



**SarcomaUK**  
The bone & soft tissue  
cancer charity

## Improving Sarcoma Diagnosis Funding Call

### Guidance for Applicants

The deadline for this funding call is 12pm midday on Thursday 20<sup>th</sup> June 2024.

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## About the Charities

### Bone Cancer Research Trust



In 2004, a group of families who had lost children and young people to primary bone cancer came together. At that time, there was virtually no accessible information and practically no funding for research into this disease. With guidance from Professor Ian Lewis, a consultant paediatrician and adolescent oncologist at St James's University Hospital, Leeds, the families registered the Bone Cancer Research Trust as a charity in 2006. Today, the Bone Cancer Research Trust is the leading charity dedicated to saving lives and fighting primary bone cancer and has invested over £8.6 million into 165 research projects.

Our vision is a world where primary bone cancer is cured. Our mission is to save lives and improve outcomes for people affected by primary bone cancer through research, information, awareness and support.

[www.bcr.org.uk](http://www.bcr.org.uk)

Charitable Incorporated Organisation Number: 1159590

### Sarcoma UK



Sarcoma UK is a national charity that funds vital research, offers support for anyone affected by sarcoma cancer and campaigns for better treatments. It is the only cancer charity in the UK focusing on all types of sarcoma. Since 2009, the charity has funded £6.5 million of scientific and medical research at institutions across the UK.

Our vision is where everyone affected by sarcoma has the treatment, care and support they need. Our mission is to ensure everyone receives the best treatment, care, information and support available and to create the treatments of the future.

<https://sarcoma.org.uk/>

Charitable Incorporated Organisation Number: 1139869

## Call Details and Scope

The Bone Cancer Research Trust and Sarcoma UK are delighted to be working together on this funding call, focussed on research to improve diagnosis for people affected by sarcoma.

### Background

*Sarcomas are challenging to diagnose. They can affect anyone, occur anywhere in the body, and have over 100 subtypes, with a diverse range of symptoms. But with low case numbers, awareness is poor. These among other factors contribute to lengthy waits for patients to get the correct sarcoma diagnosis. 1 in 3 sarcoma patients wait at least 6 months from first presenting with symptoms, and it takes bone sarcoma patients an average of 8 visits to a healthcare professional to receive their diagnosis.*

In prioritisation exercises carried out by both Sarcoma UK and the Bone Cancer Research Trust with people affected by sarcoma, research into improving diagnosis is a close second priority behind research into new and better treatments. But this is a challenging area in terms of developing proposals which fit the diverse needs of the patient community. To help shape this funding call, the two charities hosted a meeting in January 2024 to bring together representatives from the sarcoma and wider cancer diagnosis research communities to discuss challenges, define priorities and catalyse new research developments in this space.

A series of scoping calls and the meeting identified a number of key issues in sarcoma diagnosis. These included a lack of defined at-risk groups, lack of validated diagnostic (bio)markers and tests, variable knowledge of symptoms amongst primary care professionals, lack of consensus around red flag symptoms and procedures, inefficient and non-standardised referral pathways, misinterpretation of scans, lack of data collection and availability, and logistical and ethical challenges around whole genome sequencing. Wider systemic issues were also cited as bringing particular challenges for sarcoma, which prevent patients accessing the correct support and treatment. A full summary paper of this meeting is available to read on request.

### Call scope

This Improving Sarcoma Diagnosis funding round aims to fund scientific and clinical research projects which ultimately aim to drive positive change in how sarcomas are detected and diagnosed. Proposals must have a clear and considered line of sight towards improving the diagnosis for sarcoma.

Applicants must also clearly outline how this funding will pave the way towards securing larger-scale funding, setting out a plan to take this forward.

Based on the outcome of scoping calls and the joint meeting, applications that address the following questions are encouraged:

#### **How could sarcoma be diagnosed more quickly or more accurately using biomarkers?**

- Identification, validation and development of early detection/diagnosis **markers** for sarcoma.
  - o Including but not limited to basic cellular/molecular science to identify potential markers, biology and omics approaches for early diagnosis and detection, imaging biomarkers.

