

## REGULATIONS AND CONDITIONS FOR APPLICANTS AND RECIPIENTS

Please read the following and ensure you also read our [Privacy Policy](#), which includes information concerning how we will use and safeguard any personal data you provide to us.

**These Regulations and Conditions apply to all applications for grant funding** (unless expressly indicated otherwise\*) made to Kidney Research UK (the Charity) whose registered office is at Nene Hall, Lynch Wood Park, Peterborough PE2 6FZ and whose Registered Charity Numbers are 252892 and SC039245 and will apply to and be deemed to form part of any agreement under which Kidney Research UK provides funding to any third party for the carrying out of any research or other work (the “Grant Award”).

These Regulations and Conditions are, however, not exclusive and must be read in conjunction with the specific online application form for funding provided by Kidney Research UK.

All applications to Kidney Research UK undergo peer review, working with our Research Grants Committee and nominated external reviewers.

Details of awards will be made public via the Charity’s website once the funding round has completed and all successful applicants have provided written acceptance of the award.

\*For Regulations and Conditions applicable to [Intercalated Degree](#) applications, please follow this [link](#). (Open for applications from January each year.)

For additional Conditions specific to all other types of grant funding that also form part of these Regulations and Conditions, please follow the appropriate link below:

<a href="#">Research Project Grant</a>	Open for applications from December
<a href="#">Innovation Grant</a>	Open for applications from December
<a href="#">Senior Fellowship (non-clinical)</a>	Open for applications from August
<a href="#">Intermediate Fellowship (non-clinical)</a>	Open for applications from August
<a href="#">Training Fellowship (clinical)</a>	Open for applications from August
<a href="#">Allied Health Professional Fellowship (clinical)</a>	Open for applications from August
<a href="#">PhD Studentship (non-clinical)</a>	Open for applications from August
<a href="#">Kidney Research UK – Stoneygate Research Project Grant</a>	Open for applications from June
<a href="#">Kidney Research UK – Stoneygate Innovation Grant</a>	Open for applications from June
<a href="#">Paediatric Research Project Grant</a>	Open for applications from June
<a href="#">Paediatric Innovation Grant</a>	Open for applications from June

### 1. Eligibility

(Applies to all grant funding **and please check** via the appropriate [link](#) above)

- 1.1. All applicants must be resident in the United Kingdom and the project and work and/or employment must also take place in the United Kingdom.

### 2. Completion of the Application Form

(Applies to all grant funding)

- 2.1. Applications must be laid out in accordance with the specified instructions on the appropriate online Application Form, completed in full and paying particular attention to these Regulations and Conditions.

- 2.2. Maximum word limits apply to sections of the online application form, however, unpublished results that are essential for assessment of the application and/or quoted within the application may be uploaded as a single page appendix. These must be kept to a minimum and not exceed the one-page limit.
- 2.3. Applicants must adhere strictly to the deadline for the submission of completed applications. Late applications will not be accepted.
- 2.4. *Summary of proposed research.* This section should outline the research; listing aims, methods and outcomes.
- 2.5. *Lay Title and Lay Summary.* This section is important for the benefit of non-scientific persons, the public and donors who wish to understand the objectives, outcomes and benefits of the research. It is also necessary to allow Kidney Research UK to promote the award and outcomes to a wide audience. If it is not satisfactory then the Charity reserves the right to request a satisfactory replacement Lay Summary.
- 2.6. *Relevance.* This section should define the relevance of the proposed research to the Charity's Research Strategy and the UK Renal Research Strategy:  
<https://www.kidneyresearchuk.org/research/research-strategy>  
<https://www.kidneyresearchuk.org/research/uk-renal-research-strategy>
- 2.7. Kidney Research UK must be notified of subsequent or simultaneous applications submitted to other grant giving bodies whilst this application is being considered.
- 2.8. Any changes to the details provided in the application during the course of consideration or award must be notified to Kidney Research UK as soon as possible. Significant changes will require the Charity's prior approval before implementing.

