

Funding for novel concepts and approaches

Purpose and Scope

Following on from the launch of our research strategy '[A Cure Can't Wait](#)' we have established the New Ideas Awards.

This scheme has been designed to promote innovative approaches that could fundamentally change our understanding, diagnosis and/or management of brain tumours. The goal of this program is to initiate novel concepts that may eventually lead to significant improvements in clinical outcome, including quality of life, for patients with brain tumours.

The New Ideas awards are designed to allow initial exploration of new ideas with the potential to open truly new avenues of investigation. These awards are NOT intended to support the logical progression of already established research programs. Proposals that are an obvious extension of established research programs will be administratively triaged. As such, it is unlikely that a significant amount of preliminary data will exist to support the proposal; however, preliminary data can be included to support the scientific rationale. This is particularly true if the preliminary data shows an unexpected result which then forms the basis of the proposal.

Eligibility

- All grant applications must focus on the research priorities highlighted in our Research Strategy [A Cure Can't Wait](#).
- In order to receive such an award, applicants must succinctly describe the innovative idea/approach and a method for testing it within the one year grant period.
- This award is open to international researchers, but applications including a UK collaborator will be looked on favourably.
- The Principal Investigator must have a contract with the institution covering the duration of the grant. If the Principal Investigator does not hold an academic or research position, the application must include a co-applicant at the Lead Institution that does.
- Proposals must contain scope for future work should the pilot study prove to be successful.
- Proposals must also include a clear explanation of how this could lead to benefits to those affected by brain tumours.

Funding

This award will provide £100,000 of funding per award over 12 months. The expectation is that this funding will lead to and support applications for larger scale projects to other national/international funding organisations. This funding should be allocated to cover direct costs of research.

Please note that the award will be made to the Principal Investigator's institution (called the Lead Institution). Funding can be allocated to co-applicants' institutions with agreements put in place between all partner institutions. It is the Lead Institution's responsibility to put in place an arrangement to reimburse costs incurred by other institutions during the grant.

The award will be made in Pounds Sterling and will be cash limited at the point of award. It will be the responsibility of the Lead Institution to make conversions into other currencies. The Charity is not responsible for any fluctuations in exchange rate over the course of the programme. We advise that the Lead Institution establishes a corporate exchange rate agreement if conversion to other currencies is required.

Evaluation of proposals

The Brain Tumour Charity is a member of the [Association of Medical Research Charities](#) (AMRC) and adheres to its principles of peer review. All applications meeting the eligibility criteria will undergo extensive peer review (in line with AMRC principles) and applicants will have the opportunity to respond to peer review comments prior to the application being considered by the [Grant Review and Monitoring \(GRAM\) committee](#).

Reporting requirements

The Charity will require a 6 month report and a final report to assess the progress made. We also use the online outcomes system Researchfish, and so will additionally expect updates to be submitted here.

Application instructions

The application form should be read in conjunction with these guidance notes and with The Brain Tumour Charity's [Terms and Conditions](#) downloadable from our website. By applying for a grant, you confirm your acceptance of these terms and conditions.

It is also recommended that you read our research strategy [A Cure Can't Wait](#) prior to writing your grant application to ensure that the research proposal complies with at least one of the key areas identified in the strategy.

Please note that failure to correctly complete the form and abide by the word limits specified will result in the application being administratively triaged out and not being considered for funding.

Applications must be completed by **5 pm (London time) on 16 August 2016**.

Applications must be submitted online through our new portal: <https://proposalcentral.altum.com>

Principal Investigators and Lead Institutions must set up an account on proposalCENTRAL. For help on how to use the system, please visit: <https://proposalcentral.altum.com/Help.asp>

Examples of tutorials available:

- [How to Register your Institution with proposalCENTRAL](#)
- [How to Register as a proposalCENTRAL user](#)
- [How to Create an Application using proposalCENTRAL](#)
- [How to Customize your Browser](#)

For technical Customer Support please email pcsupport@altum.com or call +1 703 964 5840 (Direct Dial International) or 800 875 2562 (Toll-free U.S. and Canada). Normal Business Hours: 8:30am - 5:00pm Eastern Standard Time, i.e. 1.30pm – 10.00pm London time.