#### **How could people at an increased risk of having sarcoma be identified, stratified and/or monitored?**

- Innovative means of identifying, stratifying and monitoring of people **at increased risk** of sarcoma.
  - o Including but not limited to exploring **genetic predispositions**, detecting and following those with specific symptoms, omics approaches towards exploring existing cohort or biobank data, or developing approaches for case-finding and referral of at-risk patients using health records.

#### **How could health systems be optimised to improve sarcoma diagnosis?**

- Research into **clinician behaviour and decision support tools** for early detection and diagnosis.
  - o Including but not limited to understanding symptoms, identification and validation of red flags, enhancing recognition of symptoms and appropriate referral, and technology-led approaches to improve health systems and clinician decision-making.
- Research to understand and tackle **health inequalities** to enhance sarcoma diagnosis.
- Research into improving and standardising **clinical and referral pathways and service organisation** for sarcoma diagnosis.
- Research involving the **health economics** of early detection and diagnosis of sarcoma.
- Research into improved diagnostic imaging and its implementation as part of referral pathways for sarcoma.
- Research into integrating **genomic sequencing** to the diagnosis of sarcoma.

#### **How could data, technology and artificial intelligence be utilised to improve the diagnosis of sarcoma?**

- Research into improving **imaging technologies** or approaches for sarcoma detection.
- **Data and computation-driven approaches** to improving the detection and diagnosis of sarcomas.
- Analysis and integration of new or existing **data (e.g. from genomic sequencing)** to improve sarcoma diagnosis and detection.

However, the areas listed here are not exhaustive. We are able to consider a broad range of applications which aim to ultimately deliver early, faster and more accurate diagnosis for sarcoma, and these may cover a number of research areas from a range of scientific disciplines. All proposals must have a clear and considered line of sight towards early diagnosis for sarcoma patients and this will be considered as part of the assessment process.

#### **Out of scope**

Areas of research that will be considered out of scope for this funding call include:

- Research focussing on detecting **late-stage disease/metastasis in someone who has already been diagnosed with sarcoma and monitoring response to treatment, relapse or recurrence of sarcoma**. This funding call is to improve the primary/initial diagnosis of sarcoma. Your proposal may however be suitable for other funding schemes offered by either charity.
- Proposals which focus on **population-level screening** approaches. However, proposals which focus on screening possible high-risk groups are in scope for funding.
- Proposals with **no clear line of sight** to patient benefit or impact or clinical implementation. Applicants will be asked to justify this in their proposal.
- **Policy-focussed initiatives or behavioural interventions** to improve sarcoma diagnosis without a clear hypothesis.

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If you have further questions as to whether your application is in scope for this funding call, please contact [research@sarcoma.org.uk](mailto:research@sarcoma.org.uk) and or [research@bcrt.org.uk](mailto:research@bcrt.org.uk).

## Eligibility Criteria

### Applicants

- The principal investigator (PI) should be able to demonstrate evidence of a strong research record, with experience to drive and lead a research project which addresses your proposed research questions. Demonstrable evidence could include publications, successful grant applications and an ability to lead teams.
- Applications from researchers outside the immediate field of sarcoma are welcome but are strongly encouraged to involve the expertise of investigators with a background or expertise in sarcoma biology and/or sarcoma clinical management.
- The PI is responsible for the intellectual leadership of the research project and must be actively engaged in the overall management of the research.
- Where the PI is on a fixed-term contract, their contract must extend at least one year beyond the lifetime of the project, or the host institution must demonstrate that it intends to award a permanent position at the end of the fixed term. In addition, a co-applicant with a permanent post at the host institution should be listed on the application.
- Please note that salary costs for tenured Principal Investigators or Co-Investigators may not be requested. Salary costs for non-tenured Co-Investigators are accepted.

### Institution

- The host institution for the project must be a UK-based higher education institution, research institute or within the NHS.
- The principal investigator of the work must have a contract of employment within the host institution for the duration of the grant prior to application.
- The principal investigator must hold a permanent, salaried post at the host institution.
- The host institution will be responsible for the entirety of the award, including all administration, liaison with third parties and ensuring compliance with conditions of award by other institutions where appropriate.

