

# Mike Bray Fellowships 2022/2023

## Guidelines for applicants

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## Abbreviations

|               |   |
|---------------|---|
| <b>3Rs</b>    | Collective term for the replacement, refinement and reduction of animal use in research |
| <b>AcoRD</b>  | Attributing the costs of health and social care Research and Development                |
| <b>AMRC</b>   | Association of Medical Research Charities   |
| <b>APCs</b>   | Article processing charges  |
| <b>APF</b>    | Action for Pulmonary Fibrosis   |
| <b>ARCs</b>   | NIHR Applied Research Collaborations  |
| <b>Host</b>   | Home or contracting organisation of the lead applicant                                  |
| <b>JLA</b>    | James Lind Alliance   |
| <b>NC3R</b>   | National Centre for the Replacement Refinement & Reduction of Animals in Research       |
| <b>NIHR</b>   | National Institute for Health Research  |
| <b>PPIE</b>   | Patient and public involvement and engagement   |
| <b>RRP</b>    | Research Review Panel   |
| <b>SoECAT</b> | Schedule of Events Cost Attribution Template  |
| <b>STEM</b>   | Science, technology, engineering and mathematics  |

## Application Timeline

|                                  |  |
|----------------------------------|--|
| <b>21 June 2022</b>              | Call opens                             |
| <b>09 September 2022</b> (17:00) | Expression of interest deadline        |
| <b>28 October 2022</b>           | Invitations to submit full application |
| <b>09 December 2022</b> (17:00)  | Full application deadline              |
| <b>March 2023</b>                | Interviews of shortlisted applicants   |
| <b>By end of April 2023</b>      | Applicants notified of outcome         |

Please let us know if you require any **reasonable adjustments** to be made in relation to your application.

## Contact Information

If you have any queries regarding your application, please contact [research@actionpf.org](mailto:research@actionpf.org)

## Introduction

Action for Pulmonary Fibrosis are pleased to announce that we are making available £600,000 to directly fund PF research through the APF Mike Bray Fellowship Grant Scheme. These awards are made possible through the dedicated fundraising activities of patients, caregivers, family and friends, and philanthropic trusts and funds.

The Mike Bray Fellowships are aimed at developing the pulmonary fibrosis research leaders of the future. Fellowships are intended to provide the necessary skills and training for the **development of an independent career** in pulmonary fibrosis research. We would expect the **cost of individual proposals not to exceed £300,000** for a grant duration of **3 years**. The Fellowship will allow the awardee to hold research funds in their own name, and to undertake an independent research project under the supervision of an established member of the pulmonary fibrosis research community.

APF are dedicated to funding high quality, high impact research.

We fund research with the potential to:

- contribute towards the **discovery of an effective treatment or cure**, or
- accelerate change which will **enable our community to live well for longer**.

APF anticipates being an **active partner** in the research process, supporting the successful outcome, and promoting the work and research findings.

It is essential that all research applicants **engage directly with the pulmonary fibrosis community**. Applications that do not reflect the needs and lived experience of people affected by pulmonary fibrosis will not be funded.

Applicants are encouraged to use language that is accessible to non-experts, and non-scientists with lived experience of pulmonary fibrosis, throughout their application.

The APF Mike Bray Fellowship for 2022/23 will be a **2-stage** application process: Expression of interest, followed by invitation only for full application. Shortlisted applicants following full application review will be invited to interview.

## Guidelines

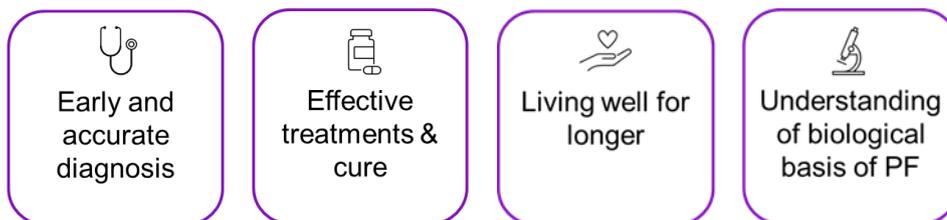
This guidance document will help support your application for an APF Mike Bray Fellowship. Applications that do not follow the guidance are likely to be rejected during the shortlisting or submission stage.

