| **Original research papers in peer-reviewed journals :** |
| **Review articles and contributions to books:** |
| **Conference proceedings:**  ***Note:****Please only list these if considered a major output in your discipline (e.g. engineering).* |

**On the basis of your answer above, please give your total number of each of the following**: (Please include only published papers and those in press).

|  |  |
| --- | --- |
| **Original research papers in peer-reviewed journals** |  |
| **Review articles and contributions to books** |  |

**Provide details of up to three of your publications, which you consider the most significant or relevant to the application.**

This question is intended to promote thorough consideration of the content of a publication or other research output, rather than the impact factor of the journal it is published in. The scientific content of a paper is much more important than publication metrics or the identity of the journal in which it was published. This is your opportunity to highlight the impact that your papers have made on your field of research.

The Academy is a signatory of the San Francisco Declaration of Research Assessment (DORA) and Panel members and peer reviewers are requested not to use journal-based metrics, such as Journal Impact Factors as a surrogate measure of the quality of individual research articles.

For each, please

* Give the reference in the format described above
* Explain why you have selected this article
* Highlight your role within the study
* Provide a statement describing the contribution of each author in the study following the [CRediT Taxonomy of author contributions](http://www.acmedsci.ac.uk/snip/uploads/577e22090d2d4.pdf). All of the authors listed on the paper should be mentioned in this section at least once. NB. If over 20 authors, please just list the 20 most significant contributions (including your own).

|  |
| --- |
| **Selected publication 1:** |
| **Selected publication 2:** |
| **Selected publication 3:** |

**Other research outputs**

Please detail any other research outputs (e.g. datasets, software, influence on policy and practice, preprint articles in bioRxiv or equivalent) you have produced, which you think the Panel and/or peer reviewers should be aware of. Please include hyperlinks where possible.



**Markers of esteem**

Please list markers of esteem you have received (e.g. prizes, invitations to give named lectures, etc.), which you think the Panel and/or peer reviewers should be aware of.



(100 words max)

**Page 5: Research Proposal**

**Title of research proposal**



**Proposed project start date**

*For Round 6, your proposed start date should fall between February 2021 and July 2021.*



**Proposed project end date**

Your proposed end date should be two years after your proposed start date. For Round 6, your proposed end date should fall between January 2023 and July 2023 accordingly.



**Scientific summary**

Please provide a brief outline of your research proposal suitable for an expert reader. You should begin your summary by clearly stating your aims and objectives.



(250 words max)

**Lay summary**

Please provide a brief outline of your research proposal suitable for a lay reader. See our ten tips on how to write a lay summary on our [website](https://acmedsci.ac.uk/more/news/what-does-a-great-lay-summary-look-like).



(250 words max)

**Research proposal**

Please provide a research plan including:

* Aims and objectives of the research
* Why it is important
* Plan of investigation, including detailed methodology and design

Please use numbers to refer to your references, which you can provide in the following question. Preliminary data, figures and tables should be uploaded and attached to your proposal separately below. See our tips on how to write a successful grant application on our [website](https://acmedsci.ac.uk/more/news/ten-tips-for-grant-applications).



(1500 words max)

**References**

Please list any scientific references mentioned in your proposal.



|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Preliminary data**  Please upload **up to two A4 pages** of preliminary data in support of your research plan, which must be presented **only as tables or figures** (with brief legends). **No additional text is permitted.** | Choose your file(s)  *or drag and drop files here to upload*   | [File name](https://acmedsci.flexigrant.com/fa/flexiformeditor.aspx?fid=11084&pid=40679&etype=44644&eid=533849&mode=80402&edit=true&ftid=5219) | [Date uploaded](https://acmedsci.flexigrant.com/fa/flexiformeditor.aspx?fid=11084&pid=40679&etype=44644&eid=533849&mode=80402&edit=true&ftid=5219) | Action | | --- | --- | --- | |
| **Tables and figures**  Please upload any **additional tables or figures** to support your proposal (e.g. timeline, GANTT chart etc.), which must be presented only as **tables or figures** (with brief legends). **No additional text is permitted.** | Choose your file(s)  *or drag and drop files here to upload*   | [File name](https://acmedsci.flexigrant.com/fa/flexiformeditor.aspx?fid=11084&pid=40679&etype=44644&eid=533849&mode=80402&edit=true&ftid=5219) | [Date uploaded](https://acmedsci.flexigrant.com/fa/flexiformeditor.aspx?fid=11084&pid=40679&etype=44644&eid=533849&mode=80402&edit=true&ftid=5219) | Action | | --- | --- | --- | |

