

# Research Priority Grant 2024

## Submission Information

### Introduction

The Royal College of Occupational Therapists (RCOT) Research Foundation supports the development of the evidence-base for occupational therapy and the expansion of research capability and capacity within the profession.

### Research Priority Grant 2024

One grant of up to £100,000 is available in the 2024 funding round.

Bids of up to £100,000 will be accepted for a project that clearly addresses an identified occupational therapy research priority area in the UK. You will need to justify the priority need for your proposal in relation to one or more of the Top 10 research priorities for occupational therapy in the UK (see <https://www.rcot.co.uk/top-10>).

As the principal investigator, you must demonstrate how your project will increase the research capacity of the profession. For example, this could be through the inclusion of occupational therapy research students/assistants where possible or a contribution towards a doctoral studentship applicable to occupational therapists.

We anticipate that this grant is particularly suited for pump priming, pilot studies and doctoral or post-doctoral work. Where a funding application is towards an activity nested within a larger project, you must be able to clearly identify the discrete element that will be supported by the grant. Projects are not normally expected to exceed three years.

### Lead applicant

As the principal investigator/lead applicant, you must be a professional member of the British Association of Occupational Therapists (BAOT) at the time the proposal is submitted and throughout the duration of the funded project. You will have a developing track record at a post-doctoral level in undertaking externally funded research projects through to a successful conclusion, and demonstrate a commitment to dissemination of research findings via publication in peer-reviewed journals and other media.

We value the diversity of our membership, and we strongly encourage grant applications from all sections of our community, especially those from under-represented and marginalised groups. We are committed to improving the equity and inclusivity of our processes and all opportunities provided.

RCOT employees are not eligible for the Research Priority Grant.

### Collaborating partnerships

We expect that a range of collaborating applicants will be included in your proposal to demonstrate the skills needed to conduct the research. Examples of co-applicants may include subject experts, health economists, research staff, statisticians or members of the public included because their experiences and/or background add value to the development and delivery of the proposal. Co-applicants who have an occupational therapy qualification, even if currently living outside of the UK,

must have BAOT membership. Co-applicants who are included because of their lived experience and/or background don't need BAOT membership even if they have an occupational therapy qualification.

As a registered charity, we will not meet university overhead costs associated with full economic costing, and this should be reflected in the financial statement (section 20).

You must comply with GDPR and Data Protection Act 2018 and Research Governance Frameworks for Health and Social Care, with approval from relevant research ethics committees as required.

### **Potential for National Institute for Health Research (NIHR) Clinical Research Network (CRN) support**

We are an NIHR Non-commercial Partner, which means that if we fund your study, you may be eligible to access NIHR CRN support.

The NIHR CRN supports researchers in planning, setting up and delivering high quality research to the agreed timelines and study recruitment target, for the benefit of patients and the NHS, including relevant research in public health and social care in England.

If your research is based in England, we encourage you to involve your local CRN team in discussions as early as possible (and before submitting your application) when planning your study to benefit from the support. To find out more and how to apply, please visit <https://www.nihr.ac.uk/explore-nihr/support/study-support-service.htm>

### **The review process**

Grant proposals will be reviewed by members of the RCOT Research Foundation Advisory Group and external experts identified by us and you the applicant.

Proposals will be reviewed against the following criteria:

- ability to address one or more of the Top 10 research priorities for occupational therapy in the UK (see <https://www.rcot.co.uk/top-10>)
- opportunity for occupational therapy research capacity building
- scientific excellence
- ethical soundness
- strength of collaborating partnerships
- involvement of people who access services, and/or their families or carers, in both the design and execution of the research taking account of the perspectives of people from diverse backgrounds with multiple and intersecting identities
- track record of the research team
- institutional support
- potential for attracting subsequent external funding
- feasibility (taking into account current government guidance on safe research practice at the time applications are due and value for money)
- potential impact on practice.

If your proposal is highly rated and has potential for funding, you may be invited to respond to reviewers' comments or to attend the Advisory Group panel meeting to inform the final decision. The Advisory Group will make the final recommendation for funding, subject to ratification by the RCOT Chief Executive.

## Project management and contractual deliverables

As the successful principal investigator (grant holder), you will assume responsibility for the day-to-day management of your project and ensure that timescale milestones are met. We require project progress and impact reports during the project, as indicated in the grant contract.

The following contractual deliverables will apply:

- as the principal investigator, sharing your Orcid ID with us for the purposes of tracking the impact of the grant
- demonstration that the project undertaken has fulfilled the research activity outlined in the project proposal
- submission of progress and impact report(s) during the project
- submission of a final project report and an updated progress and impact report within one month of the project end date. The final project report will be available via the RCOT library six months after the project is signed off
- submission of an article from the research normally to the British Journal of Occupational Therapy or to an alternative and appropriate high-quality journal
- submission of an abstract directly related to the research to the RCOT's annual conference
- submission of a Summary of Key Findings for publication in the RCOT library catalogue and on the [RCOT website](#)
- submission of impact reports 18 months and 3 years post-completion of the project.

## Grant payments

We will pay the grant in instalments in line with the payment schedule set out in the grant contract/letter of agreement. In most instances, we require evidence of ethical approval for the project before the release of any funding. Payment of the final instalment will normally be subject to sign off by us of all contractual deliverables, excluding the post-project impact reports.

## Completion and submission of proposals

- All relevant sections of the proposal form must be completed in typescript using **minimum** of **11pt Arial font**.
- You should pay close attention to any word allowance applying to individual sections of the form. In those sections where a word allowance applies, please give the word count total for that section. The maximum word allowance stated is a fixed figure; it does not include allowance of an additional 10%. Exceeding the stated word allowance may result in your application being disqualified.
- All cited references should be listed within section 19 of the proposal form, where no word count applies.
- CVs and other documents should not be appended to the proposal form as these will not be considered.
- You must have your proposal peer reviewed prior to submission.

Submit completed proposals electronically to [researchfoundation@rcot.co.uk](mailto:researchfoundation@rcot.co.uk) no later than 11.59pm on **Wednesday 14 February 2024**. We will not consider proposals received after this deadline.

You must submit the proposal form in Word format (**not PDF**). The completed signature page may be submitted as a separate PDF. We will acknowledge receipt of proposals via email.

The Research Foundation Advisory Group meets in early June, and we aim to notify you of the outcome, via email, by Friday 14 June 2024. We will provide formal written feedback to all applicants.

## Further help and advice

If you would like to discuss your project proposal, particularly if you are unsure if it is the right time to submit a grant application or if you have a question about the application process, please contact Angie Thompson, RCOT R&D Officer, in the first instance at: [angie.thompson@rcot.co.uk](mailto:angie.thompson@rcot.co.uk) or telephone: 020 3141 4615.

Additionally, Dr Phillip Whitehead, previous Research Foundation grant holder and NIHR panel member, has created a helpful webinar providing information on writing good grant proposals. You can find it on our [website](#), under the heading 'Helpful webinar'.

## Finally ....

You can find other funding opportunities through the R&D Bulletin and discuss research opportunities and issues with other RCOT members via Research Connect, a closed LinkedIn group. You can find out how to access both here: <https://www.rcot.co.uk/practice-resources/research-and-development#research-networking>.