If you have a query regarding the grant round or would like to discuss your programme, please contact us directly on: research@thebraintumourcharity.org or call +44 (0) 1252 418190.

Please note the following:

- All dates must be entered with the US format mm/dd/yyyy
- Despite the dollar \$ sign, ALL budget costs must be entered in Pounds Sterling

We understand these are issues and are working with proposalCENTRAL to resolve them. In the meantime, we ask that you bear with us and follow the above instructions.

This is the first time we are using proposalCENTRAL for a full grant application and we understand you may have questions or issues – please do contact us at any stage so we can help you:
research@thebraintumourcharity.org or call +44 (0) 1252 418190.

Professional Profile

Please fill in your details regarding: contact information, degrees and personal data for applications (**mandatory data: email and phone number**), other support and publications. You may choose to link this to your ORCID identifier.

In 'Other Support' please include other grants you have received as this will be pulled through to the main application. In addition, please outline all related applications currently under consideration and describe how they relate to this programme (there is an option for Pending status).

Please ignore the Dollar \$ sign. Add the monetary value of your award as it was given to you and in the description add the currency in which this award was made.

In 'Publications' please note you can either manually populate the fields, or you can use the article's PMID, PMCID which will automatically populate them. In order for this to work, you must fill in the ID and then press 'Submit'.

Please note that your Title (e.g. Dr/Professor) is designated by the term '**PREFIX**' on proposalCENTRAL. Make sure you fill this in in your **Professional Profile-> 9) Account Information**.

The screenshot shows the 'proposalCENTRAL Application System' interface. The 'Professional Profile' tab is active. The form displays the following fields and their values:

Name:	Dinis, Mariana	Email:	mariana.dinis@thebraintumourcharity.org
Prefix:			
* First Name:	Mariana		Please enter a first name
Middle Name:			
Maiden Name:			
* Last Name:	Dinis		Please enter a last name
Suffix:			
* Primary E-Mail Address:	mariana.dinis@thebraintumourcharity.org		Please provide a primary e-mail address for this account. This e-mail address will be used for all correspondence and notifications from proposalCENTRAL and the participating grant-makers. This e-mail address can be used in place of the userid to login.
* User Login/ ID:	Dinis		
Current Password:			Anytime if the primary email, user login, password or challenge question information is changed, then the current password is required.
New Password:			Please enter a password for this account. Passwords must be 6 to 12 characters in length, with at least one alpha and one numeric character.
Confirm Password:			Confirm new password.

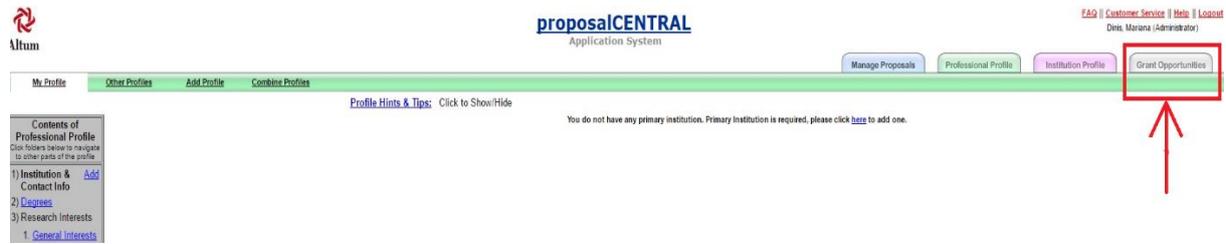
We understand it will be a little time-consuming to fill in this level of detail, but please remember you will only have to do this once and that the system will hold this information for all future applications you wish to submit.

Call for applications

In order to find our calls for applications visit this quick access link:

<https://proposalcentral.altum.com/opportunities.asp?GMID=155>

Alternatively, once you have set yourself up on the system, you can click on 'Grant Opportunities' and then select The Brain Tumour Charity from the list of funders.



Once you have found the call you want to apply for, please click 'Apply Now'.

At any point of the application you may wish to save. You can do this by pressing the button 'Save' or simply by clicking 'Next'. Mandatory sections are denoted by a red star, which must be completed before final submission, however you can save your application throughout the process without these sections being completed.

Please note that **spaces count towards character limits**. In addition, please note that **the system does not allow symbol characters to be added**.

