# Research Career Development Grant Proposal Form 2024

### Please read the Submission information and FAQs documents before completing this form

|  |
| --- |
| **SUMMARY DETAILS PAGE** |
| **1. Title of project** (maximum 20 words) |
| **2. Applicant** (title / name / institution) |
| **3. Co-applicant(s)** (title / name / institution) |
|  |
|  |
|  |
|  |
|  |
| **4. Name of proposed host institution** (for contractual purposes) |
| **5. Proposed start date and duration of project** (refer to the Submission information and FAQs documents) |
| **6. Total amount of funding sought** |
| **7. Plain English summary** (250 words maximum)  Note: you can find guidance on writing plain English summaries on NIHR’s website: <https://www.nihr.ac.uk/documents/plain-english-summaries/27363>. The RDS North East and North Cumbria PPI panel also has produced some guidance: [https://www.youtube.com/watch?v=w\_MttgRQs4E](https://eu-west-1.protection.sophos.com/?d=youtube.com&u=aHR0cHM6Ly93d3cueW91dHViZS5jb20vd2F0Y2g_dj13X010dGdSUXM0RQ==&i=NjA5MzllMmU0OTljZjI0ODM5M2UxYTcz&t=MUU0WTNiZE00cU1lTUZqSm9WMVhjYTIvYnlSR3JvK3JyL3M0K1BqdU1ZZz0=&h=b34264c1c0a448dca29a0ebbba5b0c94). If your application is successful this summary will be published on the RCOT website.  Word count total: |
| **8. Describe how people who access services, and/or their families or carers, taking account of the perspectives of people from diverse backgrounds with multiple and intersecting identities[[1]](#footnote-2), have been involved in the design and will be involved in the undertaking of the research project.** (350 words maximum)  Word count total: |
| **9. Has the work relevant to this proposal already commenced?** (if yes, give details) |
| **10. Proposed research project** (provide details of the proposed research project - maximum **2,500** words excluding full references, but please do count in-text citations. List all cited references in section 21. Give sufficient information about the background to the project, including literature from low and middle income countries where appropriate. Describe the methodology and theoretical framework(s). Where appropriate, we expect to see theoretical framework(s) included from various countries and cultures. Please describe the participant population and how the perspectives of people from a diverse range of backgrounds will be included. Information about support offered by any collaborating partners which is not otherwise outlined in section 16 should be included here. If you are seeking funding towards a nested element of a larger project, you must clearly identify the discrete activity that will be funded via the RCOT Research Foundation grant and the outcomes anticipated from this element.)  Word count total: |
| **11. Describe the ethical considerations that arise in relation to your project, how they will be managed, and whether ethical approval for the research, if required, has been obtained** (350 words maximum)  Word count total: |
| **12. Outline the local and national policy context and practice drivers for the topic and how the proposed research supports one or more of the Top 10 research priorities for occupational therapy in the UK. Please see** <https://www.rcot.co.uk/top-10>(500 words maximum)  Word count total: |
| **13. Describe your research career pathway to date, and how undertaking this project will contribute to the development of your research capability.** (350 words maximum)  Word count total: |
| **14. Describe how knowledge gained during the research project will be transferred to inform occupational therapy practice, outcomes and service delivery, and the impact on people who access services, and/or their families or carers** (750 words maximum)  Word count total: |
| **15. Describe your dissemination plans including, but not limited to, peer-reviewed journal article submissions, conference presentations, and how you plan to disseminate your findings to the public and any research participants** (350 words maximum)  Word count total: |
| **16. Outline the support from the host institution, if relevant, for the duration of the proposed research project. Include partnerships, mentorship and/or supervision arrangements** (350 words max)  Word count total: |
| **17. Timeline for the proposed research - including key deliverables/stages of the proposed project** |
| **18. Funding requested** (include costs incurred by all contributors whose details are given within the proposal, with the exception of PhD supervisors).  Costs may include relevant conference attendance up to a maximum of £1K.  Note: as a charity we do not meet university overhead costs associated with full economic costing, and these should not be included in your costs below. |
| **Year 1 of project** Staff time costs (salary and grade) |
| Course fees (doctoral students only) |
| Consumables (including any PPE) |
| Public and patient involvement costs (NB costs related to staff management of public and patient contributors to the study as distinct from participants should be included under staff time cost) |
| **Year 2 of project**  Staff time costs (salary and grade) |
| Course fees (doctoral students only) |
| Consumables (including any PPE) |
| Public and patient involvement costs (NB costs related to staff management of public and patient contributors to the study as distinct from participants should be included under staff time cost) |
| **Year 3 of project**  Staff time costs (salary and grade) |
| Course fees (doctoral students only) |
| Consumables (including any PPE) |
| Public and patient involvement costs NB costs related to staff management of public and patient contributors to the study as distinct from participants should be included under staff time cost |
| **Total costs:** |
| **19. Give details of any other funders who have been approached to support this project** (include sum requested and outcome) |
| **20. Additional supporting information** (provide any relevant supporting information)(900 words maximum):  Word count total: |
| **21. References** (List all references cited within the proposal. For reference style see ‘Referencing guide for RCOT publications’ at:[**https://www.rcot.co.uk/practice-resources/library-resources/information-skills**](https://www.rcot.co.uk/practice-resources/library-resources/information-skills)) |

