

PhD Grant application guidance notes 2023

This document explains the structure of the PhD Studentship Grant application form and offers guidance on the information to include in each section.

Please submit your application form as a WORD DOCUMENT to PhD@rnid.org.uk – this is required for correct processing of the application. Applications sent as PDF documents will not be processed.

The deadline for submission of applications is **8 September 2022**

The main proposal should be attached at the end of the application form, which will ensure that all formatting and figures will display correctly. If you have problems with formatting, then you may send the main proposal only as a separate document (Word or PDF).

Question	Guidance
1. Applicants & Mentor	<p>Please provide the requested details for the 1st supervisor (mandatory), 2nd supervisor (mandatory), 3rd supervisor (optional) and student (if known).</p> <p>1st supervisor is responsible for the overall running of the project, supervision of the research studentship and the submission of annual and final reports.</p> <p>A 2nd and 3rd supervisor may be required to bring specific technical expertise to a project that the 1st supervisor may lack. Alternatively, they may be required to support the primary supervisor if the primary supervisor lacks experience of supervising PhD students. Please note that all named supervisors will be considered as co-applicants.</p> <p>Please provide the requested details for the mentor (mandatory). The student should be allocated a mentor able to provide independent advice and support to the student. The mentor should not be involved in the day-to-day running of the project and should be based in a different department to that of the student and supervisors. The Mentor will not be considered as a co-applicant.</p>
2. Supervisor's contact details	<p>Enter the full postal address and telephone number of the Supervisor, the main point of contact between RNID and the project.</p>
3. Project administration	<p>Please provide the requested information on the administration of the project.</p>
4. Other funding for this studentship	<p>Please indicate if you are applying for only a proportion of the studentship funding available and have (or intend to apply for) the outstanding funds from either the host institute or an external source. Please provide details of the proportion that you are requesting from RNID and</p>

	details of how and when the remainder of the funds will be secured. An external partner can include another charity, funding body, or company. Alternatively, the remaining funds may be secured from the host institute.
5. Project title	Please give a clear and descriptive project title for your proposal.
6. Project area	<p>Please select the area of the call into which your research proposal falls. Please refer to the call and guidelines for the 2023 PhD Studentship call to check that your research is within our remit.</p> <p>If you are submitting an anatomical sciences project, please tick the box so that your project can be considered for co-funding with the Anatomical Society. If you tick the box, please also provide a short statement (no more than 200 words) describing the significance of the research in benefitting anatomical sciences research.</p>
7. Lay summary of research project	<p>Describe the proposed research in simple terms in a way that could be publicised to a general audience (of no more than 500 words), including each of the four areas (a to d) specified on the form.</p> <p>If your project is selected for funding, the lay summary you provide will be used publicly on our website as a description of the project, and for fundraising purposes. As such, please do not include any confidential information.</p> <p>You must also ensure that the lay summary is written in language which can be easily understood by a non-scientist – if it is not, your application will not be accepted. A separate document ‘Guidance for writing a lay summary’ is available on request from research@rnid.org.uk – it provides useful information and tips on writing a good lay summary.</p>
8. Research question	Please provide concise answers to the questions on the application form (your answers do not have to be in lay language, but must keep to the stated word limit).
9. Scientific abstract	This is an opportunity to provide a short summary (no more than 250 words) of the key objectives and focal areas of the project. It is important that this summary contains sufficient information to provide a clear understanding of the overall vision of the project. The scientific abstract will be sent to potential reviewers.
10. Animal work	Please indicate whether animals will be used in the project. If yes, please answer all questions in this section. If no, continue to section 11 after answering the first question ‘no’.

	<p>Severity category definitions (from The European Directive on Animal Research - Annex 8):</p> <p><i>Non-recovery:</i> Procedures which are performed entirely under general anaesthesia from which the animal shall not recover consciousness shall be classified as 'nonrecovery'.</p> <p><i>Mild:</i> Procedures on animals as a result of which the animals are likely to experience short-term mild pain, suffering or distress, as well as procedures with no significant impairment of the well-being or general condition of the animals shall be classified as 'mild'.</p> <p><i>Moderate:</i> Procedures on animals as a result of which the animals are likely to experience short-term moderate pain, suffering or distress, or long-lasting mild pain, suffering or distress as well as procedures that are likely to cause moderate impairment of the well-being or general condition of the animals shall be classified as 'moderate'.</p> <p><i>Severe:</i> Procedures on animals as a result of which the animals are likely to experience severe pain, suffering or distress, or long-lasting moderate pain, suffering or distress as well as procedures, that are likely to cause severe impairment of the well-being or general condition of the animals shall be classified as 'severe'.</p> <p>If your application proposes the use of non-human primates, cats, dogs or equines, please let us know at research@rnid.org.uk before submitting your application. You will need to complete a short annex of additional questions for proposals involving these species.</p>
11. Human participants	Please indicate if the project will involve human participants. If yes, please answer all questions in this section. If no, continue to section 12 after answering the first question 'no'.
12. Collaboration	Please indicate if the project will involve any collaboration with other research groups. Collaborators are individuals/groups whose contribution is critical to the success of the project.
13. Reviewers	<p>Please suggest up to 4 suitable reviewers for this application and provide contact details. Ideally, peer reviewers should be UK- or Ireland-based for this scheme. However, we will also consider up to two suggestions for international reviewers where their expertise is particularly well suited to the project, and they have an understanding of post-graduate training requirements within the UK and Ireland.</p> <p>Please do not suggest any current members of our Future Leaders review panel as potential peer reviewers. The current membership list can be found on our website.</p>

	You may also provide details of any individual or group that we should not contact to review this application (please give a brief reason for why they should not be approached).
14. Keywords	Provide 3-5 keywords which could be used to identify your research. This will aid with sourcing the most appropriate peer reviewers.
15. Please confirm that:	Please tick the boxes to confirm that the stated criteria have been met.
CVs	Please provide a CV for the named supervisor, mentor and other supervisors of no more than 2 pages , in the format specified in the application form. Please provide a CV for the proposed student (if known) of no more than 1 page.
Project description	<p>The main proposal should be no more than 3,500 words (excluding references) and each of the following must be included.</p> <ol style="list-style-type: none"> the main aims of the project summary of preliminary data to support the project how this research will benefit people with hearing loss or tinnitus and in what timescale the benefit will occur why the research is important and timely, yet feasible for a graduate student an outline of the research methods and how the student will contribute to the design of the project - it is an important part of the research training process for the student to be able to develop their own project, so please highlight how the student will contribute to the design of the project what skills the student will gain from this project an outline of the timetable for the research potential problems and contingency plans – highlight any potential problems that might arise which could prevent the delivery of the project as intended and describe alternative approaches that will be taken should these difficulties arise. Please provide outline details of the proposed methodology (including experimental approaches, study design and techniques). Identify any other potential risks that may prevent the project being completed as intended and indicate alternative approaches that can be taken should such difficulties arise. <p>The project proposal should be inserted at the end of the document.</p>

If you have any further questions regarding completing the application form, please contact us at PhD@rnid.org.uk.