

Global Challenges Research Fund Networking Grants

Guidance For Applicants





Global Challenges Research Fund Networking Grants

1. Background

The Global Challenges Research Fund (GCRF) is a £1.5 billion fund, which supports cutting-edge research and innovation on global issues affecting developing countries. The GCRF forms part of the UK Government's Official Development Assistance (ODA) commitment and focuses on promoting the economic development and social welfare of developing countries. ODA funded activity focuses on outcomes that promote the long-term sustainable growth of countries on the [OECD Development Assistance Committee \(DAC\)](#) list and GCRF funded research and innovation must promote the economic development and welfare of a developing country or countries as its primary objective. All applications under this programme must therefore be compliant with these [guidelines](#).

GCRF is overseen by the Department for Business, Energy and Industrial Strategy (BEIS) and delivered through 17 delivery partners including the Research Councils, the UK Academies, the UK Space Agency and funding bodies. The UK research base can make a significant contribution to addressing global challenges and the GCRF offers a real opportunity to make significant progress in many areas of research that will benefit developing countries.

Overview

The Academy of Medical Sciences in partnership with the British Academy, the Royal Academy of Engineering and the Royal Society, is launching the fifth round of Networking Grants, funded through the GCRF.

The aims of the networking grants are to:

- Pump prime new interdisciplinary partnerships between research communities, policy makers and practitioners in developing countries and in the UK.
- Provide opportunities for researchers drawn from a wide spectrum of disciplines, particularly those who may not previously have considered the applicability of their work to development issues, to forge new links and generate innovative approaches to addressing global challenges.
- Establish sustainable partnerships between UK researchers and those in developing countries to serve as a foundation for sharing knowledge and skill transfer to allow them to conduct excellent research with impact.
- Strengthen research and training capacity and capability in developing countries across a range of different disciplines.

The Networking Grants' are broadly themed and are intended to fund collaborative meetings, visits or workshops. The networks must be interdisciplinary in nature and the primary benefit must be to promote growth and development in developing countries.

The networks formed through these grants can be newly constructed collaborations, or may build on an existing network but focusing on a new project. A proportion of the grant can focus on building pilot data or conducting archival research or fieldwork

Goal

The key goal of the Networking Grants is to bring together novel combinations of perspectives to identify key areas for future research to address the global challenges, inform thinking of how these might be addressed, and build the capacities and relationships required to support this. This will pave the way for future funding applications to other GCRF programmes offered by the Academies and the Research Councils.

Networking Grants will also provide the opportunity for researchers involved in wider GCRF activities such as the [Frontiers of Development Meetings](#) and Academy of Medical Sciences' [GCRF policy workshops](#) to take forward new partnerships which are established at these meetings and build a pipeline of talent for future research.

The Global Challenges Research Fund

The GCRF aims to support excellent research that directly contributes to the development and welfare of people in developing countries. It aims to make progress on the global effort to address UN Global Goals and [Sustainable Development Goals](#), and underpins the UK Aid Strategy. Therefore, Networking Grant proposals must aim to address the [GCRF UK strategy](#) for enabling change and should seek to support the following: :

Equitable Access to Sustainable Development - creating new knowledge and drive innovation that helps to ensure that everyone across the globe has access to:

1. secure and resilient food systems supported by sustainable marine resources and agriculture
2. sustainable health and well being
3. inclusive and equitable quality education
4. clean air, water and sanitation
5. affordable, reliable, sustainable energy

Sustainable Economies and Societies - encouraging research that for the longer-term builds:

6. sustainable livelihoods supported by strong foundations for inclusive economic growth and innovation
7. resilience and action on short-term environmental shocks and long-term environmental change
8. sustainable cities and communities
9. sustainable production and consumption of materials and other resources

Human Rights, Good Governance and Social Justice - supporting research that enables us to

10. understand and respond effectively to forced displacement and multiple refugee crises
11. reduce conflict and promote peace, justice and humanitarian action
12. reduce poverty and inequality, including gender inequalities.