|  |  |
| --- | --- |
| **22. Applicant details** | |
| Title: | BAOT professional membership no: |
| Surname: | Forename(s): |
| Orcid number: | |
| Current appointment | |
| Job title: | Department: |
| Institution/Organisation | |
| Telephone: | Email: |
| Date of commencement: | |
| Is this a permanent post? | If not, provide termination date: |
| **23. Relevant professional qualifications, degrees, diplomas etc** | |
| **24. Higher degrees** (give details of level and title, and briefly describe research undertaken as part of the degree) | |
| Date doctorate was awarded, or anticipated submission date: | |
| **25. Relevant publications / presentations** (including online publications. Do not attach articles.) | |
| **26. Previous research grants or other funding support obtained** (indicate if you were the principal investigator) | |
| **27. Research experience** (provide any other additional information about relevant research experience - 350 words max.)  Word count total: | |
| **28. Describe what your contribution will be to the overall project** (350 words maximum)  Word count total: | |

|  |  |
| --- | --- |
| **29. Co-applicant** (please complete sections 29-35 for each co-applicant, inserting additional tables as required) | |
| Title: | BAOT membership no: |
| Surname: | Forename/s: |
| Current appointment | |
| Job title: | Department: |
| Institution/Organisation: | |
| Telephone: | Email: |
| Date of commencement: | |
| Is this a permanent post? | If not, provide termination date: |
| **30. Relevant professional qualifications, degrees, diplomas etc** (include details of awarding body and dates) | |
| **31. Higher Degrees** (give details of level and title, and briefly describe research undertaken as part of the degree) | |
| Date doctorate was awarded: | |
| **32. Recent publications** (peer reviewed or other journals, book chapters etc) | |
| **33. Recent grants obtained** | |
| **34. Relevant clinical / research experience** (250 words maximum)  Word count total: | |
| **35. Contribution to the project** (250 words maximum)  Word count total: | |

|  |  |
| --- | --- |
| **36. Public co-applicant** (please complete sections 36-39 for each public co-applicant, inserting additional tables as required) | |
| Title: | |
| Surname: | Forename/s: |
| **37. Relevant experience** Please describe any relevant work (paid or unpaid), knowledge and experience of other patient and public involvement activities, knowledge and experience of any previous research, or experience of conditions, interventions or services related to the research. | |
| **38. Relevant skills, qualifications and training** | |
| **39. Contribution to the project** (250 words maximum)  Word count total: | |