### 3. **Resubmissions and Simultaneous Applications to Other Funding Bodies** (Applies to all grant funds)

- 3.1. All resubmitted applications will be peer reviewed on their own merit, as per the normal peer review process, and as such will be evaluated in open competition in the round in which they are re-submitted. No precedence is set by previous submissions or by addressing or rebutting the feedback comments on the previous application.
- 3.2. Kidney Research UK allows simultaneous applications to other funding bodies whilst it is considering the same application (see clause 2.7 above). However, the applicant(s) must:
  - (i) check that the other funding body has no objections to simultaneous applications;
  - (ii) make declaration within the application form, detailing submitted and intended simultaneous applications three months PRE and POST submission to Kidney Research UK.

### 4. **Reports and Publications**

(Applies to all grant funding **and please check** via the appropriate [link](#) above)

- 4.3. A Final Report will be required at the end of the grant, which must include a lay summary, and be accompanied by a list of publications (including abstracts and scientific presentations) related to the work. This report is expected to be received at the same time as the final invoice.
- 4.4. All grant recipients are required to register and annually submit data through the online portal called *Researchfish* regarding research outputs and outcomes resulting from their award. *Researchfish* is available online 24 hours a day, 365 days a year. This system replaces the previous MRC e-val portal and now includes a wider group of funding bodies including Kidney Research UK. (See Appendix 3.) Data must be entered during and indefinitely following completion of the grant.

- 4.5. Acknowledgement of Kidney Research UK support must be made in all publications and presentations/posters resulting from work concerned. Copies of publications must be forwarded to Kidney Research UK.
- 4.6. Kidney Research UK encourages publication into Open Access journals, however, it is not presently a mandatory requirement. There may be funds available at your institute for this, which applicants should explore.
- 4.7. Publication fees, conference attendance and printing costs are not covered by Kidney Research UK.

## 5. Intellectual Property Rights, Patents and Copyright

(Applies to all grant funding)

- 5.1. The provisions set out in Appendix 1 shall apply to any intellectual property rights created or otherwise relating to any work funded (in whole or part) by Kidney Research UK. Submission of an application confirms that the applicant(s) and his/her/their host institution accept/s these provisions within Appendix 1.

## 6. The use of the Public, Patients and Animals

(Applies to all grant funding)

- 6.1. For ALL awards Kidney Research UK requires evidence of Home Office and/or Ethics Committee approval as applicable prior to the commencement of the research.
- 6.2. Compliance with Kidney Research UK's Policy on the Use of Animals and/or Patients and Human Tissues in funded research is mandatory. (See Appendix 2.)
- 6.3. In early 2018, the Health Research Authority (HRA) replaced the four separate *Research Governance Frameworks* (effective for each UK country from March 2004) with the [UK Policy Framework for Health and Social Care Research](#). This policy framework sets out principles of good practice in the management and conduct of health and social care research in the UK. It is for organisations and individuals that have responsibilities for health and social care research. This includes funders, sponsors, researchers and their employers, research sites and care providers. Research Institutes must have robust arrangements in place under the UK Policy Framework for Health and Social Care Research, which includes formally stating the Research Sponsor for all active research. Kidney Research UK, a medical research charity, has elected the role of "funder" and therefore requires the Institution to accept the role of the Research Sponsor for each grant awarded to them.
- 6.4. Involvement of the public or patients early on in the research design and undertaking, where applicable, is encouraged but not mandatory. Where there has been such involvement this should be stated in the application.

## 7. Employment of Staff

(Applies to all grant funding **and please check** via the appropriate [link](#) above)

- 7.1. Kidney Research UK does not act as an employer and, therefore, in all cases where support is provided for the employment of staff, the host institution undertakes to issue a contract of employment in accordance with any relevant Acts relating to the conditions of employment. Kidney Research UK does not accept claims for sickness or maternity leave. As Kidney Research UK is not the employer, it is not responsible for claims under any statute or common law, nor will it indemnify the host institution against any claim for compensation or against any other claim for which the host institution may be liable as an employer.
- 7.2. Applicants are required to state the appropriate point on the salary scale at which staff will be employed. Staff costs for each year covered by the application must be based upon a reasonable estimate of costs likely to be applicable during the term of the project including any nationally awarded salary increases. Note: Supplementary salary grants are not available.

- 7.3. The applicant will ensure that where a member of employed staff involved in research or other work funded by Kidney Research UK:
- encounters a professional issue or crisis that involves an external regulator or authority;
  - is subject to an investigation or enquiry by a regulator or authority;
  - otherwise acts in a way that could materially adversely affect the reputation of Kidney Research UK;

then the applicant will itself notify, or will procure that the member of staff notifies, Kidney Research UK. This should be done confidentially through the Director of Research Operations at Kidney Research UK.

