

# Application for an RNID Fellowship Grant

Please note that this is a sample form provided for information only – the application form must be completed and submitted through Flexi-Grant®

## How to complete your application form

---

Please ensure you have read the relevant grant call and guidelines before you begin your application and make sure you have all the necessary supporting documentation.

Start with the '**Lead applicant Information**' page then complete the rest of the pages in any order you like. You can save your progress and return to it later by clicking the save button on each page.

Click on the '**Participants**' tab on this page to invite your Sponsor (via the Co-applicant button) to support your application. You must also invite an Administrative Authority from your organisation to approve your application. We recommend that you only invite the Administrative Authority once all other pages of the application have been completed.

An application can only be submitted once all mandatory sections from all participants have been completed. Once this is done, the '**Submit application**' button will appear on the application summary page. You will be asked to confirm your submission and once you have submitted, you will no longer be able to make any changes to the application.

## Page 1: Lead Applicant Information

---

### Guidance

Please complete the lead applicant section below (the lead applicant is the person who will be awarded the Fellowship if successful).

For further guidance, please refer to the call and guidelines for this year's Fellowship Grant.

Questions marked with an asterisk (\*) are mandatory and must be answered.

### Questions

#### **\*Lead applicant information**

Your contact details have been added to the table below from the 'My contact details' section of your account. Please check they are accurate and make any changes through 'My contact details'.

**\*Host organisation**

Please ensure that the host institution that will be responsible for approving submission of your application and the administration of any award is the one that is shown in this table.

If your organisation is not available within the searchable list, please contact [research@rnid.org.uk](mailto:research@rnid.org.uk) to request for it to be added to the list.

**\*Department**

Please provide the name of the department at your institution which will accommodate the project if awarded.

**\*Proposed start date**

The project start date must be between 1 December 2026 and 31 March 2027.

**\*Project end date**

Please select your expected project end date – projects can run for up to 3 years.

## Page 2: Project Details

---

### Guidance

On this page you will enter information relating to your research project.

Projects must be defined pieces of research with clearly stated objectives, experimental plan and expected outcomes. Applications to cover solely, or mainly, equipment costs, will not be accepted.

Questions marked with an asterisk are mandatory and must be answered.

### Questions

**\*Project title**

(50 words max)

Provide the full title of your proposed project.

**\*Project area**

Select the area of the call into which your research proposal falls. If you feel that your project fits more than one area of the call, please select the area which is most relevant.

Select one of the following:

- Research to underpin the development of treatments for hearing disorders, including tinnitus

- *Research to improve how new treatments for hearing loss and tinnitus are developed and tested*

### **\*Lay summary**

*(500 words max)*

*Describe the proposed research in simple terms in a way that could be publicised to a general audience. This should include details of:*

- 1. background and need for the research*
- 2. aim of the project*
- 3. an outline of the research methods; and*
- 4. how people with hearing loss or tinnitus will benefit from the research.*

*Please be advised that if your project is selected for funding, the lay summary you provide may be used publicly on our website as a description of the project and may also be used for fundraising purposes. As such, please do not include any confidential information.*

*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 may be returned to you to re-write it.*

### **\*Scientific abstract**

*(300 words max)*

*Please provide a short scientific summary 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 used by external reviewers to determine whether they have the expertise to review your application and therefore should NOT contain any confidential information.*

**\*Please provide a list of keywords describing your research and the techniques that you use.**

### **\*Communication/Public engagement plan**

*(250 words max)*

*Please use this section to outline your plans for engagement, communication and dissemination of your research and its outcomes within the research community and, where appropriate, with interested wider audiences.*

### **\*Research proposal**

*Please upload a PDF document containing details of your research proposal, **in the order specified:***

- 1. A summary of the relevant background research. Detail any relevant prior experimental/technical evidence and explain how these previous results underpin the proposed study.*
- 2. Details of research methods and outcome measures*
- 3. Evidence that outcomes are likely to be robust*
- 4. An explicit timetable for each stage of the research project (a Gantt chart should be included as part of the proposal)*