|  |
| --- |
| **Reapplications**  **Is this your first application to this scheme?**  Please note that only one resubmission is permitted.   * Yes * No |

If this is your second application to the scheme, this is your opportunity to respond to peer review and/or Panel discussion comments made in your previous application and explain what changes you have made to the application. Please note that only one resubmission is permitted.

**In which round did you submit your first application?**

Please Select...

**Please explain how you have adapted your application in response to feedback, and how this application differs from your previous submission.**



(500 words max)

**Global Challenges Research Fund (GCRF) remit**

In this round, a small number of awards will be available for research that falls within  
the remit of GCRF, as set out by the UK Government Department of Business, Energy  
and Industrial Strategy (BEIS). We ask all applicants to consider guidance about GCRF and indicate whether their research is within its remit.

The Fund forms part of the UK's Official Development Assistance (ODA) commitment, which focuses on outcomes that promote the long-term sustainable growth of countries on the OECD Development Assistance Committee [(DAC) list](http://www.oecd.org/dac/financing-sustainable-development/development-finance-standards/daclist.htm) and is administered with the promotion of the economic development and welfare of these countries as its main objective.

GCRF funding is awarded in a manner that fits with Official [ODA guidelines](https://acmedsci.ac.uk/file-download/27181012). For more information in this area, to help guide you to establish whether your research fits this remit, please find more details on the government’s [GCRF programme](https://www.gov.uk/government/publications/global-challenges-research-fund/global-challenges-research-fund-gcrf-how-the-fund-works) and consult Springboard [FAQs.](https://acmedsci.ac.uk/file-download/12144648)

**Does your research fit within the remit of GCRF?**

For additional guidance, please review the scheme guidance notes.

Yes

No

**Global Challenge Area**

* All proposals funded by the Global Challenges Research Fund must be focused towards a Global Challenge Area. For a list of primary and secondary themes, please see page 4 of the [GCRF strategy document](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/623825/global-challenges-research-fund-gcrf-strategy.pdf) which contains further information.
* Please select the Global Challenge Area(s) you will be addressing in this proposal.

Please refer to the Springboard FAQ documents on our webpage and**explain how your project addresses Overseas Development Assistance (ODA) criteria**and the criteria for **GCRF funding**, including the following 3 questions:

1. Which country/countries on the Development Assistance Committee [(DAC) list](http://www.oecd.org/dac/financing-sustainable-development/development-finance-standards/DAC_List_ODA_Recipients2018to2020_flows_En.pdf) will directly benefit from this proposal? Please outline the pathway by which this proposal will create impact in the Global Challenge Area highlighted above, and why is this particularly relevant for the country/countries of focus?

2. How is your proposal directly and primarily relevant to the development challenges of these countries?

3. How do you expect that the outcome of your proposed activities will promote the economic development and welfare of a country or countries on the DAC list?

Please ensure that your answers above are **supported by statistics** where appropriate.



(1500 words max)

If applicable, please provide a list of references to support the statement above



**Global Challenge Area**

All proposals funded by the Global Challenges Research Fund must be focused towards a Global Challenge Area. More information is available in the [GCRF strategy document.](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/623825/global-challenges-research-fund-gcrf-strategy.pdf)

Please select the Global Challenge Area(s) you will be addressing in this proposal.