Multi-institutional and collaborative applications are strongly encouraged; collaborators may be based outside the UK. The contribution of co-applicants and collaborators to relevant work packages must be clearly outlined in the application.

### Other general eligibility criteria

Applications will not be accepted:

- Where the primary intent of the grant is for purchase of equipment
- From commercial organisations.
- Where the application has been submitted to any of Sarcoma UK's or The Bone Cancer Research Trust's funding calls on more than one previous occasion unless explicitly invited (see section E for further details on resubmission requirements).
- Please note that the member of staff supported on a large grant may **not** be a PhD student.

## Subtypes

Projects eligible for this funding stream must be relevant to all sarcoma subtypes or primary bone cancer. Your proposal may be of relevance to soft tissue sarcomas, but also must be applicable to at least one subtype of primary bone cancer to ensure your application is in scope for the call. Proposals applicable to bone sarcoma only are in scope for the call.

*In recognition that the wider funding call must have relevance to bone sarcomas, a separate funding stream for research into soft tissue sarcoma only is available. A budget of up to £50,000 will be available. This is run as a separate pot of funding run in parallel to this funding call and grants will be awarded and managed by Sarcoma UK. Please see the relevant application documentation for further details.*

If you are unsure about the eligibility of your application, please contact the research team at either charity by emailing [research@sarcoma.org.uk](mailto:research@sarcoma.org.uk) or [research@bcrt.org.uk](mailto:research@bcrt.org.uk).

## Grant Sizes Available

The budget for this funding call is £500,000 for research projects applicable to all types of sarcoma or bone sarcoma only.

Available grant sizes include:

- **Small grants:** innovative pilot projects or requests to support small pieces of follow-on research needed to complete a project up to a maximum value of £100,000.
- **Large grants:** substantive pieces of research supporting a member of staff up to a maximum value of £250,000.

Please note that PhD studentships are not offered through this call. The member of staff employed on a large grant may not be a PhD student.

Sarcoma UK and the Bone Cancer Research Trust are willing to consider exceptional proposals in excess of £250,000 with a strong and compelling scientific rationale. Please contact [research@sarcoma.org.uk](mailto:research@sarcoma.org.uk) and/or [research@bcrt.org.uk](mailto:research@bcrt.org.uk) for an initial discussion prior to application submission.

## How to Apply and Assessment Criteria

Applications must be made by the Principal Investigator and submitted by the deadline advertised to [research@sarcoma.org.uk](mailto:research@sarcoma.org.uk). Applications, including CVs and any other supplementary information, should be submitted as one PDF document.

### Timelines and review process for both funding streams

**Applications open:** w/c 19<sup>th</sup> February 2024

**Deadline for applications:** Applications must be submitted to [research@sarcoma.org.uk](mailto:research@sarcoma.org.uk) by 12pm midday (BST) Thursday 20<sup>th</sup> June 2024. **Applications received after this deadline will not be accepted.**

Following submission, applications will undergo an administrative eligibility and triage check by members of the charities' internal research teams. Applications will not proceed to review

if they are deemed out of remit for the call at this stage. Applications will then proceed to peer and lay review.

External peer review will take place June-September 2024.

Applicants are then given an opportunity to respond to comments made by peer and lay reviewers in **October 2024**. Your application, its peer and lay reviews, and your response, will then be discussed by a Panel brought together specifically for this call. A funding recommendation will then be made to both charities' Boards of Trustees. Final decisions on awards are expected in **December 2024**.

## Assessment Criteria

Both charities' research programmes are flexible and broad. Proposals will be assessed on scientific quality and relevance to people affected by sarcoma. Please note that a lay review of all applications is incorporated into the funding process for this call. Lay reviewers will receive the full text of your application but will be asked to specifically review questions written in plain English, including the lay summary. Lay representation is also included on our Panel. Throughout the process, lay reviewers will not be assessing the quality of the science, but the relevance and potential impact of your proposal for people affected by sarcoma.