## 8. Items of Expenditure

(Applies to all grant funding **and please check** via the appropriate [link](#) above)

- 8.1. Kidney Research UK, as a member of the Association of Medical Research Charities (AMRC), adopts its position statement, as revised in October 2004, regarding full economic costing (fEC) that “it is clear with regard to university funding, that its members will not fund research on a percentage basis. AMRC member charities will continue to pay for the directly incurred and identifiable costs of research, but do not consider it appropriate for them to fund university indirect costs or to be required to cover some of the other costs, such as investigators’ salaries or estate costs, identified under TRAC”. If the university has a system in place, then it is requested that the fEC of an application be declared to Kidney Research UK for information purposes only.
- 8.2. Applications that include NHS resources should be aware of the AcoRD guidance. Kidney Research UK, as an AMRC member charity, would expect any research costs identified as ‘Part B’ (i.e. local study trial co-ordination or data collection) that are carried out by existing staff employed by the NHS, NIHR Clinical Research Network (NIHR CRN) or other clinical organisation, to be paid by the Department of Health through local networks or the NHS Trust (see FAQs 9 and 10) in the Department of Health, 2016 AcoRD Report. They will not be paid by Kidney Research UK. See also item 12 (clinical only) below regarding Excess Treatment Costs, met by NHS England through normal patient care commissioning arrangements.
- 8.3. Kidney Research UK will not pay INDIRECT costs (e.g. travelling expenses, conference fees/attendance, advertising for posts, secretarial work, stationery, printing costs, IT equipment such as laptops/computers, licence fees, apprenticeship levy, or contribution to general departmental overheads).
- 8.4. Kidney Research UK will not pay publication costs (including Open Access).
- 8.5. Please ensure that all costs are calculated accurately as supplementary grants are not available.
- 8.6. As Kidney Research UK is an AMRC member charity, a grant awarded from the Charity provides eligibility for the receiving research institution to claim additional funding towards the full economic cost of the research being undertaken under the award from the Charity Research Support Fund (CRSF), a fund provided by the government direct to institutions.
- 8.7. Kidney Research UK is not responsible, financially or otherwise, for the expenditure or liability arising from the work other than that listed in the formal award letter.

## 9. Financial Arrangements

(Applies to all grant funding)

- 9.1. The Signatory through whom the application is submitted, on behalf of the Institution managing the award, must be prepared to support the application and agree to the research being carried out.

- 9.2. The Signatory must be prepared to ensure that the funding provided is used for the purpose for which it has been awarded and to confirm that it is the Institute's intention to maintain support for the department during the full requested grant term, including any potential no-cost extension periods.
- 9.3. The Signatory's approval of the online application indicates they accept and will abide by all the Regulations and Conditions, both generic and specific to the type of funding, contained herein.
- 9.4. The Institute's Finance Department will be required to submit to Kidney Research UK, along with its claim invoice, a breakdown (where expense is greater than £500) for all equipment and supplies for which reimbursement is claimed. Applicants must ensure that their Finance Department understands and accepts this requirement. VAT zero rating must be applied to all expenditure, including purchased equipment.
- 9.5. Reimbursement of expenditure will be made by Kidney Research UK upon receipt of a claim invoice certified to be correct personally by either the Chief Accountant or Finance Officer of the host institution.
- 9.6. All claim invoices must be submitted in arrears at intervals of three months.
- 9.7. The final claim invoice, marked as such, must be submitted within three months of the termination of the grant and at the same time as the Final Report.
- 9.8. Any equipment provided in this grant is donated to the Department in which the grant holder works for the benefit of his/her research and for use solely in medical research, diagnosis or treatment. If the Institute is a registered charity, it is possible to obtain exemption from the payment of VAT for equipment donated for medical research. No equipment may be purchased under this grant which involves the payment of VAT.

## **10. Termination of Grant**

(Applies to all grant funding)

- 10.1. When Kidney Research UK makes a grant, it reserves the right, without notice, to terminate the grant should it so wish. In such a case, Kidney Research UK will reimburse the host institution for expenditure properly incurred under the award up to termination day, but will not in any event be responsible for, nor indemnify the host institution against, any matters arising from the employment of staff.