The above Global Challenges are illustrative and are not intended to constrain innovative approaches in other areas that address the GCRF's aim of supporting excellent research that directly contributes to the

development and welfare of people in developing countries. Therefore the GCRF delivery partners have provided an additional [ODA guidance document for applicants](#).

India and China

[Applications involving lead applicants in India and/or China must address issues of global development impact. Global development impact is defined as](#) 'research and innovation in topic matters of particular relevance to developing countries', rather than development challenges specific to China and/or India.

2. The Networking Grants

Aim: The Networking Grants will bring together novel combinations of perspectives to facilitate the development of high quality, interdisciplinary and innovative applications addressing the global challenges faced by developing countries for submission to other GCRF programmes.

Subjects covered: The grants are broadly themed and applications will be accepted from across the global challenges in the [GCRF UK strategy](#) and across the disciplines covered by the UK National Academies.

Therefore in addressing the global challenges, these awards can cover natural sciences, including physics and chemistry, mathematics, computer science, engineering, agricultural, biological and medical research, social science, humanities, the scientific aspects of archaeology, geography and experimental psychology and clinical or patient-oriented research. **Applicants should consider an approach that looks beyond a single discipline or area of research.**

Applicant eligibility: Applications should focus on building a collaborative network involving a joint application between an overseas researcher ("the Lead Applicant") from a DAC listed country and a UK researcher ("the Co-Applicant"). Contact between the overseas researcher and the UK researcher prior to submission of the application is essential and the form will be jointly submitted by both researchers.

The overseas researcher and UK researcher eligibility criteria:

- Should have completed a PhD or have experience at an equivalent level.
- Must have proven research experience in their field
- Must currently hold a permanent position or fixed term contract for the duration of the grant at a university or research institute
- Must be affiliated with a university or research institute which is a government or non-governmental organisation that is not for profit and has the necessary research capacity and capability to support the specified research.
- The UK researcher should be resident within the UK for the duration of the award
- The overseas researcher (and additional core partners outside of the UK) must be affiliated with a university or research institute in a DAC-listed country. The overseas applicant does not need to be a national of a DAC-listed country.

The UK Lead applicant and UK Institution must agree to administer the grant and must make all the necessary practical and administrative arrangements for the duration of the grant. Further details about this can be found in the GCRF Networking [Grant Conditions](#).

Applicants may have more than one application in the round. However, the application would need to be based on a different research proposal and with different partners.

Additional core partners and collaborators: We understand that the networks may involve additional core partners. Each application may involve up to **five** additional core partners, who will provide additional expertise or will represent additional DAC-listed countries in the network. Full details and justification should be given for the involvement of all participants. Please note that additional core partners must be affiliated with an institution in a DAC-listed country.

Furthermore, we recognise that additional collaborators will be involved in the consortium, but not formally involved in the application and a list of these individuals can be provided in the application. Please note that collaborators do not have to be affiliated with an institution in a DAC-listed country. A diagram illustrating the possible structure of a network is included below:



The expectation is for the major focus of the proposal and the network to be academic. However, the involvement of a commercial partner whose participation is advantageous to the network would be permitted if fully justified in the application. Such partners, however, would not be eligible to receive funding through the grant.

The overseas researcher must be resident in a country on the DAC list. [See the DAC list for a full list of eligible countries.](#) Each application must have only one UK based core partner in the network and they should be the UK researcher who jointly submits the application.

Enquires about eligibility can be directed to the office: email gcrfnetworking@acmedsci.ac.uk or call +44 (0)20 3141 3246.

3. Finance and Project Details

Value: Awards can be up to **£25,000** for the networking activity

Start dates: Start date must be within a certain time period (for round 5, this must be between 31st January 2020 and 31st March 2020).

Duration of funding: Awards are available for up to one year. Should the budget not be spent at the end of the award period, applicants may be able to apply for a no cost extension.

