Systematic Review Grant 2024
Submission information

Introduction
The Royal College of Occupational Therapists (RCOT) Research Foundation supports the development of the evidence-base for occupational therapy and the expansion of research capability and capacity within the profession.

Systematic Review Grant 2024
With services increasingly commissioned based on evidence, occupational therapists are under growing pressure to demonstrate the effectiveness of their interventions. There are, however, few systematic reviews related to the practice of occupational therapy that demonstrate sufficient high-quality studies to recommend occupational therapy (Hackett et al 2014). The RCOT Research Foundation Systematic Review Grant aims to extend the assimilation and development of the evidence base underpinning occupational therapy.

Up to £20,000 is available for one or two grants in the 2024 funding round. The grants will be for a systematic review in an area proposed by the applicant and that is also a research priority area for the profession. The proposal for the systematic review must address one or more of the Top 10 research priorities for occupational therapy in the UK (see https://www.rcot.co.uk/top-10).

Projects are not normally expected to exceed 12 months.

You must demonstrate compliance with GDPR and Data Protection Act 2018 and Research Governance Frameworks for Health and Social Care.

Lead applicant
As the lead applicant, you must be a professional member of the British Association of Occupational Therapists (BAOT) at the time the proposal is submitted and for the duration of the funded project. You will demonstrate existing expertise in systematic reviews or include within the proposal a clear outline of how you will be appropriately supported to develop strong skills in this area.

We value the diversity of our membership, and we strongly encourage grant applications from all sections of our community, especially those from under-represented and marginalised groups. We are committed to improving the equity and inclusivity of our processes and all opportunities provided.

RCOT employees are not eligible for the Systematic Review Grant.

Collaborating partnerships
You may wish to include details of collaborative partnerships with other researchers who will be contributing to the proposed project. Co-applicants who have an occupational therapy qualification, even if currently living outside of the UK, must have BAOT membership. Co-applicants who are included because their lived experiences and/or background add value to the development and delivery of the proposal do not require BAOT membership even if they have an occupational therapy qualification.

The review process
Grant proposals will be reviewed by members of the RCOT Research Foundation Advisory Group

and external experts identified by us and you the applicant.

Proposals will be reviewed against the following criteria:

- ability to address one or more of the Top 10 research priorities for occupational therapy in the UK **(see https://www.rcot.co.uk/top-10)**
- scientific excellence
- involvement of 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
- strength of collaborating partnerships (where relevant)
- track record of individual (and, where relevant, that of the supervisory support available)
- feasibility and value for money
- potential impact on practice
- institutional support.

If your proposal is highly rated and has potential for funding, you may be invited to respond to reviewers' comments or to attend the Advisory Group panel meeting to inform the final decision. The RCOT Research Foundation Advisory Group will make the final recommendation for funding, subject to ratification by the RCOT Chief Executive.

Project management and contractual deliverables

As the successful lead applicant (grant holder), you will assume responsibility for the day-to-day management of the systematic review and ensure that timescale milestones are met. We require project progress and impact reports during the project, as indicated in the grant contract/letter of agreement.

The following contractual deliverables will apply:
- as the lead applicant, sharing your Orcid ID with us for the purposes of tracking the impact of the grant
- demonstration that the project undertaken has fulfilled the research activity outlined in the project proposal
- submission of progress and impact report(s) during the project
- submission of a final project report and an updated progress and impact report within one month of the project end date. The final project report will be available via the RCOT library six months after the project is signed off
- submission of a systematic review paper to the British Journal of Occupational Therapy
- submission of an abstract directly related to the research to the RCOT's annual conference
- submission of a Summary of Key Findings for publication in the RCOT library catalogue and on the RCOT website
- submission of impact reports 18 months and 3 years post-completion of the project.

Grant payments

We will pay the grant in instalments in line with the payment schedule set out in the grant contract/letter of agreement. Payment of the final instalment will normally be subject to sign off by us of all contractual deliverables, excluding the post-project impact reports.

Completion and submission of proposals

- The application form is based on the *Preferred reporting items for systematic review and meta-analysis protocols* (PRISMA-P). Applicants are <u>strongly encouraged</u> to read the following papers before beginning an application:

- - o Moher D, Shamseer L, Clarke M, Ghersi D, Liberati A, Petticrew M,…the PRISMA-P Group (2015) Preferred reporting items for systematic review and meta-analysis protocols (PRISMA-P) 2015 statement. *Systematic Reviews, 4(1).* Available at: https://systematicreviewsjournal.biomedcentral.com/articles/10.1186/2046-4053-4-1
  - o Shamseer L, Moher D, Clarke M, Ghersi D, Liberati A, Petticrew M, …the PRISMA-P Group (2015) Preferred reporting items for systematic review and meta-analysis protocols (PRISMA-P) 2015: elaboration and explanation. *The BMJ, 350.* Available at: https://www.bmj.com/content/349/bmj.g7647
- All relevant sections of the proposal form must be completed in typescript using <u>**minimum**</u> of **11pt Arial font**.
- You should pay close attention to any word allowance applying to individual sections of the form. In those sections where a word allowance applies, please give the word count total for that section. The maximum word allowance stated is a fixed figure; it does not include allowance of an additional 10%. Exceeding the stated word allowance may result in your application being disqualified.
- All <u>cited references</u> should be listed within <u>section 28</u> of the proposal form, where no word count applies.
- CVs and other documents should not be appended to the proposal form as these will <u>not</u> be considered.
- You must have your proposal peer reviewed prior to submission.

Submit completed proposals electronically to researchfoundation@rcot.co.uk no later than 11.59pm on **Wednesday 14 February 2024**. We will not consider proposals received after this deadline.

You must submit the proposal form in Word format (**not PDF)**. The completed signature page may be submitted as a separate PDF. We will acknowledge receipt of proposals via email.

The Research Foundation Advisory Group meets in early June and we aim to notify you of the outcome, via email, by Friday 14 June 2024. We will provide formal written feedback to all applicants.

Further help and advice

If you would like to discuss your project proposal, particularly if you are unsure if it is the right time to submit a grant application or if you have a question about the application process, please contact Angie Thompson, RCOT R&D Officer, in the first instance at: angie.thompson@rcot.co.uk or telephone: 020 3141 4615.

Additionally, Dr Phillip Whitehead, previous Research Foundation grant holder and NIHR panel member, has created a helpful webinar providing information on writing good grant proposals. You can find it on our website, under the heading 'Helpful webinar'.

Finally ….

You can find other funding opportunities through the R&D Bulletin and discuss research opportunities and issues with other RCOT members via Research Connect, a closed LinkedIn group. You can find out how to access both here: https://www.rcot.co.uk/practice-resources/research-and-development#research-networking.

References

Hackett K, Newton J, Rapley T, Deane K, Deary V, Ng W-F. Systematic reviews of occupational therapy interventions: summarizing research evidence and highlighting the gaps. *British Journal of Occupational Therapy* 2014, 77(9), 479-482.