

GRANT APPLICATION FORM

THE CHRONIC GRANULOMATOUS DISORDER RESEARCH TRUST

1. Applicant(s)	Candidate 1	Sponsor 1	Sponsor 2
Forename(s)			
Title			
Post held			
Department/Institution			
No of hours p/w on project			

2. Address of Institution/Authority

done:

(Administering grant if approved):

3. Address where the work will be

4. Title of Research (do not exceed 120 characters including spaces):

5. Type of grant sought:

6. Abstract of research (in no more than 250 words):

7. Key words (no more than six):

8. SUMMARY OF SUPPORT REQUESTED (see Section 16)	YEAR 1 £	YEAR 2 £	YEAR 3 £	TOTALS £
Salaries				
Consumables				
Travel & Subsistence				
Exceptional Items				
Equipment				
TOTAL COST OF APPLICATION	-	-	-	

9. Proposed starting date: _____

10. Proposed duration: _____ Months

11. Project approved by:

This application should be submitted by/through (i) the Head of Department and (ii) the Officer who will be responsible for administering any grant that may be awarded. Each should sign the following declaration:

I confirm that I have read this application and that, if granted, the work will be accommodated and administered in the Department/Institution. I also confirm that the staff grading and salaries quoted are correct and in accordance with the normal practice of this Institution.

(i) Signature of HEAD OF DEPARTMENT

(ii)Signature of ADMINISTRATIVE OFFICE

Name and Initial

Name and Initial

Title

Appointment

Address

Address

Telephone number

Telephone number

FAX number

FAX number

E mail address

E mail address

Date

Date

12. Name, address, telephone and FAX number of the Officer who should be contacted regarding the administration of the grant (if different from above).

13. Where did you see the advert for CGD Research Trust grant awards?

14. DECLARATION BY CANDIDATE AND SPONSORS

I have read the Terms and Conditions of the Grant and I confirm that I will co-operate with the Institution/Authority to enable it to comply with its obligations under the Terms and Conditions of Grant, together with any Special Conditions which may be set in the Letter of Award.

To be signed by	Signature	Name in Block Capitals	Date

15. PROPOSED INVESTIGATION:

This section should be no longer than six pages in length (excluding references relevant to the application). Please complete in single spaced typescript (minimum font 11 pt, preferably 12 pt).

Please use the following headings: -

1. **Title**
2. **Purpose of the investigation**
3. **Background to the proposal**
4. **Detailed plan of investigation and scientific procedures. Please include clear short term and long term objectives with approximate timelines. The applicants should provide information on the role and contribution to be made by named collaborators.**
5. **Anticipated difficulties**
6. **Justification for the support requested and relevance to the aims of the CGD Research Trust**
7. **Facilities available to support the proposed project**
8. **Sponsors' statement**
9. **Candidate's statement**
10. **To help us publicise the research work funded by the CGD Research Trust to its membership please give a lay title for your project.**
11. **Please provide a lay summary of the work proposed and the possible benefits to CGD patients (*no more than 250 words*)**

16. FINANCE REQUESTED (Summarised in section 8):

(A) SALARY

Please give the Candidate's appointment, grade, and salary scale.

POSITION:

SCALE:

INCREMENTAL DATE:

EFFORT ON PROJECT (%)

	YEAR 1 £	YEAR 2 £	YEAR 3 £
Point on Scale			
Basic Salary			
London Weighting			
Other Allowances			
National Insurance and Superannuation			
TOTALS			

GRAND TOTAL FOR SALARY:

(B) CONSUMABLE EXPENSES:

Please provide details of materials and consumables required, with costing for each year requested.

CONSUMABLES (please specify)	YEAR 1 £	YEAR 2 £	YEAR 3 £	TOTAL £
TOTAL ANNUAL COSTS				

SUB-TOTAL FOR CONSUMABLES:

(C) ANIMAL PURCHASE AND HUSBANDRY:

**Please give a full justification for the number of animals to be used on a separate sheet.*

ANIMAL PURCHASE AND HUSBANDRY	YEAR 1 £	YEAR 2 £	YEAR 3 £	TOTAL £
(i) Intended source of supply (ii) Species and microbiological quality (iii) *Numbers required (iv) purchase price per animal				
ANIMALS – Maintenance				
TOTAL ANNUAL COSTS				

TOTAL FOR ANIMAL PURCHASE AND HUSBANDRY _____

TOTAL CONSUMABLE COSTS (Total B + Total C) _____

(D) TRAVEL AND SUBSISTENCE:

Please state the destination and purpose of the journey (*please refer to separate notes*).

TRAVEL	NUMBER OF JOURNEYS/DAYS	MODE OF TRANSPORT	FARE/MILEAGE	SUBSISTENCE	TOTAL £
(i) Within the UK					
(ii) Overseas					
TOTAL ANNUAL	YEAR 1	YEAR 2	YEAR 3	-	-

COSTS					
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GRAND TOTAL FOR TRAVEL AND SUBSISTENCE:

(D) EXCEPTIONAL ITEMS:

Please give details of any other expenses requested to support the project.