**Please select the Global Challenges Area(s) you will be addressing in this proposal.**

**Equitable access to sustainable development**

• Secure and resilient food systems supported by sustainable marine resources and agriculture

• Sustainable health and well being

• Inclusive and equitable quality education

• Clean air, water and sanitation

• Affordable, reliable, sustainable energy

**Sustainable economies and societies**

• Sustainable livelihoods supported by strong foundations for inclusive economic growth and innovation

• Resilience and action on short-term environmental shocks and long-term environmental change

• Sustainable cities and communities

• Sustainable production and consumption of materials and other resources

**Human rights, good governance and social justice**

• Understand and respond effectively to forced displacement and multiple refugee crises

• Reduce conflict and promote peace, justice and humanitarian action

• Reduce poverty and inequality, including gender inequalities.

**Keywords**

Please give up to six keywords that might be helpful in classifying your research:

|  |  |  |
| --- | --- | --- |
|  |  |  |
|  |  |  |

**Reviewers**

Please suggest up to three potential reviewers for your application.

Reviewers should not be based at your current or previous institution(s), nor at those of your collaborator(s). Co-authors in previous publications should also be excluded. Your suggestions will be hidden from reviewers and Panel members.

|  |  |
| --- | --- |
| **Name** | **Institution** |
|  |  |
|  |  |
|  |  |

**You may indicate up to two potential reviewers that you wish to be excluded from the peer reviewer selection process.**

This information will be hidden from reviewers and Panel members.

|  |  |
| --- | --- |
| **Name** | **Institution** |
|  |  |
|  |  |

**What aspects of the research proposal do you regard as innovative?**



(150 words max)

**Research environment and institutional start-up package**

Outline the start-up package provided to you by your Institution, if applicable. Please also describe the laboratory facilities and any technical support that will be available to you.



(150 words max)

|  |
| --- |
| **Collaborations**  Describe any collaborations that are involved in this project. Please list all collaborators, their affiliations and their role(s).    (250 words max) |
| For each collaboration listed above, please upload a letter of support from your collaborator(s). Letters should be signed and on letter headed paper.  Choose your file(s)  *or drag and drop files here to upload*   | [File name](https://acmedsci.flexigrant.com/fa/flexiformeditor.aspx?fid=11084&pid=40679&etype=44644&eid=533849&mode=80402&edit=true&ftid=5219) | [Date uploaded](https://acmedsci.flexigrant.com/fa/flexiformeditor.aspx?fid=11084&pid=40679&etype=44644&eid=533849&mode=80402&edit=true&ftid=5219) | Action | | --- | --- | --- | |

**Do you have an AMS mentor?**

Yes

No

**If yes, please provide the name and institution of your AMS Mentor**

*This information is for AMS Office use only. Your answer will be used to identify conflicts of interest when conducting peer review and will be kept confidential.*



**Career plans**

Describe how a Springboard award and the above project would help you to realise your career aspirations. Please outline your career plans over the next five years, including potential funding sources.



(300 words max)

**Other grant applications**

Do you have any other grant applications pending?

Yes

No

For each ongoing grant application, please detail the funder, amount, when you expect the outcome and how it relates to this proposal.



**Page 6: Your budget request**

**Budget**

Springboard provides a maximum of **£100,000** funding over two years, and applicants are encouraged to make full use of this.

The funds can be used to support directly incurred research costs such as consumables and equipment, provide funding for research assistants, PhD students, postdoctoral staff or technical support and other costs including travel and training. If a PhD student is requested, your institution must commit to supporting the student past the two years of the Springboard award. They **cannot be used** to support your salary, or for indirect costs. For more information, see the [**guidance document**.](https://acmedsci.ac.uk/file-download/63855796)

Please provide clear details within the budget table for each item, using the edit icon to name the item requested. It is important that each item is clearly named. To add more budget items please click 'Add A New Item' below the table. You can remove budget items using the remove icon.