1) Title Page

Please enter a brief title for your programme.

2) Download Templates & Instructions

Here you can find our Guidance notes, the Call for Applications and Terms and Conditions. There is also a Co-applicants' Confirmation Form where we ask that you collect signatures from your co-applicants to confirm they are happy with the application and The Brain Tumour Charity's Data Protection and Undertakings policies. Please email the signed copy to research@thebraintumourcharity.org within 7 days of the deadline. No hard copy is required.

3) Enable Other Users to Access this Proposal

If you wish to grant access of this application to other people, please do so here simply by typing in their email. We suggest that you allow your co-applicants access to your application so they may edit it as well (e.g. choose the permission 'Edit').

You may also wish to give your institution access to the application, as your senior administrative authority will be asked to sign the application on behalf of the Lead Institution (e.g. choose permission 'View').

4) Applicant

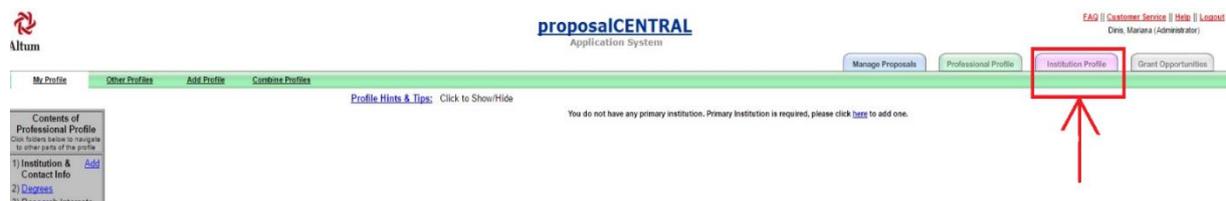
Please provide contact details for the Principal Investigator who should be based at the Lead Institution. This should pull from your Profile, if you have already filled it in. If you haven't, please do take the time to fill it in at this stage.

To be eligible, the Principal Investigator must hold an academic or research position at the Lead Institution and hold an employment contract beyond the period of the grant. If the Principal Investigator does not hold an academic or research position, the application must include a co-applicant at the Lead Institution that does.

Please note: you will be asked to attach your CV in section 16) Attachments.

5) Institution

Please provide details of your affiliated institution. This should pull from your Profile, if you have already filled it in. If your institution is not yet registered, please do so on the 'Institution Profile' tab, followed by 'Add institution'.



6) Co-Applicants & Collaborators

Enter all the applicants' email addresses. A new window will then pop-up for you to fill in details regarding names, affiliated institutions, role on the programme and expertise details. After you have filled in the details, please click 'Save' and then 'Close window'.

Please note co-applicants and collaborators' institutions need to be added on the system if not already on the list. If this is not done, you will not be able to validate your application.

Please indicate how many hours each week each applicant spends on research and also specifically on this research grant. **Ignore the Phone and Effort on the table as we are not collecting this.**

Please note: you will be asked to attach co-applicants' CVs in section 16) Attachments.

7) Project details

Relevance to research priorities

It is recommended that you read our research strategy prior to developing a proposal. Please describe in this section how your proposal addresses The Charity's research priority areas as highlighted in our research strategy [A Cure Can't Wait](#). In particular, please describe how your proposal fits with our Accelerate, Diagnose, Understand, Catalyse and/or Enhance priorities.

Future work

Please describe follow up plans to this pilot: where do you anticipate this study leading and how will this work be taken forward?

Facilities and resources available to the team

Please outline the facilities and resources which will be made available to the team across the research institutions.

Public Patient/Community Involvement (PPI)

In preparation for your submission, we would encourage you discuss your application with patients or carers. Please outline here how this stakeholder group has been involved in the development of this research project. You may choose to access our Research Involvement Network (RIN) which can provide you with this. www.thebraintumourcharity.org/ppi.

Potential for patient benefit

Please outline what the expected benefits for patients are arising from this programme grant. Indicate the likely timescale for these outcomes and explain the reasons for the suggested timescale.

Dissemination plans

Please describe how you will disseminate your results during the programme and after it has finished to the general public and to a scientific audience. Also outline plans for patient and public engagement.