Our **vision is to find a cure** for pulmonary fibrosis so that everyone affected by the disease has a better future. We are a **patient driven organisation**, and our community is at the heart of everything we do. Our mission is to provide **support to families**, raise **awareness**, **campaign**, **educate** and **shape research** to improve access to the highest standard of care.

## Priority Themes

By listening to patients, carers, health care professionals and academics within our community, we have identified **four key areas of unmet need**.

Our **research priorities** are informed by these areas of unmet need. All research must have the **potential to meet one or more of the prioritised areas**:



You can **read more about our priorities for funding [here](#)**.

We have partnered with the [James Lind Alliance](#) and [Imperial College London](#) to identify the **top ten priority areas** for pulmonary fibrosis research. You can read more about the [Progressive Pulmonary Fibrosis Priority Setting Partnership here](#).

The Mike Bray Fellowship 2022/23 is an **open call**. However, we welcome applications that demonstrate how the proposed research may address one or more of the JLA Top 10 research priorities, as outlined in Appendix 1.

## Eligibility

### *Lead applicant*

This is a personal fellowship. The lead applicant will be the named holder of the grant.

Applications are invited from lead applicants at recognised Universities, NHS hospitals, statutory social care organisation, hospices or research institutes **based in the UK**.

All applicants will need to have been **awarded their PhD before beginning their Fellowship**, should they be successful.

At the point of application submission, you must **satisfy at least one** of the following training requirements:

- be an allied healthcare professional
- be medically qualified
- have submitted your PhD thesis for examination

If successfully awarded, the host institution must agree to support you for the duration of the grant period.

You should not need close supervision to complete your proposed research, although you may need training in new techniques and experimental approaches.

Your research can be in **any discipline** – including STEM, experimental medicine, humanities and social science, clinical/allied health sciences, and public health – if it aligns with our research priorities.

If you are a health professional and you want to continue with clinical activities, you must be registered with, and be licensed by, the relevant authorities in the UK.

**You are not eligible if the following apply:**

- If you have **more than 8 years of active research experience** since completing your PhD or first academic appointment. Excluding carer breaks and other periods of leave.
- Researchers or academics in a tenured or established position
- Your host (grant holding) institution is not based in the UK

*Research experience and carer breaks*

When we review how much research experience you have, we will allow for part-time work, the impact of the Covid-19 pandemic, career breaks and other significant amounts of time spent outside research, for example clinical training.

We define a **career break** as an extended period of time when you have not been actively engaged in research or teaching at a higher education institution. The career break could be, for example, for family care, parental leave or health reasons.

*Equity, Diversity and Inclusivity*

APF is committed to creating and sustaining a **positive, fair and inclusive** environment for our research community to ensure that all applicants feel welcomed, included and valued.

APF therefore **encourages applications from all individuals** who meet the eligibility criteria from all backgrounds **regardless of:**

- age
- disability
- gender reassignment
- marriage and civil partnership
- pregnancy and maternity
- race (which includes colour, nationality and ethnic or national origins)
- religion or belief
- sex or sexual orientation
- neurodiversity
- socioeconomic background
- any other relevant factor

Please contact the Research team if you are unsure of, or have any queries regarding, your eligibility for this grant.

## Co-applicants and Collaborators

We encourage applicants to apply who are willing to collaborate with other individuals or organisations.

A **co-applicant** is considered to be an individual who will have intellectual input into, and part ownership of, the research if the application is successful. They are expected to be actively involved in the project but not necessarily funded by the project e.g. appropriate methodologists or people affected by pulmonary fibrosis. A co-applicant is not limited to a researcher; **we encourage the involvement of non-academic stakeholders.**

A **collaborator** is considered to be any individual named in the body of the application who will not be involved in the day-to-day execution of the project e.g. someone providing technical advice, voluntary organisations or ARCs. Collaboration in proposals can involve a single institution or a combination of institutions and may involve people from the same or from different research areas. This can include collaboration between disciplines.

The project may involve researchers and/or collaborators based overseas or with colleagues within other sectors. The proposed collaboration should be appropriate for the specific needs of the research project. You are strongly encouraged to include **at least one person with a strong track record in pulmonary fibrosis**, and the application should demonstrate how the project team will work together.

## Authorised signatory

An authorised signatory is considered as an institution member of staff that confirms the institution is willing to administer the grant if successfully funded. This person is usually a member of the institution's research office or finance department.

