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in our region



### Information for applicants – 18<sup>th</sup> Birthday Funding

The purpose of this document is to assist potential applicants, please read this document in full before completing an application form.

The key dates for this funding round are:

Funding Round Opens	12 <sup>th</sup> February 2021
Application Deadline	5 <sup>th</sup> March 2021
Funding Decision	April 2021

### About Yorkshire's Brain Tumour Charity

We are Yorkshire's leading brain tumour charity dedicated to raising funds for life changing research and patient support. We are celebrating our 18<sup>th</sup> birthday on 12<sup>th</sup> February and to celebrate we are welcoming applications for our 18<sup>th</sup> birthday £18,000 fund.

We began life in 2003 as Andrea's Gift, inspired by Andrea Key, who was told in October 2001 that she had an aggressive brain tumour and 12 months to live.

On 16 May 2002, Andrea died as a result of her tumour but she left a gift; a brain tumour charity in Yorkshire that provided support for patients and families in the hope that a cure could be found.

In 2011 Andrea's Gift became BTRS - Brain Tumour Research and Support across Yorkshire. Although Andrea's Gift changed its name, its values remained the same. We have since developed into the leading brain tumour charity in Yorkshire with a valuable patient support network and significant investments made in research at Leeds Institute of Cancer and Pathology.

In March 2020, we changed our name again to Yorkshire's Brain Tumour Charity. Our previous name, although it was a great description of what we do, was a bit of a mouthful. We are proud to work across the Yorkshire region and wanted this to be reflected in our name and at the heart of everything we do.

Andrea, like all who succumb to a brain tumour, was more than just a name. When she lost her fight with that tumour – a highly malignant grade 4 glioblastoma – she was the mother of two teenage children. She had a job that took her around the world and a life that made every moment count – swimming, dancing, water skiing, fell walking.

Andrea's love was for life, and she was fiercely independent with it. Then, the tumour hit. Andrea had to be cared for and her quality of life diminished as the disease progressed. During her last

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Christmas, in 2001, the fits began and she was diagnosed epileptic. Family and friends cared for her 24/7, but by now they feared the worst. They watched helplessly as the disease took control of her body and her life. Her personality, though, was never eclipsed and her dignity, bravery and strength were and remain an inspiration to so many. Ultimately, the tumour took away Andrea's life in May 2002.

It is in her name, and for the honor and hope of so many in the future, that YBTC is taking on the battle direct – we owe this much to everyone fighting brain tumours in Yorkshire today and tomorrow.

## Our Vision

**Our vision is clear and simple, to cure a devastating disease that affects so many people. Whilst we are working to find a cure, we will provide the best patient and family support network we can.**

## Why we are here

Around 11,000 new cases of primary brain tumours are diagnosed in the UK every year, 15 each week in Yorkshire. Whilst we are working to find a cure, we will provide the best patient and family support network we can.

We want to make this number smaller, and make life easier for those who are affected, by:

- Raising significant funds to support dedicated research projects into treating and curing child and adult brain tumours and sharing our findings with other charities.
- Giving grants and financial assistance to brain tumour patients and their carers.
- Arranging for hospital wards, patients and research centres to be provided with all the equipment they need.
- Supporting patients and their loved ones through providing practical advice (our benefits clinic), running support groups, offering counselling and a range of other holistic therapies.

## The type of research we support

Treatments have remained relatively unchanged for over 30 years. Yorkshire's Brain Tumour Charity funds innovative Yorkshire-based research to find treatments and ultimately a cure, for a devastating disease that affects so many people. We want to drive forward progress in brain tumour research to provide better outcomes for all those diagnosed and living with a primary brain tumour.

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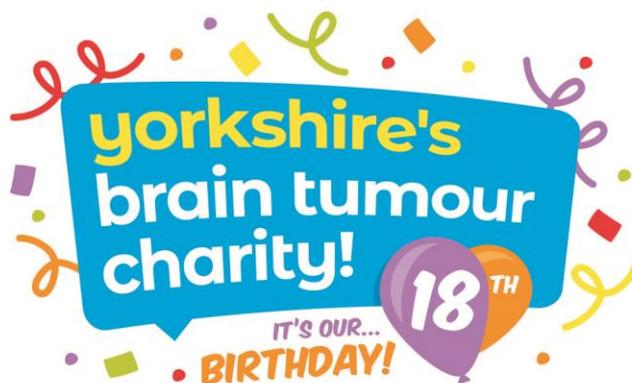


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To achieve this, we fund a broad range of medical research, from research in laboratories to clinical research projects, quality of life research, computer modelling and development of robotics. We fund researchers who are doing the best quality research in our region.

