

2021 funding round

deadline:

Applications must be sent to: research@yorksbtc.org.uk.
Please use the filename format “[SURNAME] - 2021 YBTC Application”.

Privacy and use of personal data:

For full details on how we use your data please visit: www.yorksbtc.org.uk/Privacy-Policy

1. administrative details

Full Title Of The Research:

principal applicant(s)/details

Applicant Name:

N.B. This person will be our main contact.

Title / Forename / Initials / Surname

Current Post and %FTE:

% FTE on this project:

Qualifications:

Employer:

Work Address:

Post Code:

Work e-mail:

Work Telephone:

Will your current employment extend beyond the end date of this project. Yes / No

If No, please give the end date:



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Do you have a co-lead? Yes / No

If yes, please give their details and relationship/connection:

**Other co-applicants/
collaborators:**

Please include all grant co-applicants, protocol co-authors and other key contributors to the project including statisticians and non-doctoral research students. Where appropriate include individual's FTE on the project.

N.B. Please provide abbreviated cvs for all co-applicants and other key collaborators with this application (maximum 2 pages per person).

PhD Studentship:

*N.B. For PhD Studentships only
- If this application is to support the training of PhD students please give details here:*



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2. overview of the research

project lay abstract (for YBTC website or newsletters to the general public)

Abbreviated Title:

Summary:

Maximum 3500 characters including spaces

scientific abstract

Scientific Abstract:

Maximum 3500 characters including spaces

timelines

Proposed Start Date:

Proposed End Date:

Total Duration:

patient and/or carer feedback

Please outline any involvement or feedback from patients and/or carers you have sought e.g. about the need for, or design of, the study:

N.B. For clinical study applications only:



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objectives

Please state the objectives of the research:

Maximum 1000 words

Primary Objective:

Secondary Objective:

end points

Please state the primary and secondary end points of the research:

Maximum 1000 words

Primary Endpoint:

Secondary Endpoint:

funding requested

Total Amount Requested:

3. full project description

project description

This can be attached separately but must be a maximum of 3000 words (please use font Arial, size 11).



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Please provide a full project description to 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
- Project timetable, including Gantt Chart and milestones
- Ethics and regulatory approval - outline what requirements will be sought (any formal documentation can be attached separately and is not included in the word count)
- Barriers and mitigation to the proposed project

references and supporting literature

Please list each reference in numerical order.

This can be attached separately but must be a maximum of 1 A4 page (font Arial, minimum size 11).

4. facilities

organisation hosting the research

Please provide details of organisations hosting the research, including any laboratories and tissue banks (if known).



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If there is more than one organisation hosting the research please provide details separately.

Name of Organisation:		
Role in Study:		
Has the organisation confirmed they are willing to participate. Yes / No		
Primary contact:		
Address:		
	Post Code:	
E-mail:		
Telephone:		

5. project costings

salary costs requested

Staff costings (including NI and superannuation):

ONLY include salaries of applicants when they are a directly incurred cost of this project (see Information for Applicants). Please add extra rows if required.



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Name and job title:	Grade and %FTE:	Year 1: (£)	Year 2: (£)	Year 3: (£)	Year 4: (£)	Year 5: (£)	Total: (£)
Total Salary Costs:							

non-salary costs requested

Individual costs of £1000 or over must be itemised and/or a quote provided
Equipment costs should also be included here

Cost details:	Year 1: (£)	Year 2: (£)	Year 3: (£)	Year 4: (£)	Year 5: (£)	Total: (£)



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Total Non-Salary Costs:						

IMPORTANT: If costings are not totalled accurately your application may not be considered.

summary of total costs

Total salary costs:		Please confirm you have checked your costings (e.g. in excel)
Total non-salary project costs:		
OVERALL TOTAL : <i>Must match total provided in Section 2.</i>		
		Yes



cost justification:

6. delivery



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Why are you and your team well placed to deliver the objectives of this project?

200 words MAX

What plans are in place to protect or commercialise any research output(s) including intellectual property?

100 words MAX

Please include details of any potential peer reviewers you would prefer not to assess your application due to a potential conflict of interest.

100 words MAX.

Please note peer reviewers will not be from the same research group.

7. acceptance of award conditions and policies for awards

- I/ We shall be actively engaged in, and in the day to day control of, the project.
- I/ We have read the Charity's current Award Conditions and Policies for Awards. If my/our application is successful I/we agree to abide by them.



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Signature of Principal Applicants:	
Date:	

This application must be submitted via the Principal Applicant's Line Manager or Head of Department AND the finance officer responsible for the administration of any award grant.

Each should sign the following declaration

- I confirm I have read the application and that, if awarded, the work will be accommodated and administered in the Organisation/ Department in accordance with the Award Conditions and Policies for Awards.
- The staff gradings and salaries quoted are correct and in accordance with the normal practice of this Organisation.

head of department/ line manager

Name:	<i>Title / Forename / Initials / Surname</i>		
Job Title:			
Organisation:			
Postal Address:			
	Post Code:		
Phone Number:		Email:	
Signature:		Date: <i>(dd/mmm/yyyy)</i>	

administrative/finance authority

Name:	<i>Title / Forename / Initials / Surname</i>		
Job Title:			



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Organisation:			
Postal Address:			
	Post Code:		
Phone Number:		Email:	
Signature:		Date: (dd/mmm/yyyy)	

please confirm

We have read the Information for Applicants, Award Conditions and Policies for Awards.

We have completed all sections of the application form.



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All applicants have signed Section 1. All applicants have provided employment end dates if they fall before the end of the project.

All Principal Applicants and significant other Co-workers have provided an **abbreviated** CV, maximum 2 pages.

We have checked that the amounts in Section 5 have been totalled correctly. Only direct project costs are included. We have provided a breakdown and/or quote for any costs over £1000.

The form has been signed by the **Head of Department/ Line Manager** and the appropriate **Organisation Administrative Authority** in Section 7.

We have complied with word count and formatting rules where indicated.

We have printed and signed the original application form (electronic signatures accepted).

We have emailed a copy to research@yorksbtc.org.uk using the file format: “[SURNAME] - 2021 YBTC Application”.

The only additions allowed to this application are notices of ethical approval or associated documentation, letters signifying collaboration, references for supporting literature and quotations for costings, which may be included at the end of this application or sent as attachments in pdf format.

Please do not submit an application if you do not check-off all the above questions.

If you do not receive an acknowledgement within 7 days of submitting your application please contact research@yorksbtc.org.uk or phone 0113 340 0111.



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