

APPLICATION FOR A RESEARCH GRANT FROM THE MULTIPLE SCLEROSIS TRIALS COLLABORATION (MSTC)

General Instructions

This form is for Grant Applications to the Multiple Sclerosis Trials Collaboration (MSTC). MSTC funds are for research purposes only and aim to support innovative work in Multiple Sclerosis.

It is proposed that a minimum of £100 to a maximum of £60,000 will be awarded in any single grant year. There is no limit to the size of each individual award. Successful applications are expected to start within a timeframe with content agreed by the MSTC Board of Trustees (comprising of an independent, external reviewer). Failure to start within the agreed timeframe or/and a breach of the agreement may result in the loss of the award.

Applicants must hold an NHS or academic contract and be in receipt of a salary for the duration of the Award.

Successful applicants will be expected to submit a progress report to the MSTC Trustees at timelines agreed and at the completion of the award, including full details relating to accounts and grant expenditure.

Institutional overheads will not be paid.

Before applying for a Research Grant, you should check that the Terms and Conditions of Award are acceptable to you and to the Host Institution that will be administering the grant.

Please submit this application in pdf format by email FAO Richard Nicholas to [richard.nicholas@btinternet.com](mailto:richard.nicholas@btinternet.com)

Please also supply one signed hard copy to: Dr Richard Nicholas, MSTC Trustee, 17 Floyer Close, Richmond, Surrey, TW10 6HS.

Please enter your responses in the **white** areas of the form only. Please respond to all questions, including negative answers, and state where not applicable. If you have any queries about the grant round or application process, please contact [richard.nicholas@btinternet.com](mailto:richard.nicholas@btinternet.com)

Definitions

Principal Applicant:

This is the "Principal Investigator" or equivalent.

Co-applicant

Any person who is involved in the creation of the research application and who will be involved in conducting the proposed research if the grant is funded. These can range from an occasional collaborator to a joint lead investigator who works very closely with the principal applicant. The role of the co-applicant should be specified.

|                                  |
|----------------------------------|
| Title of Project (30 words max.) |
|                                  |

|                     |
|---------------------|
| Application to MSTC |
|                     |

|                       |  |          |  |   |  |
|-----------------------|--|----------|--|---|--|
| Total Funds requested |  | Duration |  | Expected Start Date<br>(to be within 3 months of the Award) |  |
|-----------------------|--|----------|--|---|--|

|   |
|---|
| 1. Applicant Details (limited to one Principal Application and one Co-applicant only) |
|---|

| Principal Applicant           |  |
|-------------------------------|--|
| Title:                        |  |
| First Name                    |  |
| Middle Names                  |  |
| Surname                       |  |
| Role in Application / Project |  |
| Institution                   |  |
| Postal Address at Institution |  |
| Email Address                 |  |
| Telephone Number              |  |
| Fax Number                    |  |

| Co-applicant 1                |  |
|-------------------------------|--|
| Title                         |  |
| First Name                    |  |
| Middle Names                  |  |
| Surname                       |  |
| Role in Application / Project |  |
| Institution                   |  |
| Postal Address at Institution |  |
| Email Address                 |  |
| Telephone Number              |  |
| Fax Number                    |  |

2. Summary of Support Requested

|                                       | Year 1 | Year 2 | Year 3 |
|---------------------------------------|--------|--------|--------|
| Staff                                 |        |        |        |
| Equipment Costs                       |        |        |        |
| Other Materials and Consumables Costs |        |        |        |

3. Details of Support Requested

Please note: it is our policy not to fund travel expenses. Neither do we fund indirect costs of research other than reasonable publication costs to a maximum of £500.00.

"%F/T" refers to the proportion of a full time schedule the member will work ***on this project.***

| Staff Member                                     |      |       |           | Year 1 | Year 2 | Year 3 | Total |
|--|------|-------|-----------|--------|--------|--------|-------|
| Staff<br>Salary<br>Including<br>All              | Role | Grade | *%<br>F/T |        |        |        |       |
|  |      |       |           |        |        |        |       |
| Equipment Costs (please specify)                 |      |       |           |        |        |        |       |
|  |      |       |           |        |        |        |       |
| Materials and Consumables Costs (please specify) |      |       |           |        |        |        |       |
|  |      |       |           |        |        |        |       |
|  |      |       |           |        |        |        |       |
|  |      |       |           |        |        |        |       |
| Other Costs (please specify)                     |      |       |           |        |        |        |       |
|  |      |       |           |        |        |        |       |

Is this research currently being supported? If so, please provide details, including the supporting organisation, the nature and amount of any funding, facilities or services, and the start and finish dates.

Have you or your research group received prior funding from MSTC? If so, please provide details, including project references, titles, amounts and dates of award and details of publications relating to the Award. Please indicate if the current application is a direct follow-on from previous work funded by MSTC

Has this or a similar application been submitted elsewhere? If so, please provide details including the organisation applied to and the date a decision is expected.

#### 4. Project Summary

Short Title of Project (10 words max.)