Working with The Brain Tumour Charity

Please explain how you will endeavour to work with The Charity to promote the impact of your research during and after your project finishes. In addition, as per our [Terms and Conditions](#), how will you ensure patients and carers have access and/or are made aware of our materials and services?

Please note: you will be asked to attach your detailed research proposal (up to four pages) in section 16) Attachments.

8) Research Summary

Lay summary

Please note that this summary will be used by the lay reviewers and forms an important part of the assessment process. Please also provide a lay title to accompany the summary. You will be required to describe the research programme using terms that are understandable to a reader with no specialist scientific or medical knowledge and using the sub-headings given:

- The aims of the research project
- Why this research is needed
- Relevance of research to people with a brain tumour
- How the research proposed is novel and ground-breaking

You may find it helpful to refer to the AMRC's [Guidance for researchers – writing lay summaries](#) downloadable from our website.

Summary of research in one sentence

Please describe your project in just one sentence using lay terms. Briefly describe what you are going to do and why you are going to do it.

If your application is successful, the lay summary and sentence will be used by The Charity to publicise our research portfolio, so please do not include any confidential or commercially sensitive information in the summary.

Scientific Summary

Please provide a summary of the research proposed for a scientifically qualified assessor. This will be used in the first instance for peer reviewing purposes.

Keywords

Please select keywords which best describe your research, including tumour type. These will be used in the first instance to find peer reviewers for your application. If you want to add a keyword that is not on the list, please use the 'Other' box above.

Please select ALL the categories shown that are relevant to this application.

9) Timelines & Milestones

Please add here the milestones you anticipate to achieve with this grant. Add each milestone in a new row indicating the year to which it relates, which for New Ideas grants should always be year 1. Please note that these key milestones and timelines will be used to monitor the grant's progress over the duration of the funding.

Deadline: 9/1/2016 12:00:00 PM (U.S. Eastern Time)

LOI Sections
Click here to view Letter Of Intent.Timelines & MilestonesCancel Exit

Save Print <<Previous Next>>

Timelines and milestones: Please provide details of key milestones for every 12 months of the programme in the table below along with a detailed Gantt chart for the proposed research.

		Year	Milestone Description
Add			
Del	Milestone 1	* year 1	obtain samples xxxx
Del	Milestone 2	* year 1	example 2
Del	Milestone 3	* year 2	example 3

Please note: you will be asked to attach your Gantt Chart in section 16) Attachments.

10) Budget Period Detail

As a member of the [AMRC](#) and in line with their guidelines, The Brain Tumour Charity will only reimburse direct research costs. The Charity will not fund indirect costs nor will it pay on a percentage basis.

Directly incurred costs are actual costs explicitly identifiable as arising from the conduct of a project (e.g. staff salaries, equipment, materials, travel).

Directly allocated costs are costs of resources used by a project that are shared by other activities and based on estimates (e.g. principal and co-applicant costs, estates costs).

Indirect costs are non-specific costs charged across all projects that are based on estimates (e.g. HR and finance services, library costs).

As above, please note that despite the dollar \$ sign, all budget costs must be entered in Pounds Sterling.

Please detail the costs listed below separately:

Personnel Costs

Funds may be requested for the salary of any postdoctoral researchers, graduate research assistants, technicians or other person who will be employed directly on this grant. The Principal Investigator for the project may request funding for the salary if he/she does not meet the criteria above (i.e., if he/she

does not hold an academic or research position). In this case, the application must include a co-applicant at the Lead Institution that does hold an academic or research position. This must be clearly highlighted in the application. Please include any expected cost of salary rises over the period of the grant plus inflation, which together would not normally be allowed to exceed 5% per year.

If you already know the person's name who will be employed by this grant, please add it. If not, just add 'TBC'.

Materials and Consumables

Please detail here the materials and consumables you will use for this grant. Add lines as required.

Animals

Animal costs should be listed separately for different species and must be split into purchase and maintenance costs.

Equipment

The Charity assumes a basic level of equipment provision by the institutions involved with the research and applications should be limited to items required specifically for the research proposed.

Travel

You should justify any necessary travel for meetings with collaborators and conferences, excessive travel costs will be queried and may be reduced.

Miscellaneous

Add here any other budget item which does not fit into the categories above and clarify what the cost(s) are for.