**Applications will be assessed on the following criteria by the Panel, peer and lay reviewers:**

- **Scientific quality:** quality and originality of the scientific rationale, approach and experimental methods and design, including animal research if appropriate.
- **Pathway to impact:** likely contribution of the project in terms of advancing scientific knowledge, changing clinical practice or future translational avenues.
- **Team and environment:** track record and suitability of the investigators and research environment to carry out the proposed work.
- **Requested resources:** appropriateness and justification of the requested budget in supporting the direct costs of the research and suitability of the proposed timelines for the project
- **Relevance to people affected by sarcoma:** overall value of the work for people affected by sarcoma, clarity of the lay summary. If applicable, the robustness and appropriateness of plans to involve people affected by sarcoma in the project.
- **Relevance to Sarcoma UK's [Research Strategy](#) and the Bone Cancer Research Trust's [Research Strategy](#).**

Feedback from the Grant Review Panel is provided to all applicants. Final decisions on awards are expected in December 2024.

## Resubmission Policy

The charities will allow only one resubmission of a previously unsuccessful proposal submitted to a grant round run by either charity, unless you have been **explicitly invited** to resubmit for a second time.

For all resubmissions, we require a full explanation of the revisions (additions, deletions and modifications) made to the proposal from its previous iteration, and responding to any concerns raised by reviewers or the Panel. Please include this explanation as a maximum of 2 pages of A4 attached prior to your application form.

Resubmissions will be checked as part of our triaging process; applications which do not meet the above requirements will not be accepted.

## Impact of COVID-19

As research funders, we would like to reassure the research community that we are acutely aware of the immediate and long-term impacts of COVID-19 on research activities. As part of this proposal, we welcome information outlining how COVID has impacted your or your team's research activities (for instance, increased clinical responsibilities, access to facilities, changes in personal circumstances) which may have affected the development of this proposal. Please note this is entirely optional and at your discretion. Please only disclose information that you are comfortable with being shared with our Grant Review Panel and external reviewers; any details which could identify other individuals will be redacted.

Please see the [full statement on our website](#) for more information.

## Completing the Application Form

### Part One – Project Details

**1. Project Title:** Please list the full project title. When awarded this will be used in all correspondence and may be listed on either or both charities' websites.

**2. Type of Grant:** Please indicate which grant type you are applying for.

**3. Investigators:** Please list all Principal Investigator (PI) and Co-Investigator (Co-I) titles, names and posts held as well as other contact details. Please provide the [ORCID](#) for each investigator if possible. Please indicate how many hours per week (hpw) will be spent on the project for each PI / Co-I. If there are more than 3 investigators, please list this on a separate sheet and submit with your application.

**4. Administering Organisation:** This should be the employing organisation of the PI. Please provide the name and the business address. Any award made is to the Administering Organisation who will sub-contract to other organisations as appropriate. Provide your contact details and postal address if it is different to that of the host organisation.

**5. Start date and Duration:** It is anticipated that awards will be announced in December 2024. With this in mind, please give a realistic start date for the project, factoring in contracting negotiations, ethical approval and staff recruitment. Give project duration in months.

**6. Funds requested:** Please give this total in £s (Pound Sterling). The maximum amount which may be requested for a small grant is £100,000 and £250,000 for a large grant. Larger amounts may not be requested without prior discussion with Sarcoma UK and/or the Bone Cancer Research Trust. Please also enter the full Economic Cost (fEC) of your proposal. As members of the Association of Medical Research Charities (AMRC), we pay directly incurred costs only. All awarded projects are eligible for quality-related research (QR) funding. Neither charity pays fEC but wish to capture this information.

**7. Subtype:** Please indicate the sarcoma subtype the project focusses on (if applicable). Please provide details if the project applies to multiple subtypes, or if relevant subtypes are not listed in the table.



**Please note that your application must be relevant to either all sarcoma subtypes or at least one bone sarcoma subtype for your application to be considered via this funding stream.** If your application is relevant to soft tissue sarcoma subtypes only, your application may be eligible for Sarcoma UK's Soft Tissue Sarcoma Diagnosis Fund. Further information: <https://sarcoma.org.uk/our-research/apply-for-research-funding/>

**8. People affected by sarcoma:** Please indicate if your project requires people affected by sarcoma to participate directly in the study (e.g. attending clinic, providing samples, as members of a patient involvement panel).

