



The bone & soft tissue cancer charity

## Guidance for Applicants Lab Based Science Grant Round 2019 PhD Studentship

Sarcoma UK focuses on all types of sarcoma. Our research programme has been running since 2009 with over £2 million invested in research, we have pledged to invest £3 million into sarcoma research by 2020 with the aim of finding effective treatment for the disease within the next 10 years.

Sarcoma UK seeks to provide funding for new PhD studentships in lab based science, with the aim of attracting high-calibre graduates who will go on to develop a career in sarcoma research.

This call is seeking applications in both Basic and Translational Science.

Our PhD studentships offer up to £120,000 funding, comprising a stipend, fees and research expenses. Funding is available for three and a half years, with thesis completion expected within four years of the start date.

**Call opens:** Tuesday 8<sup>th</sup> January 2019

**Call closes:** 3pm, Thursday 9<sup>th</sup> May 2019

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### Eligibility

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The host institution must be in the UK

Applications will not be accepted where:

- The primary intent is the purchase of equipment
- Where the PhD studentship is currently underway
- From commercial organisations.

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### Funding

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Sarcoma UK will fund a maximum of £120,000 over three and a half years, including:

- The stipend and fees of the student should be in line with [UK Research & Innovation](#) (UKRI) levels for UK home students, or host institution stipend levels
- Research expenses (directly incurred costs only)
- Funds towards attendance at appropriate scientific meetings
- Project or discipline-specific training (directly incurred costs only)

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### How to Apply

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Applications must be made by the Main Supervisor (PI) and can be submitted with or without a named student. Students wishing to undertake a PhD in sarcoma research should contact their prospective host institution or supervisor.

All applications which fulfil the eligibility criteria will be scientifically peer reviewed. These reviews, along with the application, will then be considered by our Research Advisory Committee. Feedback is provided to all applicants.

No research group may submit more than one application for project funding. Applicants may seek clarification regarding this limitation from Sarcoma UK's research team.

If you are unsure about the eligibility of your application, please contact Sarcoma UK's research team by emailing [research@sarcoma.org.uk](mailto:research@sarcoma.org.uk) or by calling 020 7250 8271.

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## **PART ONE – The Applicants: Main Supervisor (PI), 2<sup>nd</sup> and 3<sup>rd</sup> Supervisors**

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**1. Investigators:** Complete the table with the relevant details for each supervisor.

### **Main Supervisor (PI)**

The PI and the proposed project must be based in the UK at a Higher Education Institution (HEI), Research Institute or Clinical Institution. Where the PI is on a fixed-term contract, their contract must extend at least one year beyond the lifetime of the PhD studentship, or the host institution must demonstrate that it intends to award a permanent position at the end of the fixed term.

The PI should be able to demonstrate evidence of a strong research record, including; publications, successful grant applications and ability to lead teams. They must show evidence of supervising PhD students.

**2<sup>nd</sup> Supervisor** Should provide academic input and a second line of support for the student.

**3<sup>rd</sup> Supervisor** (if applicable) Should contribute to the student experience or provide a vital facet to the project.

2<sup>nd</sup> and 3<sup>rd</sup> supervisors must be appropriate to the needs of the project and have a level of commitment to both the research and the training and development of the PhD student.

**2a. Administering Organisation:** This should be the employing organisation of the PI. Please provide the name and the central or business address. Any award made is to the Administering Organisation.

**2b.** Provide the contact details and postal address of the PI, if they are different to that of the host organisation.

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## PART TWO – The Student

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Students do not need to be from the UK, nor resident for any amount of time before the award begins. Sarcoma UK will fund Fees in line with [UKRI levels](#) for UK Home Students.

A prospective student need not have been identified at the time of submitting the application. For any application where the student has been selected, a one-page CV should be included in the application. Students must have a minimum of a 2:1 degree.

We expect any institution hosting an application to show support through commitment to facilitate the research proposed, and provide a basic level of facilities, such as library access, computer equipment and PhD training programme.

**3.** If you have a student identified for this please give their name at this point, include a one-page CV for them.

If you will recruit a student on award of this project, state how you will recruit the best student for this project.

**4.** Please answer Y/N if your institution has a Doctoral School or Doctoral Training Programme

4a. If yes, please provide name of the Head of the Doctoral School, their contact details and website address.

**5.** List what core modules and / or training is provided by the Doctoral School?

**6.** Please give the assessment or reporting points for Doctorial Students

**7.** What is the timeframe for completion and submission of thesis in your institution?

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## PART THREE – The Project

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**8. Project Title:** Please list the full project title; when awarded this will be used in all correspondence and listed on our website.

**9. Start date:** It is anticipated that awards will be announced in October 2019. Please give a start date which fits in with your institutional PhD schedule (usually May and October) and accounts for any regulatory or ethical approval.