## **11. Limitation of Kidney Research UK Liability**

(Applies to all grant funding)

- 11.1. Kidney Research UK is not responsible, financially or otherwise, for the expenditure or liabilities arising out of the work other than those listed in the formal award letter. All expenditure under this grant should be governed by the normal standards and procedures of the host institution.

## Research Project Grant

**Additional Conditions specific to a Research Project Grant, which form part of these Regulations and Conditions, follow below:**

### **1. Eligibility**

- 1.2. The maximum Research Project Grant available is £200,000 and may be spread over a two- or three-year period. Extensions and supplementary grants are not available. In exceptional circumstances Kidney Research UK will consider a 'no-cost' extension to ensure the original aims of the grant are achieved.

### **4. Reports and Publications**

- 4.1. Grant recipients are required to complete a Progress Report after three months of the project start date, followed by Annual Interim Reports during the term of the grant.

### **7. Employment of Staff**

- 7.4. A full CV for staff appointed such as Research Fellows or Assistants must be submitted to Kidney Research UK upon appointment.
- 7.5. Applicants must not use a grant to enable a staff member to work for a higher degree or diploma, which requires more than the maximum period of the grant or exceeds the maximum grant.

### **8. Items of Expenditure**

- 8.8. The costs of staff, such as research assistants and technicians, working full- or part-time on a project, and the cost of identified items needed for carrying out the research, such as laboratory or clinical consumables, field work costs, capital and equipment costs etc., are covered and are classified as DIRECTLY INCURRED costs.
- 8.9. The part costs of technical staff (e.g. statisticians, etc.) spending a portion of their time directly on the project will be allowable with justification and are classified as DIRECTLY ALLOCATED costs.
- 8.10. Kidney Research UK will not contribute to the Principal Investigator's or Co-Investigators' salaries but does wish to be informed of the amount of time that they would be likely to spend on the research and how these costs will be covered.
- 8.11. Items of capital expenditure in excess of £10,000 will require special justification in relation to the planned work.

### **12. Excess Treatment Costs (ETCs) and the Schedule of Events Cost Attribution Template (SoECAT)**

- 12.1. ETCs are the patient care costs that would continue to be incurred if the patient care service in question continued to be provided after the R&D activity has stopped.
- 12.2. As from 1 October 2018, researchers applying for clinical research grants must complete a SoECAT to be eligible for the National Institute for Health Research (NIHR) portfolio and the support this provides. This must be uploaded to your application prior to submission.
- 12.3. Do NOT include these costs in your application to us as part of your budget – the NHS has responsibility for meeting them.
- 12.4. For more detailed information, please see our [website](#) and the following links:

NHS England commissioning research page -  
<https://www.england.nhs.uk/commissioning/supporting-commissioners/research/etc/>

NIHR dedicated web page - <https://www.nihr.ac.uk/funding-and-support/study-support-service/resources/supporting-research-in-the-nhs.htm>

NIHR ETC page - <https://www.nihr.ac.uk/funding-and-support/study-support-service/resources/excess-treatment-costs.htm>

Guidance on ETCs - <https://www.england.nhs.uk/wp-content/uploads/2015/11/etc-guidance.pdf>

Guidance on completing the SoECAT - <https://www.nihr.ac.uk/funding-and-support/documents/study-support-service/soecat-guidance.pdf>

Department of Health and Social Care AcoRD guidance - <https://www.gov.uk/government/publications/guidance-on-attributing-the-costs-of-health-and-social-care-research>

Regional AcoRD Specialists - <https://www.nihr.ac.uk/funding-and-support/study-support-service/study-support-service-contacts/>

AMRC ETC FAQs - <https://www.amrc.org.uk/Handlers/Download.ashx?IDMF=842fd2a1-bd7f-40ce-8e7e-52d272dc2ac9>



## Innovation Grant

**Additional Conditions specific to an Innovation Grant, which form part of these Regulations and Conditions, follow below:**

### **1. Eligibility**

- 1.2. The maximum Innovation Grant available is £40,000 and may be spread over a one- or two-year period. Extensions and supplementary grants are not available. In exceptional circumstances Kidney Research UK will consider a 'no-cost' extension to ensure the original aims of the grant are achieved.

### **4. Reports and Publications**

- 4.1. Grant recipients are required to complete a Progress Report after three months. An Interim Report will be required at one year where the term of the grant exceeds a year.