Transfer of funds to overseas institutions: The funds associated with the award will be paid to the UK Host Institution in the first instance. The UK Host Institution must identify a safe and efficient way to transfer the funds to the institution of the Lead Overseas Applicant. It is expected that the majority of the funds will be spent in the country of the overseas-based researcher and other countries on the DAC list which are involved in the proposed plan of work. We strongly recommend that all applicants and Host Institutions read

the GCRF Networking Grant Conditions before preparing an application.

Eligible costs:

- Funding must be requested in sterling (£)
- Up to £5,000 of total award can be used to cover consumables for obtaining pilot data, archival research or fieldwork
- Costs associated with a networking activities e.g. accommodation, room hire and catering
- Travel and subsistence costs (covering costs of international travel, visa costs and local travel)
- Administrative support to deliver the networking activities (up to £2,000)
- Technical support access at the university/institute level (e.g. accessing existing data management, statistical support services or archives available at the university/institute)
- Use of animals (this should cover the cost of license fees, handling fees, procedure costs and animal purchase costs)

A proportion of the travel and subsistence costs may be used to support the overseas researcher to travel to visit the UK host or other partner countries in the network. These visits must be for the purpose of developing the network, which may include transferring skills and training. This type of grant is not intended for researchers wishing to visit another country not involved in the consortium or to attend international conferences or workshops that are not related to the proposed networking activities.

The cost of administrative and technical support should be fee-based only, Funding for salaries and research staff and salaries of applicants or their research staff are not an eligible cost. Applicants may request administrative costs of up to £2,000 for the transferring of funds overseas, however this should be proportionate to the size of the award and in line with proportion of the grant due to be transferred to the overseas host institution.

There is no provision for bench fees, conference fees, departmental & institutional costs, overhead charges, membership charges, subscription costs, medical insurance, excess baggage costs and expenses relating to accompanying dependents or contributions towards salaries. Some provision may be made for computer & equipment costs, however the applicants must demonstrate that the equipment is essential for obtaining pilot data, that the cost is proportionate to the needs of the network and will remain as the property of the overseas institution. The Academy reserves the right to deduct any ineligible equipment costs from the value of the award.

Local conditions should be respected for subsistence costs. Applicants will be required to provide a full breakdown and justification for each item of cost in the application form. Any additional costs that have not been outlined within this scheme notes would need to be confirmed with Academy staff prior to the submission of the application. Any costs that are deemed inadmissible or unreasonable will be automatically deducted from the total award amount.

4. Application Submission and Review Process

Applications MUST demonstrate a collaborative and interdisciplinary approach, and the overseas researcher must commence the application on Flexigrant as the “Lead Applicant”. When the application has been initiated in Flexigrant, the Lead Applicant will be able to add the UK researcher as a “Co-Applicant” and this will provide them with access to the application form.

There will be 20 awards available for each round of the value of up to £25,000 each.

Closing date: Wednesday 4 September 2019 17:00 (BST)

Review process:

- All applications to the Networking Grants scheme will be assessed by the Networking Grants Panel. The Panel membership is interdisciplinary and includes Fellows of the Academy of Medical Sciences, Fellows of the British Academy, Fellows of the Royal Academy of Engineering, Fellows of the Royal Society and additional expertise from across the academies and from developing countries.
- All proposals submitted are initially reviewed and assessed by members of the Networking Grants Awards Panel who have the most appropriate expertise. Following initial assessment, a shortlist will be drawn up.
- Shortlisted proposals are further assessed by the Networking Grants Awards Panel, which considers each shortlisted application at a meeting to be held in December and will decide on the awards.

Results available: Results of the competition will be announced approximately four months after the application closing date.

Contact Information: Enquires about this scheme can be made by email:

gcrfnetworking@acmedsci.ac.uk or by phone: +44 (0)2031 413 246. A flow diagram outlining the application submission and review process can be found on Page 18.