## Patient and Public Involvement and Engagement (PPIE)

Patient and public involvement and engagement in research refers to the **active partnership** between researchers and people who have **lived experience of pulmonary fibrosis**.

By **involvement** we mean research being carried out 'with' or 'by' people with lived experience of pulmonary fibrosis rather than 'to', 'about' or 'for' them.

**Participation** is when patients or healthy volunteers take part in research projects as a subject. This is when research is done to them, not with them.

**Engagement** is when information and knowledge on research is provided and shared with the those affected by pulmonary fibrosis and the wider public, for example by hosting public talks, writing publicly available blogs, or holding outreach events to publicise research.

**PPIE partners** bring a **unique perspective** arising from their experience of living with or caring for someone affected by PF. Meaningful PPIE moves beyond communicating research, to **involving people throughout the research cycle**: it should enable people affected by pulmonary fibrosis as '**experts by experience**' to work with academics and clinicians so that they may learn from, and incorporate experiences, that promote relevant high-quality research which **prioritises** patient need throughout its design.

APF believes PPIE can and should occur throughout the research process, from identifying a research question to influencing policy makers when disseminating results. We believe it is important to engage with the PF community to ensure your research is relevant, credible, and impactful.

In the application you will be asked **how you have involved people with lived experience of pulmonary fibrosis in this research and/or the application**, how you will involve them going forward and how you plan to disseminate this work to them. APF will **support all researchers who do not work directly with patients and caregivers** to have the opportunity to actively engage with the PF community.

We are able to offer you advice or answer questions you may have about PPIE. If you would like to discuss the **option of involving the APF community** in your plans or to gain feedback on your proposal we can help, however please beware that we will not support any request made to us after the Expression of Interest deadline. You can contact the Research team at [research@actionpf.org](mailto:research@actionpf.org)

You may find it helpful to consult the following sources when developing PPIE plans:

- [NIHR Brief guide to patient and public involvement in funding applications](#)
- [UK Standards for Public Involvement](#)

## Costs

In the main budget table of the application form we would like you to include all the funding you are requesting from APF. You will also be required to fully justify all the funding you are requesting.

If you have financial support from other sources, the nature and tenure of the support should be disclosed in the Finance section of the full application form.

You may apply for the **full direct costs of research** up to £300,000 for three years to support your research, including staff salary, consumables and equipment. Applications in excess of this amount will not be considered.

### Costs which may be claimed for:

#### *Staff Salary*

- Salary of the fellow, in line with the host institution's policy.

This should include annual salary increments. You should not include inflation on salaries.

If the application will be used to support the fellow's salary, they will be expected to devote **a minimum of 70% of their time** to the programme of research outlined in the research grant application.

- Co-applicants/collaborators and research support staff (e.g. statistician, study coordinator) that will work directly on the project.

Requested funds should be for named staff based on actual, verifiable costs and not based on estimates.

#### *Research expenses*

- Costs associated with patient and public involvement and engagement

You should ensure to **budget for all involvement activities** you plan to hold as part of this research; such as venue hire, catering and travel expenses. We recommend using [INVOLVE's involvement cost calculator](#) to help put together an appropriate budget for PPIE.

- Dissemination costs to academic and non-academic audiences
- Travel and subsistence related to the project

#### *Publication and open access*

- Publication and open access costs for the dissemination of research and research data derived from the project

APF believes that to **maximise the impact of the research** we fund, outputs of research should be freely available, as widely as possible. We encourage researchers to ensure their research resulting from APF grant-funded projects is

**openly available immediately on publication.** We encourage our researchers to maximise the value of research data by **sharing these data in a responsible, freely available, and timely manner**, for example, on institutional repositories or structured data repositories. APF provides funding for researchers to **cover fair and reasonable publication and open access publishing costs**, including Article Processing Charges (APCs).

**For further information please read the APF Terms and Conditions or contact the Research team at [research@actionpf.org](mailto:research@actionpf.org)**

For information covering the use of the APF brand, funding acknowledgement & disclaimers, press releases and digital please contact [research@actionpf.org](mailto:research@actionpf.org)

### *Animal use*

APF is an introductory member of the Association of Medical Research Charities (AMRC) and support their [position statement](#) on the use of animals in research.

APF research grant holders shall adhere to the code of practice on the [housing and care of animals](#) as required by the Animals (Scientific Procedures) Act 1986, and implement the principles in the [NC3Rs guidelines](#) (including justification of species, details of power calculations and plans to minimise experimental bias).