5. *Details of any potential collaborators and the nature of the collaboration*
6. *A description of how clinical or commercial exploitation of results could be pursued*
7. *If the application is a resubmission, give details of how the project plan has been amended since the last submission*

*The main proposal should be no more than 5,000 words (excluding references). Minimum font size 11pt, Arial or Times New Roman, single spaced.*

*Please ensure that the uploaded document is named according to this format: SurnameApplicant1\_main proposal DRG26, e.g. Smith\_main proposal DRG26 (file upload option, acceptable file type: .pdf)*

**\*Is this a re-submission of a previous application to RNID?**

*Yes/No*

**If Yes:**

**Please provide the application title and year of submission for each previous submission of this application.**

## **Page 3: Research Impact**

---

### Guidance

On this page you will provide information about the potential impact of your research project, to both the research field and people with hearing loss or tinnitus.

Questions marked with an asterisk \* are mandatory and must be answered.

### Questions

**\*What is your research question?**

*(100 words max)*

**\*What are the expected short-term outcomes of this project?**

*(250 words max)*

- *What are you expecting to achieve by the end of the project?*
- *What would be the next steps in moving the results towards benefit for people with hearing loss or tinnitus?*

**\*What is the expected long-term impact of this project?**

*(250 words max)*

- *How could your research make a difference to the lives of those affected by hearing loss or tinnitus in the long term?*

- *How do you envision your research impacting clinical practice and the way that people with hearing loss or tinnitus are diagnosed and/or treated?*

## **Page 4: About you and your research environment**

---

### Guidance

On this page you will provide information about how this Fellowship will support you to develop your research career towards independence.

Questions marked with an asterisk \* are mandatory and must be answered.

### Questions

#### **\*How will this Fellowship help you to develop your career?**

*(500 words max)*

*Please explain how carrying out this Fellowship will further your research and career development towards becoming an independent scientist.*

*Applicants should clearly explain why a Fellowship is the best way to support their long-term career goals and chosen career route, and how it will enable them to move to the next level of their career.*

#### **\*How will your chosen research environment and sponsor support your career development towards independence?**

*(400 words max)*

*Please provide details as to the specific qualities of the research environment that you have chosen that make it an appropriate place for you to carry out the Fellowship. Include details of specific facilities and resources, as well as any training considerations, that have influenced your choice.*

*Please explain why your chosen sponsor is the best person to support you in your Fellowship.*

## **Page 5: Collaborators**

---

### Guidance

On this page, you should enter details of the contributions of any **collaborators** on your grant application.

You are required to provide, for each named collaborator, either an email from the collaborator (with full message headers), or a scanned letter of support from them (which must be on their institutional headed paper). It should be signed (if a letter), dated within the last three months, and must include details

of their contribution to the project and reference the application by grant round and title.

Please select no and proceed to the next page of the form if you do not have any collaborators.

Questions marked with an asterisk are mandatory and must be answered.

### Questions

#### **\*Are collaborators involved in your project?**

*Yes/No*

*Collaborators are individuals whose contribution is critical to the success of the project but who will not receive funding from this grant. Their involvement should be limited to supplying strains or reagents, expertise or advice in a particular experimental technique or area of science or providing other specific but limited input.*

*You can provide details for up to three collaborators within your application.*

#### **If Yes:**

Collaborator details: *Please provide the following details for each collaborator: full name with title, email, position and institution.*

*You are required to provide a letter or email of support for each named collaborator, detailing the contribution that they will make to the project, if funded. (File upload option, acceptable file types: .docx, .doc, .pdf)*

## **Page 6 - Funding Requested**

---

### Guidance

On this page you will enter details of the budget for your proposed research project.

Please specify the type of funding ("items") requested and the anticipated cost for each year. You should provide a detailed explanation and justification of the requested costs in the 'Budget justification' section, including cross-referencing with your research proposal where appropriate.

### **Eligible costs**

#### **Salary of Fellow**

The salary costs of the main applicant (including on-costs) are allowed. Fellows must not be permanent employees of the institution they are based at – their salary must be contingent on grant funding. Give details of the position and salary pay-point.

