

HEALTH RESEARCH BOARD

Emerging Clinician Scientist Awards (ECSA) 2020

Supporting health and care practitioners to become independent investigators

Guidance Notes

Key Dates & Times	
Applications Open	11 March 2019
Pre-Applications close	16 May 2019
Full Application open (invitation only)	Early July 2019
Full Application close	Late September 2019

Applications must be completed and submitted through the HRB online Grant E-Management System (GEMS) (<https://grants.hrb.ie>), and this system will close automatically at the stated deadline according to the timeline listed above. Applicants are strongly recommended to read the 'Detailed guidance notes for applicants', appended to this document prior to completing the application form.

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Emerging Clinician Scientist Awards (ECSA) 2020

Guidance Notes

1. Overview

The Emerging Clinician Scientist Awards (ECSA) aim to develop a new cohort of emerging clinician scientists in the Republic of Ireland. This scheme targets health and care practitioners of any professional background who already have some post-doctoral research experience and are currently progressing towards research independence. The scheme mirrors the Emerging Investigator Awards for Health, which is aimed at academic-based health researchers.

Each award will provide 40-50% FTE protected time for research and funding for a research project including research personnel. Each award will have a duration of four years and a maximum value of €1M inclusive of overheads. The HRB envisage an investment of up to €5M in this round with up to five awards to be made.

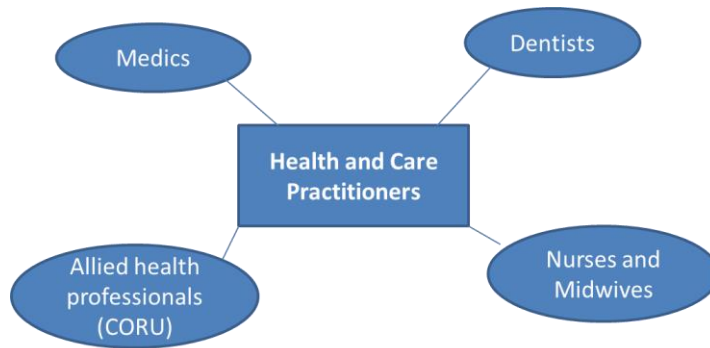
2. Introduction

The Health Research Board (HRB) *Strategy 2016 – 2020: Research. Evidence. Action.*¹ launched in January 2016 highlighting three areas of focus and three enablers that the HRB will engage in over the five years. It identifies the training, career development and support of exceptional researchers, talent and leadership as one of these enablers (Enabler A). A framework for health research careers² was developed, which describes how we will promote the training, career development and other support measures to create a skilled workforce engaged in patient-oriented, health services and population health research in Ireland.

One of the key actions of the HRB strategy is to support individuals at the mid-stage of their research career who are ready to become independent investigators, bridging a critical career transition between progression and independence stages. In line with this strategic objective and the recently developed research career path for health and care practitioners, the HRB is now inviting applications for its 2020 Emerging Clinician Scientist Awards (ECSA) scheme.

¹ <http://hrbstrategy.ie/>

² <http://www.hrb.ie/funding/funding-awarded/health-research-careers/>



Health and care practitioners include individuals from several professional backgrounds and with different regulatory bodies (see appendix II for the list of professionals regulated by CORU).

3. Aim and Objectives

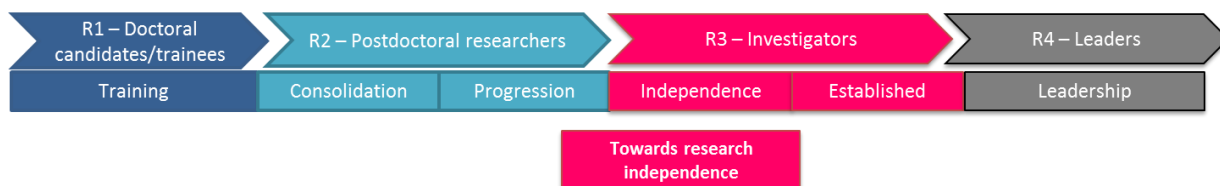
The **overarching aim** of the HRB Emerging Clinician Scientist Awards is to develop a cohort of new and talented health and care practitioners of any professional background in the Republic of Ireland by facilitating and supporting their transition towards research independence in line with the research career path for health and care practitioners (Appendix I).

For the purpose of this call and as defined in the research career path for health and care practitioners a **clinician scientist** is defined as a health practitioner who is trained both in research and in a clinical profession who conducts research alongside clinical practice. S/he has a unique role in bridging health research and clinical practice.

The main **objectives** of this scheme are to:

1. Support talented health and care practitioners at a career transition stage to establish themselves as independent investigators in a higher education institution while retaining their clinical practice in the Irish health services;
2. Develop collaborative investigators who
 - a. Generate research findings informed by policy and practice, or
 - b. Translate knowledge generated through research into the health care system, policies or practice

This scheme targets health and care practitioners of any professional background who already have some post-doctoral research experience and are currently progressing towards research independence. The career stage supported through this initiative is transition between R2 and R3 as shown in the figure below.



Note: Please note that these grants are not fellowships and will provide the first research grant as independent investigator to the awardees.

4. Scope

The scheme will support individuals who can generate knowledge in the area of **clinical, population health and/or health services research** with a view to translating their findings into practice and/or policy, and who are capable to become independent investigators.

For the purpose of this scheme the following definitions are used:

Clinical research

Research with the goal of improving the diagnosis and treatment of disease and injury and of improving the health and quality of life of individuals as they pass through normal life stages. Clinical research is conducted on or for the treatment of patients and involves direct participation of patients and healthy subjects and/or their samples and/or their data.

Population Health Research (PHR)

Research with the goal of improving the health of the population, or of defined sub-populations, through a better understanding of the ways in which social, cultural, environmental, occupational and economic factors determine health status or through the identification of effective interventions for improving health status and reducing health inequalities.

Health Services Research (HSR)

Research with the goal of improving the efficiency and effectiveness of health professionals and the health care system through changes to practice and policy. Health services research is a multidisciplinary field of scientific investigation that studies how social factors, financing systems, organisational structures and processes, health technologies, and personal behaviours affect access to health care, the quality and cost of healthcare and ultimately health and well-being.

This scheme will not fund:

- Applications involving basic biomedical research;
- Pre-clinical studies, which involve the evaluation of potential therapeutic interventions in cells and animals;
- Stand-alone systematic reviews;
- Applications seeking to evaluate an intervention;
- Applications that aim to conduct a stand-alone feasibility study for an intervention;
- Applications which are solely or predominately health service developments or implementation of an intervention without a predominant research element. The HRB will not fund the cost of providing the service or intervention itself, only the research element;

- Applications which are solely literature reviews, audits, surveys, needs assessments or technology development (although these elements may be part of an integrated research study);
- Applications which are solely or predominately developing the infrastructure for biobanking, databases or patient registers without a predominant research element;
- Applications from individuals applying for, holding, or employed under a research grant from the Tobacco industry;
- Research intended to create human embryos solely for the purpose of research or for the purpose of stem cell procurement, including by means of somatic cell nuclear transfer.

Note: Please note that applicants can propose to develop an intervention, and may also include initial testing of the intervention in order to provide proof of concept data aimed to develop a feasibility study as next step (beyond this project).

Where an application is outside the scope of the scheme, the application will be deemed ineligible and will not be accepted for review.

5. Funding and Duration

The HRB plans to commit approximately **€5 million** in this round of the call to support a new cohort of up to **five** Emerging Clinician Scientist Awards.

The duration of each award is up to **4 years**.

The budget requested must reflect the scale and nature of the proposed research. The award will offer funding under the following categories for a maximum value of **€775K excluding overheads**.

1. Salary-related costs: The HRB will buy out 40 - 50% FTE of the salary-related costs of the Lead Applicant. In particular the HRB funding will cover the corresponding FTE of the salary-related costs of the locum replacement of the lead applicant in line with the appropriate HSE salary scale. Please note that established research time will not be eligible under this heading.