| **Budget heading** | | **Year 1** | **Year 2** | **Total** |
| --- | --- | --- | --- | --- |
| **Salaries** | |  | | |
| e.g. PhD student 1 | Cost |  |  | **£0.00** |
| e.g. Technical assistant/PRDA 1 | Cost |  |  | **£0.00** |
| e.g. Technical support \* | Cost |  |  | **£0.00** |
| ***Salaries Total*** | ***Cost*** | ***£0.00*** | ***£0.00*** | ***£0.00*** |
| **Equipment** | |  | | |
| Equipment 1 | Cost |  |  | **£0.00** |
| Equipment 2 | Cost |  |  | **£0.00** |
| ***Equipment Total*** | ***Cost*** | ***£0.00*** | ***£0.00*** | ***£0.00*** |
| **Materials/Consumables** | |  | | |
| Consumable 1 | Cost |  |  | **£0.00** |
| Consumable 2 | Cost |  |  | **£0.00** |
| ***Materials/Consumables Total*** | ***Cost*** | ***£0.00*** | ***£0.00*** | ***£0.00*** |
| **Travel** | |  | | |
| Travel 1 | Cost |  |  | **£0.00** |
| Travel 2 | Cost |  |  | **£0.00** |
| ***Travel Total*** | ***Cost*** | ***£0.00*** | ***£0.00*** | ***£0.00*** |
| **Training** | |  | | |
| Training 1 | Cost |  |  | **£0.00** |
| Training 2 | Cost |  |  | **£0.00** |
| ***Training Total*** | ***Cost*** | ***£0.00*** | ***£0.00*** | ***£0.00*** |
| **Publications** | |  | | |
| Publication 1 | Cost |  |  | **£0.00** |
| Publication 2 | Cost |  |  | **£0.00** |
| ***Publications Total*** | ***Cost*** | ***£0.00*** | ***£0.00*** | ***£0.00*** |
| **Animals** | |  | | |
| Animal 1 | Cost |  |  | **£0.00** |
| Animal 2 | Cost |  |  | **£0.00** |
| ***Animals Total*** | ***Cost*** | ***£0.00*** | ***£0.00*** | ***£0.00*** |
| **Other** | |  | | |
| Other 1 | Cost |  |  | **£0.00** |
| Other 2 | Cost |  |  | **£0.00** |
| ***Other Total*** | ***Cost*** | ***£0.00*** | ***£0.00*** | ***£0.00*** |
| **Grand Total** | **Cost** | **£0.00** | **£0.00** | **£0.00** |

Add A New item

\* 'Technical support' refers to facilities available in your institution.

**Your total budget should not exceed £100,000.  Please review the stated costs in the table above and ensure the total does not exceed £100,000.**

**Please justify the budget request under each category listed above.**

Where certain equipment, which is required to conduct the research, but is not to be funded through the Springboard award, please include details of who is providing it



(200 words max)

**Page 7: Animal Use**

**Does your proposal involve the use of animals or animal tissue?**

Yes

No

*If yes:*

The Academy of Medical Sciences is a signatory of the Concordat on Openness on Animal Research. We are committed to being open about when, how and why animals are used in the projects we fund. In addition, we aim to ensure that every effort is made to replace, refine and reduce animals in research. For more information please see [www.nc3rs.org.uk](https://www.nc3rs.org.uk/).

This section gives applicants the opportunity to explain the use of animals involved in their project proposals and measures in place to ensure openness about their use. If your proposed research involves animal experiments, we encourage you to consult the NC3Rs [Experimental Design Assistant](https://eda.nc3rs.org.uk/) (EDA) to help you design your study. Where non-human primates, cats, dogs or equines are used, anonymised information will be sent to the NC3Rs for review.

**If your project involves the use of animals, does your proposal include procedures to be carried out on animals in the UK under the Animals (Scientific Procedures) Act?**

Yes

No

**If yes:**

**Do you have the necessary approvals been given by the Home Office?**

Please Select...

**Does your proposal involve the use of animals or animal tissues outside of the UK?**

Yes

No

**If yes:**

**Are the appropriate national and institutional approvals in place? Please provide details.**

|  |
| --- |
|  |

(250 words max)

**Do you have the necessary approvals been given by the Animal Welfare and Ethical Review Body?**

Please Select...