11) Budget Summary & Justification

When you save the budget items entered on section **10) Budget Period Detail**, a table will be automatically created in this section with your total request. Please note you cannot edit this table. If you wish to do, you must return to section 10).

Justification of costs associated with the grant

Please provide a justification for the costs requested for this grant. For the animals section please specify the species and the number of animals to be used.

If you did not include an item in your budget for a particular section, unfortunately you will still be required to fill in a justification. In this case just type 'N/A'.

12) Current Funding

Please include current and recent funding obtained in the last five years for the co-applicants from The Brain Tumour Charity and other funding organisations. This should include amount awarded, grant start and end dates and position on the grant, along with the number of hours per week (effort as a percentage) that are spent on current research grants. **Please ignore the Dollar \$ sign. Add the monetary value of your award as it was given to you and in the description add the currency in which this award was made.**

Outline also all related applications currently under consideration for funding from other funding bodies, their current status and how they relate and/or overlap to the research described in this grant.

13) Other Support

Please include current and recent funding obtained in the last five years for the Principal Investigator from The Brain Tumour Charity and other funding organisations. This should pull from your profile, if you have already filled it in. If you haven't, please do take the time to fill it in at this stage.

This should include amount awarded, grant start and end dates and position on the grant, along with the number of hours per week (effort as a percentage) that are spent on current research grants. **Please ignore the Dollar \$ sign. Add the monetary value of your award as it was given to you and in the description add the currency in which this award was made.**

Outline also all related applications currently under consideration for funding from other funding bodies, their current status and how they relate and/or overlap to the research described in this grant.

Past grant holders of The Brain Tumour Charity are expected to have published at least one peer-reviewed paper in a scientific journal from any previous grants which finished more than two years ago.

14) Organization Assurances

It is the responsibility of the Lead Institution to ensure that all ethical, legal and regulatory requirements relating to the research are met, as indicated in Clause 3 of The Brain Tumour Charity's [Terms and Conditions](#).

This includes issues regarding the use of radioactive isotopes, pathogenic organisms, genetically modified organisms (GMOs), and toxic and hazardous substances, and research involving human participants, human tissue or cells, animals, and animal tissue or cells.

The Brain Tumour Charity is a member of the AMRC and as such will only fund research which complies with the law of the country where the research is being conducted. **Any research funded overseas must be carried out in the spirit of the UK legislation as well as being compliant with all local legislation and ethical review procedures.**

All appropriate documentation referring to the use of animals or with regards to projects involving investigations on humans should ideally be submitted with the application form. Otherwise, or if ethical approval can only be considered after funding is approved, the final outcome of the approval process must be submitted to The Brain Tumour Charity as soon as it is known. No part of the grant will be paid until the final ethical approval has been received.

Please note: there is an option to attach ethical approvals in section 16) Attachments.

Human Subjects

Please let us know whether the research grant requires the approval of an ethics committee, certification of the institutes at which the research will be conducted, personal licences for individual researchers, a project licence, or any other permissions or legal documentation and what the status of this approval is.

Vertebrate Animals

Please let us know whether the research grant involves Vertebrate Animals and what the status of the approval is.

The Brain Tumour Charity will only support the use of animals where no viable alternative exists: the applicant must have regard to animal welfare and advances in the refinement, replacement and reduction of animal use and as such we will only fund compliant institutions. International partners which will conduct such experiments may be required to provide documentary evidence regarding national, regional and local standards of animal welfare as well as the institution's animal house handbook and policies and details of the ethics committee.

In the UK, a Local Animal Research Ethics Committee must approve research proposals involving the use of animals as part of the Ethical Review Process mandated by Home Office legislation introduced in 1999. Furthermore, the project and individual researchers must also be in possession of a Home Office licence.

In the questions outlined in the application form, please describe how you will address the principles of the Three Rs – Replacement, Reduction and Refinement. Please state the severity of the procedures to be used on live animals and describe how you have optimised these procedures to ensure the animals suffer as little as possible. Please describe why the use of animals is necessary for your proposal and whether any other approaches, that do not require the use of live animals, could be used as an alternative. Furthermore, please provide a justification as to why the animal model was chosen – this may include references to previous studies using the model. Please also justify the number of animals to be used throughout your research and provide evidence that shows the sample sizes chosen will be statistically relevant.