2. Research-related costs which may include:

- **Costs for funded personnel** necessary for the proposed research project.
- **Salary-related costs** for **research personnel** necessary for the proposed research project. The requested salary must be in line with the most recent IUA scale
 - **Stipend** for **PhD candidates**;
 - **Fees** (EU rate only) for PhD candidates or for clinical fellows;
- Running costs for the project.
- Data stewardship costs (e.g. service/fees from data steward, access to secondary data, cost of making data FAIR, etc.);
- Equipment, at a maximum value of €50K for start-up costs when justified;
- Research and professional skill development for the Lead Applicant and for research staff;

- Dissemination and knowledge exchange activities.

At award stage an overhead contribution of 30% of the Total Direct Modified Costs (TDMC) of the full award for clinically-based research or 25% of the TDMC for desk based research will be also calculated. **This will not be included in the budget at the time of application.** The maximum value of the award inclusive of overheads is €1.0M.

6. The Team Based and Collaborative Approach

The proposal must have a **team-based and collaborative approach** to maximise actionable knowledge. The research team is defined as the Lead Applicant as the lead of the team, the mentor, co-applicants, official collaborators and funded personnel. It should involve health researchers and/or professionals and/or innovators³ as appropriate to address the research question, and to respond to the objectives of the ECSA call. The Lead Applicant may collaborate, where appropriate, with partner organisations such as hospitals, health agencies, universities, local government, voluntary organisations and/or industry. The research team needs to be able to address the research question and to facilitate and/or maximise the translation of the research findings towards changes in policy and practice. It therefore should:

- Contain the necessary **breadth and depth** of expertise in all methodologies skills and competencies required;
- Have appropriate **cross-disciplinary and/or cross-border and/or inter-sectoral** members. Where relevant, experts in similar or different disciplines, such as but not limited to biomedical research, statistics, health economics, health service research, behavioural science, qualitative research methodologies, sociology etc., should be included as Co-Applicants or as official Collaborators. Experts by experience such as patients, potential patients, service users or carers are welcome to be included in the research team;
- have **patient and public involvement** or other **stakeholder engagement** as appropriate and relevant to addressing the research question and facilitating actionable knowledge. Experts by experience such as patients, potential patients, service users or carers are welcome to be included in the research team. Decision-makers, policy makers, knowledge users, health agencies and healthcare professionals must be involved throughout the entire research process to ensure integration into policy and practice as relevant to the research question and the national strategic area proposed.

³ As defined in the **Framework for the Health Research Careers** “ *Innovators are individuals who have the skills, competencies and specific authority to bring together ideas – new, old or a combination of both – and translate these ideas into practical applications and/or solutions. They may be health researchers, health professionals, health policy managers, decision-makers or other knowledge users but they must have the authority, a track record of key collaborations and expertise to influence changes and translate and/or implement knowledge into policy and practice, or towards a product.* “

7. Suitability and Eligibility Criteria for the Research Team

7.1 Lead Applicants

The scheme is open to **health and care practitioners** from any professional background, who are currently engaged in research and are able to demonstrate the skills and experience necessary to transition to research independence.

The call is also open to individuals not currently working in Ireland but who have the support of a HRB approved Host Institution and have already obtained or are negotiating a clinical post in the health services in the Republic of Ireland.

7.1.1 Lead Applicant suitability

The Lead Applicant will be responsible for the scientific and technical direction of the research project. S/he has primary fiduciary responsibility and accountability for carrying out the research within the funding limits awarded and in accordance with the terms and conditions of the HRB.

Lead Applicants should be able to demonstrate:

- A track record of contribution to scientific knowledge demonstrated by relevant research outputs that can demonstrate the lead applicant is ready to transition to research independence. Please note that the HRB has signed up to **DORA** and we ask reviewers to consider the value, quality and impact of the applicant's work. To this end we ask lead applicants to list their research outputs such as peer-reviewed publications, research data, research material, databases, audio/video products, national and/or international reports or briefs, models and protocols, software, evidence of influencing policy and/or practice, outreach and/or knowledge exchange activities, media coverage or other relevant research-related activities;
- Sufficient postdoctoral research experience to demonstrate the potential of becoming independent investigators; please note there are no eligibility rules based on years of post-doctoral experience;
- Some experience, capability and authority to supervise researchers (e.g. early stage researchers, research assistants, other health and care practitioners);
- A track record in independently peer-reviewed research grant funding as lead applicant (including personal awards/fellowships) and/or as co-applicants and/or collaborator;
- A clear research vision during and beyond the award;
- A clear career trajectory as clinician scientist and independent investigator also beyond the award.

Please note that **career breaks, flexible working arrangements, changes in discipline and sector** (e.g. industry, health organisation/agency) are accounted for when reviewers assess the potential of the Lead Applicant.

7.1.2 Lead applicant's eligibility criteria

Lead Applicants eligible for this scheme are **health and care practitioners** (medics, dentists, nurses and midwives and other health and social care professionals) who

- have a PhD or MD degree;

- hold (or will hold if your application is successful) a clinical post either in the Irish health service which covers the duration of the award (e.g. SpR, medical consultant, nurse practitioner, physiotherapist, and generally have completed the professional training if from the other non-medical professions etc) or in a private practice (e.g. General Practitioners, private physiotherapy practice);
- or**
- already have a joint academic position within a Higher Education Institution and the Irish Health Services
- or**
- if not currently working in Ireland, have the support of a HRB approved Host Institution and have already obtained or are negotiating a clinical post in the Republic of Ireland. In these cases the Lead Applicant must be recognised as a member of the academic staff by the institution upon receipt of the HRB Award.

The Lead Applicants must not

- be as yet recognised as independent investigators by having already built a research team or by leading a research programme in their own right.

Note 1: *Although there is a strong expectation that the majority of the time will be spent on the research set out in the application, it is also expected that during the award the Lead Applicant will be involved in other grant funding applications as PI or co-Applicant, other collaborative/networking activities and that some of the time will be dedicated to other commitments related to the overall research and career development of the Lead Applicant. A small amount of time during the award (e.g. up to 5%) may be dedicated to teaching or other academic activities.*

Note 2: *Please note the HRB will launch a Clinician Scientist Post-doctoral Fellowship scheme (mirroring the Applying Research into Policy and Practice scheme which will now target academic researchers only) supporting health and care practitioners who want to consolidate and progress their research knowledge, expertise and skills post PhD. The scheme will be launched at the end of August 2019. Please consult with HRB staff if you are not sure which scheme best fits your research career stage.*

7.2 The Mentor

The Lead Applicant must nominate a **mentor** who will provide support and guidance to the Lead Applicant during the award for the research project, the career milestones and the overall research vision beyond the award. The mentor will also be supporting the Lead Applicant in the acquisition of skills necessary to have an effective and active role in actionable knowledge in health research. This individual can be a clinician or an academic and does not necessarily need to be from the specific profession or discipline of the Lead Applicant.

Additionally, it is strongly advised that the mentor will not be the current sponsor of the Lead Applicant, and preferably not be based in the same Department as the Lead Applicant. This is aimed to facilitate (1) an appropriate balance between the supporting and guiding role of the mentor, and (2) the independence to be achieved by the Lead Applicant during the award.

The mentor should be an individual who has strong evidence of:

- expertise and skillset in knowledge application and/or translation and/or implementation;
- experience in networking, collaborating and ideally influencing clinicians, executives, health care personnel, policy makers and/or other relevant stakeholders;
- leadership experience;
- experience in conducting research projects and programmes;
- a track record in scholarly publication and communication (peer-review articles , research data publications, national or international briefing/reports, etc.);
- coaching and mentoring.

If a mentor is selected from overseas, the Lead Applicant needs to justify the choice and clearly describe how proper mentorship arrangements will be met during the award. In this case, the Lead Applicant may identify one of the Co-Applicants as an additional go-to person.

Please note that Lead Applicants also have the option to nominate an additional mentor based in the same Institution or Department for the purpose of providing supplementary guidance to the Lead Applicant, if relevant, for example more career-specific and institutionally relevant guidance.

7.3 Co-Applicants

A Co-Applicant has a well-defined, critical and substantial role in the conduct and steering of the proposed research. Co-Applicants from outside of the Republic of Ireland are welcome where the nature of the research renders this necessary, and is appropriately justified. A Co-Applicant may receive funding for items such as running costs and personnel but will not receive support towards his/her own salary if they are in salaried positions. Up to a maximum of **5 research Co-Applicants** can be included.

Each Co-Applicant must confirm their participation, and is invited to view the application form online. The terms of any co-application should be determined early and relevant agreements should be in place by the onset of the project. The HRB advises that consideration should be given to issues such as relative responsibilities, governance arrangements, intellectual property rights, reporting and access to data and samples when working up co-application agreements.

