

# Application Instructions for Research Funds



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Registered Charity No 1045048

## Application Instructions for Research Grants

These instructions have been prepared to help you to complete the application forms. Please read them carefully before completing the forms.

Applications for research grants will be considered only if received by The British Urological Foundation by the last day of January each year. Late applications will not be considered.

The aims of the research must be clearly written, and it must be stated that they are achievable in the time available.

Grants will be awarded on an academic year basis.

Applications must be for research projects to be carried out in the United Kingdom or Ireland.

Any questions regarding grant applications should be directed in writing to

The Director  
British Urological Foundation  
40 Pentonville Road  
London N1 9HF

## Selection Procedure

The selection will be made by the Scientific Committee, subject to the final approval of the Board of Trustees of the British Urological Foundation.

Applicants will be notified of the result of their application in writing by early April.

## Criteria for Review

Applications will be reviewed by the Scientific Committee who will invite additional adjudicators where necessary. The criteria for review will include:

- a) the scientific merit of the research proposal, i.e. does the proposal have a hypothesis, how well does the proposed research test the hypothesis, etc.
- b) do the proposed supporters/supervisors have a track record of success in research publication and development of trainees who have achieved academic success?
- c) the suitability of the candidate will be taken into account i.e. stage of training, career objectives etc.
- d) the proposed budget requirements will be reviewed critically – please ensure that forms 4a, 4b, 4c and 4d are completed in detail. **Priority will be given to applications with matching funds.**

## Use of Funds

A grant will be disbursed for each year of the project (see Reporting Requirements). The grant will be paid direct to the designated institution. The Foundation does not withhold tax from the grant disbursed. Financing of indirect costs is not included in the Foundation programme.

## Termination of Research Project or Change of Institution

Terms for renewal and/or discontinuance of a project and policies regarding changes in a BUF Scholar's institutional affiliation are subject to the approval of the Board of Trustees. Scholarship support will terminate on the date the Supervisor or Scholar ceases to work at the named institution, unless advance permission for a transfer has been authorised by the Board of Trustees.

## Non-discrimination

It is the policy of the British Urological Foundation to operate without discrimination as to age, race, religion, sex, disability or national origin in the selection of BUF Scholars.

## Publications

Any publication arising from work supported by the British Urological Foundation shall acknowledge BUF and any corporate sponsorship. The acknowledgement should read as follows:

*This work was supported (in part) by a (name of corporate sponsor)/BUF Scholarship.*

BUF must be provided with a copy of any resulting publications throughout the Scholarship. In addition Scholars are encouraged to submit abstracts for the BAUS Annual Meeting. If accepted, the abstract number will be included on the BUF page in the BAUS Scientific Programme.

## Candidates

Urological Trainees, or urological surgeons and consultant urological surgeons for one, two or three years of full-time investigation in laboratory research of **urological disease**.

## Supervisor

An established academician in either a basic science or clinical department who has substantial prior experience with grant support and mentoring of

scientific trainees and who will make a commitment to supervise the Scholar.

## Head of Department

The head of an accredited medical education institution or department within such an institution, who will supervise the Scholar, guarantee research time and take responsibility for the adequacy of the scientific environment, laboratory equipment and supplies to perform the proposed research.

## Scholarship Duration

Actual dates may be agreed with the Foundation but it is normally expected to begin at the start of the academic year in September or October. A Scholar wishing to continue the scholarship for a second or third year of support **must** indicate this in the initial application.

## Reporting Requirements

Scholars must submit a one page progress report at the end of each year of the project, and a summary, maximum five pages, upon completion of their project, for review by the Scientific Committee and the Board of Trustees of the British Urological Foundation. A representative from the sponsoring company must be invited to visit the department in which the research is being carried out, in the course of the project, if appropriate.

A Scholar wishing to continue the scholarship for a second or third year of support must complete a new application, including a progress report on work done so far, which must be submitted on the last day of March. The new application should indicate the additional work necessary to complete the project.