**If your project involves the use of animals, what would be the severity of the procedures?**

Mild

Moderate

Severe

Non-recovery

**If applicable, please provide details of any moderate or severe procedures.**

|  |
| --- |
|  |

(250 words max)

**Why is the use of animals or animal tissue necessary; are there any other possible approaches that could provide equally valuable results?**

|  |
| --- |
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(250 words max)

**Please justify the species and number of animals involved.**

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(250 words max)

**Does your research involve any of the following animal types?**

Please Select...

***Note****: your answer to this question will modify the questions you are asked to answer regarding your research; please ensure that you have answered it correctly before proceeding.****If you select any of the above animal types, please be aware that your form will be reviewed by the NC3Rs.***

**If your proposed research uses cats, dogs, pigs and/or equines, you must also answer the following:**

|  |  |
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| **From where will the animals be sourced? Name the supplier and give their location.** |  |
| **Will it be necessary to transport the animals? If so, indicate approximate journey times and the measure that will be taken to minimise the potential stress during transport.** |  |
| **Where animals are to be imported, what journey times have been agreed with the Home Office? Describe the conditions for the animals at the breeding establishment and how the potential stress during transport will be minimised.** |  |
| **Please provide details of the housing for the animals, e.g. enclosure size, space allocation per animal environmental enrichment provided.** |  |
| **Will single housing of the animals be necessary at any time? If so, please provide details in terms of the justification for single housing, its duration, and what additional resources will be provided to the animals to minimise the impact of the single housing.** |  |
| **Describe the experimental procedures involved and the steps that will be taken to minimise any pain, suffering, distress or lasting harm. When were the procedures last reviewed by the Animal Welfare and Ethical Review Body (AWERB) or Institutional Animal Care and Use Committee (IACUC)?** |  |
| **Will any of the experimental procedures involve restraint? What alternatives have been considered? Describe the nature of the restraint, its duration and frequency, and what will be done to avoid distress?** |  |
| **What is to be the fate of the animals at the end of the study?** |  |
| **What prior experience and training in the use of the particular animal, care and welfare do those conducting the research have? What provision is made for continuing professional development in these areas?** |  |
| **Will any of the staff involved require specific training for any of the procedures concerned? Please provide details of the training needed and where it will be undertaken.** |  |

**If your proposed research uses non-human primates, you must also answer the following:**

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| **Do the facilities and practices and the proposed research comply with the principles set out in the NC3Rs Guidelines**[**'Primate accommodation, care and use'**](https://www.nc3rs.org.uk/non-human-primate-accommodation-care-and-use)**? If not, please explain where not and why.** |  |
| **From where will the non-human primates be sourced? Name the supplier and give their location.** |  |
| **Please provide details of the housing for the animals, e.g. enclosure size, space allocation per animal, and the environmental enrichment provided.** |  |
| **Will single housing of the non-human primates be necessary at any time? If so, please provide details in terms of the justification for single housing, its duration, and what additional resources will be provided to the animals to minimise the impact on animal welfare.** |  |
| **Describe the experimental procedures involved and the steps that will be taken to minimise any pain, suffering, distress or lasting harm. When were the procedures last reviewed by the Animal Welfare and Ethical Review Body (AWERB) or Institutional Animal Care and Use Committee (IACUC)?** |  |
| **Will any of the experimental procedures involve food and/or water control? If so, justify why this is necessary and outline what alternatives have been considered. For neuroscience studies, please confirm the**[**NC3Rs recommendations on refining food/fluid control**](http://dx.doi.org/10.1016/j.jneumeth.2010.09.003)**will be met. If not, please explain where not and why.** |  |
| **Will any of the experimental procedures involve restraint? What alternatives have been considered? Describe the nature of the restraint, its duration and frequency, and what will be done to avoid distress.** |  |
| **What prior experience and training in non-human primate use, care and welfare do those conducting the research have? What provision is made for continuing professional development in these areas?** |  |
| **Will any of the staff involved require specific training for any of the procedures concerned? Please provide details of the training needed and where it will be undertaken.** |  |

**Page 8: Human tissues or subjects**

If your proposal features the use of human tissues or subjects, you will need to confirm that the study has been approved and enclose details of the approval.

