

**Northern Ireland Health and Social Care  
Research Resilience and Growth**

***NI CRRG Programme for  
Funding for Research Time***

**Guidance notes**

Closing date for applications: **31 October 2024, at 17.00**

*The completed application form should be saved as a PDF file, with a filename based on the applicant's name (e.g. **NICRRG.smith.john.2024.pdf**). This should be emailed to **enquiry.nicrrg@hscni.net** with **NI CRRG 2024** in the subject field. The line manager who has agreed that the applicant can use this funded time for research must sign the application and be copied into the submission email.*

## 1 Introduction

This document describes the processes for the Northern Ireland Health and Social Care Research Resilience and Growth (NI CRRG) Programme for Funding for Research Time. The funding for this programme comes from the NI CRRG Fund.

Enquiries and correspondence should be sent to: [enquiry.nicrrg@hscni.net](mailto:enquiry.nicrrg@hscni.net). **Enquiries received after 18 October 2024 are unlikely to receive a response before the submission deadline.**

## 2 Eligibility

2.1 Applications are invited from Health and Social Care staff in Northern Ireland. The relevant Trust manager(s) and/or line manager(s) must have agreed to support the use of this funded time for research before an application is submitted. Assurance must be provided that the line manager(s) and/or clinical director(s) responsible for agreeing the applicant's job plan have agreed a timescale for the inclusion of the research time into that job plan in section 8 of the application form.

2.2 This scheme includes all areas of health and social care. The funding programme will not support laboratory-based or animal research.

2.3 The research must have clear potential for directly benefiting patients.

2.3 The NI CRRG Programme for Funding for Research Time is intended to support one of the following:

- a. Time for principal investigators (PI) and sub PI for commercial trials
- b. Time for principal investigators for trials funded by the NIHR or equivalent
- c. Time for allied health professionals (non-medical) and clinical scientists to work on proposals for non-commercial or commercial trials or to lead such trials

The above list is not exhaustive. Other areas may be supported but a clear rationale must be provided in the application (section 3 of the application form).

## 3 Scope

3.1 The Funding for Research Time funding is intended to last for up to 36 months. The delivery of the objectives for the first 12 months (section 4 of the application form) will be reviewed at 12 to 18 months. The deliverables will then be agreed for the next 12 months. At each review, continuation of funding will be dependent on the delivery of the agreed objectives.

3.2 The award will support the basic salary costs (plus employer's contribution to superannuation and national insurance, and normal increments and inflationary pay awards) for the number of hours or sessions devoted to the research programme.

3.3 The award will not support other costs related to the research programme. These must be sourced from elsewhere and where these 'other costs' are required in order to successfully undertake and complete the project, evidence of the awarding of these costs must be provided before funding can be released.

3.4 A typical award will consist of 4 to 8 hours (or 1 to 2 PAs) per week. Funding for more than this is unlikely to be approved.

## 4 Application process

4.1 The closing date for receipt of applications is **31 October 2024, at 17.00.**

4.2 Applications will be considered case by case, based on the applicant's merits.

4.3 Application forms and CVs must be completed in Arial (11pt) with single line spacing. Handwritten applications will not be accepted.

## 5 Evaluation

5.1 Applications will be considered by the NI CRRG Funding for Research Time Committee. The following will be considered in the evaluation of applications:

- a) Clarity on the specific objectives and deliverables linked to the research time.
- b) Relevance of the objectives to Northern Ireland Health and Social Care research.
- c) Evidence of how the applicant will engage with relevant research infrastructure and research teams (section 5 in the application form).
- d) The applicant's potential as a researcher.
- e) The applicant's current and previous commitment to clinical research.

## 6 Scoring Scheme

Applications will be scored using a generic scoring system. Each application will be given an overall numeric score as per the table below:

<b>5</b>	Excellent (well above required standard)
<b>4</b>	Very good (above required standard)
<b>3</b>	Satisfactory (at required standard)
<b>2</b>	Uncompetitive (fair, but below required standard)
<b>1</b>	Poor (well below required standard)

## 7 Notification

7.1 Each applicant will be notified of the outcome of their application by the NI CRRG Funding for Research Time Committee by 15 December 2024, using the correspondence details provided on the application form (section 2).

7.2 Unsuccessful applicants will be able to request feedback on their application from **enquiry.nicrrg@hscni.net**.

## 8 Successful applicants

8.1 Acceptance of an award from the NI CRRG Funding for Research Time Committee will constitute acceptance of core terms and conditions relating to the delivery of the application's objectives.

8.2 Awardees will be employed by their current employing organisation for the duration of the scheme and will therefore participate under the terms and conditions of their employment contract, including financial arrangements.

8.3 The support of the NI CRRG Fund must be appropriately acknowledged in any published or public communication including all forms of media communication, including media appearances, press releases and conferences.