Applicants must state if animals will be used in their research under the Research Proposal section of the full application form. You will be expected to justify why non-animal alternatives are not possible in the project, and how you have considered the 3Rs.

### *Equipment and Consumables*

- We assume a basic level of equipment provision by the host institution. Applicants can include item(s) of essential equipment to be used exclusively for the research project.

Detailed justification is required regarding the expected use and demand of any equipment requested.

- Consumables that are specific to the research project should be itemised and costed individually over the duration of the grant.

### **Costs which should not be claimed from APF:**

- Directly allocated and indirect costs (overheads), as specified by the research councils.

APF support the AMRC [position statement](#) on the **support for research costs at UK Universities.**

- Salary of staff with tenured or permanent positions
- Provision for staff absence, including sickness or maternity and paternity leave.
- Personal computing equipment or mobile devices. Exceptions may be granted for project specific requirements. A detailed justification is required regarding the expected use for requested equipment
- Advertising/ recruitment of staff

- Stationery or consumables that are not project specific
- Shared resources, facilities and estates
- Financial services (e.g. accounting, auditing)
- Routine care for patients

### *NHS support and treatment costs*

- NHS patient care costs associated with the research project, including excess treatment costs/savings (where applicable).

APF is an introductory member of AMRC and an NIHR Non-Commercial Partner. Applicants are therefore eligible to apply for governmental support for costs associated with undertaking clinical research in the NHS.

Please be aware that **the research grant does NOT include NHS support and/or treatment costs**. NHS support costs will be funded via the Clinical Research Networks. NHS treatment costs, including any excess treatment costs/savings, will be met by the NHS through normal patient care commissioning arrangements.

Under the Finance section of the full application form, you should provide details of support provided by the [NIHR Clinical Research Network](#). Where applicable you must complete a [Schedule of Events Cost Attribution Tool \(SoECAT\)](#) if you are applying for a clinical research study that:

- will take place in the UK
- requires HRA or equivalent approval.

A copy of the authorised form should be sent to us with the full grant application form. The RRP will take NHS support and treatment costs into account when considering the value for money of the research.

For further guidance on how to complete the SoECAT:

- [How to complete a SoECAT](#)
- [NHS Excess Treatment Costs](#)
- [Attributing the costs of health and social care research](#)

### Conflict of interest

APF is guided by the Association of Medical Research Charities' (AMRC) principles of peer review: accountability, balance, independence, rotation and impartiality.

The contents of your application shall remain confidential and will not be reproduced, stored or disseminated for any purposes beyond the review process. Applicants should not approach members of the RRP in relation to their application.

**Researchers should declare and manage any real/potential conflicts of interest,** which might include:

- **Financial** e.g., funding sources that do not align with the mission and values of APF, research for which you will receive significant financial rewards if the study results in positive findings.
- **Personal and/or professional affiliations** e.g., personal relationship or professional affiliation with a member of the RRP.

## Peer Reviewer Nominations

APF uses national and international peer review to assist its Research Review Panel in assessing the quality of applications. You are invited to **nominate up to 4 individuals** who would be **qualified to assess your application** critically. You should not nominate individuals with whom you have a close collaboration, are preparing a grant application which is similar to the submitted application, or with whom you have published in the last 3 years.

APF recognises that there are certain situations in which approaching a particular reviewer may not be appropriate. You may also name up to 5 individuals or groups who should not be contacted to review this application. **Applicants may only request exclusions when there is a serious conflict of interest or commercial sensitivity.** APF may request justification for requests to exclude a potential reviewer.

APF reserve the right to send your application to other reviewers of our choice.

## Acceptance of Regulations and Conditions

The **APF terms and conditions** will need to be accepted by the Lead applicant of the approved grant, as well as by relevant representatives of the host institution, including Finance, Contracts, Human Resources and Public Relations/ Communications departments. Grant applicants are asked to **alert their legal department** to the grant's terms and conditions before submitting a full application.

For more information, please visit our [website](#).

## Case for Support

The case for support will be peer reviewed and considered by our Research Review Panel. Any references, diagrams, tables, charts or justification of samples sizes, can be included within the Case for Support or as an appendix.