7.4 Collaborators

An official Collaborator is an individual or an organisation who will have an integral and discrete role in delivering the research activities and is eligible to request funding from the award when properly justified. Named collaborators may include investigators or organisations from outside the Republic of Ireland, but an individual or organisation should **only** be named as a Collaborator if they are providing specific contributions (either direct or indirect) to the activities. Collaborators can come from a range of backgrounds, for example academia, the private sector, a healthcare organisation, the charity sector or a patient group.

Up to **10 Research Collaborators** can be included.

Note: *If the success of an application is dependent on access to healthy volunteers or patients, vulnerable population groups, data, databases or a link to an existing national or international study (e.g. an existing cohort or longitudinal study), it is advised that you include these details and the relevant key gatekeepers as*

Collaborators within your application form. This will greatly assist the reviewers and panel members in reviewing aspects of commitment and access and overall project feasibility.

7.5 Funded personnel

Lead Applicants must demonstrate clearly that the level, expertise and experience of proposed research personnel matches the ambition and scale of the project proposed and that they possess the necessary breadth and skills in all methodological areas required to deliver the proposed programme of work. Alignment between personnel requested and the proposed project should be given strong consideration. Reviewers will thoroughly assess the level of baseline experience matched with the supervisory and up-skilling arrangements proposed in scoring the proposal.

Lead Applicants must carefully consider how the complexity, scale, objectives and dependencies of the project match the skills and expertise required for conducting the project. Where early stage career personnel registered for a higher degree are proposed to work on the project, the proposal should clearly demonstrate some previous supervisory experience of the Lead Applicant (even if not officially as primary supervisor) as well as appropriate supervisory arrangements with a supervisory team in place, which may also include the Lead Applicant's mentor and/or Co-Applicant(s), if appropriate. In such instances, Lead Applicants are also strongly encouraged to think about the suitability of such projects for PhD candidates, in terms of delivering a clearly identifiable original research project or potential difficulties in clustering various pieces of work packages of a PhD thesis. If requesting a PhD candidate you must typically budget for four years funding in line with other HRB funded doctoral training programmes such as SPHeRE, ICAT and Collaborative Doctoral Awards (CDA).

Note: *If the project is within the Population Health Sciences or Health Services Research (PHHSR) areas and the Lead Applicant is requesting a PhD candidate, the HRB strongly recommends that the Lead Applicant provide structured and mentored training through the **SPHeRE PhD programme**, which is Ireland's national research training programme for PHHSR. This programme might also be suitable to research programmes more clinically focused as the first year's modules are general. It is not necessary to have a candidate identified at an early stage, however, once identified/nominated, candidates will also need to apply officially to the SPHeRE programme and will also be interviewed by the SPHeRE Directors in collaborations with the LA/PI. There are no additional costs (in addition to the student fees) to be accrued to be part of the SPHeRE programme for the inclusion of a self-funded Scholar. Please also note that the purchase of some or all SPHeRE training modules (six in total) in year 1 may be another option to provide training to the PhD candidate through SPHeRE. Please contact the programme manager of the SPHeRE programme if you require more information.*

7.6 Public and Patient Involvement (PPI) in Research

The HRB promotes the active involvement of members of the public in the research that we fund. This includes patients, potential patients, carers and people who use health and social care services as well as people from organisations that represent people who use services. PPI is research carried out '**with**' or '**by**' members of the public rather than '**to**', '**about**' or '**for**' them. It is distinct from and additional to activities which raise awareness, share knowledge and create a dialogue with the public and it is also distinct from recruitment of patients/members of the public as participants in research.

PPI represents an active partnership between members of the public and researchers in the research process. This can include, for example, involvement in the choice of research topics, assisting in the design, advising on the research project or carrying out the research.

Involving members of the public in research can improve quality and relevance.

It can:

- Provide a different perspective - even if you are an expert in your field, your knowledge and experience will be different to the experience of someone who is using the service or living with a health condition;
- Make the language and content of information such as questionnaires and information leaflets clear and accessible;
- Help to ensure that the methods proposed for the study are acceptable and sensitive to the situations of potential research participants;
- Help to ensure that the research uses outcomes that are important to the public;
- Identify a wider set of research topics than if health or social care professionals had worked alone;
- Help to increase participation in your research by making it more acceptable to potential participants.

In addition to improving the relevance and quality of research, it ensures that research is influenced by broader principles of citizenship, accountability and transparency.

In the application, you are asked to describe any public involvement in your research throughout the various stages of research design, conduct, analysis and dissemination. We recognise that the nature and extent of active public involvement is likely to vary depending on the context of each study.

8. FAIR Data Management and Stewardship

Data management/stewardship plans (DMP) are nowadays widely accepted as part of good research practice. The HRB support **open research**⁴ and open publishing directly through the **HRB open research platform**⁵. The HRB is now driving the making of research data **FAIR** (Findable, Accessible, Interoperable and Re-usable) in order to benefit science by increasing the re-use of data and by promoting transparency and accountability. The **FAIR data principles**⁶ provide guidelines for those wishing to enhance the re-usability of their data holdings: these principles put specific emphasis on enhancing the ability of machines to automatically find and use the data, in addition to supporting its re-use by individuals.

For researchers, the move to FAIR and open data means researchers should consider data management issues and find suitable data repositories at the research planning stage. Applicants will have to provide information about their plans for data management and data sharing at application stage.

⁴ <http://www.hrb.ie/funding/policies-and-principles/open-research/>

⁵ <https://hrbopenresearch.org/>

⁶ <https://www.nature.com/articles/sdata201618>

9. Host Institution and Other Support

9.1 Host institution

The Host Institution for the award must be on the HRB list of approved Host Institutions (see <http://www.hrb.ie/funding/funding-schemes/before-you-apply/all-grant-policies/hrb-policy-on-approval-of-host-institutions/>) and must be nominated by the Lead Applicant. A Host Institution may partner with a health service organisation if beneficial for the delivery of the research project.

The Host Institution

- Will recognise the successful Lead Applicant upon receipt of the award as an independent investigator, who will have an independent office, research space at the institution for which s/he will be fully responsible for at least the duration of the award.
- Will sustain and support the successful Lead Applicant for the duration of the award by providing other support, such as access to infrastructure, mentoring and in-house training (e.g. leadership) and networking activities, etc.

The HRB has a strong expectation that the Host Institution will extend support to the successful individual beyond the duration of this award with a joint faculty appointment.

The Host Institution is required to provide a **Letter of Support** at full application stage to clearly describe how it will support the Lead Applicant for the duration of the HRB award. This letter of support should be on headed paper and signed by the Dean of Research.

9.2 Access and support from Research Infrastructures

Where relevant, applicants are expected to avail of the advice, trial and data management services and/or other forms of support from existing research infrastructures such as a Clinical Research Facility/Centre (CRF/CRC), Centre for Applied Medical Imaging (CAMI), HRB Clinical Research Co-ordination Ireland (HRB CRCI), the HRB Trials Methodology Research Network (HRB TMRN) and/or a thematic HRB Clinical Trials Network (HRB CTN).

Applicants need to provide an **Infrastructure Agreement Form** (including national and international infrastructures as required). The form sets out:

- The nature and scope of the service or collaboration
- The rationale behind the choice of infrastructure and
- Any costs associated with the project (including those provided as in-kind contributions).

10. The General Data Protection Regulation (GDPR)

The **General Data Protection Regulation** (GDPR) came into force on 25 May 2018. As a result the applicant team will be asked through GEMS to **confirm you understand** that personal data provided as part of this application, including but not limited to CV information, may be shared with person(s) based outside of the European Economic Area (EEA) for the specific purpose of obtaining peer reviews of this application. International reviewers play a vital role for the HRB in setting standards and in benchmarking our scientific

community to enable them to operate in a global context. Individual peer reviewers are selected for their specific expertise in relation to submitted applications, and can be based anywhere in the world.

