



The grant application pathway from idea to submission and beyond

1st October 2015 / Lucy Parker, MaryCate MacLennan, Steff Hazlehurst

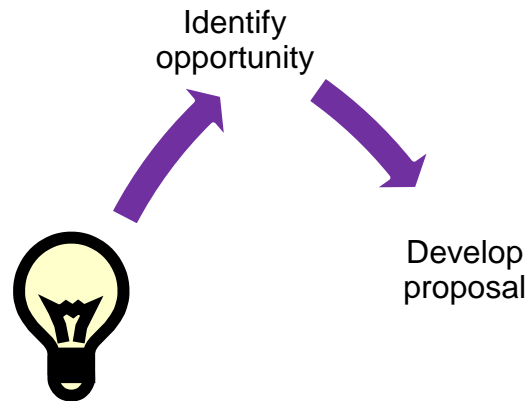
excellent
kind
responsible
respectful

St George's University Hospitals 
NHS Foundation Trust

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Research project lifecycle



Application

- Approach it like a project
- Analyse all the tasks to be done
 - Scientific content
 - Budget and related content
 - <https://jocand0.wordpress.com/2015/06/28/take-control-of-the-budget/>
 - Application form
 - Additional content
 - Review and revision
 - Signatures and submission
- Put together a team
- Work out a timeline
 - <https://jocand0.wordpress.com/2015/06/21/learning-from-experience-whats-my-deadline/>
- If there's not enough time, when is the next deadline?

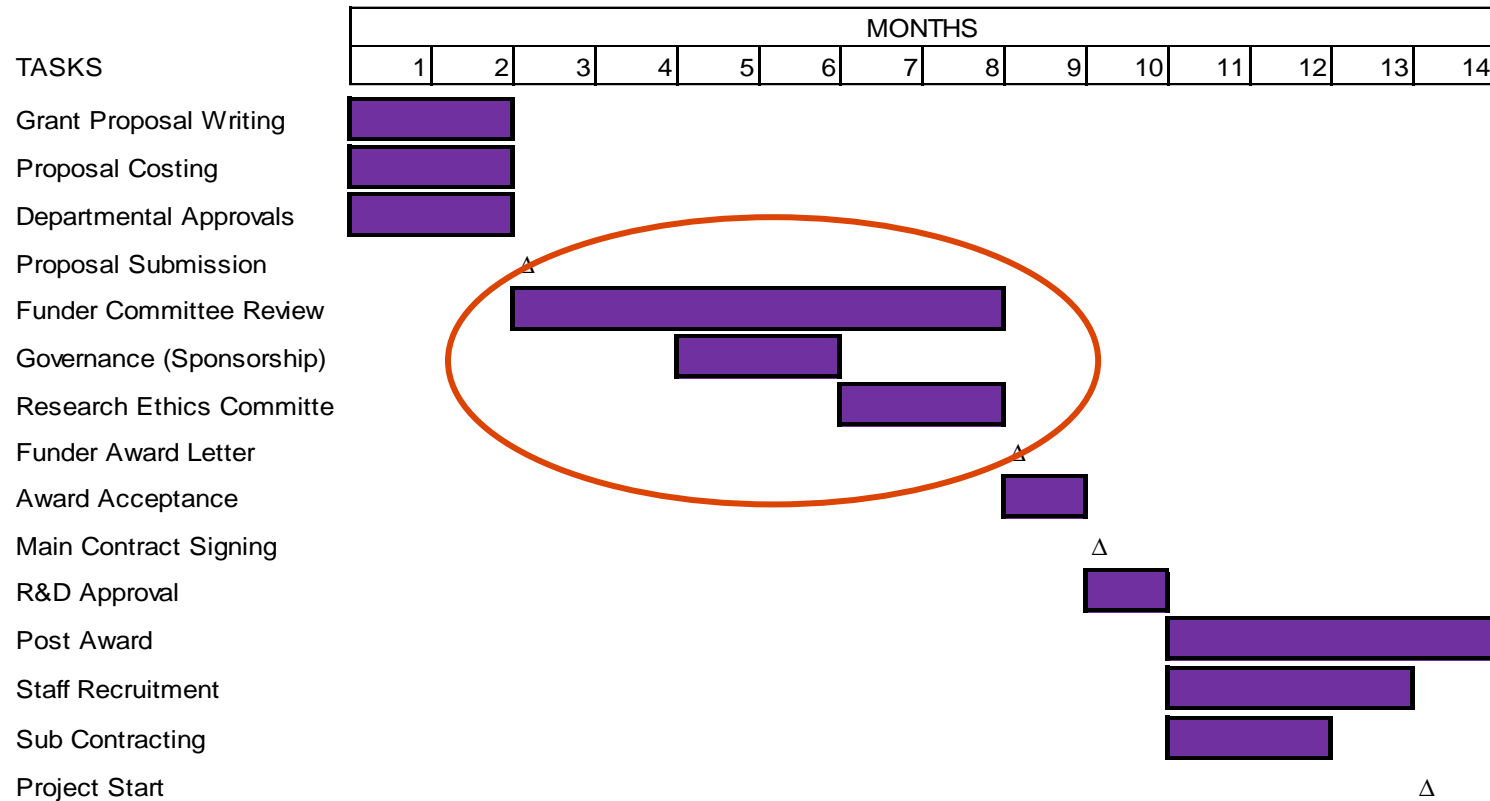
Submission

- Who is responsible for the actual submission?
 - Investigator?
 - JREO?
- What is the means of submission?
 - Online system with workflow process?
 - Check out ALL the people who have to 'sign' it and in what order
 - Emailed version of PDF/Word document?
 - With e-signatures?
 - Hard copy to follow by mail?
- What, exactly, is the deadline?
- It can be surprisingly complicated and many funder systems are not that transparent