**Application continues overleaf.**

|  |  |
| --- | --- |
| **40. External reviewers**  This proposal will be reviewed by external experts. Please provide details of two individuals who you have approached and who have agreed to review your proposal in February/March 2024 if invited to do so. Suitable reviewers may be research-skilled people who can comment on the feasibility of the project or are experts in the topic area or methodology. You may not nominate your research supervisor or someone from your department, someone employed by RCOT, or someone you have conducted research with recently. Additional expert reviewers will be identified by RCOT. Please note that we may only approach one of your identified reviewers. | |
| **Reviewer 1**  Title: | |
| Surname: | Forename: |
| Job title: | Department: |
| Institution: | |
| Telephone: | Email (essential): |
| **Reviewer 2**  Title: | |
| Surname: | Forename: |
| Job title: | Department: |
| Institution: | |
| Telephone: | Email (essential): |

|  |  |  |
| --- | --- | --- |
| **41. Signatures** (electronic signatures are acceptable; typed signatures are not. This page may be submitted in PDF format.) | | |
| **Applicant**  I shall be actively engaged in the project and will take responsibility for its undertaking and completion in accordance with the activity detailed in this project proposal. I understand that the proposal will be reviewed by external experts and by members of the RCOT Research Foundation Advisory Group. I also understand my application, if successful, will be retained until award audit requirements have been met and then for one year following publication of the summary report on the RCOT website. If unsuccessful, my application will be retained for 18 months following the outcome. | | |
| **Name:** | Signature: | Date: |
| **I confirm that this application has been peer reviewed prior to submission** (please clearly select one): | Yes / No | |
| **If your research is based in England, have you contacted the NIHR Clinical Research Network to see how they can help to support the delivery of your study? (See Submission information document for more information.)** | Yes / No If yes, please provide the name and email address of the person contacted: | |
| **Co-applicants**  I shall be actively engaged with the project as indicated in this project proposal. | | |
| **Name:** | **Signature:** | **Date:** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| **Research Supervisor** (for doctoral student applicants)  I support this application. | | |
| **Name:** | **Signature:** | **Date:** |