Furthermore, by confirming participation, you will be asked to **confirm you understand** that the HRB uses the information you provide (regarding all applicant team members) to consider your application, contact you about your application, and if you are successful, to manage your grant throughout its lifetime in accordance with HRB general T&C for research awards. This will include contacting you with regard to monitoring of progress through written reporting and other means e.g. interim review. We will publish some basic information on successful awards including PI, Host Institution, amount awarded and lay summary on our website and may highlight individual awards or researchers in more detail (with specific consent). We will also use the information you have provided to generate general statistics around our current funding portfolio, and to evaluate our funding mechanisms and investment. After your grant has ended we will continue to keep your information on file (in accordance with HRB policies) to allow us to evaluate the outcomes, outputs and impacts of HRB investment in your research.

Please note that we will also use information associated with *unsuccessful* applications for a number of the purposes outlined above such as generating general statistics around our current funding portfolio, and to evaluate our funding mechanisms and investment e.g. demographics of applicants, research areas of applicants. Similarly we will use the information provided about people employed on awards to help evaluate our career support and capacity building initiatives.

11. The Health Research Regulations

Following the implementation of GDPR a regulation for health research known as the Health Research Regulations 2018⁷ has been implemented. These regulations outline the mandatory suitable and specific measures for the processing of personal data for the purposes of health research and reinforce the fact that explicit consent should always be the legal basis for health research when using identifiable, sensitive data unless a consent declaration is obtained from the newly appointed Consent Declaration Committee⁸.

12. Application and Review Process

Applications must be completed and submitted through the HRB online Grant E-Management System (GEMS) (<https://grants.hrb.ie>). The Emerging Clinician Scientist Awards will use a two-stage application process consisting of:

1. Open call for Pre-applications (Stage 1)
 2. Invitation of selected applicants to submit a Full Application (Stage 2).
- GEMS will close the pre-application stage automatically at the stated deadline and timeline (**16 May 2019 @ 13:00**).

⁷ <http://www.irishstatutebook.ie/eli/2018/si/314/made/en/pdf>

⁸ <https://hrcdc.ie/>

The application must have been reviewed and approved by the signatory approver at the research office (or equivalent) in the host institution before it is submitted to the HRB. Therefore, applicants should ensure that they give the signatory approver sufficient time before the scheme closing date to review the application and approve it on GEMS. Please note that many host institutions specify internal deadlines for this procedure.

The HRB is committed to an open and transparent process underpinned by quality, excellence and international peer review. To ensure the integrity of the assessment process, conflict of interest and confidentiality are applied rigorously in each stage of the process.

The HRB has recently signed up to **DORA** (San Francisco Declaration of Research Assessment) and has revised the lead applicant's and the research team sections in many funding schemes and we now ask additional questions, such as personal declaration, most important contributions to scientific knowledge and relevant research outputs, and synergistic activities. They aim to provide additional information on the value, quality and impact of the applicant's work and the suitability of the applicant to the funding scheme and the research project proposed.

Although the HRB has never guided the reviewers to consider impact factors or H-index, we now explicitly guide the reviewers to assess the track record of the lead applicants and research team based on:

- The content, quality and impact/influence of the research outputs in the research field and/or in policy and practice;
- Different types of research outputs in addition to peer reviewed articles (e.g. research data and datasets, research material, databases, audio/video products, national and/or international reports, patents, models and protocols, software production, evidence of influence to health policy and practice, outreach and/or knowledge exchange activities, media coverage or other relevant activities).
- Active research experience of the Lead Applicant, so career breaks should be also taken into consideration and appropriate adjustments made when considering the record and impact of outputs.

12.1 Pre-Application Stage

The Pre-application form will focus on (1) the track record of the **Lead Applicant** to date, (2) Details of the **Core Research Team** (mentor and co-applicants) and (3) an outline of the **research project**.

The pre-applications will be checked for eligibility of the Lead Applicant and the scope, and will be sent to a specially convened international review panel for assessment. Members of the review panel are selected based on the range of disciplines, methodologies and expertise appropriate to the scheme.

The Pre-application Review Panel will meet in Dublin and will discuss the eligible applications and rank them based on the three assessment criteria below, which have equal weight.

1. Potential of the Lead Applicant to become an independent investigator;
2. Relevance of the research question and the potential contribution made by the proposal;
3. Fit of the research team with the research question and with the objective to generate research findings informed by, or informing, policy and practice.

The panel will make a recommendation on a selected number of Lead Applicants to be invited to full application stage. A brief feedback document from the panel discussion will be provided to all applicants.

12.2 Full Application Stage - by invitation only

Full applications must be submitted through the HRB online Grant E-Management System (GEMS) (<https://grants.hrb.ie>). Information provided at Pre-Application stage will feed automatically into the invited Full Applications.

Please note that the panel will have made their selection based on the information provided at pre-application stage. The Lead Applicant will have the opportunity to make small revisions from pre-application to full application stage (e.g. addition of expertise/partner, revision of targeted profession/disciplines for training, strengthening the stakeholder participation, etc.), particularly if addressing the panel feedback provided to the Lead Applicant after the pre-application stage. However, full applications should reflect a development of the relevant pre-applications rather than a radically different approach.

Full applications, once submitted, will undergo a two-step assessment process as follow:

Stage 1 – International Peer Review

For each invited full application the HRB aims to receive written feedback from at least three international peer reviewers. International peer reviewers play a vital role for the HRB in setting standards and in benchmarking our scientific community to enable them to operate in a global context.

Stage 2 – International Interview Panel

The Interview Panel will comprise an independent Chair and an average of 6–7 members and it is envisaged that some Pre-application Panel members will be invited again. Panel members are selected based on the range of applications received and the expertise and skillset needed (e.g. research area and methodological and analytical approaches, coaching and mentoring, knowledge translation/applied health research, etc.).

All Lead Applicants invited to submit a Full Application will be invited to attend an interview. The comments from the international peer-reviewers will be provided to the Lead Applicants prior to the interview. This will provide the Lead Applicants and their team with an opportunity to address the key comments, suggestions, misconceptions, etc. during the interview.

At the end of the interview panel meeting, a final score is collectively agreed for each application and then they will be ranked according to score. HRB staff members are present to clarify any procedural aspects for the Chair or Panel members and to take notes for the feedback process.

The following assessment criteria will be used to assess applications by peer-reviewers and interview panel. Successful applications will be expected to **rate highly in all criteria**.

1. Potential of the Lead Applicant to become an independent investigator as evidenced by their track record and research vision;
2. Relevance of the research question and the potential contribution made by the proposal;
3. Appropriate research design and methodology to address the research question and facilitate actionable knowledge

4. Fit of the research team with the research question and with the objective to generate research findings informed by, or informing, policy and practice.
5. Host institution support during and beyond the award.

The recommendations of the Interview Panel will be presented for approval at the next scheduled HRB Board meeting. When the Board of the HRB has approved the process and recommendations, HRB staff will contact the applicants to notify them of the outcome. It is estimated that from the deadline of the call to the HRB decision after the assessment will take approximately nine months.

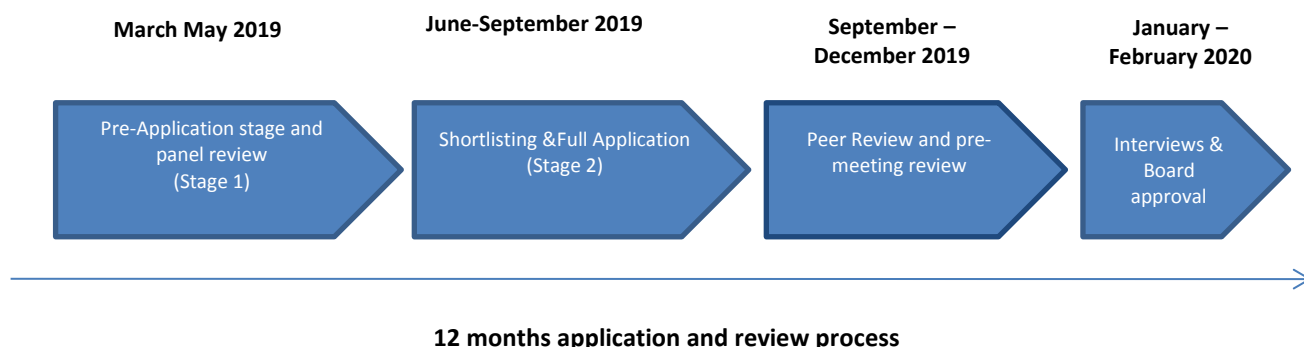
*Note: The **HRB Gender Policy** came into effect on 1 June 2016⁹. Gender balance of the Lead Applicant will be among the ranking factors to prioritise proposals with the same scores in the Panel ranking list.*

13. Conflict of Interest

Conflict of interest rules *are applied rigorously*. Where a conflict of interest exists, the reviewer is requested to inform the HRB immediately so that an alternative reviewer may be appointed. International peer reviewers will not provide comments or scores on any application on which they have a conflict of interest.