Research involving human participants is governed by principles outlined in the Declaration of Helsinki, the Nuremberg Code, and the Council for International Organizations of Medical Sciences (CIOMS), all of which set out requirements with regard to the rights and safety of research participants and standards for research design and conduct.

The Academy requires researchers to have the relevant regulatory and ethical approvals in place before the relevant research begins, although you may apply for funding before this. In the event of an award being made, commencement of any research involving human participants will be subject to these approvals being in place and sent to the Academy.

**Does your proposal involve the use of human tissue or subjects?**

Yes

No

**If yes, have you been granted approval for your proposed study?**

Yes

No

**If yes please enclose details of the approval.**

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(150 words max)

**If no, please give details on when you expect to obtain approval and any impacts on the work proposed.**

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(150 words max)

**Page 9: Data management and sharing**

If the proposed research will generate data outputs that hold significant value as a resource for the wider research community, please detail any plans for data management and sharing on this page.

To maintain research integrity, institutions and researchers must ensure research data is preserved so that results can be verified and data reused in the future. The Academy expects all of its Springboard Grant award holders to maximise the availability of research data.

**Will the proposed research generate data outputs that hold significant value as a resource for the wider research community?**

Yes

No

**Please read the**[**guidance notes**](https://acmedsci.ac.uk/file-download/63855796)**and then provide a Data Management and Sharing plan.**



(300 words max)

**Page 10: Monitoring and marketing feedback**

Please note that this page is not made available to reviewers or Panel members

**Monitoring information**

The Academy of Medical Sciences accepts its responsibilities to reflect the communities in which it works. We are therefore committed to a policy of Equal Opportunities and applications are welcome regardless of gender, marital status, sexual orientation, age, disability, ethnic origin, or religious belief.

We request this information to monitor the Academy’s activities with respect to the beneficiaries of proposals and awards, and applicants. It is not used in the application review process: **it is not provided to Panel members**. (By providing this information, you are agreeing to us holding this information, under current data protection legislation, and will be helping us to monitor our practice).

**Age**

Please Select

**Gender**

Please Select

**Is your gender identity the same as the sex you were assigned at birth?**

Yes

No

Prefer not to say

Other

**Ethnic Origin**

**Which of the following best describes your ethnic group?**

Please note that ethnic origin is not about nationality, place of birth or citizenship. It is about the group to which you perceive you belong.

Please Select

**Nationality**



**Do you regard yourself as having a disability?**

Yes

No

Prefer not to say

**Marketing feedback information**

We are requesting this information to help us monitor the effectiveness of our marketing activities. This information is not used in the application review process.

**How did you first hear about the scheme?**

eFlyer

Academy newsletter

Event

Website

Social media

Word of mouth

Other

**Where do you normally find out about grant scheme calls?**



**Page 11: Applicant declaration**

**Data Protection Statement**

The personal information that is supplied to the Academy of Medical Sciences (the "Academy") in connection with the application will be stored by or on behalf of the Academy, in accordance with the General Data Protection Regulation and the Data Protection Act 2018. The Academy will be the data controller in respect of your personal information because the Academy dictates the manner in which and the purposes for which your personal information is used. The Academy has the final say as to whether your application is successful.

The personal information we hold includes the information you complete in the application form and details of correspondence between us.  We also collect certain special categories of personal information about you including your ethnicity and certain health information.  We may use this personal information to extend a Scheme due to a period of sickness absence, or on an aggregated and anonymised basis for equal opportunities purposes which we may share with the Funders (as defined below) and use this information in Academy publications.