**10. Duration:** Give duration in months

**11a. Total grant requested:** Please give total in pounds sterling (GBP)

**11b.** As a medical research charity, we do not pay fEC but wish to capture this information.

**Our membership of the Association of Medical Research Charities (AMRC) means awarded research projects are eligible for QR funding.**

**12. Animal work:** Please state if any animal work is needed, the date of approval and the name of the Animal Licence holder for the project (this may be at an institutional level). Please state if the work is to be outsourced and where to (if known at application stage).

**13. Ethical approvals:** Please indicate if the project needs ethical approval and give an indicative date of approval (this should be factored into your start date). If already in place, please include a copy of the approval letter with the application.

**14. Other funding:** Sarcoma UK needs to know if the project is either supported or has been supported by another organisation. If you are under a confidentiality clause, please indicate yes and enter 'CONFIDENTIAL'.

i. If the preliminary work (or very similar) has been previously externally funded, please supply the project details, including title, funder and value of award.

ii. If the project is being submitted elsewhere, please indicate where it is being submitted to and the anticipated outcome date.

iii. If the project has been submitted to another funder in the last 12 months, please indicate where it was submitted to and the outcome.

iv. If you already have partial external funding in place, please indicate this here and provide details of funding.

**15. Intellectual Property and Exploitation:** Please state whether the project may have potential intellectual property (IP).

List any IP which may arise from the research, such as patents, questionnaires or copyrighted material. Identify how your host organisation makes decisions and manages its IP registration (this may be signposting to the host organisation) and the name of your IP or knowledge transfer manager.

**16. External Reviewers:** Sarcoma UK is a member of the AMRC and funds only high-quality research. External peer review is vital to this process. We request you identify up to two reviewers who may be suitable.

If there are any reviewers who you would consider unsuitable, please provide their name. We will take your comments on board regarding those who you would prefer not view the application; it would be very helpful if you can provide a reason why. You may leave this section blank if you have no preferences.

**17. Lay summary:** Our supporter and donor community are very supportive of our research programme. Your lay summary will go to the Board of Trustees, which includes medical, scientific and lay representation. The lay summary will also feature on our website alongside your project details (if awarded). Please write clearly for a non-scientific audience, and avoid acronyms and jargon.

**18. Institutional Approval:** To ensure good governance the application must be approved within the host institution by both the PI and the Head of Department/Head of Division/Head of School/Dean as appropriate. The form must also be signed by the Head of the Doctoral School (or equivalent) on behalf of the organisation which

will manage the studentship. Those signing must have the authority to sign on behalf of the organisation. We accept electronic signatures, or a scanned page.

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## **PART FOUR – The Research Study**

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Include no more than **five** pages within the application form using the following headings:

Title of the PhD project

What is the Hypothesis of your project?

Academic Abstract

Purpose of the Research

Background/Rationale

Plan of investigation and methods to be employed

Justification for the support requested – including any training costs

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## **PART FIVE – Details of Financial Support Requested**

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Sarcoma UK will only pay Directly Incurred Costs (DIC). Applications for funding should be based on estimated expenditure and all figures should be entered in pounds sterling (GBP).

### **Allowed and disallowed costs**

The following list is not considered exhaustive. Sarcoma UK may query and/or remove any costs that are deemed to be outside the funding remit. For any queries, please email [research@sarcoma.org.uk](mailto:research@sarcoma.org.uk)

Allowed costs include:

- consumables and materials directly attributable to the project
- animal costs such as purchase, housing, husbandry or animal licence costs
- equipment essential to the project (quotes must be obtained for items over £10,000 and included with the application)
- software licence (if project-specific)
- travel related to the research proposal such as participant expenses to travel to focus group meetings, interviews or assessments
- project or discipline specific training for the PhD student, outside that covered by institutional doctoral training.
- Up to £1000 in dissemination costs per project. For any costs associated with project dissemination, including: publication charges (see our Open Access Policy), poster printing, media production.
- access charges for shared equipment or facilities in “Other/Exceptional items”
- statistician advice/consultancy costs in “Other/Exceptional items”

Disallowed costs include:

- PI or supervisor salary
- equipment maintenance and running costs
- student recruitment costs
- general laboratory equipment including PCs for students

- full economic costs: directly allocated and indirect costs
- general office expenses such as photocopying, printing or postage. An exception may be made for administrative assistance and printing costs if the project is epidemiological or questionnaire-based

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### **PART SIX – Investigators CV's**

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Please provide a CV, which includes a list of research publications, for the PI and all supervisors. This should be a maximum of **two pages** per individual.

Please include any Collaborators letters associated with the project.

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### **Submission of Application**

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Please submit **one** document including the application form, CVs and any appendices or letters in Word or PDF to [research@sarcoma.org.uk](mailto:research@sarcoma.org.uk) by **3pm** on **Thursday 9th May 2019**. If you have not received an acknowledgement within three working days contact us on 020 7250 8271.