Reviewers are required to respect the confidentiality of the peer review process, which is designed to protect and preserve the integrity of the HRB’s advisers and processes. Reviewers may not discuss any aspect of the scoring or assessment with applicants or colleagues. All such requests must be referred to the HRB.

14. Timeframe



Pre-Application Stage (Stage 1)	
11 March 2019	Call opening for Pre-Application stage
16 May 2019 @ 13:00	Deadline for Pre-application submissions
End of June 2019	1 st Panel review and recommendations
Early July 2019	Notification to all applicants and invitation to full application stage for a selected number of applicants

⁹ <http://www.hrb.ie/research-strategy-funding/policies-guidelines-and-grant-conditions/policies-and-position-statements/gender-policy/>

Full Application Stage (Stage 2)	
Late September 2019	Submission of full applications and start of peer-review
Mid-December 2019	End of peer-review
Late January 2020	Interview Panel Meeting (two days)
Mid-February 2020	Board Approval & outcome notifications
End February – May 2020	Budget negotiation & contracts
June - December 2020	Start of the awards

15. Contact

For further information on the **Emerging Clinician Scientist Awards 2020** contact:

Dr Anne Costello

Project Officer

Pre-Award

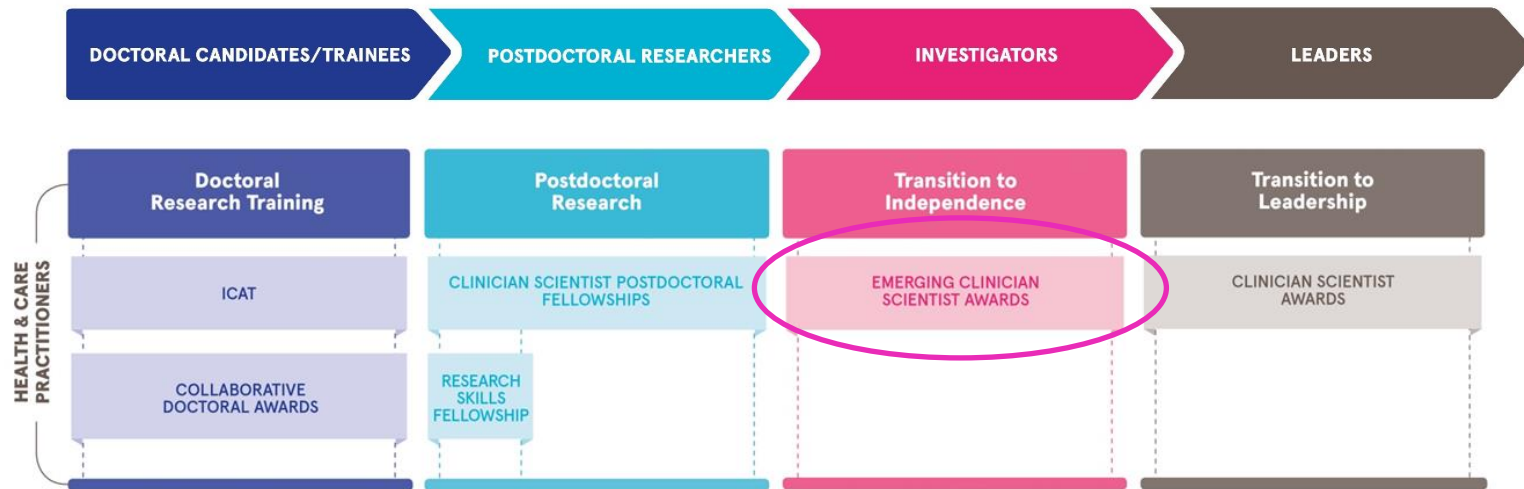
Health Research Board

e acostello@hrb.ie

t **01-2345 157**

The HRB reserves the right to reject any application that does not meet the terms of this call. The HRB's procedure for appealing funding decisions is available at <http://www.hrb.ie/funding/funding-schemes/before-you-apply/relevant-policies/>

Appendix I - Overview of the HRB Research Career Path for Health and Care Practitioners (developing Clinician Scientists)



Appendix II: Detailed Guidance on the ECSA 2020 Pre-application Form

Only registered users of the GEMS system can apply for grants. In order to submit an online application to the HRB, applicants are required to register at the following address: <https://grants.hrb.ie>

Please refer to the GEMS Technical Guidance Note for further information.

The Lead Applicant must create the application but it can then be jointly completed with named co-applicants.

- Lead Applicants can register on GEMS and they will receive an email to confirm their registration and log in details. The Lead Applicant can then add information on their contact and CV details in the 'Manage My Details' section of GEMS.
- Lead Applicants previously registered on GEMS can login to GEMS and update any information regarding their contact and CV details in 'Manage my details'.

Once logged in to GEMS applicants are taken directly to their home page where they can begin a new grant application.

Once the Lead Applicant selects the application remit on GEMS, s/he will be asked to go through a check list of mandatory Yes/No questions. In order to start the application the Lead Applicant must satisfy the conditions of this check list. The checklist for the Emerging Clinician Scientist Awards is as follows:

Lead Applicant Eligibility	
Please confirm you are not as yet recognised as an independent investigator by having already built a research team or by leading a research programme in your own right.	✓
Please confirm you have a PhD or MD degree	✓
Please confirm you currently hold (or will hold if your application is successful) a clinical post either in the Irish health service which covers the duration of the award (e.g. SpR, medical consultant, nurse practitioner, physiotherapist, and generally have completed the professional training if from the other non-medical professions etc) or in a private practice (e.g. General Practitioners, private physiotherapy practice);OR if not currently working in Ireland, you have the support of a HRB approved Host Institution and have already obtained or are negotiating a clinical post in the Republic of Ireland. In these cases the Lead Applicant must be recognised as a member of the academic staff by the institution upon receipt of the ECSA Award.	✓
Application Scope Eligibility	
Please confirm the application does not involve basic biomedical research	✓
Please confirm the research does not include pre-clinical studies involving the evaluation of potential therapeutic interventions in cells and animals	✓
Please confirm the application does not seek to evaluate an intervention	✓
Please confirm the application does not aim to conduct a stand-alone feasibility study for an	

intervention	✓
Please confirm the application does not seek to conduct a stand-alone systematic review	✓
Please confirm the application does not solely or predominately involve health service developments or implementation of an intervention without a predominant research element.	✓
Please confirm the application is not solely a literature review, audit, survey, needs assessment or technology development (although these elements may be part of an integrated research study)	✓
Please confirm the application does not solely or predominately involve developing the infrastructure for biobanking, databases or patient registers without a predominant research element	✓
Please confirm the applications is not from individuals applying for, holding, or employed under a research grant from the Tobacco industry	✓
Please confirm the research does not intended to create human embryos solely for the purpose of research or for the purpose of stem cell procurement, including by means of somatic cell nuclear transfer	✓
Other Requirements	
By submitting this application, I agree to (a) sharing of my data outside of the European Economic Area (EEA) for the purpose of international peer review, and (b) the use of my data for assessment of my application; monitoring of successful awards; and evaluation of HRB's approach to funding and investment in research, in line with HRB policies and as detailed in the ECSA 2020 Call Guidance Notes.	✓

The Lead Applicant will be then able to select the Host Institution and Notify the Authorised Signatory before starting the application. Further details for completing these items and each of the main sections of the application form are provided below.

Host Institution

A *HRB Host Institution* is a research performing organisation that is approved by the HRB for the purpose of receiving and administering HRB grant funding and is responsible for compliance with all general and specific terms and conditions of awards. HRB Host Institution status is a requirement to submit an application under all of the HRB's award schemes. The **Host Institution for the award** is normally that of the Lead Applicant but it may be another organisation/institution designated by the research team, where it is clearly justified. Information is available on the HRB website on the current approved Host Institutions and on the application process for research performing organisations to be approved as HRB Host Institutions¹⁰.

