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**NIHR Three Research Schools’ Mental Health Programme**

**Improving mental health and wellbeing in underserved populations through collaborative research**

**Career Development Award**

**APPLICATION FORM**

Please ensure you have read the Research Brief and Guidance notes before completing this form.

To apply please complete:

* Application form together with a short CV (two pages maximum). These must be submitted as **Word** documents.
* Costings form and submit as an **Excel** spreadsheet.
* Gantt chart which should provide timelines for the completion of work, including the timing of key milestones and deliverables. If there are several projects or work streams within the application, please specify these within the Gantt chart. You are welcome to use any visualisation software or template that works for your project.

Please email your final documents as detailed below to [c.ashmore@keele.ac.uk](mailto:c.ashmore@keele.ac.uk) by 3.30pm on **Friday 15 November 2024**.

Please state ‘Career Development Award’ in the subject line and your documents as:

* SURNAME\_CDA\_Application
* SURNAME\_CDA\_CV
* SURNAME\_CDA\_Gantt
* SURNAME\_CDA\_Costings

If you have any questions, please email Claire Ashmore, Programme Manager, Three NIHR Research Schools’ Mental Health Programme [c.ashmore@keele.ac.uk](mailto:c.ashmore@keele.ac.uk)

**PART 1 – APPLICATION SUMMARY**

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| --- | --- |
| **Lead applicant’s details** | |
| Name |  |
| Current post(s) held |  |
| Employer Organisation |  |
| Contact email |  |
| ORCID |  |
| **Building on the information contained in your short CV, please describe in no more than 500 words:**   * *your**career to date, including relevant experience for this proposed award, any relevant publications or other evidence of your research activities* * *your career development goals* * *your education, professional development and training to date* | |
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| **Professional Background** | | | |
| Allied health professional | ☐ | Nurse | ☐ |
| Other registered health or care professional | ☐ | Midwife | ☐ |
| Not a registered health or care professional | ☐ | Dentist | ☐ |
| Medically qualified | ☐ | Social work | ☐ |

**PART 2 - WORK PLAN FOR DURATION OF FELLOWSHIP**

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| **Proposal details** | |
| Research title |  |
| Expected start date |  |
| Duration (months) |  |
| Requested budget (total) |  |
| Five key words |  |

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| **NIHR Research Schools**  *Please provide below details for each School Member that is involved in the research. Must be at* ***least two*** *NIHR Research Schools, one who must be project lead.*  *\*SSCR has new membership from 1.5.24.  However, NIHR have not yet announced the new members.  If you have any queries, please contact* [*Jen Hill*](mailto:jen.hill@york.ac.uk)*, Programme Manager, NIHR SSCR.* | |
|  | **Name of Member School(s) involved** |
| [NIHR School for Primary Care Research](https://www.spcr.nihr.ac.uk/about-us/Who-we-are) |  |
| [NIHR School for Public Health Research](https://sphr.nihr.ac.uk/) |  |
| [NIHR School for Social Care Research](https://www.sscr.nihr.ac.uk) |  |

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| **Proposed Supervisory Team** | |
| **Name** |  |
| **Position** |  |
| **Employer Organisation** |  |
| **Contact email** |  |
| **ORCID** |  |
| **NIHR School base (if relevant)** |  |
| **FTE contribution** |  |
| **Roles and responsibilities of team member** |  |

|  |  |
| --- | --- |
| **Name** |  |
| **Position** |  |
| **Employer Organisation** |  |
| **Contact email** |  |
| **ORCID** |  |
| **NIHR School base (if relevant)** |  |
| **FTE contribution** |  |
| **Roles and responsibilities of team member** |  |

**PART 3 – CASE FOR SUPPORT**

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| ***Please describe in no more than 1,000 words:***   * *The background and rationale for your application. State clearly why the topic is important* * *Aims and objectives* * *Plan of work including methods to be employed* * *Any associated ethical considerations - does the proposed project raise ethical issues? Please outline any ethical issues associated with this research and the arrangements for handling them. Please also describe any research governance arrangements that would apply to the proposed project* * *How this award would fit with your career plan* * *What training you plan to undertake aligned to the proposed activities and plans for career development* * *Expected outcomes, pathway to impact and markers of success* |
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| **Describe your current and ongoing training and development needs and describe how this award would facilitate these.** [maximum 350 words] |
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| **Plain English Summary**  *Please summarise your research proposal for a lay audience in no more than 450 words.* |
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| **Relevance of proposed research** [maximum 500 words]  *You should include:*   * *How your proposed research is relevant to, and supports, the Three Schools’ Mental Health Research Programme?* * *How your proposed research meets the criterion of collaboration across two or three NIHR Schools?* * *How does your proposed research address ‘supporting underserved communities’?* * *How have you chosen the setting in which you plan to undertake the award?* |
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| **What are the likely impacts on policy and/or practice from this project** (we appreciate that these will evolve over time)? [maximum 500 words]  <https://www.nihr.ac.uk/researchers/apply-for-funding/how-to-apply-for-project-funding/plan-for-impact.htm> |
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**PART 4 - PUBLIC INVOLVEMENT**

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| **Public involvement**  *Describe the involvement of patients/public/practitioners/people with lived experience/carers in developing this application. [maximum of 500 words]* |
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| **How will patients/public/practitioners/people with lived experience/carers be involved in your research?** *[maximum of 500 words]*  *Please describe who (i.e. particular demographics, how many, what relationships will be created etc) you would like to involve, why them and at which stages of your research you are expecting to involve them.* |
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**PART 5 - RESOURCES**

Please complete the accompanying financial resources form and include a summary below.

The total requested should be appropriate to the research design and reflect good value for money.

You should describe any financial contributions to be made through host institutions, project partners or others to support the research for which funds under this programme are sought.

As this is NIHR funding overheads cannot be applied to non-higher education institutions, including; local authorities, NHS providers and other third party organisations. 30% overheads can be applied to all HEI directly incurred and directly allocated staff costs. For non HEI organisations up to 100% of direct costs can be costed.

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| **Total funding requested** | |
| Current salary per annum |  |
| Total salary costs |  |
| Overheads (30% of fellow’s salary) |  |
| Training and development costs |  |
| **Total** |  |
| **Justification**  *Please provide a justification for the resources requested which should include how each item was calculated with full justification provided. Please set out how the proposed research offers value for money* | |
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**PART 6 - DECLARATIONS**

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| **Lead applicant**  *I confirm that the information given on this form is complete and correct, that all co-applicants on this form have seen a copy of this application, and that I shall be actively engaged in the work of this project and responsible for its overall management.* |
| Signature:  Name:  Date: |
| **Finance authority**  *I confirm that I have checked the financial details of this application, and that this institution is prepared to carry out the work outlined at the stated costs and to administer the award if successful. I confirm that the staff gradings and salaries quoted in this application are in accordance with the practice and scales applying in this Institution/Organisation.* |
| Signature:  Name:  Position and Institution:  Date: |
| **Host Three Schools Institution Lead**  *I confirm that I have read the details of this application and support the research and career development on behalf of the Three Schools.* |
| Signature:  Name:  Position and Institution:  Date: |