We fund research into all primary brain tumours. This includes research into low- or high-grade brain tumours, in both adults and children.

The research we fund MUST be based at an institution within the Yorkshire and Humber area.

We offer pump-priming funding to provide an opportunity for researchers, academics and clinicians in Yorkshire who are researching brain tumours, to be able to undertake proof-of-principle studies to facilitate the award of further funding. This supports research development and offers collaborative opportunities.

We also fund PhD Studentships to support outstanding students entering the field of brain tumour research with exceptional training opportunities right here in Yorkshire.

We continually review the research and activities that we fund to confirm that we have the right priorities in place and ensuring we are developing a strong Yorkshire base in the area of neuro-oncology.

## Application Forms

Our application form for funding is available on our website at: <https://www.yorksbt.org.uk/Loving-Research/Research/Call-For-Papers>

## Application Form Guidance

Please ensure all sections of the application form are completed.

Complete the application form electronically and please name the file in the format “[Surname] – 2021YBTC Application” and send to [research@yorksbt.org.uk](mailto:research@yorksbt.org.uk).

We do not require any printed copies of the form.

We must receive your electronic application by the deadline. Please contact us on 0113 340 0111 if you have not received an acknowledgement within 7 days of submitting your application.

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## Section 1 – About You

Please provide the information as requested. Any personal data will be used as outlined on our Privacy Policy: [www.yorksbtc.org.uk/Privacy-Policy](http://www.yorksbtc.org.uk/Privacy-Policy)

We actively encourage collaboration and working together with co-leads. Please ensure you provide this information if appropriate.

If your application is for a PhD Studentship, please give full details.

## Section 2 – Overview of your proposed research

Please stick to the maximum character requests stated. Anything over these will not be taken into consideration which could jeopardise your application.

If your application relates to a clinical study, there is an opportunity to outline how you have involved patients and/or carers in the design of your study and the ways you have sought this feedback/inclusion.

Please outline your objectives and deliverables. For clinical trial studies please complete these as primary and secondary endpoints.

In the total amount requested please indicate the full costs including staff, marketing, patient/public involvement, equipment and direct costs incurred, where appropriate. Detailed full costings will be requested at section 5.

## Section 3 – Full project description

This section is a maximum of 3000 words. The font used should be arial and no less than size 11.

The project description must include:

- Project background
- Research Plan:
  - Hypothesis
  - Aims
  - Objectives
  - Experimental Approach with full statistical justification
  - Expected outputs and deliverables
  - Risks and Contingencies
- Impact of the study

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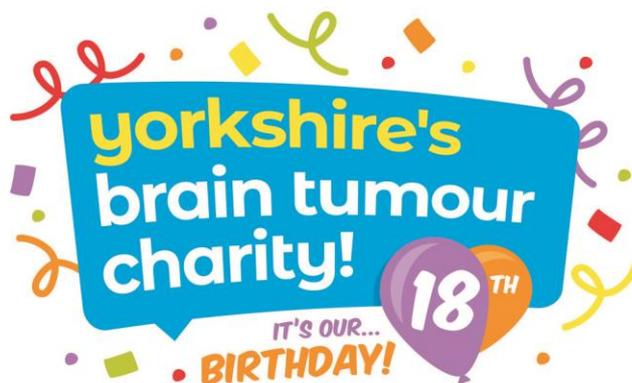
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- Project timetable, please include a GANTT Chart and milestones
- Ethics and regulatory approval.  
We know that you may not yet have approval so please outline what requirements will be sought. If you have any formal documentation relating to ethics and regulatory approval these can be attached separately and will not be included in the word count.  
If you are using tissue from a Tissue Bank, where ethical approval is already in place, please state this.
- Barriers and mitigation to the proposed project.

Please note, we encourage the use of figures and charts and these do not need be included in the word count.

Where patient/public involvement will take place in the development of the project, please report on how this will be achieved with an estimate of the numbers, proposed modes of contact and the data that will be captured.

Reviewers often request clarity on milestones and cost justifications so please consider this when completing your application form.

If your proposal is a clinical trial, please address the following issues:

- Will you be working with a clinical trials unit? If yes, please provide details
- How do you plan to recruit study subjects?
- What proportion of those eligible for the trial in Yorkshire are anticipated to take part? Please provide evidence and justification for any assumptions made.
- What is your anticipated rate of recruitment?
- How many centres or sites do you plan to recruit from? Please list these centres/sites.
- Who is/are the study sponsors?
- What criteria will be used to stop the study if necessary?
- Please confirm that the study sites have sufficient infrastructural support to deliver the trial

Reference and supporting literature should be provided in numerical order and can be listed separately but must be no more than 1 A4 page.