5. Selection and Assessment Criteria

The main criterion for the assessment of proposals is whether or not the proposed networking activity has the potential to develop into sustainable and interdisciplinary partnerships, which will ultimately result in long term research exchanges, will have capacity strengthening benefits in developing countries, and will lead to further large scale grant applications that address global challenges faced by developing countries.

Successful applications should be strong in all the following respects:

- The overall programme is relevant to the UN Global Goals and Sustainable Development Goals.
- The primary benefit is focused on developing countries and the majority of funding will be spent in developing countries.
- The applicants has demonstrated their proposal meets key ODA requirements.
- The applicants have demonstrated that the network provides added value and extra opportunities beyond a single discipline, with the expectation that there will be interdisciplinary working and at least one core partner from a diverse research field on each application.
- There is evidence that the network has brought together novel combinations of perspectives and has a problem and solution focused approach.

- The applicants have demonstrated that the networking activities will have high impact and lead to a long-term partnership beyond the tenure of the award, including applying and winning larger grant funding.
- All researchers of the consortia are well matched and complimentary and the programme is well supported by the research expertise and specialisation of the individual partners.
- The host institutions involved in the networking grant can demonstrate a strong track record in delivering research and can provide supportive environments for the researchers involved.
- All host institutions involved in the networking grant have demonstrated a commitment to make full use of the award (if successful) to strengthen research capacity and research excellence at their institutional level in the long-term and can provide robust governance for the duration of the award.

6. Completing the Application Form Online

Applications must be submitted online using the Academy of Medical Sciences' Grants and Awards management system (Flexi-Grant®) via <https://acmedsci.flexigrant.com/>.

Applications must be started by the researcher based in a DAC-listed country, who is then responsible for inviting 'Participants' to the application. These individuals are:

- UK Co-applicant
- UK Head of Department
- UK Finance Officer
- Overseas Head of Department
- Overseas Finance Officer

Once these details have been added into the Participants section of the form, they will be copied into Page 14, "Declarations of support".

All applications must be approved by the Head of Department and the Host Organisation of the UK researcher and the overseas researcher. **These declarations must be completed before you can submit via Flexi-Grant®.** Late applications will not be accepted. An overview of the submission process is included below.



ORCID identifier: All applicants applying to the networking grants are able to submit an ORCID (Open Researcher and Contributor ID) identifier before their application will be accepted for submission. ORCID maintains a registry of unique researcher identifiers and a transparent method of linking research funding, research publications, research data and any other research outputs to these unique identifiers. You can register for an ORCID identifier via <https://orcid.org/register>.

Completing the application form: The application can be completed by using the navigation tabs on the application summary page, with each page categorised as follows:

- Page 1: Eligibility Criteria - overseas researcher
- Page 2: Eligibility Criteria - UK researcher
- Page 3: Proposal

- Page 4: Lead applicant
- Page 5: Co-applicant
- Page 6: Network
- Page 7: ODA compliance
- Page 8: Financial details
- Page 9: Use of Animals in Research
- Page 10: Human Tissues or Subjects
- Page 11: Data Management and Data Sharing
- Page 12: Monitoring and Marketing Feedback - overseas applicant
- Page 13: Monitoring and Marketing Feedback - UK applicant
- Page 14: Declarations of support
- Page 15: Overseas applicant declaration
- Page 16: UK applicant declaration
- Page 17: Head of Department (overseas) declaration
- Page 18: Head of Department (UK) declaration
- Page 19: Finance Office (overseas) declaration
- Page 20: Finance Office (UK) Declaration

A full list of question fields to be completed as part of the application can be found in the following table. Each box in the table represents a page of the application form (some can be completed by both the overseas researcher and the UK researcher); the left-hand column contains the questions within each of these pages as set out in the form; the right-hand column contains useful guidance on its completion. A red asterisk (*) indicates which questions are mandatory and therefore must be complete before submitting the application. **Please read these guidance notes carefully as you complete the form.**