Please also give details of the nature of this participation. **Please note that responses for this question will be reviewed by people affected by sarcoma and therefore please write in plain English.**

### **9. Ethical approvals**

Please indicate if and why the project needs ethical approval for working with human subjects and give an indicative date of approval (this should be factored into your start date). If already in place, please give the IRAS study number or include a copy of the approval letter with the application. If you haven't yet submitted an application, please share your planned submission date.

Please indicate if your study requires the use of patient samples and explain how these will be accessed, and whether support has been granted by necessary stakeholders.

Please note that awards will not activate until ethical approval is confirmed in writing.

### **10. Application assessment**

Depending on the nature of your project, you may need to engage one or more of the following; please complete as appropriate:

**a.** Has this application been reviewed for any Excess Treatment costs your Trust may need to claim? (For more information: <https://www.nihr.ac.uk/researchers/collaborations-services-and-support-for-your-research/run-your-study/excess-treatment-costs.htm>)

**b.** Has this application had any input from the Research Design service? (For more information: <https://www.nihr.ac.uk/explore-nihr/support/research-design-service.htm>)  
If Yes, please state which Research Design Service.

**c.** Has this project involved discussion with a Clinical Trials Unit? (For more information: <https://www.ukcrc.org/research-infrastructure/clinical-trials-units/ukcrc-registered-ctus-website/>)

If Yes, please state which Unit.

### **11. Research involving animals**

*As members of the Association of Medical Research Charities, Sarcoma UK and the Bone Cancer Research Trust support their [statement](#) on animal research. We fully support measures which will replace, reduce or refine the use of animals in research, in line with legislation on the 3Rs (for further guidance, please visit the NC3R's website <https://www.nc3rs.org.uk/the-3rs>)*

**a. Approvals and licences:** Please state if any animal work is needed for your proposal. If yes, please provide details of 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).

**b. Please state if the proposals require the use of animals from outside the UK.**

**c. Procedures and approaches:** Please provide details of the procedures involving animals that are to be used as part of this work. Please justify the use of animals in your research and whether there are any alternative experimental approaches for this work which do not require the use of animals. Please explain your choice of species or model as part of this work. Please explain the nature of the procedures to be undertaken during this work and provide details of and justify the number of animals to be used per experiment. Please detail any work which may contribute to the replacement, refinement or reduction in animal use.

Please note that your application may be referred for additional expert review on these aspects if appropriate, in line with NC3Rs guidelines.

**12. Other sources of funding:** Sarcoma UK and the Bone Cancer Research Trust must be informed if the project is either supported or has been supported by another organisation. This will not affect the outcome of funding decision. However, please note that in order to receive funding from either charity, the grant holder may not be in receipt of any funding or financial assistance from the same work. If you are under a confidentiality clause, please indicate yes and enter 'CONFIDENTIAL'.

- a. If the preliminary work (or very similar) has been previously externally funded, please supply the project details, including the title, funder and value of award.
- b. If the project is being submitted elsewhere, please indicate where it is being submitted to and the anticipated outcome date.
- c. If the project has been submitted to another funder in the last 12 months, please indicate where it was submitted to and the outcome.
- d. If you already have partial external funding in place for this project or related work, please indicate this here and provide details of this funding.

**13. Intellectual Property and Exploitation:** Please state whether the project may have potential intellectual property (IP). List any IP which may be arising from the research (patents; questionnaires, copyrighted material etc.). Please 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 / Technology Transfer manager.

**14. External reviewers:** Both charities are AMRC members and fund only high-quality research. External expert peer review is vital to this process. We request you identify up to three reviewers who may be suitable. Nominated reviewers should be experts in the field and should be able to provide an expert view on the value and benefits of the proposal. Reviewers may be based internationally.

Please note that suggested reviewers should **not** be provided if

- The reviewer is based at your own institution
- The reviewer is a collaborator or researcher with whom you have published in the last five years.
- The reviewer is a member of [Sarcoma UK's Grant Review Panel](#) or the [Bone Cancer Research Trust's Independent Scientific Advisory Panel](#)
- Any possible conflict of interest may arise.