¹⁰ <http://www.hrb.ie/research-strategy-funding/policies-guidelines-and-grant-conditions/policies-and-position-statements/approval-of-host-institutions/>

In GEMS you will be asked to identify a Host Institution (from this list) and type it in full (do not use acronyms such as UCD, TCD, NUIG). Once you have entered the first 3-4 characters of the Host Institution, you will be assisted with auto-select options. It is important that the HI name is entered accurately and in full as an incorrect entry may result in delays in attaining Host Institution approvals.

Signatory Notification (within Host Institution)

Once the Host Institution is selected at the initial stages of application creation this will allow the Lead Applicant to notify the authorised signatory (Dean of Research or equivalent person authorised to endorse research grant applications for the Host Institution) in that Host Institution of the Lead Applicant's intention to submit an application to the ARPP 2018 scheme. The signatory's details are pre-populated in the system so the applicant just needs to click 'NOTIFY' within GEMS. **We recommend that you notify the HI signatory of your intention to apply as soon as possible in the application process.** The signatory will receive an email from GEMS with the name and email details of the Lead Applicant and if they have any queries or clarifications they can engage directly to resolve them. The HI signatory must confirm their willingness to participate as HI for the application through GEMS and once they do this a PDF of the application will be available for them to review with a view to them ultimately approving the final version of the proposal for submission to the HRB.

1. Project Details

1.1 Project Title

This should be descriptive and concise and should reflect the aim of the project.

1.2 Project Title Acronym

This is optional

1.3 Project Abstract

This should be a succinct summary of the proposed research project. The aims and hypotheses of the project should be conveyed with clarity. The objectives of the project and what the work is expected to establish should be described. Ideally the abstract provides a clear synopsis of your proposal and should set the research in context. The word limit is **300 words**.

1.4 Keywords

Please enter up to **5 keywords** that specifically describe your research project.

2. The Lead Applicant

Details are requested for the Lead Applicant. **Contact and CV details** (name, contact information, institution, present position, employment history, profession and membership of professional bodies) and **funding records** are managed under "manage my details".

Please note you do not need to complete or update your publications under ‘manage my details’ as they will not feed through to this application and you will be asked to enter them manually in the section below.

Where research outputs are requested *please note* The HRB has signed up to **DORA** and we ask reviewers to consider the value, quality and impact of the applicant’s work. Lead applicants should list research outputs such as peer-reviewed publications, research data and databases, research material, audio/video products, national and/or international reports or briefs, models and protocols, software, evidence of influencing policy and/or practice, outreach and/or knowledge exchange activities, media coverage or other research-related relevant activities. As such any requested research outputs can include the sources mentioned above as well as non-peer-reviewed publications such as policy briefs, national reports, research reports, evidence synthesis or other achievements such as honours/awards, national and international profiling, plenary lectures or invited speaker at international conferences and any expertise relating to commercialization and/or industry involvement, if relevant.

2.1 Type of Researcher

Please describe yourself as:

- Health and Care Practitioner with a joint faculty position
- Health and Care Practitioner

2.2 Gender

*This question is included with the application form in light of the **HRB Gender Policy**. The HRB has the responsibility to support both women and men to realise their full potential in order to ensure equality of opportunity and to maximise the quantity and the quality of research. The information will not be shared with reviewers and it is for HRB internal use only*

Please select

- Male
- Female
- Other gender identity
- Prefer to not disclose.

2.3 ORCID

The HRB is not yet an ORCID member, however we are encouraging all researchers to obtain this persistent digital identifier that distinguishes you from every other researcher. Lead applicants are encouraged to include an ORCID iD in their application. Please note this is not a mandatory field for submitting your application. For more information and to register please see <http://orcid.org/>

2.4 Current type of contract and part time arrangements

2.4.1 Please detail the type of contract you currently hold (e.g. full time clinical, academic consultant, etc).

2.4.2 Do you have research protected time in your current role/contract? If **Yes** please state percentage of full time equivalent (%FTE).

2.4.3 Please confirm what %FTE you propose to spend on the award (minimum 40% and maximum 50% research protected time). Please note that it is expected you will retain approximately 50% of your clinical time and the HRB will not buy research time.

2.4.4 Please detail the proposed time management (e.g. number of days per week) of the research project. Clearly describe how you will fulfil the main objectives of this scheme with the proposed part-time arrangement, integrated with a practice-based. Please note that block periods dedicated to research are not allowed. The word limit is **150 words**.

2.5 Additional proof of eligibility

2.5.1 Please state your current position, type of contract (e.g. fixed-term, permanent) and if fixed-term provide the length of contract you currently hold;

2.5.2 Are you applying from overseas? Y/N. If applicable please provide details of the arrangements for obtaining a clinical post in Ireland;

2.5.3 Are you, in your current position, in any way recognised as already leading a research team and a research programme in your own right? Please note that this will make you ineligible for this scheme.

2.6 Career breaks

Please reference any gaps to your past productivity. You may include a description of factors (e.g. career break, flexible work arrangement, other family care responsibilities, illness, disability, and change in sector (e.g. academia to private sector) or discipline. The word limit is **150 words**

2.7 Research Summary

Please provide a summary of the research you have been and currently are involved in following your PhD and your specific role and contribution. This will provide information on your research consolidation and progression stage following your doctoral studies and your readiness to becoming an independent clinician scientist. The word limit is **300 words**.

2.8 Research Outputs* and Contribution to scientific knowledge

Please reference **up to five research outputs that had most impact on your career to date**. Please explain very briefly for each research output (four-five lines) the research question, significance and impact of the contribution, your specific contribution and your career stage at the time. The word limit is **400 words**

Research outputs: Please note that the HRB has signed up to **DORA** and we ask reviewers to consider the value, quality and impact of the applicants' work. To this end we ask you to list research outputs such as peer-reviewed publications, research data, research material, databases, audio/video products, national and/or international reports or briefs, models and protocols, software, evidence of influencing policy and/or practice, outreach and/or knowledge exchange activities, media coverage or other relevant research-related activities.

2.9 Total number of peer-reviewed publications

Please provide the total number of peer reviewed publications which you have authored and/or co-authored. You can also add the weblink to your full list of peer-reviewed publications.

2.10 Supervisory and mentoring experience

Describe **your training and supervisory experience to date**, if any, of early stage researchers (PhD), mid-stage researchers (postdoctoral researchers) or others. This does not necessarily have to be as primary supervisor given you are not an independent investigator yet. It aims to provide the necessary information, to the reviewers, about your experience to date. The word limit is **300 words**.

2.11 Personal declaration

Please briefly describe why you are well-suited to the role of emerging clinician scientist with an active role in translating knowledge generated through research into the health care system, policies or practice. Describe your long term research vision and career objectives and how this award will contribute to their attainment? The word limit is **300 words**.

2.12 Synergistic Activities

Please provide some examples under the headings below that demonstrate the broader impact of your professional and academic activities to date. Please note these are aimed to provide a more rounded and holistic recognition of your career to date with the assumption that not all researchers must have had experience necessary under all these headings. They will be assessed in the overall context of the targeted career stage and the objectives of this scheme. The word limit is **300 words**.

- **Research process** Activities such as stakeholder engagement/PPI, collaborative & cross disciplinary research, research integrity and risk management in open science procedures (e.g. making research outputs including data openly available, sharing data for reuse, etc.).
- **Societal Impact and outreach** Knowledge translation activities that best relate to the work described in your application. E.g. communication & dissemination (beyond publications), development of IP (patents, licenses), development of guidelines and standards, knowledge exchange and outreach activities.
- **Service to research community** Peer-review contribution, networking activities, memberships to committees and/or other relevant advisory groups
- **Leadership** Activities where you have shown leadership in academic and/or other professional activities (e.g. organisation of courses, journal clubs, etc)
- **Professional development** Continuing professional development, project management and personal qualities.

2.13 Mentorship arrangements

Please describe the arrangement you will have in place with your mentor during the award. The word limit is **200 words**.

3. Research Project Description

3.1 Research question

Please state clearly the research question behind the proposed work. The word limit is **100 words**.

3.2 Case for the research

Please set out a case for the **relevance and importance** at local, national or international level to propose this research project at this time in Ireland.