For further information on the use of animals in research please see our [Terms and Conditions](#).

Commercial Exploitation and Competing Interests

The Brain Tumour Charity is committed to advancing understanding, diagnosis and treatment of brain tumours through its support for biomedical research. As a charity, we are under an obligation to ensure that the useful results of the research that we fund are applied for the public good. To meet these

objectives, we encourage institutions and researchers funded by us to play an active role in ensuring the protection and exploitation of the Intellectual Property (IP) arising out of the research we fund.

Legislation regarding IP varies according to country: it is the responsibility of the Lead Institution to inform The Charity of the IP law in their location.

For further information on our policies relating to IP, please refer to The Brain Tumour Charity's [Terms and Conditions](#).

15) Publications

This should pull from your profile, if you have already filled it in. If you haven't, please do take the time to fill it in at this stage. Please add relevant papers that you feel will aid your application.

In 'Publications' please note you can either manually populate the fields, or you can use the article's PMID, PMCID which will automatically populate them. In order for this to work, you must fill in the ID and then press 'Submit'.

16) Attachments

CVs

Your CV should include your education and employment history as well as any other information you feel will demonstrate your track record in and commitment to research into brain tumours. Publications and funding will be pulled from your profile so there is no need to add this.

Your co-applicants' CVs should include education, employment history and key publications as well as any other information you feel will demonstrate their track record in and commitment to research into brain tumours. Funding obtained is requested in the application form so there is no need to add this.

Detailed research proposal

Please provide full details of your proposal. These should include:

- Aims
- Rationale for pursuing this question
- How the research proposed is novel
- Strategic importance of this research into brain tumours
- Objectives and key deliverables.

You may include figures and tables within this proposal but please note these will count towards the page limit. You may add up to four pages of information, minimum font size 10 with single line spacing.

Gantt Chart

The Gantt chart should detail the main goals, milestones and deliverables associated with each 12 months of the programme. Please note that these key milestones and timelines will be used to monitor the programme's progress over the course of the grant.

References

Please provide citations for the research proposal in full, including title of paper, authors, year of publication and journal.

Signed Signature Page

Please read The Brain Tumour Charity's Data Protection Statement and Undertakings which you can find in the Confirmation Form in advance of signing the grant.

Please print the signature page automatically populated in section **19) Signature Page**, obtain signatures from the Principal Investigator and senior administrative authority (on behalf of the Lead Institution) and upload it here.

17) Reviewer Recommendations

You are invited (but not obligated) to nominate up to five reviewers who can be academics from anywhere in the world and have particular expertise in this area of research, making them qualified to assess your application critically. You should not nominate individuals with whom you have a close collaboration, with whom you have worked previously, who work at your institution, with whom you have published in the last three years, or with whom you are likely to have a significant conflict of interest, e.g. close friends etc. or for any other reason. We may use all, any or none of these reviewers at our discretion. If there are any reviewers you would like us not to use, please also list these.

18) Validate

Once you're happy with your application, please click on Validate to see if any of the mandatory fields are yet to be filled in. A yellow box will show up detailing any missing information.

19) Signature Page(s)

Please note this page looks editable but this is not true. In fact, all fields are automatically populated from your application form. If some fields are blank, then we are not collecting that information.

Signature of Signing Official refers to the senior administrative authority will be asked to sign the application on behalf of the Lead Institution. The 'senior administrative authority' from the Lead Institution must agree to the declaration at the end of this form confirming that the Institution supports the application. The Principal Investigator must also agree to this declaration.

Once this page has been printed and signed, it must be uploaded on section **16) Attachments**.

All submitted applications will be treated as having agreed with the Data Protection statement and Undertakings statement as outlined.

20) Submit

Once your application has been validated and there are no more errors, please click 'Submit'. Please note this must be done before **5pm (London time) on 16 August 2016**. After you submit, you will not be able to make any changes to your application.

When you submit, an automated email will be sent to the Principal Investigator to confirm submission. If this email is not received within ten minutes; please contact proposalCENTRAL [Customer Service](#) team for assistance.

Further information

If you have further questions about making an application, please contact the Research Team.

Email: research@thebraintumourcharity.org

Call: +44 (0) 1252 418190