You cannot request the salary or partial salary of anybody involved in the project who has a tenured, tenure-track or open-ended post, or whose salary is guaranteed and funded by their institution in any other way.

### **Research consumables**

These costs cover routine research consumables and reagents needed for the project. Examples include glassware, plasticware, tissue culture, molecular biology, immunohistochemistry, earphone inserts etc

*Do not include unusual, high-cost, or non-consumable items in the consumables section – these should be listed in the 'Other' section.*

### **Animal costs**

Costs for the purchase, importation, housing and maintenance of animals can be included in your budget. Animal research licences/certification and training courses are **not** eligible costs.

### **Travel costs**

Funds for conference attendance are eligible costs. The standard allowance for conference travel is £3,000 in total. The funds can be allocated across the three years as you choose. Funds for other travel can also be requested e.g. visits to collaborating laboratories but this must be itemised separately to conference travel and justified in the main proposal.

### **Equipment costs**

Funds can be requested for small pieces of specialist or unusual equipment that is essential for the project. This includes specialist computer equipment or software that is required for the collection or analysis of data (the need for extra memory storage or processing power must be justified). Equipment should usually be purchased at the start of the project.

### **Other costs**

Research costs for specific items or services can be requested here. These usually fall into three main categories:

- High-cost items or experiments, such as microarrays
- Fees for external or internal services, such as antibody production, DNA sequencing, the use of core equipment or statistical support
- Payments for volunteers taking part in the research project

Questions marked with an asterisk are mandatory and must be answered.

### Questions

#### **\*Requested Funding**

*The table has been pre-populated with items under each budget heading. Please edit each item subheading you use by clicking on the pencil icon.*

*You can remove unused rows using the Remove Item button and add additional rows using the Add a New Item button.*

*Funding will not exceed £75,000 in any given year and will not exceed £225,000 in total. You should provide a full justification for these costs in the following question.*

*Please note that as a charity, it is our policy not to fund any indirect costs or the salaries of permanent employees.*

#### **\*Budget justification**

*(500 words max)*

*Please provide a detailed explanation and justification of the requested costs, and ensure it is cross-referenced with your research proposal.*

## **Page 7: Other Support and Submissions**

---

### Guidance:

On this page you will provide information about other applications (planned or in progress) to support this project or work that is closely related to it.

If additional funding for this project has been secured or applied for, please provide us with full details, including the name of organisation you have applied to, the amount applied for, and whether the funds have already been allocated (or if not, the date of decision).

Questions marked with an asterisk (\*) are mandatory and must be answered.

### Questions:

#### **\*Other support**

*Is this or a similar application being, or likely to be, submitted to another organisation for funding?*

*Yes/No*

#### **If Yes:**

### Organisation

*Please provide the name of the organisation. If there are multiple organisations, please number each and do the same with the subsequent questions so the details for each match.*

### Date of decision

*What is/was the expected date of decision? Enter a date in the following format (Month, YYYY)*

### Value of funding

*What value of funding was (or will be) requested?*

### **Applications for additional support**

*If applicable, provide details of any other applications (planned or in progress) to support this project or work that is related to it.*

*Indicate any overlap between the research you are proposing in this application and any applications for additional support. If there is overlap, you should state how much and in what area, or areas, of the project.*

## **Page 6: Use of Animals in Research**

---

### Guidance:

On this page you will enter details of any animal work to be carried out as part of your proposed research project.

If this is not applicable to your project, please tick 'No' below and proceed to the next page.

All RNID project proposals must comply with the guidance [Responsibility in the Use of Animals in Bioscience Research](#) and with UK legislation (the [Animals \(Scientific Procedures\) Act 1986 \(ASPA\), amended 2012](#)).

You may find the following guidance useful when completing the questions in this section: the NC3Rs' [Experimental Design Assistant](#) and [webinar on using both sexes in animal experiments](#).