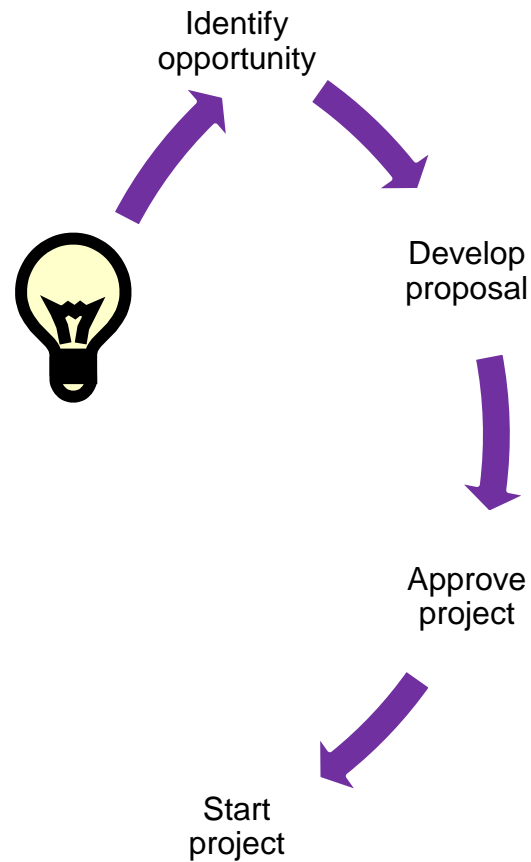
Waiting time

- Things to do while you wait for the outcome
 - Ethics application?
 - Another funding opportunity?
 - More pilot & preparatory work?
 - Thinking about the tasks needed to get started

Application (and beyond) timelines



Research project lifecycle



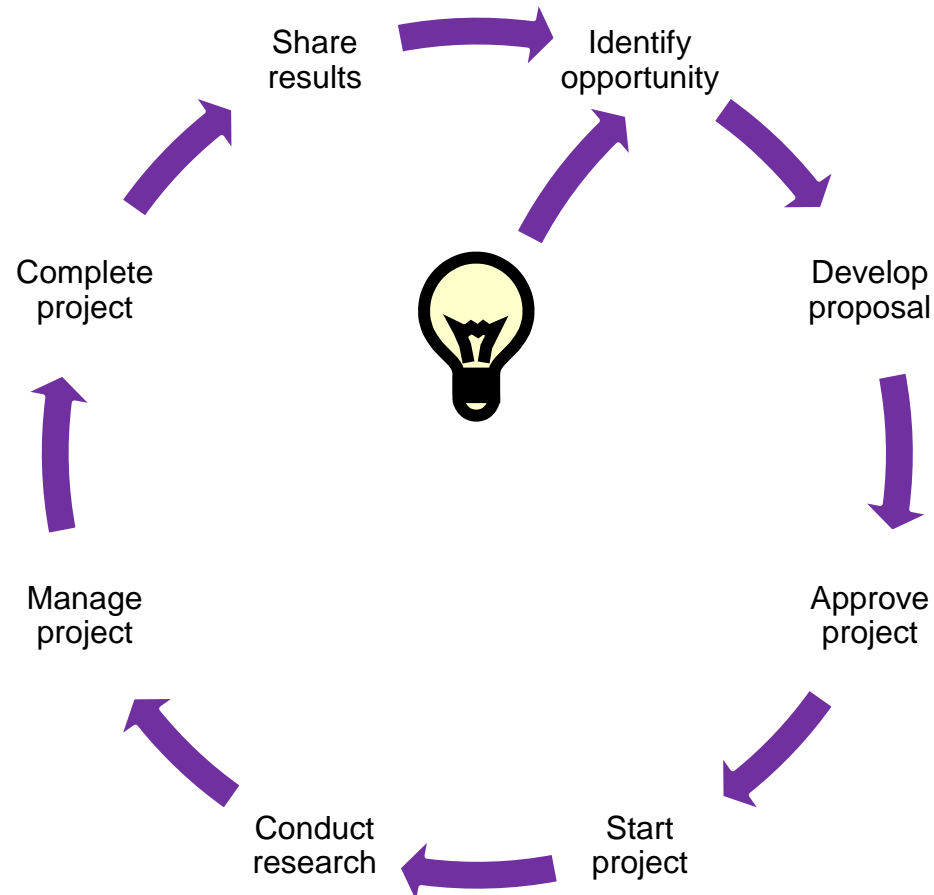
The outcome

- Do let JREO know the outcome, whether or not successful, and any feedback from reviewers
- If successful
 - Contract negotiation
 - Recruiting/appointing staff
 - Ethics
 - Portfolio adoption
 - Communications
 - Advisory/steering groups
 - Account set-up

Getting started

- Appoint and induct staff
- Negotiate access to shared staff and facilities
- Procure staff
- Agree workplan and management arrangements with collaborators
 - Subcontracts

Research project lifecycle



And beyond

- Do the research
- Manage the project
 - People, finances, reporting
 - Record keeping
 - Liaise with funder, collaborators, stakeholders
- Complete the project
 - People, finances, reporting
 - Data
 - Liaise with funder, collaborators, stakeholders
- Share results
- Identify the next funding opportunity
- Prepare the next grant proposal

Preparing a good proposal

- Take your time
- Address the aims of the funder
- Justify your research methods
- Keep to a realistic budget and timetable
- Contingency planning
- Remember your participants
- Have a clear dissemination plan