Full Title of project, if greater than 10 words (30 words max.)

Is your project predominantly research into (tick up to 2 categories):

| High grade tumour(s)     | Low grade tumour(s)      | Non-Neuro oncology       |  |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |  |

Key Goals (100 words max.)

Summary of Proposal for Scientifically Qualified Assessors (300 words max.)

Summary of Proposal in lay language (400 words max.)

Please ensure this summary is written with sufficient clarity for a non-scientific lay audience. It should encompass the background, purpose and plan of the research. A knowledge of MS should not be assumed, and any scientific terms key to the meaning of the summary should be explained. This summary may appear in or be used as a resource upon which to base text in a range of media including our website.

## 5. Project Details

Word limits for Purpose of Proposed Research, Potential Benefit and Risks are not specified but should not be overly long. Detailed Justification for Support should not exceed two A4 pages in length. Timetable and Milestones must be specified. Graphs, figures and supporting data may be included as an Appendix, but must not exceed two A4 pages in length.

### Purpose of Proposed Research

The objectives of the proposed studies are:

### Potential Benefit

### Timetable and Milestones

What are the potential Risks that could affect the success of the project and how will you manage

these?

#### Detailed Justification for Support

This should include justification for staff requested, specifying their roles, responsibilities and location, if appropriate, with respect to the proposed project; justification for equipment purchase, maintenance and other significant items (should not exceed three A4 pages).

#### 6. Ethical and Legal Requirements

It is the responsibility of the Institution to ensure that all ethical, legal and regulatory requirements

relating to the research are met. This includes issues regarding the use of radioactive isotopes, pathogenic organisms, genetically modified organisms (GMOs), and toxic and hazardous substances, and research involving human participants, human tissue or cells, animals, and animal tissue or cells.

A Local Animal Research Ethics Committee must approve research proposals involving the use of animals as part of the Ethical Review Process mandated by home office legislation introduced in 1999. The appropriate documentation should ideally be submitted with the Grant Application Form. Otherwise or if ethical approval can only be considered after funding is approved, the final outcome of the approval process must be submitted to MSTC as soon as it is known. No part of the grant will be paid until the final ethical approval has been received. The Grant Acceptance Form and Grant Start Certificate should only be completed after the final ethical approval has been received, and any appointments should only be confirmed after this time.

MSTC will only support the use of animals where no viable alternative exists, and the applicant must have regard to animal welfare and advances in the refinement, replacement and reduction of animal use.

In respect of projects involving investigations on humans, appropriate documentation regarding ethical committee and other necessary approvals should ideally be obtained prior to and submitted with the Grant Application Form.

Does the work proposed involve the use of *protected animals* in regulated procedures under the Animals (Scientific Procedures) Act 1986, and if so, what species and how many animals?

If animals are used in this study please provide justification for their use, and the numbers and species used.

Describe the experimental procedures involved and how any pain, suffering, distress and / or lasting harm to the animals will be minimised.

Are any of the procedures of substantial severity?

Have the procedures been recently reviewed by the Named Veterinary Surgeon (NVS), Named Animal Care and Welfare Officer (NACWO) and ethical review process (ERP)?

## 7. CVs

Please complete one page at the end of the document for each applicant and co-applicant. Include recent publications, including those in press, and current grants.

## Data Protection Statement

Information that you supply to the Multiple Sclerosis Trials Collaboration (MSTC) in connection with this Application (which includes all information sent to MSTC that relates to your grant application) will be used to process your application and for the purpose of audit and / or evaluation. It will also be disclosed to external peer reviewers, where required. MSTC may publish basic details of successful grant applications (e.g. on its website or in its Annual Report). MSTC may also release details of successful applications (including your name and employing institution, the project title and the summary of proposal for scientifically qualified assessors and lay summaries of the research) into the public domain (e.g. via the internet or publicly accessible databases). MSTC may contact you about other award schemes and initiatives that may be of interest to you, or for your views on its funding schemes and application processes. If you would prefer not to receive further communications please let us know. The information you provide will be held securely in accordance with our internal policy and the Data Protection Act 1998. For more details please contact us.

## 8. Undertakings

I the undersigned confirm that I (and all those providing personal information in the application) have read and understood the Data Protection statement above. I have not changed, added to or deleted from the text in any of the instruction or question boxes or Terms and Conditions of Award for Research Grants. To the best of my knowledge, the information provided in this application is accurate and complete.

|                           |           |  |      |  |
|---------------------------|-----------|--|------|--|
| Principal Applicant       | Name      |  |      |  |
|                           | Position  |  |      |  |
|                           | Signature |  | Date |  |
| Co-applicant 1            | Name      |  |      |  |
|                           | Position  |  |      |  |
|                           | Signature |  | Date |  |
| Head of Department        | Name      |  |      |  |
|                           | Position  |  |      |  |
|                           | Signature |  | Date |  |
| Administrative Authority* | Name      |  |      |  |
|                           | Position  |  |      |  |
|                           | Signature |  | Date |  |