*N.B. If your application proposes the use of non-human primates, cats, dogs or equines, please let us know at [research@rnid.org.uk](mailto:research@rnid.org.uk) before submitting your application, as a short annex of additional questions must be completed for proposals involving these species.*

Questions marked with an asterisk (\*) are mandatory and must be answered.

### Questions:

**\*Does your project involve the use of animals or animal tissue?**

Yes/No

**If Yes:**

**\*What will be the severity of the procedures? (Please tick all that apply)**

**Non-recovery:** Procedures which are performed entirely under general anaesthesia from which the animal shall not recover consciousness shall be classified as 'non-recovery'.

**Mild:** 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'.

**Moderate:** 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'.

**Severe:** 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'.

**\*Please provide details of any moderate or severe procedures.**

*If your procedures are non-recovery or mild, enter N/A.*

**\*Does your research involve work with genetically modified animals?**

Yes/No

**\*Has the research proposed in this application been approved by the Animal Welfare and Ethical Review Body at your institution?**

Yes/No

**\*Species, methods and sample size calculations**

*(750 words max)*

*Please provide the following details:*

- a) The species of animals to be used, justifying why this species is best for this project.*
- b) The total number of animals to be used, justifying this number, and providing details of any sample size calculations or any other statistical advice you have sought.*
- c) Describe the proposed sex balance of animals or samples/data relating to animals in your study. If you do not plan to involve both male and female animals (or samples/data from both male and female animals) in your project, explain why. If biological sex cannot be determined in your proposed experimental model (eg for some developmental biology studies), please briefly explain.*
- d) Why non-animal alternatives are not possible in this project, and how you have considered the principles of the three Rs (replacement, refinement, and reduction of the use of animals in research) when designing your experiments.*

e) *Methods of anaesthesia and/or euthanasia to be used.*

**\*Have Home Office approvals for personal, project and institutional licences been obtained?**

*Yes/No*

**If No:**

**\*Please give brief details on your plan for obtaining these in order to conduct the study and include the relevant timeframe.**

## **Page 9: Use of Human Participants and/or Tissue**

---

Guidance:

On this page you will enter details of any work involving human volunteers or human tissue in your proposed research project.

If this is not applicable to your project, please tick 'No' below and proceed to the next page.

Questions marked with an asterisk (\*) are mandatory and must be answered.

Questions

**\*Does your research involve work with human participants or human tissue?**

*Yes/No*

**If Yes:**

**\*Are the appropriate ethics approvals in place from the relevant authority in your country?**

*Yes/No*

**If No:**

**\*Ethical approval plan**

*(200 words max)*

*Please give details of:*

- a. *Your plan for obtaining the necessary approval(s) to conduct your study*
- b. *How you will ensure that this will fit within the project's timeframe*

**\*Please describe how you have taken factors such as age, sex, gender or ethnicity into account when designing your research project.**

*(250 words max)*

Please note that this is not an exhaustive list of characteristics which may be relevant.

If you have not taken these factors into account when designing your project, please explain why this doesn't apply or is not feasible for your study.

You may find the following guidance useful: [INCLUDE guidance on improving inclusion of under-served groups in clinical research](#)

**\*Please describe the proposed sex balance of human participants or samples/data relating to humans in your study.**

(250 words max)

If you do not plan to involve both male and female human participants (or samples/data from humans or animals) in your research, explain why.

Please note that this question refers to biological sex.

## **Page 10: Use of generative AI in preparing this application**

---

Guidance:

On this page, you will provide information about your use of generative AI in preparing your application.

**We are collecting this information so that we can monitor how researchers are using generative AI in our application processes. The information you provide here will not be used in the assessment of your application, nor will it be shared with external reviewers or the Future Leaders Review Panel.**

Please see our policy on the use of generative AI in our application processes for further information.

Questions marked with an \* are mandatory and must be answered.

Questions

**\*Have any generative AI tools been used when completing this application?**

Yes/No

**If yes:**

**\*If yes, please clearly attribute outputs from generative AI tools used in this application.**

(250 words max)

List the generative AI source and where possible name the specific model/s and software used and specify how the content was generated (such as listing the prompt used).