The case for support, including the appendix, **should not exceed 8-pages A4 PDF format** (Calibri; 12pt with a minimum 2cm margin), and with page numbers on your document.

All **additional supporting documents** (letters of support, Gantt chart, regulatory approvals, etc) should be submitted as a separate **SINGLE PDF file attachment**.

## Suggested Case for Support headings<sup>1</sup>:

### *Aims of the project and significance of the research*

- Outline the problem your work is addressing, how we know it is a problem and what change you want to see through your research.
- Place this proposal in the context of relevant work in the field, describing how the research question fits into the wider picture of pulmonary fibrosis research.
- Be specific about the population your work is relevant to and how this research will meet their needs.
- Outline the rationale for any intervention being implemented, including evidence about its effectiveness and how it is expected to achieve its effects for the benefit of people affected by pulmonary fibrosis.

### *Experimental design and methods to be used*

- Describe the underlying theories or frameworks that underpin the proposal
- Model systems and cellular pathways should be put in the context of the contribution they are likely to make to pulmonary fibrosis in humans.
- Include any power calculations and statistical methods where appropriate. Otherwise, describe data analysis approaches to be used.
- Add recruitment strategies and inclusion criteria for studies.
- Methodological considerations to increase the implementation, adoption or usability of the results of the research.

### *Timelines and milestones*

- Outline the major project milestones and timings
- Describe potential problems and contingency plans

### *Equality, Diversity, and Inclusion*

- Outline what proportion of people with pulmonary fibrosis and which groups may be impacted by the research proposed.
- Describe any steps taken to increase the diversity of study populations and broaden relevance of findings (including issues of gender and ethnicity).
- Justify any exclusion criteria.

### *Project team*

- Outline who will be involved in designing, delivering, and supporting the research.
- Describe the roles of the individuals involved in the research.

### *Research governance and data management*

- Outline institutional research governance processes and support for the project, such as sponsorship, insurance, and obtainment of ethical and regulatory approvals.

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<sup>1</sup> Action for Pulmonary Fibrosis acknowledge the Applicant Guidance 2021 for Projects, Fellowships, and PhD studentships published by the Alzheimer's Society.

- Describe any project oversight such as the involvement of advisory or steering committees.
- Outline what types of research data will be collected, and how data will be securely handled, stored, and shared in a responsible, freely available, and timely manner (for example, on institutional repositories or structured data repositories.)

### Training and educational environment

- Describe the skills needed to deliver the proposal
- Outline the support and training that will be provided for personal and professional development, and successful delivery of the project

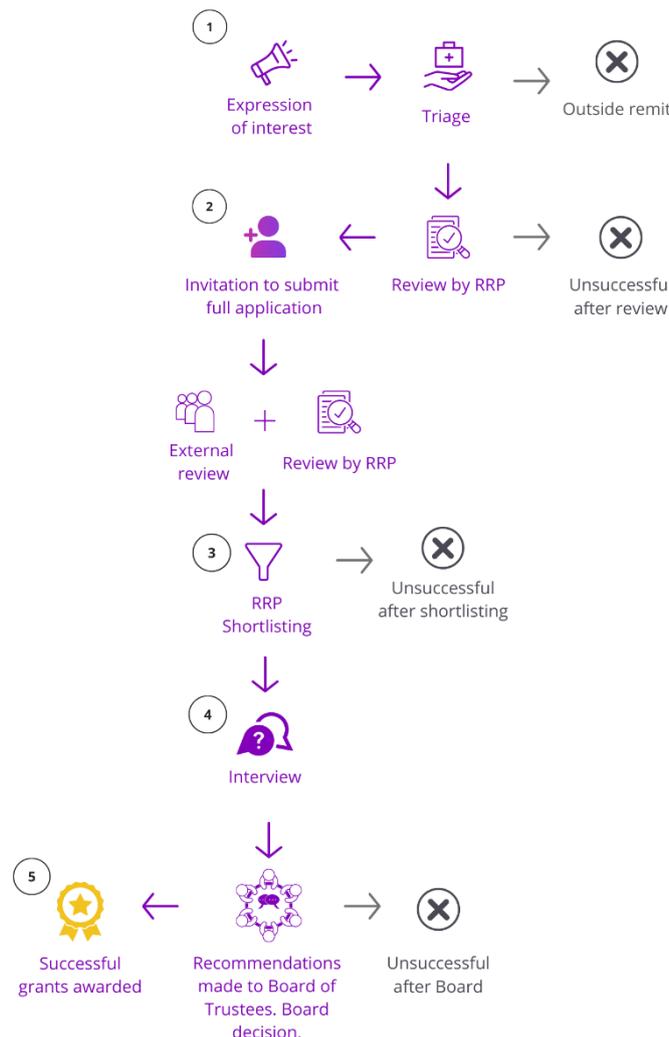
### Appendices

- Provide reference citations with a DOI or URL where available
- Optional: diagrams, charts and tables