The Academy will use your personal information in order to process your application for the Scheme, managing and administering the Scheme should your application be successful and to communicate with you in connection with the Scheme.  The Academy will rely in certain circumstances on its own legitimate interests, or the legitimate interests of a third party, when using your personal information. When the Academy relies on legitimate interests, you have a right (along with other personal data protection rights) to object to the Academy's use of your personal information. For a more detailed summary of the purposes for which we use your personal information, the legal bases on which we rely, and your rights in relation to your personal information, please see our privacy notice which can be found at <https://acmedsci.ac.uk/privacy-policy>. As part of the application process, your personal information may be transferred, stored or accessed from outside the European Economic Area.  We will ensure that such transfer, storage or processing will at all times comply with data protection law.

The Scheme is administered by the Academy. The Grant is funded by the Funder, or a consortium, together termed "Funders" and the full membership of which can be found on the Academy's website. Your personal information and details of your application (including your Host Institution, project title, lay and scientific summary) may be disclosed by the Academy to the Funders and the UK National Academies (the British Academy; the Royal Academy of Engineering; and the Royal Society) for the purposes set out above.  The Academy, UK National Academies and Funders may also publish basic details of Grants awarded (e.g. on their website or in their Annual Reports) and/or anonymise your personal information for research and statistical purposes.

The Academy, UK National Academies and Funders may also release details of successful Grants (including your name and Host Institution, project title and lay summaries of your outputs) into the public domain (e.g. via the internet or via publicly accessible databases).

The Academy may contact you about other award schemes and initiatives which may be of interest to you, in accordance with any marketing preferences you have indicated.  The Funders or their chosen third party evaluation contractor may also contact you as part of the Funders’ evaluation of the programme.

Please contact us if you have any questions about the protection of your personal information or see our privacy notice, which can be found at <https://acmedsci.ac.uk/privacy-policy>.

**Undertakings**

1) I confirm that I have read the Data Protection statements above which set out how the Academy uses my personal information.

2) To the best of my knowledge the information provided in this application is accurate and complete.

3) I have read as reference Round 5  [Grant Conditions](https://acmedsci.ac.uk/file-download/40746815) available here, under which grants have been awarded. Round 6 Grant Conditions are under development and will be made available via email well before the opening date (12 May). If a grant offer is made, I agree to abide by them.

4) It has been agreed with my Head of Department that I will be afforded sufficient time and resources to deliver my research plan as described in this application.

If you agree with the above statements, please tick the box. By checking this box you are signing this form electronically. In doing so you confirm that your electronic signature is the legal equivalent of your manual signature on this form.



**Contact preferences**

We will endeavour to let you know about interesting and useful opportunities, such as other grant schemes, conferences or networking opportunities that are offered by the Academy or another organisation which we consider to be of interest to you. We will do this through our regular careers newsletter or personal correspondence.

**Would you like to receive the Academy's bi-monthly email newsletter?**

Our career development newsletter advertises upcoming events, funding calls and other opportunities for those interested in biomedical and health research.

Yes

No

You can unsubscribe at any time. If you want to change your contact preferences please contact [grants@acmedsci.ac.uk](mailto:grants@acmedsci.ac.uk).

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| --- | --- |
| **Name of applicant** |  |
| **Date** |  |

**Page 12: Head of Department declarations and supporting statement**

**Head of Department's statement of support**

Each application must be supported by the applicant's Institution. Please provide a statement outlining why you have nominated this applicant for consideration and how you plan to support their career during the funding period and beyond.

In your statement, please outline the financial support provided to the applicant by your institution. If applicable, please also state any additional support the applicant would receive if successful, such as reduced teaching time.

If funds have been requested for the employment of a PhD student, please note that your Institution must commit to supporting the student past the two years of the Springboard award, if another source of funding is not made available to the award holder. By signing this form (below), you confirm your Institution's support for this.



(200 words max)

**Signature**

**Data Protection Statement**

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The personal information we hold includes the information you complete in the application form and details of correspondence between us.  