## Page 11: Reviewers

---

### Guidance:

Please suggest four suitable external reviewers to peer review your application. Please do not suggest any current member of our Future Leaders review panel. Details of the panel can be found on our [website](#).

We may send your application to other reviewers of our choice.

If you do not suggest reviewers, we will not accept your application.

### Questions

#### **\*Nominated reviewers**

*For each suggested reviewer, please provide the following information:*

- *Name (title and full name)*
- *Institution*
- *Email address*

*Please indicate whether there are any individuals or groups who should not be contacted to review this application (giving a brief reason in brackets).*

## Page 12: Declaration

---

### Guidance:

On this page you will confirm your commitment to the project and that the details provided in your application are a fair and accurate representation of the proposed project.

It is very important that any collaborators named on the application have read the Data Protection Statement and are happy to be included.

Questions marked with an asterisk (\*) are mandatory and must be answered.

### Questions

*All tick boxes*

**\*The application is complete, accurate and has been completed according to the guidance document supplied with the application form.**

**\*I have read the Fellowship Grant Scheme Call & Guidelines and, if the application is successful, agree to work closely with RNID staff as appropriate. I confirm that**

as the lead applicant, I will be actively engaged in and in day-to-day control of the project.

**\*My Head of Department has read this application and confirms that, if granted, the work will be accommodated and administered in their department.**

**\*All necessary licences and approvals have been or are being sought.**

**\*I have read the Data Protection Statement about how RNID will use my personal data and give consent for my personal data to be used in this way, including for my data to be shared with reviewers outside the UK if necessary.**

**\*I confirm that all named co-applicants and collaborators have read the completed application form and have given their consent to be included in the application.**

**\*I confirm that all named collaborators have read the Data Protection Statement about how RNID will use their personal data and have indicated to me that they give consent for their personal data to be used in this way, including for their data to be shared with reviewers based outside the UK if necessary.**

## **Page 13: Sponsor**

---

***Please note: this page should be completed by the sponsor, not by the lead applicant.***

### Guidance:

As the sponsor of the prospective Fellow, you are not their supervisor, but their supporter. You must have scientific expertise in the area of their application, and the experience to support and guide the prospective Fellow in their research. You should be a Principal Investigator or equivalent and agree to act as guarantor for the quality of the proposed research, the suitability of the candidate and the level of training and development your department will provide.

Questions marked with an asterisk \* are mandatory and must be answered.

### Questions:

#### **\*Sponsor's statement of support**

*Please upload a supporting statement (as a PDF document) which addresses the points below (max 500 words):*

- *the capacity in which you know the applicant*

- *your views on the applicant's scientific ability and suitability for the fellowship*
- *how you and your institute will support the applicant, in terms of training, facilities and resources that will be made available to them*
- *how you propose to facilitate and support their career development towards scientific independence*
- *how the proposed project relates to your own research programme*

**\*Sponsor Declaration**

*Tick box*

**\*I have read the Data Protection Statement about how RNID will use my personal data and give consent for my personal data to be used in this way, including for my data to be shared with reviewers based outside the UK if necessary.**

## **Page 14: Administrative Authority Declaration**

---

***Please note: this page should be completed by an appropriate authority at your institution, not by the lead applicant.***

Guidance:

On this page you will approve the submission of this application as the Administrative Authority, on behalf of the Host Institution.

Questions marked with an asterisk (\*) are mandatory and must be answered.

Questions:

**\*Full name of administrative authority**

**\*Position**

**\*Email address**

**\*Telephone number**

**\*Administrative Authority declaration**

*[tick box to agree]*

- *I confirm that the application has been submitted with the agreement and support of the Host Institution and, if awarded, the Host Institution will administer the grant which will be used only to support the work outlined in the application.*
- *I confirm that I have read the Terms and Conditions on behalf of the Host Institution.*
- *I confirm that the Host Institution will endeavour to maintain support for the Head of Department's research team during the period of the grant.*
- *I also confirm there are no existing matters which would be a breach of any of the Terms and Conditions which have not been brought to your attention in writing.*