## Submitting an application and review process

The APF Mike Bray Fellowship for 2022/23 will be a **2-stage** application process.

A summary of our review process can be found below. For more information about each step visit our [website](#).



Following review of full applications, the Research team will send out **invitations for interview** to shortlisted applicants. You will receive an email confirming this approximately two weeks before the interview date.

Outcomes are typically communicated within 4 months from the full application submission deadline. When completing your application, it is important that you **include a realistic start date for your project** if it is successful. As a minimum, we would recommend two months from the time the funding decision will be communicated, to allow for contracts to be approved and signed.

The **scoring criteria** for applications can be downloaded from the [Apply for a Fellowship](#) webpage.

## How to submit your application

**Submit your Expression of Interest form** as an attached MS Word document via email to [research@actionpf.org](mailto:research@actionpf.org)

- filename in the format of Surname\_Forename\_EOIMBF22.docx

**Submit your Full Application, upon invitation only,** via email to [research@actionpf.org](mailto:research@actionpf.org)

- **Full application form** as an attached MS Word document
  - filename in the format of Surname\_Forename\_MBF22.docx
- **Case for Support** as a single PDF document
  - filename in the format of Surname\_Forename\_Case-for-support.pdf
- **Additional supporting documents** as a single PDF document
  - filename in the format of Surname\_Forename\_SupportingDocs.pdf

## Contents of Application Forms

The **Expression of Interest** and **Full Application forms** can be found on our [website](#).

Below is a list of what information needs to be included **if you are invited to submit a full application**. You and others included on the grant application will need to complete each section, where appropriate.

|                         |   |
|-------------------------|---|
| <b>Proposal Summary</b> | <p><b>This section includes:</b></p> <ul style="list-style-type: none"> <li>• Project title</li> <li>• Lay (short) title</li> <li>• Lay summary</li> <li>• Project start date</li> <li>• Total funding requested</li> <li>• Principle investigator</li> <li>• Scientific abstract</li> <li>• APF research priority areas</li> </ul> |
|-------------------------|---|