Please address the following:

- Outline the problem to be addressed and the relevance to policy and practice (locally, nationally or internationally); please reference any document/publications;
- Describe any systematic review, or alternative evidence collected systematically, supporting why this research project should be conducted now, and include the knowledge gaps in the research area;
- Include a description of any pilot work/data already undertaken or the use of existing national or international data;
- Describe the anticipated outputs and outcomes.

The word limit is **1500 words**.

Note: *Be aware that the peer reviewers and panel reviewers reading your application will be based outside of Ireland, so it is important to describe the current healthcare delivery context in Ireland when discussing issues around need and relevance.*

3.3 Overarching Aim

Please state the overarching aim of the project. The word limit is **100 words**

3.4 Brief overview of the methodological approach

Please briefly describe your main methodological approach to address the research question. The word limit is **300 words**.

3.5 Pathway to Impact Statement - outline

Please outline the likely potential of the research finding to be applied and/or translated towards improving the health care systems, policies and/or practice and to generate evidence informed by policy and practice. *In the full application more detailed will be required.* The word limit is **200 words**.

3.6 References

A full description of the references cited should be provided. You can enter a maximum of **15 publications**. Please enter references in the same format. Please note that at full application stage this will be increased to 30 publications.

For peer-review publications:

Gallagher PA, Shoemaker JA, Wei X, Brockhoff-Schwegel CA, Creed JT. Extraction and detection of arsenicals in seaweed via accelerated solvent extraction with ion chromatographic separation and ICP-MS detection. *Fresenius J Anal. Chem.* 2001 Jan 1;369(1):71-80. PMID: 11210234.

For book and printed source citations:

Farrell M, Gerada C and Marsden J (2000) *External review of drug services for the Eastern Health Board*. London: National Addiction Centre.

For data citation¹¹:

Authors, year, article title, journal, publisher, DOI

Author(s), year, dataset title, data repository or archive, version, global persistence identifier

4. The Research Team – Mentor(s) & Co-Applicants

4.1 Mentor

The Lead Applicant can add a Mentor to an application by entering the name on GEMS. The mentor should be chosen based on their research expertise and ability to guide the applicant in various areas of the research programme. It is anticipated that the mentor(s) would not have previously been supervisor to the applicant and ideally would not be based in the same research department.

Please note that Lead Applicants also have the option to nominate an additional mentor based in the same Institution or Department for the purpose of providing supplementary guidance to the Lead Applicant, for example more career-specific and institutionally relevant guidance.

If the individual is already registered on GEMS, the system will find them and will allow the Lead Applicant to select her/him. Alternatively, the Mentor can be added manually by entering their name and email details. GEMS will send them an email with login details for completing the registration process, and will inform them that they have been invited by the Lead Applicant to participate in the application as Mentor. Registered Mentor can decide whether to accept or reject their participation. If the proposed mentor rejects participation in an application, the Lead Applicant is informed and may revise the application accordingly. The Mentor who accepts will be able to complete some section of the application and also edit the application. *The system will flag if another user is working on the application form at the same time via a pop-up warning. A member of the applicant team may choose to over-ride this pop-up message and continue to enter data but it is advisable that they contact the other person directly to avoid losing data when applying the override function.*

Prior to validation and submitting the application to the authorised signatory of the nominated Host Institution for the final approval stage, the Mentor must also approve the content of the application.

Please note the section below must be complete by the Mentor

¹¹ Please refer to FORCE 11 principles for further information <https://www.force11.org/group/joint-declaration-data-citation-principles-final>

The Mentor can manage his/her **contact and CV details** (Name, contact information, institution, present position, employment history, profession and membership details of professional bodies).

Please note that **Funding Record** (including HRB grants) most relevant to this application where the applicant has acted as Lead Applicant or co-applicant) and **publications** will be requested manually in the application form so you do not need necessary to enter or update them under manage my details.

Where research outputs are requested *please note* The HRB has signed up to **DORA** and we ask reviewers to consider the value, quality and impact of the applicant's work. The mentor should list research outputs such as peer-reviewed publications, research data and databases, research material, audio/video products, national and/or international reports or briefs, models and protocols, software, evidence of influencing policy and/or practice, outreach and/or knowledge exchange activities, media coverage or other research-related relevant activities. As such any requested research outputs can include the sources mentioned above as well as non-peer-reviewed publications such as policy briefs, national reports, research reports, evidence synthesis or other achievements such as honours/awards, national and international profiling, plenary lectures or invited speaker at international conferences and any expertise relating to commercialization and/or industry involvement, if relevant.

4.1.1 Type of Participant

Please describe yourself as:

- ✓ Health and care practitioner with a joint or full academic appointment
- ✓ Health investigator (Senior researcher)

4.1.2 Gender

*This question is included with the application form in light of the **HRB Gender Policy**. The HRB has the responsibility to support both women and men to realise their full potential in order to ensure equality of opportunity and to maximise the quantity and the quality of research. The information will not be shared with reviewers and it is for HRB internal use only*

Please select

- ✓ Male
- ✓ Female
- ✓ Other gender identity
- ✓ Prefer to not disclose

4.1.3 Mentor's most relevant funding track record

Please reference up to five peer-reviewed grant funding (including HRB ones) that are most relevant to this application. Specify the title, funding awarded, period and your role (Lead Applicant, Co-Lead Applicant, Co-Applicant or Collaborator).

4.1.4 Mentor's expertise statement and research outputs*

Briefly describe why you are well-suited to the role as mentor of the Lead Applicant in this proposal by demonstrating evidence of expertise and skills in the following:

- 4.1.4.1 State **evidence** of your **leadership and collaborative role** throughout your career, including leadership roles, recognised national/international contributions, collaborations and partnerships with other researchers and key individuals, including those from other research disciplines, roles, and sectors. Please reference **up to four research outputs** most relevant to this role and expertise. The word limit is **400 words**.
- 4.1.4.2 Provide any **evidence of** expertise in relation to research outcomes that have been **translated into, and/or have influenced, health care practice and/or policy and/or service delivery**. You may also include here any expertise relating to commercialization and/or industry involvement, if relevant. Please reference **up to four research outputs** most relevant to this role and expertise. The word limit is **400 words**.
- 4.1.4.3 Provide **evidence of capacity building, mentoring and coaching** you may have in relation to experience in team building, mentoring and supervising of researchers and how it has impacted upon the researchers' career. Particularly mention experience in providing support at early stage researchers (PhD) and mid-stage researchers (postdoctoral and research fellows) level and experience in mentoring / supervising individuals from outside your own discipline, if any. Please provide the numbers of current and completed MSc and PhD students, directly under your supervision, as well as numbers of previous and current post-doctoral or other researchers. The word limit is **200 words**.

4.1.5 Publications

Please provide the total number of peer-review publications, which you have authored and/or co-authored, and you may add the weblink to your full list of peer-reviewed publications.

4.2 Additional Mentor

Would you like to add an additional mentor?

- **No**
- **Yes** – Please include name and position and briefly explain your choice of additional mentor. The word limit is **200 words**.

4.3 Co-applicants

The Lead Applicant may collaborate, where appropriate, with partner organisations such as hospitals, health agencies, universities, local government, voluntary organisations and/or industry.

The Lead Applicant can add up to 5 co-applicants to an application by entering their name on GEMS. You also have the option to add the Mentor as Co-applicant if the individual will have a specific role on the project in addition to fulfil the role as your mentor. In that case up to four Co-applicants can be added.

If the Co-applicant is already registered on GEMS, the system will find them and will allow the Lead Applicant to select them. Alternatively, a co-applicant can be added manually by entering their name and email details. GEMS will send them an email with login details for completing the registration process, and will inform them that they have been invited by the Lead Applicant to participate in the application as a co-applicant. Registered Co-applicants can decide whether to accept or reject their participation and consent to the application being submitted jointly in their name. If a co-applicant rejects participation in an application, the Lead Applicant is informed and may revise the application accordingly.

Co-applicants who accept to participate in an application will be able to edit the application. *The system will flag if another user is working on the application form at the same time via a pop-up warning. A member of the applicant team may choose to over-ride this pop-up message and continue to enter data but it is advisable that they contact the other person directly to avoid losing data when applying the override function.*

**Do you wish to add the mentor also as co-applicant because of his/her specific role on the project?
Y/N**

If yes

Please describe the specific role of the mentor as also co-Applicant in this project and clearly justify it. The word limit is **200 words**.

You may add below up to four additional co-applicants.