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| Pages 1 & 2: Eligibility Criteria | |
| Eligibility Criteria * | Confirm that you meet the eligibility criteria. |

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| Page 3: Proposal | |
| Project Title * | Give the full title of your proposal. <i>(20 words max.)</i> |
| Lay Summary * | Provide a lay summary of your proposed project. This should be understood by a layperson. Explain why you have chosen to work in this subject area and what it is about your proposed research that you find particularly exciting, interesting or important. Please also explain the potential impact or wider benefits to society of your research. <i>(250 words max.)</i> |
| Research Aims * | The GCRF Networking Grants scheme aims to build capacity through research collaborations between individuals in the UK and in DAC-listed countries. Applicants are asked to provide a summary of the research aims and methodology of the proposal, outline the benefits of this grant to the network individuals and institutions and propose future plans for the collaboration. <i>(500 words max)</i> |
| Re-submission status | If you have previously applied to the GCRF Networking Grants scheme, please describe how you have developed the proposal since the previous submission. Please note that only 1 re-submission is allowed. <i>(200 words max)</i> |
| Start date * | Give the start date of this proposal. This must be between 31 January 2020 and 31 March 2020. |

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| Networking Activities* | Please provide details of proposed visits, workshops and other activities of the network and state where you are intending to hold the networking activities and how many events you are planning to hold (250 words max.) |
| Subject Group/Area * | Select the subject group/area(s) that most closely defines the research area of the proposal from the tick box options. |

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| Page 4: Lead applicant | |
| Name * | The overseas applicant must review and complete personal details accurately. Errors in this section can cause difficulties in processing your application. |
| Title of Current Position * | State the title of your current position. (20 words max.) |
| Field of specialisation * | Enter details of your field(s) of specialisation (20 words max.) |
| Current Employer * | Enter the official organisation name of your current employer. |
| Current Position Start Date * | Enter the date when your current position started. |
| Current Position End Date * | Please enter the date when your current position is expected to finish. If you are on a permanent contract please enter 31 December 2050. |
| Country * | Select the country where your current employer is based. If your country is not on the drop down list, then please email us at grcfnetworking@acmedsci.ac.uk |
| Summary of Your Current Research * | Provide an outline summary of your current research. Please also include a brief comment on the strength of your organisation. (150 words max.) |
| Academic Qualifications & Career History * | List all your qualifications and career history in reverse chronological order. (400 words max). |
| List your 5 key and/or relevant publications * | Provide details of authors, titles and references for up to five of your most relevant publications in refereed journals, in reverse chronological order. You should choose the most relevant to the application to support your case. |

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| Page 5: Co-Applicant | |
| Name * | The overseas applicant must review and complete personal details accurately. Errors in this section can cause difficulties in processing your application. |
| Title of Current Position * | State the title of your current position. (20 words max.) |
| Field of specialisation * | Enter details of your field(s) of specialisation (20 words max.) |
| Current Employer * | Enter the official organisation name of your current employer. |
| Current Position Start Date * | Enter the date when your current position started. |
| Current Position End Date * | Please enter the date when your current position is expected to finish. If you are on a permanent contract please enter 31 December 2050. |
| Summary of Your Current Research * | Provide an outline summary of your current research. Please also include a brief comment on the strength of your organisation. (150 words max.) |

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| Academic Qualifications & Career History * | List all your qualifications and career history in reverse chronological order. The depth of information you provide is up to you, but this will represent you under assessment and so it is worth including as much good evidence for your academic merit as possible. <i>(400 words max)</i> |
| List your 5 key and/or relevant publications * | Provide details of authors, titles and references for up to five of your most relevant publications in refereed journals, in reverse chronological order. You should choose the most relevant to the application to support your case. |