| <p><b>Applicants</b></p>                | <p><b>In this section, please add details of the lead applicant, co-applicants, and collaborators to this proposal including:</b></p> <ul style="list-style-type: none"> <li>• Title and full name</li> <li>• Position</li> <li>• Institution affiliation</li> <li>• Contact information</li> <li>• Time on project (%FTE)</li> </ul> <p>See <a href="#">Co-applicants and Collaborators</a> guidance for further details. "PPIE partner" should be entered under Institution where a co-applicant is a patient, carer/former carer with lived experience of pulmonary fibrosis.</p>  |                |                       |               |                                  |                         |   |                  |   |                 |  |                  |   |                                  |  |   |  |
|---|---|----------------|-----------------------|---------------|----------------------------------|-------------------------|---|------------------|---|-----------------|--|------------------|---|----------------------------------|--|---|--|
| <p><b>CVs</b></p>                       | <p><b>Please attach a CV for the lead applicant and each co-applicant.</b></p> <table border="1" data-bbox="427 757 1406 1865"> <thead> <tr> <th data-bbox="437 757 683 790"><b>Section</b></th> <th data-bbox="708 757 963 790"><b>Guidance notes</b></th> </tr> </thead> <tbody> <tr> <td data-bbox="437 801 549 835"><b>Format</b></td> <td data-bbox="708 801 1225 835">Maximum 2-pages A4, Calibri 12pt</td> </tr> <tr> <td data-bbox="437 909 676 943"><b>Personal details</b></td> <td data-bbox="708 857 1066 999"> <ul style="list-style-type: none"> <li>• Name</li> <li>• present appointment</li> <li>• full work address</li> <li>• contact details</li> </ul> </td> </tr> <tr> <td data-bbox="437 1093 580 1126"><b>Expertise</b></td> <td data-bbox="708 1043 1347 1184">Please list your relevant research expertise including the extent of your involvement, that is relevant to the current application. (max 100 words)</td> </tr> <tr> <td data-bbox="437 1312 564 1346"><b>Training</b></td> <td data-bbox="708 1227 1378 1435">Details of any relevant training in the design or conduct of research, for example in the Clinical Trials Regulations, Good Clinical Practice, consent or other training appropriate to non-clinical research. Give the date of the training</td> </tr> <tr> <td data-bbox="437 1503 587 1536"><b>Education</b></td> <td data-bbox="708 1485 1358 1552">Please list your relevant education and qualifications, starting with the most recent</td> </tr> <tr> <td data-bbox="437 1603 619 1671"><b>Professional registration</b></td> <td data-bbox="708 1603 1321 1671">Please list the awarding body and date of registration, as appropriate</td> </tr> <tr> <td data-bbox="437 1744 644 1845"><b>Previous, and other appointments</b></td> <td data-bbox="708 1727 1362 1868">Please list previous appointments in the last 5 years and other relevant current appointments. (max 300 words)</td> </tr> </tbody> </table> | <b>Section</b> | <b>Guidance notes</b> | <b>Format</b> | Maximum 2-pages A4, Calibri 12pt | <b>Personal details</b> | <ul style="list-style-type: none"> <li>• Name</li> <li>• present appointment</li> <li>• full work address</li> <li>• contact details</li> </ul> | <b>Expertise</b> | Please list your relevant research expertise including the extent of your involvement, that is relevant to the current application. (max 100 words) | <b>Training</b> | Details of any relevant training in the design or conduct of research, for example in the Clinical Trials Regulations, Good Clinical Practice, consent or other training appropriate to non-clinical research. Give the date of the training | <b>Education</b> | Please list your relevant education and qualifications, starting with the most recent | <b>Professional registration</b> | Please list the awarding body and date of registration, as appropriate | <b>Previous, and other appointments</b> | Please list previous appointments in the last 5 years and other relevant current appointments. (max 300 words) |
| <b>Section</b>                          | <b>Guidance notes</b>   |                |                       |               |                                  |                         |   |                  |   |                 |  |                  |   |                                  |  |   |  |
| <b>Format</b>                           | Maximum 2-pages A4, Calibri 12pt  |                |                       |               |                                  |                         |   |                  |   |                 |  |                  |   |                                  |  |   |  |
| <b>Personal details</b>                 | <ul style="list-style-type: none"> <li>• Name</li> <li>• present appointment</li> <li>• full work address</li> <li>• contact details</li> </ul>   |                |                       |               |                                  |                         |   |                  |   |                 |  |                  |   |                                  |  |   |  |
| <b>Expertise</b>                        | Please list your relevant research expertise including the extent of your involvement, that is relevant to the current application. (max 100 words)   |                |                       |               |                                  |                         |   |                  |   |                 |  |                  |   |                                  |  |   |  |
| <b>Training</b>                         | Details of any relevant training in the design or conduct of research, for example in the Clinical Trials Regulations, Good Clinical Practice, consent or other training appropriate to non-clinical research. Give the date of the training  |                |                       |               |                                  |                         |   |                  |   |                 |  |                  |   |                                  |  |   |  |
| <b>Education</b>                        | Please list your relevant education and qualifications, starting with the most recent   |                |                       |               |                                  |                         |   |                  |   |                 |  |                  |   |                                  |  |   |  |
| <b>Professional registration</b>        | Please list the awarding body and date of registration, as appropriate  |                |                       |               |                                  |                         |   |                  |   |                 |  |                  |   |                                  |  |   |  |
| <b>Previous, and other appointments</b> | Please list previous appointments in the last 5 years and other relevant current appointments. (max 300 words)  |                |                       |               |                                  |                         |   |                  |   |                 |  |                  |   |                                  |  |   |  |