Please note the section below must be complete by each Co-Applicant

4.3.1 Co-Applicants Contact and CV Details

Co-Applicants can manage their **contact and CV details** (Name, contact information, institution, present position, employment history, profession and membership details of professional bodies) under 'Manage my Details' section of GEMS and this information will be automatically included in any application that involves this individual.

Please note that **Publications and Funding Record** (including HRB grants where the applicant has acted as Lead Applicant or co-applicant or collaborator) most relevant to this application will be requested manually so the co-applicant does not need to complete under "Manage my details".

Where research outputs are requested *please note* The HRB has signed up to **DORA** and we ask reviewers to consider the value, quality and impact of the applicant's work. Co-applicants should list research outputs such as peer-reviewed publications, research data and databases, research material, audio/video products, national and/or international reports or briefs, models and protocols, software, evidence of influencing policy and/or practice, outreach and/or knowledge exchange activities, media coverage or other research-related relevant activities. As such any requested research outputs can include the sources mentioned above as well as non-peer-reviewed publications such as policy briefs, national reports, research reports, evidence synthesis or other achievements such as honours/awards, national and international profiling, plenary lectures or invited speaker at international conferences and any expertise relating to commercialization and/or industry involvement, if relevant.

For some Co-applicants (such as members of the public) not all sections will be relevant. In each case, however, a co-applicant must complete the contact details and CV section.

4.3.2 Type of Participant

Please describe yourself as:

- ✓ Health and care practitioner (including with a joint academic position)
- ✓ Health research investigator (Senior researcher)
- ✓ Stakeholder (charity, health organisation, patient group, policy maker, etc)
- ✓ Working in the private sector
- ✓ Other, please specify

4.3.3 Gender

*This question is included with the application form in light of the **HRB Gender Policy**. The HRB has the responsibility to support both women and men to realise their full potential in order to ensure equality of opportunity and to maximise the quantity and the quality of research. The information will not be shared with reviewers and it is for HRB internal use only.*

Please select

- ✓ Male
- ✓ Female
- ✓ Other gender identity
- ✓ Prefer to not disclose

4.3.4 Co-Applicant's most relevant funding track record

Please reference up to five peer-reviewed grant funding_(including HRB ones)_that are most relevant to this application. Please list the title, funding agency, funding awarded, period and your role (Lead Applicant, Co-Lead Applicant, Co-Applicant or Collaborator).

4.3.5 Personal Declaration and research outputs*

Briefly describe why you are well-suited to the role of co-applicant on this application and clearly highlight your specific role on this project. You may refer to your relevant research and analytical expertise and skills as well as your professional skills, such as negotiating and influencing, leadership, networking and collaborative work, multi-disciplinary and/or interdisciplinary work and/or the strength of the scientific environment.

Also, you must identify up to five of your research outputs that specifically highlight your experience and expertise most suitable for this funding application. The word limit is **500 words**.

4.3.6 FTE% Please state the amount of time to be dedicated to working on this project either as a percentage or as a proportion of a full time equivalent (FTE).

4.3.7 Please provide the total number of peer-review publications you have authored and/or co-authored. You can also add the weblink to your full list of peer-reviewed publications.

Submission of Applications

The deadline for submission of complete applications is 16 May 2019 at 13.00.

1. After successful validation the Lead Applicant may submit the application. It will then be routed to the designated signatory at the Host Institution for their approval.
2. If a signatory rejects the application the Lead Applicant will be notified, along with any feedback the signatory has supplied.
3. The application can then be re-submitted; it will be returned to the signatory and will continue through the approval process as before.
4. On completion of the final approval by the Host Institution signatory, a grant application number is assigned to the application.
5. The application automatically gets submitted to the HRB through GEMS for consideration for funding.

The HRB reserves the right to reject any application that does not meet the terms of this call.

Appendix III: Resources/Useful Links

The Cochrane Library: online collection of databases in medicine and other healthcare specialties which summarise and interpret the results of medical research.

www.thecochranelibrary.com

EQUATOR Network Library for health research reporting: an international initiative that seeks to improve reliability and value of health research literature by promoting transparent and accurate reporting of research studies

<http://www.equator-network.org/resource-centre/library-of-health-research-reporting/>

CLINICAL RESEARCH INFRASTRUCTURES/SUPPORTS

Health Research Board Clinical Research Facility, Cork

<http://www.ucc.ie/en/crhc/>

Health Research Board Clinical Research Facility, Galway

http://www.nuigalway.ie/hrb_crfg/

Wellcome Trust-Health Research Board Clinical Research Facility, St James's Hospital

<http://www.sjhcrf.ie/>

Clinical Research Centre, Royal College of Surgeons in Ireland

<http://www.rcsicrc.ie/>

Clinical Research Facility, University College Dublin

<http://www.ucd.ie/medicine/ourresearch/researchenvironment/ucdclinicalresearchcentre/>

Centre for Advanced Medical Imaging, St James' Hospital Dublin

<http://www.3tcentre.com/>

Centre for Support and training Analysis and Research (CSTAR)

<http://www.cstar.ie>

BIOBANKING

Council of Europe Recommendation of the Committee of Ministers to member States on research on biological materials of human origin (2016)

https://search.coe.int/cm/Pages/result_details.aspx?ObjectId=090000168064e8ff

OECD Guidelines on Human Biobanks and Genetic Research Databases

<http://www.oecd.org/sti/biotech/guidelinesforhumanbiobanksandgeneticresearchdatabaseshbgrds.htm>

ISBER Best Practices for Repositories

<http://www.isber.org/?page=BPR>

Molecular Medicine Ireland Biobanking Guidelines

<http://www.molecularmedicineireland.ie/resources/biobanking-guidelines/>

NCI Best Practices for Biospecimen Resources (2016 version)

<http://biospecimens.cancer.gov/practices/>

RESEARCH PRIORITIES & PUBLIC INVOLVEMENT IN RESEARCH

INVOLVE UK website for resources on Public and Patient Involvement in research

<http://www.invo.org.uk>

Patient-Centred Outcomes Research Institute (PCORI)

<http://www.pcori.org>

Public Involvement Impact Assessment Framework (Provides tools to assess the impacts of involving members of the public in their research in individual projects)

<http://piiaf.org.uk/>

European Patient Forum Value + Handbook (For Project Co-ordinators, Leaders and Promoters On Meaningful Patient Involvement)

http://www.eu-patient.eu/globalassets/projects/valueplus/doc_epf_handbook.pdf

The James Lind Alliance Priority Setting Partnerships

http://www.lindalliance.org/Patient_Clinician_Partnerships.asp

USE OF ANIMALS IN RESEARCH

Experimental Design Assistant (EDA) (online tool for design of animal experiments)

<https://www.nc3rs.org.uk/experimental-design-assistant-eda>

ARRIVE (Animal Research: Reporting of In Vivo Experiments) guidelines

<https://www.nc3rs.org.uk/arrive-guidelines>

GENDER ISSUES IN RESEARCH

Examples of case studies in Health & Medicine where gender/sex in research matters

<http://genderedinnovations.stanford.edu/case-studies-medicine.html>

Gender Toolkit in EU-funded research for examples and guidance

http://www.yellowwindow.be/genderinresearch/downloads/YW2009_GenderToolKit_Module1.pdf

DATA MANAGEMENT AND SHARING and FAIR principles

Digital Curation Centre: How to develop a data management and sharing plan and examples DMPs

<http://www.dcc.ac.uk/resources/data-management-plans/guidance-examples>

UK Concordat on Open Research Data (July 2016)

<http://www.rcuk.ac.uk/documents/documents/concordatopenresearchdata-pdf/>

Guidelines on FAIR data management plans in Horizon 2020

http://ec.europa.eu/research/participants/data/ref/h2020/grants_manual/hi/oa_pilot/h2020-hi-oa-data-mgt_en.pdf

FAIR data principles FORCE 11

<https://www.go-fair.org/fair-principles/>

FAIR at the Dutch centre for Life sciences

<http://www.dtls.nl/fair-data/fair-data/>

“The 15 data principles for better data stewardship” HRB workshop 6 December 2017 - Recordings of all the sessions.

www.youtube.com/playlist

Registry of Research Data Repositories

<http://www.re3data.org/>

Zenodo Data Repository (OpenAIR)

<https://zenodo.org/about>

<https://zenodo.org/>