

## Application for research grants notes for guidance

- 1 Background  
St Peter's Trust aims to contribute to the development of innovative, collaborative research in the fields of nephrology and urology, supporting research in the Urology section of the Division of Surgery & Interventional Science, the Nephrology section of the Division of Medicine, Royal Free and University College Medical School (RF&UCMS) and their associated campuses. The Trust has been supporting research since 1970. It was originally established to raise funds for research undertaken at the St Peter's Hospitals and the Institute of Urology & Nephrology, London. This specialist urology and nephrology centre was subsequently incorporated into UCL and the UCL Hospitals NHS Trust.
2. Grant types
  - ☐ Pump-priming/small projects which do not require a salary component. However, if it is necessary to pay a small proportion of a salary, for example for a technician to perform a specialist test, it could be included under "other expenses". The Trustees are particularly keen to support research to establish preliminary data to enable applications to the providers of a major project grant such as MRC or Wellcome.
  - ☐ Project grants (to include salary, expenses &/or equipment). Not available in this grant round
  - ☐ St Peter's Trust Postgraduate Studentship. Not available in this grant round
  - ☐ 6 month bridging grants - where project funding has come to an end and the researcher is awaiting a new major grant. This should not be to cover situations that are the result of poor planning but due to situations beyond the control of the researcher or the department. (To include salary, expenses &/or equipment).

The Trustees do not look favourably on applications from projects for a second year's funding where they have already funded it for one year, unless there is a very clear explanation as to why funding has not been gained from other sources or it is an exceptionally strong piece of research.

- Equipment – for general use in the department and which would not ordinarily be funded by the NHS or the Medical School. Equipment required for a specific project should be included in the application for that grant. All equipment remains the property of the St Peter's Trust. It may not be disposed of without the Trust's permission. The Trust does not pay for maintenance or other recurring costs.

- 3 Application procedures  
Please email a copy of the completed form to [spt@ucl.ac.uk](mailto:spt@ucl.ac.uk) Please type the form.  
You may download the form from the website or receive it by e-mail.

**All applicants must submit the names and email of 3 possible referees** to comply with new RFC rules of outside review.

- Deadline for applications as on the application form.
- Money to be awarded at the Trust meeting as stated on the poster.

- 4 Terms and conditions  
Please ensure that you read the attached terms and conditions which include commitments to use the money within 2 years of award.

The Trust must be kept informed of any changes in the personnel working on the project, particularly where this could affect the expected completion date.

- 5 Eligibility  
Applications are only open to staff (honorary or substantive appointments) of the following organisations:
- Dept. of Urology, UCL Hospitals (formerly St Peter's Hospitals)
  - Urology section of the Division of Surgery & Interventional Science, UCL (formerly Institute of Urology)
  - the Centre for Nephrology section of the Division of Medicine RF & UC Medical School
  - Division of Oncology, UCL, specialising in the cancers of the urinary tract and prostate
  - Staff of other institutes and departments working in conjunction with the above urology and nephrology staff who must co-author the application.

The project must have received prior endorsement by R&D Directorate of UCL Hospital Trust or Royal Free Hospital Trust & its Ethics Committee, depending on where the research is to be carried out.

- 6 The budget

Details of salary, National Insurance and superannuation must be based on a projected estimate of the anticipated levels likely to be applicable during the period of the project and take into consideration future nationally negotiated pay reviews for staff.

Please ensure that the figures shown on the application form in the section 'Details of the Grant' are completed fully and accurately and that the totals arrived at are the same as those shown in the section 'Summary of Grant Requested'. An incorrect application form can prejudice your application.

- 7 Please note that Section 12b is extremely important. We need to know why you think your research should be funded by St Peter's Trust for Kidney, Bladder & Prostate Research rather than another funding organisation. Issues to consider could include: whether this is pump priming funding; whether it is an area that the relevant specialities of the Medical School particularly wish to develop; whether it is a novel area that is difficult to persuade other funders to support, or builds on research that the Trust has already supported, or develops the skills of somebody vital to a research group.
- 8 **Progress and final reports**  
Successful applicants will have to produce a report in layman's language after a year, or earlier if the grant is for a shorter duration. The report should not be more than 500 words. Failure to produce such reports in a timely manner will exclude the applicant from future funding by the Trust.

### **Conflict of interest**

If an applicant/proposed supervisor is a member of the Trust's Medical Advisory Committee, he/she will be excluded from the discussions and decisions of that Committee about that grant application.

SPT/2024