|                               |  |
|-------------------------------|--|
|                               | <p><b>Relevant publications</b> Give references to all publications in the last two years plus other publications relevant to the current application.<br/>(max 400 words)</p> <hr/> <p><b>Grants</b> Please list any grants awarded in the last five years. Please include the total value awarded for each grant.</p> <hr/> <p><b>Other significant achievements</b> Please list other significant achievements.<br/>(max 100 words)</p>   |
| <b>Research Proposal</b>      | <p><b>This section includes:</b></p> <ul style="list-style-type: none"> <li>• Case for support <ul style="list-style-type: none"> <li>◦ See <a href="#">Case for Support</a> guidance for further details.</li> </ul> </li> <li>• Ethical approval, licences, and other required approvals <ul style="list-style-type: none"> <li>◦ See <a href="#">Animal use</a> guidance for further details.</li> </ul> </li> <li>• Intellectual Property</li> <li>• Communication, dissemination and PPIE plans <ul style="list-style-type: none"> <li>◦ See <a href="#">Patient and Public Involvement and Engagement</a> guidance for further details.</li> </ul> </li> <li>• Pathways to achieve impact</li> </ul> |
| <b>Finance</b>                | <p><b>This section includes:</b></p> <ul style="list-style-type: none"> <li>• Budget table</li> <li>• Justification of costs</li> <li>• Details of any additional funding</li> <li>• Excess treatment and support costs <ul style="list-style-type: none"> <li>◦ See <a href="#">NHS support and treatment costs</a> guidance for further details.</li> </ul> </li> </ul>  |
| <b>Nominated Reviewers</b>    | <p><b>This section includes:</b></p> <ul style="list-style-type: none"> <li>• Suitable external reviewers to peer review your application</li> <li>• Excluded individuals or groups where you consider a potential conflict of interest</li> </ul>   |
| <b>Authorised signatory</b>   | <p>Ensure an appropriate member of your <b>institutions finance department and Head of Department</b> are ready to authorise your application at the submission stage.</p> <p>Your authorised signatories must sign off your application before the submission deadline for your application to be officially submitted.</p> <p>This section should include their name and contact details.</p>  |
| <b>Supporting Attachments</b> | <p><b>Required attachments include:</b></p> <ul style="list-style-type: none"> <li>• Letters of support from the host institution and collaborating institutions</li> <li>• Gantt chart/project plan</li> <li>• Authorised SoECAT (as appropriate)</li> </ul>  |

**Attachments where available at application:**

- Animal licences and approvals (ethics, NHS R&D)

Attachments that are over five pages in length may be removed by APF to ensure the application forms are manageable for reviewers.

Please submit all supporting documents as a **SINGLE PDF attachment.**

## Pre-submission checklist for invited full application

To help make sure you have completed the steps needed to submit your full application please go through the list of questions below:

- Is your host institution a University, Hospital or Research Institution based in the UK?
- Is your CV up-to-date and fully complete?
- Have your co-applicants confirmed their participation and approved the application? Have they fully completed their CVs?
- Are your costs eligible and appropriately justified?
- Is your case for support within the page limits?
- Does your lay summary use the appropriate language and writing style for a lay audience? Have you used the recommended headings?
- Are your attachments suitable and in the correct file format?
- Have you included a realistic project start date? (at least 2 months after the grant award date in April)
- Is your authorised signatory at your host institution ready to sign off your proposal to complete submission?

## Appendix 1: JLA Top 10 Progressive Pulmonary Fibrosis (PPF) Research Priorities

### JLA Top 10

1. How can the diagnosis of PPF be improved in terms of accuracy and the time taken (screening programme, early signs and symptoms that could be detected in primary care, blood markers, imaging, biopsy, artificial intelligence, etc.)?
2. Can new treatments other than pirfenidone and nintedanib slow, halt or reverse the progression of PPF?
3. What can be done to improve the speed and accuracy of PPF diagnosis in primary care (e.g. training, integration of case-based studies in GP training, awareness campaigns)?
4. What is the best time for drug and non-drug interventions (pulmonary rehab, oxygen therapy, psychological support) to start to preserve quality and length of life for patients with PPF?
5. What are the best ways (drug, non-drug and aids) to treat cough in PPF?
6. Would early treatment delay progression, lung function decline, and improve survival in PPF?
7. Which therapies will improve survival in PPF?
8. What treatments (drug, non-drug and aids) can reduce breathlessness and phlegm production in PPF?
9. To what extent do different interventions (pulmonary rehab, oxygen therapy, psychological support) impact length of life in patients with PPF?
10. Can new treatments for PPF be developed with reduced side effects? Does how the drug is delivered (e.g. oral, nebulised, through a vein) affect potential side effects of the drug in PPF?