#### **Section 4 – Facilities**

Please complete the sections with regard to the organisation hosting the research. If there is more than one, please provide the details separately.

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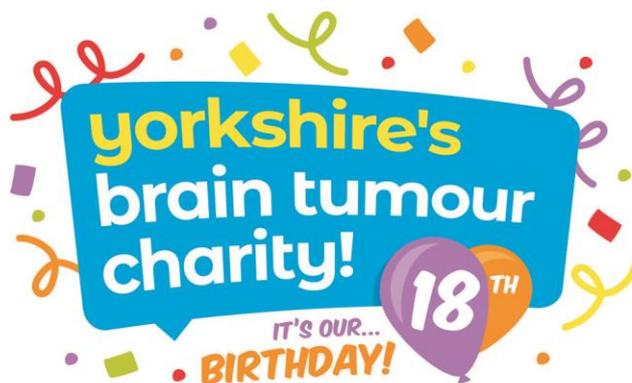


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## Section 5 – Project costings

In order to protect the cashflow of the charity and secure best value, we will only provide fixed costs which do not allow for any additional costs for inflation of staff costs, consumables or third-party services over what has been requested. It is therefore the responsibility of the applicant to estimate any such cost increases during the lifetime of the award and then manage within these costs.

This fund will be for a maximum of £18,000 and should be spent within a maximum of 3 years.

The applicant will be expected to provide sufficient detail that demonstrates how they will manage the Award funding so as to accommodate the expected cost increases that may or may not occur during the lifetime of the proposed project.

The Principal Applicant will be expected to provide regular updates to the Charity on the financial position of the Award and explain any unexpected variances.

Any underspend that occurs or is likely to occur will be discussed with the Principal Applicant and may be deducted from the Award at the absolute discretion of the Charity.

For applications from Higher Education Institutions (HEIs), overheads, estates and indirect costs will not be considered for funding in any application in accordance with AMRC guidelines on full economic costing (FEC). The AMRC provides further information here: <https://www.amrc.org.uk/charity-research-support-fundfaqs#Why-is-the-CRSF-important>.

Non-HEI applicants should only include direct costs related to the project. Further information on charity funding and the NHS is available from National Institute for Health Research: <https://www.nihr.ac.uk/research-and-impact/nhs-research-performance/research-costs.htm>.

Salary costs for applicants or additional staff may only be included if they are a directly incurred project cost requested for the Award. Applicants or staff whose salary is already paid from other sources (e.g. by the University, Organisation, or another grant) may not be included in the Award.

A breakdown of individual non-salary costs must be provided for any item over £3000. Reasonable travel costs associated with a named collaborator can be included where they are essential for project delivery. Full consideration of production and development costs of all marketing materials or on-line presence required for the success of the project must be costed for appropriately considering any purchasing policies within host institutions.

You **MUST** check that your totals in the costings section of the application form are correct. We recommend using Excel to ensure totals are correct. Applications with inaccurate total costs may be considered ineligible.

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We understand that collecting quotes for items individually is time consuming. Where individual costs are over £1000 quotes must be provided or a detailed itemized list will also suffice.

Equipment costs will be considered as part of the project. These can be itemized under non-salary project costs. Please note, that we would expect equipment costs to be relevant, necessary and directly attributable to the research proposed.

### **Section 6 – Delivery**

There is opportunity here to include details of peer reviewers that you would prefer were not asked to assess your application due to a potential conflict of interest.

Wherever possible we will use peer reviewers from within the region, but we will not use the from your research group.

### **Section 7 – Acceptance of award conditions and polices for awards**

The principal applicant must complete the declaration. We also require the line manager or head of department for the principal applicant to sign AND the finance officer responsible for the administration of any award grant.

### **Section 8 – Checklist**

A checklist is provided for your use. Please do not submit your application if you answer “no” to any of the questions.

### **General FAQ's**

Can I resubmit an application that has been unsuccessful in a previous funding round?

Any part of an application that has been reviewed by Yorkshire's Brain Tumour Charity previously, but not funded, is NOT eligible to reapply for funding unless specifically invited to do so.

Are electronic signatures acceptable?

Yes, they are.

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When will I find out if my proposal has been funded?

Final funding decisions will be made at the Board of Trustees meeting on 31<sup>st</sup> March 2021 and you will be informed in early April of the outcome.

Who do I contact with any other questions?

Please send any queries by email to: [research@yorksbtc.org.uk](mailto:research@yorksbtc.org.uk)

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