

FIGHT FOR SIGHT (BRITISH EYE RESEARCH FOUNDATION) PROJECT GRANTS – GUIDELINES

Fight for Sight (British Eye Research Foundation) is the leading national charity dedicated to funding research into the causes, diagnosis and prevention of blindness and the treatment of eye disease.

Guidelines for Applications

Applications are invited for Fight for Sight Project Grants to start in October 2007. These awards are open to non-clinician scientists and qualified clinicians wishing to undertake research in all fields of ophthalmic research relevant to the aims of the Charity, as stated above.

1. Applications for Project Grants are initially by **Abstract** and must be submitted on the Project Grants Abstract Application Form. This form when completed should extend to no more than 3 sides of A4 paper. Short listed applicants will be asked to provide a full submission which must be submitted on the Project Grants Full Application Form. These forms are available from the website www.fightforsight.org.uk under 'Research' or by contacting The Grants Officer at grants@fightforsight.org.uk on telephone 020 7929 7755. The font size used to complete both application forms must be at least 12pt. The layout of the forms should not be altered relevant to the originals.

2. The closing date for return of completed Abstract Application Forms is **5.00pm on Thursday 30 November 2006**. For shortlisted applicants the deadline for the receipt of Full Application Forms is **5.00pm on Monday 22 January 2007**. Applications received after these times will not be considered. Final decisions should be confirmed in April 2007. When submitting your application forms, please send the relevant completed form by email **and the original (including supporting original documents and signature page) and 20 unbound single-sided original copies** to The Grants Officer, Fight for Sight, 1st Floor, 36-38 Botolph Lane, London EC3R 8DE. Both the emails and posted applications must reach the office by the respective closing times. Please mark the outer envelope with the sender's details.

3. A Fight for Sight Project Grant will provide a grant of up to £150,000 for three years, or pro rata for projects of shorter duration, to start from August 2007.

4 The Project Grant will be awarded on the understanding that Fight for Sight does not under any circumstances accept liability as 'sponsor' under any relevant legislation. The host institution is responsible for acting as or organising a sponsor if required.

5 The Project Grant will be awarded subject to Terms and Conditions applied following approval of the grant. For information purposes only please find below an outline of some of the conditions included:

5.1 The Project Grant will be awarded for up to three years. Extensions are not possible.

5.2 Grant holders will be expected to provide a full written report at the end of years one, two and three, if applicable. Fight for Sight may also invite the grant holder to report orally on their progress.

5.3 Grant holders should ensure that if the grant includes employment of a Research Officer, the post will be known as the 'Fight for Sight Research Officer' and that Fight for Sight's

support is suitably acknowledged on all publications, presentations and posters resulting from the work. Copies of research papers should be forwarded to Fight for Sight. Any written press statement associated with the research must be approved by Fight for Sight before release.

5.4 The Grant holder may be 'adopted' by a local fundraising group and may be asked to give a presentation to a lay audience during the course of the Project Grant. If appropriate, they may also be asked to show a fundraising group round their laboratory.

5.5 The Project Grant is awarded on condition that the host institution administering the grant accepts full responsibility for the management, monitoring and control of the research work, the staff working on the project and the dissemination of the results of the research.

5.6 Fight for Sight requires the host institution to protect any and all intellectual property rights arising from the Project Grant. The Terms and Conditions also require the sharing of any financial benefit arising from the Project Grant.

6 This information does not form the whole or part of the Terms and Conditions of Fight for Sight Project Grants. A copy of the Terms and Conditions on which Fight for Sight Project Grants are provided can be obtained from our website www.fightforsight.org.uk.

Completing the Abstract Application Form

Please use headings given using not less than 12pt font. The completed form must not exceed 3 sides of A4.

1. Applicant

Please provide contact details including current post(s) held.

2. Co-Investigator Details

Please provide details of your co-investigator.

3. Collaborators

Please provide details of your collaborators, if applicable.

4. Title of Project

Please enter a brief title of your project and the proposed start date and duration of project (in months) up to a maximum of 36 months.

5. Description of Project

Please use the headings given.

6. Curriculum Vitae

Please attach a Curriculum Vitae for the Applicant, co-investigator and or named scientific/clinical staff. Each CV to be no more than 2 sides of A4.

7. Signature of Applicant

Applicant to sign and date form.

Completing the Full Application Form

Please use headings given using not less than 12 pt font.

1. Applicant

Please provide contact details including current post(s) held.

2. Co-Investigator Details

Please provide details of your co-investigators.

3. Collaborators

Please provide details of your collaborators, if applicable.

4. Title of Project

Please enter a brief title of your project and the proposed start date and duration of project (in months) up to a maximum of 36 months.

5. Scientific Abstract of Research Project (250 words).

Note: Sharing information and knowledge about Fight for Sight's research portfolio is important and consequently summary information including the research abstract and lay summary for successful applications are published on our web site. Please take this into account when preparing your abstract and lay summary. If you do include information on the use of animals, please be aware that the information – including your name and institution – will be freely available to users of our website.

6. Description of Project for Lay Trustees

Please include the relevance of the proposed project to the Charity's aims in no more than 200 words.

7. Other Support

Please explain whether the application has been submitted to another funding body in the past year. Also detail whether the application will be submitted elsewhere.

8. Use of Animals

Please indicate whether the appropriate Home Office Project and Personal licences are in place.

9. Ethics Committee Approval

For projects requiring ethical approval, applicants should submit one copy of the appropriate ethics committee submission and confirmation of approval, or the date on which this expected.

It is the responsibility of the host institution to ensure that all ethical and legal requirements and Home Office regulations are met.

10. Proposed Project

- a. What is the research question? 100 words
- b. Please explain why your research is important, including potential clinical impact. 350 words.
- c. Outline how you will evaluate the success or impact of your project after its completion. 200 words
- d. Proposed project description. Please describe your proposed project in no more than 3500 words. Please use the headings given.

11. Summary of support requested

Please list total staff costs, consumables and other expenses. Requests for equipment may also be made, where it is justifiable and essential to the success of the project. Equipment costs should be exclusive of VAT. Departmental bench fees and overseas' students PhD fees will not be paid by the Charity.

12. Details of support requested

Please give full details of the support requested with a full justification for these costs in the space allocated. For salary costs please indicate name of researcher (if known), basic salary, spine name, grade, spine point, increment date, Supperannuation and National Insurance costs (indicate %) and include incremental increases in yrs 2 & 3, where appropriate.

13. Background information

Description of Department/ Institution(s), previous experience in vision research, relevant collaborative projects and basic research resources available (1 side).

14. Curriculum Vitae (Maximum of 3 sides for each CV)

The applicant, co-investigator and any named scientific/clinical staff should provide CV details in the format provided. For publications, please give citation in full, including title of paper and all authors.

15. References

Please list details of three external referees. Of these, at least one and preferably two should be outside the UK. We may contact one or more of these and we may also send your application to other referees of our choice.

Fight For Sight operates a Peer Review System which we believe enables an equitable and efficient way to review grant applications. Following shortlisting, the applications remaining in the process will be peer reviewed.

Peer review comments will be sent to applicants prior to the Grants Allocation Panel meeting. Applicants will then be given the opportunity to comment on these reviews. The applicant comments and the reviews will be sent to the Grants Allocation Panel members for discussion at the Grants Allocation Panel meeting.

16. Supporting Documents

Please include signed original copies of any supporting letters.

Ethics Committee letters of submission and approval (where applicable.)

Only where completely unavoidable, should photographs or colour figures that cannot be photocopied successfully in black and white be submitted. Where submission of such photographs is necessary, please send 6 copies of each.