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| Page 6: Network | |
| Network Partners | Each application may involve up to five additional core partners, who will provide additional expertise or will represent additional DAC-listed countries in the network. Full details and justification should be given for the involvement of all participants. |
| Core Partners * | Please provide the name, institution and country of the core partners, with a brief description of their involvement in the network, and how their expertise will directly contribute to the success of the project. Please note: core partners must be affiliated with an institution in a DAC-listed country. |
| Collaborators * | If applicable, please also provide a list of additional collaborators who will be involved in the network, including their name, institute and country |

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| Page 7: ODA Compliance & Global Challenge Areas | |
| Benefits for global development * | How will the outcome of your proposed activities impact global development rather than challenges specific to the countries listed in this application? <i>(250 words max)</i> |
| Country/countries benefitting * | Which country/countries on the DAC list will directly benefit from this proposal? |
| Context of challenge * | How is your proposal directly and primarily relevant to the development challenges of these countries? <i>(250 words max.)</i> |
| Benefits for country/countries? * | 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 ? <i>(250 words max.)</i> |
| Global Challenge Area * | Please select up to 2 Global Challenge Areas you will be addressing in this proposal |
| GCRF Challenge Area * | Please explain how this project meets the criteria for GCRF funding. Applicants should place this proposal in the context of development challenges for the focus countries, supporting this statement with statistics where appropriate and outlining the pathway by which this proposal will create impact. <i>(250 words max.)</i> If applicable, please provide a list of references to support the statement above |

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| Page 8: Financial Details | |
| (General information) | Applicants must consult with the appropriate financial administrators before completing these details. Please provide details of the funding required for the year of the grant. |

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| Running expenses* | <p>The following research expenses can be requested through the networking grants and can be included in the relevant sections on the budget table. The table should include the value requested, the breakdown of purchases and a full justification for each expense:</p> <ul style="list-style-type: none"> • Up to £5,000 of total award can be used to cover consumables for obtaining pilot data, archival research or fieldwork • Costs associated with a networking activities e.g. accommodation, room hire and catering • Travel and subsistence costs (covering costs of international travel, visa costs and local travel) • Administrative support to deliver the networking activities (up to £2,000) • Technical support access at the university/institute level (e.g. accessing existing data management or statistical support services available at the university/institute) • Use of animals (this should cover the cost of license fees, handling fees, procedure costs and animal purchase costs) <p>As we are aiming to build capacity in the overseas institution, funds can be used for purchasing piece of equipment if the equipment is essential to the proposed work and if the equipment will remain in the overseas institution beyond the duration of the award.</p> <p>Please note that funding must be requested in sterling (£). Travel costs should be based on the most suitable and economical form of travel. The total request should not exceed £25,000.</p> |
| | <p>The following sections should only be completed if you intend to use animals in your research.</p> |
| Total Number Purchased Animals | <p>Please provide the total number of animals to be used in your research for the tenure of the award.</p> |
| Total Cost of Purchased Animals | <p>Please provide the total purchase cost for animals used in your research for the tenure of the award.</p> |
| Total Procedure Cost | <p>Please provide the total cost of the procedure(s) outlined in your proposal for the tenure of the award.</p> |
| Animals Total Cost | <p>This amount should be included under the ‘Use of Animals’ section of the budget table as outlined above, and should include license fees, handling fees, procedure costs and animal purchase costs.</p> |
| Administration of the grant * | <p>As per the Grant Conditions, the grant will be paid to the UK Institution in the first instance and will flow to partner institutions as appropriate. Please provide details on the institutions which will receive a proportion of this grant and the amount of funding which will be sent to each institution.</p> |