We consider possible conflicts of interest when selecting experts to review a proposal and reviewers are asked to identify any conflicts of interest prior to commencing their review, or may decline if appropriate. Please be assured that this section will be removed from your application prior to review and will only be seen by members of either charity's Research Team.

If there are reviewers you would prefer that we did not contact, please include these in the email submission of your application, with justification.

**15. Key words:** Please provide a list of up to 5 key words that best summarise the project. These will be used internally to assist with finding peer reviewers.

**16. Lay summary of the proposed project:** All research projects funded by Sarcoma UK or the Bone Cancer Research Trust must have relevance and importance to people affected by sarcoma and should have a clear pathway to impact for patient benefit. As part of the review process, your grant application will be reviewed by people with personal experience of sarcoma. Your lay summary forms a key aspect of this review process. Lay Reviewers and Lay Members of the Grant Review Panel will primarily assess proposals on the relevance and importance of the proposed science to people affected by sarcoma.

Please ensure you write in **plain English** and that scientific concepts are explained for a non-expert audience (assume a maximum of a GCSE-level knowledge of science). Please ensure you write clearly and succinctly, using non-technical language, and avoid acronyms and jargon. Further guidance on how to write a good lay summary is available from the NIHR [here](#).

As a guideline, your summary should cover:

- Aims, background and rationale
  - Why are you doing the study? What is already known about the problem that the project will address?
  - What do you hope to find out?
- What you plan to do and how you will go about it
  - Describe the methods and techniques you plan to use your research
- The potential impact of the study for people affected by sarcoma
  - What will be the benefit of your research for people affected by sarcoma and how does the research offer value for money?
  - Describe any involvement of those affected by sarcoma and how this has shaped the proposed research and outline any plans to involve or engage with patients in the dissemination of results.
  - How can the findings from the research be developed or put into practice after completion of the project?

**17. Named research and project staff:** Please provide the names and details of any named staff members to work on the project, as outlined in section 3 (details of financial support requested).

**18. Collaborators:** List any collaborators here. Please provide a project-specific supporting letter for each collaborator detailing what they contribute to the project, attached at the end of your application. A template page is provided at the end of the application for additional Co-I's, please add at the end of Part One.

**19. Declaration and institutional Approval:** To ensure good governance the application must be approved within the host institution by the PI's Head of Department / Division / School / Dean (as appropriate). The form must also be signed by the Finance / Administrative officer on behalf of the organisation which will manage the award. Those signing must have the authority to sign on behalf of the organisation. We accept electronic signatures, or a scanned page.

## Part Two – Proposed Research Study

Please provide a full description of the proposed study, to a maximum length of 10 pages (including questions 20-22). Please use a minimum of 10-point size font and ensure all figures and data are displayed in a clear and legible format.

References and power calculations are not counted in your 10-page limit. Please ensure that references are provided in full, with all authors listed where appropriate.

Proposals should clearly describe background evidence to support the project, including figures, data and publications. Planned experiments should be described in clear work packages, detailing how these experiments will answer the hypotheses posed. It is important that proposals demonstrate how the research may lead to patient benefit and should include patient and public involvement.

Please use the following headings, with details below as to what each section should cover.

- **Project Title**  
Please give the full title of your proposed project.
- **Project hypothesis** (if different from Title)  
What is your scientific question?
- **Academic Abstract**  
The academic abstract for the project proposed
- **Background and rationale for the project**  
Please provide any relevant developments in this area which will put this research proposal into context, including previous research supporting the proposal and why additional funding is needed, if appropriate.
- **Purpose of the Research**  
Please explain the need for the research in this area and the proposed objectives, key deliverables and rationale for particular lines of research planned.
- **Plan of investigation and methods to be employed**  
Please give a detailed plan of your aims and the work planned to deliver these aims. This should include your methodologies and any experimental approaches or techniques, data analysis, planned statistical analysis, and evidence to support and justify any models used. Additional pages may be used for any power calculations if appropriate.
- **Pathway to impact for sarcoma patients**  
Please articulate the importance of this research in this context, and in particular how this research could lead to meaningful benefits for sarcoma patients. Please also explain how far this research is from clinical implementation and/or direct patient impact.
  - *This section will form a fundamental part of our Lay Review assessment process, where applications are reviewed by people affected by sarcoma, who are not scientific experts. Please ensure you write in plain English and that scientific concepts are explained for a non-expert audience.*
  - The Bone Cancer Research Trust has a Patient and Public Involvement Panel, who may be contacted to support your application. If you would like support in this way, please email us at [research@bcrt.org.uk](mailto:research@bcrt.org.uk) by no later than 20<sup>th</sup> May to ensure that your request can be accommodated before the call deadline.

