



## **Process for the submission and review of grant applications to the GNCT**

### **Application process**

A call for grant applications with a specified closing date will be advertised annually. The specific focus of the call is reviewed annually. Applications must be received by the deadline specified by the Trust in the annual call in order to be considered for funding. Applications must be submitted in an electronic format (e.g. MS Word or PDF) using the Trust's grant application form and the review process will be undertaken electronically. Three Trustees will oversee the grant application process. The Board of Trustees will draw upon the recommendations of independent reviewers when allocating awards.

In order for an application to be eligible for funding, the lead applicant must be a registered nurse working in England or Wales and the proposed research study must be undertaken in England and/or Wales. The Trust welcomes proposals from early and mid-career researchers who are supported, as appropriate, by more expert researchers. Collaborative bids between universities and the NHS, the voluntary, private or independent sector are welcomed.

The Trustees have limited funds available and grants will be made within this context. The normal maximum award is £40,000. The Trust will not fund organisational overheads, purchase of equipment or dissemination costs such as conference attendance and publications. Payment of the award is conditional upon gaining ethical and research governance approvals as appropriate.

Applicants are encouraged to consider linking their research to the research infrastructure in their country (England or Wales). For example, applicants in England are encouraged, where appropriate, to link to the NIHR Applied Research Collaborations (ARC).

Clinically focused studies undertaken within the NHS may be eligible for NIHR Portfolio support. Successful applicants are advised to discuss this with the Research Office in the NHS Trust in which they will undertake the research.

Applications for collaborative funding arrangements will be considered if they are relevant to the Trust's aims. In such cases the interests, involvement and liabilities of all parties must be clearly stated. The outputs in respect of the support provided by the GNCT must be clearly demonstrated. The GNCT will not provide funds to cover the responsibilities of other individuals or organisations.

Funding will not normally be available to support personal study. In *exceptional* circumstances the Trustees may consider providing funding to support the research costs of a higher research degree study that is clearly part of a larger study meeting the Trust's aims and is focused on the topic of the annual call.

Trustees are not in a position to comment prior to or after the submission of a grant application. Canvassing of Trustees will result in the application being withdrawn by the Trust.

### **Review process**

Grant applications will be reviewed initially by Trustees to ascertain whether they fulfill the following criteria for potential funding.

1. A proposal for a research study which focuses on an aspect of nursing policy / practice / education related to the specific focus of the call.
2. The funding requested falls within the maximum amount specified in the call.
3. The lead applicant is a registered nurse working in nursing practice, education, management or research in England or Wales.
4. The proposed research is to be undertaken in England and/or Wales.

5. The application was received prior to the deadline for submission.
6. The proposed study addresses a defined research question using a recognised research methodology.

Applications, which fulfill the above criteria, will be subject to independent peer review. External reviewers will be selected on the basis of their expertise of the topic and/or methodology of the proposed research. Applicants are requested to supply the name, postal address and email address of two potential reviewers that the Trustees may consider approaching to assess the quality of the proposal. Potential reviewers should not be collaborators or close colleagues of any member of the research team submitting the application. Applications will also be reviewed by Trustees.

Reviewers will be asked to complete a written assessment of the proposal and make a recommendation regarding the quality of the proposal and its suitability for funding. The reviewers will pay particular attention to the following questions:

1. Are the aims and objectives of the study clearly focused and can the identified research questions be adequately addressed?
2. Has the applicant critically reviewed the current published literature where appropriate?
3. Is the design of the study likely to allow the research aims to be met?
4. Has due consideration been given to adequate analysis in study design or in the handling of the data produced? (To include statistical analysis where appropriate)
5. How does the study inform/contribute to the development of the nursing profession?
6. Will the findings from the study be generalisable/transferable beyond the location where the research is to be undertaken?
7. Can the study be completed in the time proposed, and with the resources requested?
8. Does the research team have the appropriate expertise to complete the project successfully? Are the roles and contributions of different members of the team made clear?
9. Does the study represent good value for money? Have the resources requested been fully justified?
10. Does the proposed study adhere to relevant research governance, ethical and legal requirements (e.g. data protection)?
11. Is there a dissemination strategy which enables the findings from the research to be shared widely?

The Board of Trustees will agree the award of grants, based on the recommendations of the reviewers and the funding available.

The Board of Trustees is not in a position to provide feedback on individual grant applications. Copies of the feedback from reviewers will only be available on request to successful applicants if they require this for ethics and research governance approval.

## **Outputs**

Successful applicants will be expected to provide the Trustees with an electronic version and one paper copies of the following.

- a) an annual progress report on the project
- b) the Final Report of the project by the date agreed with Trustees
- c) an Executive Summary of the project which will be published on the GNCT website.

The Final Report and Executive Summary should clearly outline the nature of the work undertaken and its relevance to the Trust's aims. The Final Report, Executive Summary and other outputs from the research (e.g. oral presentation and publications) should acknowledge that the research was supported through funding provided by the GNC Trust.