EXCEPTIONAL ITEMS Please specify	YEAR 1	YEAR 2	YEAR 3	TOTAL £

GRAND TOTAL FOR EXCEPTIONAL ITEMS

(E) EQUIPMENT:

Please provide details of the costs of any essential equipment and associated service contracts (*please attach the relevant quotes*).

EQUIPMENT (Description of items)	TOTAL £
SUB TOTAL	
ANNUAL COSTS OF SERVICE CONTRACTS (where appropriate)	
TOTAL ANNUAL COSTS	

GRAND TOTAL FOR EQUIPMENT AND SERVICE CONTRACTS

17. GRANTS AND FINANCIAL SUPPORT CURRENTLY HELD BY THE CANDIDATE AND SPONSORS

(A) Is your research being supported by an outside body YES /NO

If **YES** please indicate on a separate sheet the following information:

- (i) The title of the grant held
- (ii) The supporting organisation
- (iii) The value
- (iv) The tenure.

(If you have held or are currently holding a CGD Research grant, please complete APPENDIX II).

(i) Has this or a related application previously been submitted elsewhere, including the CGD Research Trust? YES / NO

If YES to which organisation and by what date is a decision expected?

(ii) Is the proposed project likely to lead to patentable or commercially exploitable results? YES / NO (If yes, please give details).

(iii) Does your project include any procedure that involves the use of patients, normal human subjects and/or human tissue? YES / NO

If **YES**, has Ethical Committee approval and/or Human Tissue Authority approval been obtained?

YES/ NO / NOT APPLICABLE

(If Yes, please enclose copies of the letter of approval).

18. Use of animals

Does the work proposed involve the use of *protected animals* in regulated procedures under the Animals (Scientific Procedures) Act 1986? YES/ NO

If YES please justify below the use of animals, including: how the benefits outweigh the costs; why animals are necessary and why non-animals alternatives are not possible; why the species of animal is most appropriate; how the experimental and statistical design has been used to optimise the number of animals used and what steps have been taken to refine procedures to reduce discomfort.

If **YES**, have the relevant animal licences been obtained? YES/ NO / NOT APPLICABLE

Please provide the project licence numbers.

If **YES**, do the licences cover the full term of the grant? YES/ NO

Are any of the procedures of substantial severity? YES/ NO

Please note that grant-holders must inform the charity of any substantial amendments to project licences relating to the grant or any change in the species of animals.

APPENDIX I

Curriculum Vitae of the Candidate

1. Surname: Forename(s): Date of Birth:

2. Degrees (subject, class, university and date):

3. Current post:

4. Summary of previous posts (with dates):

5. Research publications and papers ‘in press’:

APPENDIX II

Please use a separate sheet for each CGD Research Trust grant that has been held by the Candidate and Sponsors within the past five years.

1. Project title:

2. CGD grant reference:

3. Type of grant

4. Start date:

5. End date:

6. Sum awarded:

7. Duration in years:

8. Grant holders:

9. Name of person(s) employed on the grant (if appropriate):

10. Please give the major findings obtained from this work – how has this resulted in a greater understanding of the causes / treatment of CGD?

11. List scientific papers directly resulting from this grant (full papers published or ‘in press’ in refereed journals with title, pagination and co-authorship).

APPENDIX IV

Please provide the official postal address and contact details of the candidate and sponsors.

CANDIDATE

NAME

DEPARTMENT

INSTITUTION

ADDRESS

POST CODE

TELEPHONE NO

FAX NO

PERSONAL EMAIL ADDRESS

SPONSOR 1

NAME

DEPARTMENT

INSTITUTION

ADDRESS

POST CODE

TELEPHONE NO

FAX NO

PERSONAL EMAIL ADDRESS

SPONSOR 2

NAME

DEPARTMENT

INSTITUTION

ADDRESS

POST CODE

TELEPHONE NO

FAX NO

PERSONAL EMAIL ADDRESS

APPENDIX V

Please provide the official postal address and contact details of all Collaborators on whom the viability of the proposal is dependent.

Please attach a copy of a letter stating the collaborators willingness to cooperate and a description of their contribution to the project.

COLLABORATOR 1

NAME

DEPARTMENT

INSTITUTION

ADDRESS

POST CODE

TELEPHONE NO

FAX NO

PERSONAL EMAIL ADDRESS

COLLABORATOR 2

NAME

DEPARTMENT

INSTITUTION

ADDRESS

POST CODE

TELEPHONE NO

FAX NO

PERSONAL EMAIL ADDRESS

COLLABORATOR 3

NAME

DEPARTMENT

INSTITUTION

ADDRESS

POST CODE

TELEPHONE NO

FAX NO

PERSONAL EMAIL ADDRESS