- **Justification for the support requested**  
Justify your resources in terms of the project plan and achieving the proposal's objectives. (Please see allowed and disallowed costs at the end of this guidance document.)
- **Plans for dissemination**  
Please detail where you would intend to share findings of the research, to a scientific audience, to a lay audience, and how you plan to work with the Bone Cancer Research Trust, Sarcoma UK and the wider sarcoma community to promote your research and after completion of the project.
- **Plans for progression of the research**  
Please detail next steps for the project upon its completion and how you plan to progress these avenues.

**20. Milestones:** Please list key milestones with timelines for the entire duration of your research proposal.

**21. Gantt chart:** Please include a detailed Gantt chart corresponding to the milestones outlined in question 20.

**22. Contingency plans:** Please cover any key risks posed by any aspects of your proposal, including those related to timelines and reaching milestones, with mitigations. A maximum of 300 words may be used.

### References

Please also provide a full list of references for this section; please note that this will not be included in your 10-page limit.

## Part Three – Details of Financial Support Requested

Please give a full breakdown of the requested costs for the research. As is standard for medical research charities, Sarcoma UK and the Bone Cancer Research Trust will only pay Directly Incurred Costs (DIC). These costs are explicitly identifiable as arising from the conduct of a project and infrastructure costs such as heating, lighting or routine office supplies will not be funded. Applications for funding should be based on estimated expenditure and all figures should be entered in GBP (Pound Sterling).

A separate list of allowed and disallowed costs can be found at the end of this guidance document. Questions on allowed and disallowed costs should be directed to either charity's Research Team at [research@sarcoma.org.uk](mailto:research@sarcoma.org.uk) or [research@bcrt.org.uk](mailto:research@bcrt.org.uk)

Please ensure you check rates and calculations prior to submission.

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## PART FOUR – Investigators' CVs

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Please provide a CV, which should include employment history and a list of research publications, for the PI and all co-investigators. 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** PDF document including an application form, CVs and any appendices and letters etc to [research@sarcoma.org.uk](mailto:research@sarcoma.org.uk) by **12pm midday on Thursday 20<sup>th</sup> June 2024**.

**Applications missing this deadline will not be accepted.**

If you have not received an acknowledgement within three working days contact us on 020 7250 8271.

## Allowed and Disallowed Costs

| <b>Salary</b>   |   |
|---|---|
| Allowed   | Disallowed  |
| <ul style="list-style-type: none"> <li>• Researchers on fixed term contracts working on the funded project. This may include the salary of fellows, research assistants, data managers, technicians, nurses and students – note that the cost of overseas students’ fees is not included.</li> <li>• RSciTech and RSci registration costs for the named person(s) on the grant</li> <li>• Salary costs for non-tenured Researcher Co-Investigators.</li> </ul>  | <ul style="list-style-type: none"> <li>• Salary costs for Principal Investigators</li> <li>• Salary costs for tenured Co-Investigators</li> <li>• Staff/Student Recruitment costs</li> <li>• Lab bench fees</li> <li>• Apprenticeship levy</li> </ul> |
| <b>Consumables</b>  |   |
| Allowed   | Disallowed  |
| <p>Consumables and materials directly attributable to the project. A non-exhaustive list of example acceptable costs includes:</p> <ul style="list-style-type: none"> <li>• Laboratory chemicals and materials (e.g. reagents, isotopes, peptides, enzymes, antibodies, gases, proteins, cell/tissue/bacterial culture, plastic ware and glassware)</li> <li>• Gloves, lab coats, goggles, protective shoes</li> <li>• Animal purchase, transportation, maintenance (including food) and experimentation costs.</li> <li>• Costs to support the authentication of cell lines, for example, screening for contamination by mycoplasma, STR profiling for human cell lines or DNA fingerprinting for non-human cells. We will also cover purchase of cell lines from cell banks such as ATCC</li> </ul> | <p>Home Office Licences and animal handling training costs</p>  |
| <b>Equipment</b>  |   |
| Allowed   | Disallowed  |
| <p>Equipment essential and directly attributable to the project. Costs must be acceptable and proportionate in the context of the total amount funded. A non-exhaustive list of example acceptable costs includes:</p> <ul style="list-style-type: none"> <li>• Costs may include purchase, delivery, and installation of scientific equipment if that equipment is specific to the research covered by the grant</li> </ul>  | <p>Standard per unit IT sharing charges</p> <p>Open access database publication fees</p> <p>Basic/general laboratory equipment including PCs for researchers (unless specifically required for the</p>  |