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| Page 9: Use of Animals in Research | |
| <p>The Academy of Medical Sciences, British Academy, Royal Academy of Engineering and the Royal Society are committed to supporting the development of alternative methods to reduce and/or replace the use of animals in research. Applicants proposing to use animals in their research must ensure that the use of animals falls within the regulations stipulated in the UK Animals (Scientific Procedures Act) 1986 and subsequent amendments. Additionally, applicants should continually be aware of developments in best practice, and adopt the principles of the 3Rs (https://www.nc3rs.org.uk/the-3rs) when designing and conducting experiments on animals.</p> <p>As funders of research, the Scheme partners take their responsibilities towards the UK Animals (Scientific Procedures Act) 1986 seriously, and requires applicants to consider the questions below when preparing grant applications that include the use of animals. Failure to meet the conditions of the nc3rs review would result in the application being rejected.</p> | |
| Does your proposal involve the use of animals or animal tissue? * | Select 'Yes' or 'No'. If you have selected 'Yes' it is mandatory to complete all of the relevant questions on the Use of Animals in Research page. |
| Field Research - collection of specimens | <p>When collection of specimens and other materials is to be made,</p> <p>(a) has specific permission been obtained from the host country to collect and to export specimens and material</p> <p>(b) has the director of the museum or other decision makers where these will be deposited, indicated his/her desire or willingness to have such specimens and material?</p> <p>Please upload any mandatory documents of permission using the 'Field Document'</p> |

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| Page 10: Use of Human Tissue or Subjects | |
| <p>If your proposal features the use of human tissues or subjects, on this page you will need to confirm that the study has been approved and enclose details of the approval.</p> <p>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.</p> <p>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.</p> | |
| Does your proposal involve the use of human tissue or subjects?* | Select 'Yes' or 'No'. If you have selected 'Yes' it is mandatory to complete all of the relevant questions on the Use of Human Tissue or Subjects page. |

Page 11: Data Management and Data Sharing

The networking funding partners support research as an open enterprise, and are committed to ensuring that data outputs from research supported by the networking grants are made publically available in a managed and responsible manner, with as few restrictions as possible. Data outputs should be deposited in an appropriate, recognised, publically available repository, so that others can verify and build upon the data, which is of public interest.

There is not a set format for data management and sharing plans. Where they are required, applicants should structure their plan in a manner most appropriate to the proposed research. The information submitted in plans should focus specifically on how the data outputs will be managed and shared, detailing the repositories where data will be deposited. In considering your approach for data management and sharing, applicants should consider the following:

- What data outputs will be generated by the research that are of value to the public?
- Where and when will you make the data available?
- How will others be able to access the data?
- If the data is of high public interest, how will it be made accessible not only for those in the same or linked field, but also to a wider public audience?
- Specify whether any limits will be placed on the data to be shared, for example, for the purposes of safeguarding commercial interests, personal information, safety or security of the data.
- How will datasets be preserved to ensure they are of long-term benefit?

Outline of data management and data sharing plan

If the proposed research will generate data that is of significant value to the research community, then please provide details of your data management and sharing plan.
(200 words max.)

Pages 12 & 13: Monitoring and Marketing Feedback **(this must be completed by both the UK researcher and the overseas researcher)**

Monitoring Information*

Confirm that you meet the eligibility criteria. Details of the eligibility criteria can be found throughout the document.

Marketing Information*

Please complete all questions on this page. Marketing information is requested to help us monitor the effectiveness of our marketing activities. This information is also not used in the application review process.

Page 14: Declarations of support

Contact details *

Please note that this page should only be completed once invitations have been sent to the 'Participants'. This can be done on the summary page:

Please check the details for the following six contacts for the application. This should include the following:

- Lead overseas researcher
- UK Co-Applicant
- Head of Department at the lead overseas researcher's Host Institution
- Head of Department at the UK Co-Applicant's Host Institution
- Finance Officer at the lead overseas researcher's Host Institution
- Finance Officer at the UK co-applicant's Host Institution

Page 15 & 16: Overseas researcher and UK researcher declarations (**this must be completed by both the UK applicant and the overseas applicant**) *

If you agree with the statement on this page, please tick the box. By checking this box you are signing this form electronically.

Pages 17 & 18: Departmental Support - Head of Department declaration (this must be completed by both the Head of Department for the UK researcher and the overseas researcher) *

If the Applicant is the Head of their Department, or if their current supervisor is the Head of Department, an alternative referee must supply the Head of Department's statement, e.g. Head of School/Faculty.

