Research Career Development 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 Career Development Grant 2024

The Research Career Development Grant supports the development of doctoral and post-doctoral occupational therapy researchers. Professional members who intend to pursue a career pathway that incorporates developing their research capabilities and contributing to the development of the evidence base underpinning occupational therapy practice can apply. 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).

Examples of previous Research Career Development Grant research include:
- devising an assessment tool through action research methods
- investigating the changes to a service post-Covid around risk management through qualitative interviews with people who access services and occupational therapists providing those services
- understanding the acceptability of an intervention to the target population and the practicalities of delivering it
- supporting PhD research.

£20,000 is available to fund up to two grants in the 2024 funding round.

Projects are not normally expected to exceed 3 years.

Lead applicant

As the 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. Applicants must be at the doctoral or post-doctoral stage of their research career. We expect you to demonstrate how you have developed research expertise in your subject area and how you intend to develop your career further as an occupational therapy researcher.

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 Career Development Grant.

Collaborating partnerships

At post-doctoral level, you may wish to include details of collaborative partnerships with other researchers or people with lived experience who will be contributing to your project. 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 do not require 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 18).

You must demonstrate compliance 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 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 prior to 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)**
- scientific excellence
- ethical soundness
- 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 perspective of people from diverse backgrounds with multiple and intersecting identities
- feasibility (considering current government guidance on safe research practice at the time applications are due) and value for money
- potential impact on practice
- institutional support
- contribution to development of research leadership
- track record of individual
- strength of collaborating partnerships (where relevant).

If your proposal is highly rated and has potential for funding, you may be invited to respond to the reviewers' comments or to attend the Advisory Group panel meeting to inform the final decision. The RCOT Research Foundation 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 lead applicant (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/letter of agreement.

The following contractual deliverables will apply:
- as the lead applicant, 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 a **<u>minimum</u>** 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 ineligible.
- All <u>cited references</u> should be listed within <u>section 21</u> of the proposal form, where no word count applies.
- CVs and other documents should not be appended to the proposal form as these will <u>not</u> be considered.
- You must have your proposal peer reviewed prior to submission.

Submit completed proposals electronically to researchfoundation@rcot.co.uk by 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 intended 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 typical application process, please contact Angie Thompson, RCOT R&D Officer, in the first instance at: 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.