**Application for a BSAVA PetSavers’**

**Clinical Research Project (CRP) grant**

**General notes:**

1. **Please complete all sections. If a section is not relevant to your application, please state N/A and explain why it is not applicable.**
2. **Please make sure to complete the checklist at the end of the form. Your application will be returned to you if this is not complete.**
3. **Please follow the additional guidance notes provided in each section.**
4. **Maximum word limits must be strictly adhered to and are not ‘targets’; you are strongly advised to write as clearly and succinctly as possible.**
5. **Graphics and schematics to improve understanding of study design/aim are encouraged.**

|  |  |  |
| --- | --- | --- |
| **Name of main applicant** |  | |
| **Qualifications** |  | |
| **Current post** |  | |
| **Work address** |  | |
| **Email address** |  | |
| **Work telephone number** |  | |
| **Mobile telephone number** |  | |
| **Co-applicants**  **Name(s), institution(s) and**  **e-mail address(es)**  **Please list all those who will be involved with the project, adding additional spaces if required** |  |  |
|  |  |

|  |
| --- |
| **Please state if this is an application for a specialist clinical research project grant joint-funded with one of our partner organisations** In the case of Veterinary Cardiovascular Society and SAMSoc joint-funded grants, please provide applicant membership number(s) of these societies |
|  |

|  |  |
| --- | --- |
| **Details of the research project** | |
| **Title** |  |
| **Proposed start date** |  |
| **Duration (years)** |  |

|  |
| --- |
| **Lay summary (maximum 300 words)**  **• Answer each of the following summary questions in a short sentence at the level of understanding of a 1st year (veterinary) undergraduate** |
| 1. **Why do you plan to carry out the study (what problem/knowledge gap do you want to address)?** 2. **What do you expect the results to be (what is your hypothesis/prediction)?** 3. **What impact do you think your findings will have (how will this help pets now and/or in the future)?** |

|  |
| --- |
| **Research question (maximum 50 words)** This may/may not be the same as your project title, but in any case should be closely linked with it |
|  |

|  |
| --- |
| Background (maximum 500 words plus references)  * **Explain why you are interested in the research question, what is already known (including the size/significance of the problem), and what problem/knowledge gap you intend to address (including relevant references)** |
|  |

|  |
| --- |
| Hypotheses (maximum 100 words)  * **Clearly state your hypotheses (providing a maximum of 3; use bullet points if there is more than 1)** |
|  |

|  |
| --- |
| Aims and objectives (maximum 200 words)Describe the overall goal (aim) of your study and state the specific objectives that must be met in order to achieve this goal  * **Distinguish between primary and secondary objectives if applicable** |
|  |

|  |
| --- |
| **Study design / Methods (maximum 1000 words)**   * **Clearly describe the study population and any control group(s)** * **Indicate how participants/samples will be recruited/obtained, inclusion and exclusion criteria, and any steps you will take to reduce potential bias** * **Include details of power analysis/sample size calculation and any published data or pilot data that have informed this** * **Where the study requires recruitment of new cases or acquisition of new samples, provide evidence of feasibility by reference to past caseload of subjects/samples that would meet the described inclusion/exclusion criteria** * **Explain what, when, and how measurements will be performed/observations made and by whom** * **You may include graphics or schematics (maximum 4) if this aids with the communication of your study design** * **Subheadings may be used (optional)** |
|  |

|  |
| --- |
| **Analysis / Results (maximum 1000 words)**   * **Describe what kind of data will be generated and how it will be processed** * **Provide details of proposed statistical or other analyses** * **You are strongly encouraged to refer to your study design when choosing and selecting appropriate statistical tests** |
|  |

|  |
| --- |
| **What are the potential risks to individual animals in the study and how will you minimise these? (maximum 300 words)** |
|  |

|  |
| --- |
| **What are the potential benefits to individual animals in the study and/or to other animals in the future? (maximum 300 words)** |
|  |

|  |
| --- |
| **Has funding been applied for elsewhere? Please give details, including when you expect to hear back** |
|  |

|  |
| --- |
| **Has the main applicant received a grant in the last 5 years? Please give details** |
|  |

|  |
| --- |
| **Have any applicants received a BSAVA PetSavers’ grant at any time? Please give details** |
|  |

|  |
| --- |
| **Has this grant proposal previously been submitted for a BSAVA PetSavers’ grant?**   * **Grant proposals previously shortlisted, but not funded, by BSAVA PetSavers can be resubmitted for consideration in one further grant call. You will have been notified if your previous grant proposal was shortlisted** * **Please include details of any previous submission of this proposal, including the year of submission, and outline how this application differs from your earlier submission** |
|  |

**Reviewers** A list of **three** peer reviewers must be provided, from which one or more may be asked to provide an expert opinion on the application. Prospective reviewers and grant panel members **must not** be approached directly by the study team to gauge support for the application.