Confirmation of support of the project is required by the Head of Department of the UK Lead and the Head of Department at the overseas researchers. Please provide details of the Heads of Departments at both host organisations, they will be contacted automatically by email. Please check that they are able to supply their statement by **04 September 2019**.

Before inviting the Heads of Department to participate in completion of your application form, the Applicants are instructed to ensure that the Heads of Department are willing and available to provide a confirmation of support prior to the round closing date. Incomplete confirmations will mean that an application cannot be submitted and will be deemed to be ineligible.

Please check which email address the Heads of Department 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 email addresses when inviting the Heads of Department to support your application, as an email will be sent automatically from Flexi-Grant® to these individuals with instructions for viewing your application and providing their support. Any mistakes in the email addresses supplied will delay the progress of your application.

It is the responsibility of the applicant to:

- Inform the Heads of Department of the deadline
- Liaise with the Heads of Department to ensure that they have received their invitation with instructions to participate in completion of your application, as no provision is made for non-receipt of these automatic emails.
- Keep track of the progress of Heads of Department completion status on your application summary page. You can issue a **reminder** email to the Heads of Department through the participants tab on your application summary page.

If the instruction email from the Flexi-Grant® system has not been received please:

- a) double check the accuracy of the email address supplied on the application form
- b) advise the intended recipient to check their spam filters/junk folders
- c) contact the Academy of Medical Sciences with an alternative email address for the recipient

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

Page 19: Finance Office (overseas) declaration *

Confirmation of support of the project is required by the Finance Officer, Finance Manager, Chief Finance Officer, Director of Finance or equivalent of the Institution on behalf of the Institution will need to approve the application at both the UK researcher's host organisation and at the overseas researcher's host institution.

Please provide details of the Finance Officers at both host organisations, they will be contacted automatically by email. Please check that they are able to supply their statement by **04 September 2019**.

Before inviting the Finance Officers (or equivalent) to participate in completion of your application form, the Applicants are instructed to ensure that the Finance Officers (or equivalent) are willing and available to provide a confirmation of support prior to the round closing date. Incomplete confirmations will mean that an application cannot be submitted and will be deemed to be ineligible.

Please check which email address the Finance Officers (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 email addresses when inviting the Finance Officers (or equivalents) to support your application, as an email will be sent automatically from Flexi-Grant® to these individuals with instructions for viewing your application and providing their support. 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 Officers of the deadline
- Liaise with the Finance Officers to ensure that they have received their invitation with instructions to participate in completion of your application, as no provision is made for non-receipt of these automatic emails.
- Keep track of the progress of Finance Officers 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 funding partners will not be held responsible for automated emails that are not received due to address errors or spam filters.

Page 20: Finance Office (UK) declaration *

Confirmation of support of the project is required by the Finance Officer, Finance Manager, Chief Finance Officer, Director of Finance or equivalent of the Institution on behalf of the Institution will need to approve the application at both the UK researcher's host organisation and at the overseas researcher's host institution.

Please provide details of the Finance Officers at both host organisations, they will be contacted automatically by email. Please check that they are able to supply their statement by **04 September 2019**

Before inviting the Finance Officers (or equivalent) to participate in completion of your application form, the Applicants are instructed to ensure that the Finance Officers (or equivalent) are willing and available to provide a confirmation of support prior to the round closing date. Incomplete confirmations will mean that an application cannot be submitted and will be deemed to be ineligible.

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Due diligence of award *

As per the conditions of award, the UK Host Institution must undertake all appropriate due diligence on the Overseas Host Institution and the Lead Applicant, as per the UK host institution's usual policy, and must provide a copy of such due diligence to the Academy on request.

Please provide an explanation of the due diligence process to be followed to ensure against fraudulent use of funds. Please see the GCRF Networking [Grant Conditions](#) for recommendations for due diligence.

Summary of the application submission process