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| <ul style="list-style-type: none"> <li>• Software license(s) (if project specific)</li> <li>• Dissemination costs per project. This should include any costs associated with project dissemination, including: publication charges, poster printing, media production.</li> <li>• Access charges for shared equipment / facilities</li> <li>• Where justified, personal computing costs for named individuals engaged to work specifically on the grant (capped at £1000 per person over the duration of the grant)</li> <li>• Maintenance charges applicable for the duration of the award</li> <li>• Archiving, repository fees, data storage costs and data management services. Sharing and management costs must be reasonable and proportionate in the context of the overall grant.</li> </ul> <p>Quotes must be obtained for items of equipment over £10,000 and must be included within your application.</p>   | <p>project – this must be included in the 'justification for support' section)</p>  |
| <p><b>Other</b></p>  |   |
| <p><b>Allowed</b></p>  | <p><b>Disallowed</b></p>  |
| <ul style="list-style-type: none"> <li>• Direct Costs related to the filing, prosecution and maintenance of the Intellectual Property, as well as Technology Transfer fees will be covered in accordance with each charity's Intellectual Property policies.</li> <li>• For patient representatives that are involved with, sitting on steering groups or advisory boards specifically relating to the funded research, reasonable travel and subsistence costs will be reimbursed</li> <li>• Consultancy costs for a specific piece of work when appropriately justified. This may include paying an individual who is not a co-investigator or ongoing contributor to perform technical services, such as processing samples and data handling.</li> <li>• For patient involvement representatives sitting on steering groups or advisory boards specifically relating to the funded research, reasonable travel and subsistence costs will be reimbursed</li> <li>• Appropriate and justified fees and costs associated with patient sample collection, processing and shipping will be paid.</li> <li>• Postage if related to the scientific aspect of the award</li> <li>• If posting specific materials (including research survey responses, delivery costs)</li> </ul> | <ul style="list-style-type: none"> <li>• General office expenses not specific to the project such as photocopying, printing, postage etc. An exception may be made for admin assistance and printing costs if the project is epidemiological/questionnaire based</li> <li>• Incentives to patients associated with sample collection</li> <li>• Full economic costs, directly allocated and indirect costs</li> <li>• General postage costs and office software</li> <li>• Fees to professional organisations</li> <li>• Phone/computer accessories</li> <li>• Health and safety</li> <li>• Furniture</li> <li>• Central HR costs and taxes</li> <li>• Shared catering</li> <li>• Department support staff</li> <li>• Insurance</li> <li>• Gifts</li> <li>• Insufficiently evidenced costs</li> </ul> |



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| <b>Travel</b>  |  |
| <b>Allowed</b>   | <b>Disallowed</b>  |
| <ul style="list-style-type: none"> <li>• Travel related to the research proposal such as participant expenses to travel to focus group meetings, interviews or assessments</li> <li>• Travel for meetings where work from funded grants from Sarcoma UK or BCRT is presented</li> <li>• Training may be eligible under exceptional circumstances for research meetings.</li> </ul> | <ul style="list-style-type: none"> <li>• First class travel</li> <li>• Conference and meeting attendance where not related to the funded proposal</li> </ul> |