**Please ensure that reviewers have no conflicts of interest with the main grant applicant or any of the co-applicants.**

We consider a conflict to include: being an applicant or co-applicant in the current round of BSAVA PetSavers' grants; collaborating within the last 2 years with any of the applicants; involvement in your current BSAVA PetSavers grant proposal, including advising on study design or commenting on the application; having a close personal friendship; or currently working in the same institution.

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Reviewer 1** | **Reviewer 2** | **Reviewer 3** |
| Name |  |  |  |
| Institution |  |  |  |
| Email address |  |  |  |

**I confirm that none of the applicants have a conflict of interest with any of the suggested reviewers: Yes / No**

|  |
| --- |
| **BSAVA PetSavers reserves the right to seek alternative consultation for review if needed.**  **If there are individuals you do not wish us to contact, please list them here and briefly explain why you feel they are not suitable** |
|  |

|  |
| --- |
| **Up to 30% of the total grant can be used for research-specific staffing costs. Please specify the amount of staffing costs you wish to apply for and how these will be essential to the project and be research-specific** |
|  |

|  |  |
| --- | --- |
| **Analysis of costs**   * **Please provide an itemised breakdown of expected costs (prices must exclude VAT)** | |
|  | |
| **Year** | **Please describe estimated expenditure during the project** |
| **Year 1** |  |
| **Year 2** |  |
| **Year 3** |  |
| **Total** |  |

|  |
| --- |
| **BSAVA is committed to sustainability and would like to support research that shares these values. Please provide your institutional sustainability policy (if possible), although note that this will not form part of the assessment process** |
|  |

**Project ethics**

|  |  |
| --- | --- |
| **This section is in addition to the requirement for ethical approval for which separate documentation must be provided** | |
| **I confirm that the project will not involve work with experimental animals, including tissues derived from experimental animals: Yes / No** | |
| **Recruitment and informed consent**   * How will participants be identified? * How will informed consent be gained? * Will the participants have the opportunity to withdraw? |  |
| **Animal welfare**   * How will animal welfare be protected? * Will an ATC be required? |  |
| **Risks/burdens and their management**   * What are the risks for human participants and/or animal subjects? * How will these risks be managed/mitigated? |  |
| **Adverse events**   * How will adverse events (expected/unexpected) be recorded, managed, and fed back to clients? * How will any financial implications of these events be addressed? |  |
| **Inducements to participation**   * Will any inducements of compensations be provided? * How will any other potential benefits to animals be communicated to clients? |  |
| **Data protection**   * How will information be handled and stored in order to ensure confidentiality? * How will participant anonymity be maintained? * (How) will results be disseminated to participants, the wider research community and the general public? |  |
| **Potential conflicts of interest**   * Including other sources of funding |  |

|  |
| --- |
| **Research mentoring** Would you be interested in receiving mentorship from a BSAVA PetSavers alumni mentor? This clinical research guidance and support will be provided voluntarily and free of charge. |
| **Yes/No** |

|  |
| --- |
| **Other relevant information** |
|  |

**Where did you hear of this grant call?**

|  |  |
| --- | --- |
|  | Previous grant applicant |
|  | Email |
|  | BSAVA PetSavers’ website |
|  | BSAVA PetSavers’ social media |
|  | Companion / JSAP (please specify) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | BSAVA library |
|  | Vet school |
|  | Other (please specify) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

Please check here if you would like to be kept informed of future BSAVA PetSavers’ grant calls

**CV Pro-Forma**

|  |
| --- |
| **A truncated CV is requested to reduce paperwork.**  **CVs should be provided for the main applicant and co-applicants.** |

1. Name

2. Current post (title, institution/ practice, date of appointment)

3. Posts held within the last 10 years

4. Details of previous research experience or training (include title, amount and source of funding)

5. Details of previous or current research supervision (what qualifications were gained by the scholars, and what were the outcomes of their research projects, e.g. presentations and publications)

6. Relevant publications (list up to 10, give the citation in full, including the title of the paper and list all authors)

7. Additional information that relates directly to the application (use up to 10 lines of text)

**BSAVA PetSavers’ CRP Grant Application Check List**

Please note that the application will not be considered unless this checklist is complete

|  |  |
| --- | --- |
|  | Application form completed and signed by all applicants and head of department |
|  | Details of study design including sample size calculations, recruitment methods and caseload |
|  | Names and email addresses of three potential reviewers who have no conflicts of interest |
|  | Details and costs of equipment requested (prices must exclude VAT) |
|  | CV proformas of all applicants |
|  | Letter of support from head of department or practice principal |
|  | Ethical committee approval |
|  | Grant terms and conditions signed by the main applicant and institutional representative |

**I/we confirm that the information provided herein is accurate, correct and complete, and that the documents submitted along with this application form are genuine**

|  |  |
| --- | --- |
| **Name and signature of head of department/practice** |  |
| **Signatures of all applicants** |  |
| **Date** |  |