The Academy will use your personal information in order to process your application for the Scheme, managing and administering the Scheme should your application be successful and to communicate with you in connection with the Scheme.  The Academy will rely in certain circumstances on its own legitimate interests, or the legitimate interests of a third party, when using your personal information. When the Academy relies on legitimate interests, you have a right (along with other personal data protection rights) to object to the Academy's use of your personal information. For a more detailed summary of the purposes for which we use your personal information, the legal bases on which we rely, and your rights in relation to your personal information, please see our privacy notice which can be found at <https://acmedsci.ac.uk/privacy-policy>. As part of the application process, your personal information may be transferred, stored or accessed from outside the European Economic Area.  We will ensure that such transfer, storage or processing will at all times comply with data protection law.

The Scheme is administered by the Academy. The Grant is funded by the Funder, or a consortium, together termed "Funders" and the full membership of which can be found on the Academy's website. Your personal information and details of your application (including your Host Institution, project title, lay and scientific summary) may be disclosed by the Academy to the Funders and the UK National Academies (the British Academy; the Royal Academy of Engineering; and the Royal Society) for the purposes set out above.  The Academy, UK National Academies and Funders may also publish basic details of Grants awarded (e.g. on their website or in their Annual Reports) and/or anonymise your personal information for research and statistical purposes.

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The Academy may contact you about other award schemes and initiatives which may be of interest to you, in accordance with any marketing preferences you have indicated.  The Funders or their chosen third party evaluation contractor may also contact you as part of the Funders’ evaluation of the programme.

Please contact us if you have any questions about the protection of your personal information or see our privacy notice, which can be found at <https://acmedsci.ac.uk/privacy-policy>.

**Undertakings**

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4) I confirm that the necessary facilities will be made available to deliver this work, and will continue to be available throughout the project.

5) The applicant will be afforded sufficient time and resources to deliver their research plan as described in this application.

If you agree with the above statements, please tick the box. By checking this box you are signing this form electronically. In doing so you confirm that your electronic signature is the legal equivalent of your manual signature on this form.



**Contact preferences**

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**Would you like to receive the Academy's bi-monthly email newsletter?**

Our career development newsletter advertises upcoming events, funding calls and other opportunities for those interested in biomedical and health research.

Yes

No

You can unsubscribe at any time. If you want to change your contact preferences please contact [grants@acmedsci.ac.uk](mailto:grants@acmedsci.ac.uk).

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| **Name of Head of Department** |  |
| **Date** |  |

**13: and Springboard Champion declarations and supporting statement**

**Springboard Champion's statement of support**

Each application must be supported by the applicant's Institution. Please provide a statement outlining why you have nominated this applicant for consideration and how you plan to support their career during the funding period and beyond.



(200 words max)

**Signature**

**Data Protection Statement**

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4) I confirm that the applicant has been shortlisted by the Institution and the Sponsorship statement above was provided by me.

If you agree with the above statements, please tick the box. By checking this box you are signing this form electronically. In doing so you confirm that your electronic signature is the legal equivalent of your manual signature on this form.



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Yes

No

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| --- | --- |
| **Name of Springboard Champion** |  |
| **Date** |  |

**Page 14: Finance Officer Declaration** **and supporting statement**

**Finance Officer statement of support**

Each application must be underwritten by the applicant's finance department. Please provide a statement confirming that you have checked the finance details provided in this application **and the funding the applicant is in receipt of is correct**.



(200 words max)

**Data Protection Statement**

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**Undertakings**

1) I confirm that I have read the Data Protection statements above which set out how the Academy uses my personal information.

2) To the best of my knowledge the information provided in this application is accurate and complete. The statement above was provided by me.

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Our career development newsletter advertises upcoming events, funding calls and other opportunities for those interested in biomedical and health research.

Yes

No

You can unsubscribe at any time. If you want to change your contact preferences please contact grants@acmedsci.ac.uk.

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| --- | --- | --- |
| **Name of Finance Officer** |  |  |
| **Date signed** |  |  |