|  |  |  |
| --- | --- | --- |
| **Departmental Manager** (for postdoctoral applicants)  I support this application | | |
| **Name:** | **Signature:** | **Date:** |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **42. Diversity monitoring questions -** Answering this section is voluntary.  At RCOT we are committed to creating an inclusive environment in which everyone can thrive.  We are asking diversity monitoring questions because we want to be able to identify and remove barriers to full inclusion in the Research Foundation. This data can also help us measure our success in making our policies and procedures fully inclusive and fair.  The data you share will not be used in deciding who receives grant funding. It will not be shared with reviewers or members of the Research Foundation Advisory Group while they are deciding whether to fund the application. The information is protected under Data Protection legislation and importantly, we never disclose your personal data without your permission. | | | | | | | |
| **Age** (please put an **x** in the box next to your answer) | | | | | | | |
| 18-24 |  |  | | | | | |
| 25-34 |  |  | | | | | |
| 35-44 |  |  | | | | | |
| 45-54 |  |  | | | | | |
| 55-64 |  |  | | | | | |
| 65-74 |  |  | | | | | |
| 75 and over |  |  | | | | | |
| **Gender** (please put an **x** in the box next to your answer) | | | | | | | |
| Male | |  | |  | | | |
| Female | |  | |  | | | |
| Prefer to self-describe | |  | |  | | | |
| Prefer not to say | |  | |  | | | |
| **Sexual orientation** (please put an **x** in the box next to your answer) | | | | | | | |
| Heterosexual/Straight | |  | |  | | | |
| Bi Sexual Man | |  | |  | | | |
| Bi Sexual Woman | |  | |  | | | |
| Gay Man | |  | |  | | | |
| Gay Woman/Lesbian | |  | |  | | | |
| Prefer to self describe | |  | |  | | | |
| Prefer not to say | |  | |  | | | |
| **Trans status** Do you consider yourself to be a trans person? (please put an **x** in the box next to your answer)  (Trans is an umbrella term to describe people whose gender is not the same as the sex they were assigned at birth. *Stonewall)* | | | | | | | |
| Yes | |  | |  | | | |
| No | |  | |  | | | |
| Prefer not to say | |  | |  | | | |
| **Disability/Long term health condition** Do you consider yourself to have a disability or long-term health condition? (please put an **x** in the box next to your answer) | | | | | | | |
| Yes | |  | |  | | | |
| No | |  | |  | | | |
| **If yes:**  What is the effect or impact of your disability or health condition on your ability to give your best at work? Please write it here: | | | | | | | |
| **Religion** (please put an **x** in the box next to your answer) | | | | | | | |
| No religion | | | |  | |  | |
| Christian (including Church of England, Catholic, Protestant, and all other Christian denominations) | | | |  | |  | |
| Buddhist | | | |  | |  | |
| Hindu | | | |  | |  | |
| Jewish | | | |  | |  | |
| Muslim | | | |  | |  | |
| Sikh | | | |  | |  | |
| Any other religion | | | |  | | If ‘other religion’, please state what it is here: | |
| **Race/Ethnicity** (please put an **x** in the box next to your answer) | | | | | | | |
| White - English, Welsh, Scottish, Northern Irish or British | | | | | |  |  |
| White - Irish | | | | | |  |  |
| White - Gypsy or Irish Traveller | | | | | |  |  |
| White - Any other White background | | | | | |  |  |
| Mixed or Multiple ethnic groups - White and Black Caribbean | | | | | |  |  |
| Mixed or Multiple ethnic groups - White and Black African | | | | | |  |  |
| Mixed or Multiple ethnic groups - White and Asian | | | | | |  |  |
| Mixed or Multiple ethnic groups - Any other Mixed or Multiple ethnic background | | | | | |  |  |
| Asian or Asian British - Indian | | | | | |  |  |
| Asian or Asian British - Pakistani | | | | | |  |  |
| Asian or Asian British - Bangladeshi | | | | | |  |  |
| Asian or Asian British - Chinese | | | | | |  |  |
| Asian or Asian British – Any other Asian background | | | | | |  |  |
| Black, African, Caribbean or Black British - African | | | | | |  |  |
| Black, African, Caribbean or Black - British Caribbean | | | | | |  |  |
| Black, African, Caribbean or Black British - Any other Black, African, or Caribbean background | | | | | |  |  |
| Other ethnic group - Arab | | | | | |  |  |
| Any other ethnic group | | | | | |  |  |
| **Caring responsibilities** Do you have any caring responsibilities for a child/children and/or another adult/s?(please put an **x** in the box next to your answer) | | | | | | | |
| Yes | | |  | |  | | |
| No | | |  | |  | | |
| Prefer not say | | |  | |  | | |
| If ‘yes’, please select all that apply by putting an x in the box next to your answer:  If you share care responsibilities equally then please answer as the primary carer. | | | | | | | |
| Primary carer of a child or children (under 18 years) | | |  | |  | | |
| Primary carer of a child or children who is disabled or has a health condition or illness, or temporary care needs (under 18 years) | | |  | |  | | |
| Primary carer or assistant for a disabled adult or adults (18 years and over) | | |  | |  | | |
| Primary carer or assistant for an older person or people (65 years and over) | | |  | |  | | |
| Secondary carer (another person carries out main caring role) | | |  | |  | | |
| Prefer not to say | | |  | |  | | |

1. Agner, J (2020) The Issue Is – Moving from cultural competence to cultural humility in occupational therapy: A paradigm shift. *American Journal of Occupational Therapy, 74(4).*

   Hammell K (2013) Occupation, well-being, and culture: Theory and cultural humility. *Canadian Journal of Occupational Therapy 80(4).* [↑](#footnote-ref-2)