### **7. Employment of Staff**

- 7.4. A full CV for staff appointed such as Research Fellows or Assistants must be submitted to Kidney Research UK upon appointment.
- 7.5. Applicants must not use a grant to enable a staff member to work for a higher degree or diploma, which requires more than the maximum period of the grant or exceeds the maximum grant.

### **8. Items of Expenditure**

- 8.8. The costs of staff, such as research assistants and technicians, working full- or part-time on a project, and the cost of identified items needed for carrying out the research, such as laboratory or clinical consumables, field work costs, capital and equipment costs etc., are covered and are classified as DIRECTLY INCURRED costs.
- 8.9. The part costs of technical staff (e.g. statisticians, etc.) spending a portion of their time directly on the project will be allowable with justification and are classified as DIRECTLY ALLOCATED costs.
- 8.10. Kidney Research UK will not contribute to the Principal Investigator's or Co-Investigators' salaries but does wish to be informed of the amount of time that they would be likely to spend on the research and how these costs will be covered.
- 8.11. Items of capital expenditure in excess of £10,000 will require special justification in relation to the planned work.

### **12. Excess Treatment Costs (ETCs) and the Schedule of Events Cost Attribution Template (SoECAT)**

- 12.1. ETCs are the patient care costs that would continue to be incurred if the patient care service in question continued to be provided after the R&D activity has stopped.
- 12.2. As from 1 October 2018, researchers applying for clinical research grants must complete a SoECAT to be eligible for the National Institute for Health Research (NIHR) portfolio and the support this provides. This must be uploaded to your application prior to submission.
- 12.3. Do NOT include these costs in your application to us as part of your budget – the NHS has responsibility for meeting them.
- 12.4. For more detailed information, please see our [website](#) and the following links:

NHS England commissioning research page -

<https://www.england.nhs.uk/commissioning/supporting-commissioners/research/etc/>



NIHR dedicated web page - <https://www.nihr.ac.uk/funding-and-support/study-support-service/resources/supporting-research-in-the-nhs.htm>

NIHR ETC page - <https://www.nihr.ac.uk/funding-and-support/study-support-service/resources/excess-treatment-costs.htm>

Guidance on ETCs - <https://www.england.nhs.uk/wp-content/uploads/2015/11/etc-guidance.pdf>

Guidance on completing the SoECAT - <https://www.nihr.ac.uk/funding-and-support/documents/study-support-service/soecat-guidance.pdf>

Department of Health and Social Care AcoRD guidance - <https://www.gov.uk/government/publications/guidance-on-attributing-the-costs-of-health-and-social-care-research>

Regional AcoRD Specialists - <https://www.nihr.ac.uk/funding-and-support/study-support-service/study-support-service-contacts/>

AMRC ETC FAQs - <https://www.amrc.org.uk/Handlers/Download.ashx?IDMF=842fd2a1-bd7f-40ce-8e7e-52d272dc2ac9>

## Senior Fellowship (non-clinical)

**Additional Conditions specific to a Senior Fellowship (non-clinical), which form part of these Regulations and Conditions, follow below:**

### 1. Eligibility

- 1.2. In exceptional circumstances Kidney Research UK may agree to a period of up to one year in an appropriate overseas laboratory during the term of the Fellowship. Scientific justification would need to be provided in the application form at the outset.
- 1.3. Kidney Research UK's Senior Fellows will be non-clinical graduates with extensive post-doctoral experience and a sustained ability to conduct independent research with a commitment to study areas relevant to Kidney Research UK's research strategy.
- 1.4. Kidney Research UK Senior Fellowships are awarded following shortlisting and interview. Sponsors are asked to consider carefully the relationship of the research programme to the abilities and training needs of the candidate and must ensure that the proposed research programme is appropriate to the candidate's future career plan. The Head of Department/Sponsor is required to make a commitment of space and facilities for the Fellow. A statement on likelihood of a tenure position upon successful completion should be included in the application.
- 1.5. The maximum grant available is for a five-year period. The salary should be based on the appropriate university scale and in addition an annual allowance of £24,000 is made for consumables costs. Supplementary grants are not available. In exceptional circumstances Kidney Research UK will consider a 'no-cost' extension to ensure the original aims of the grant are achieved.

### 4. Reports and Publications

- 4.1. Grant recipients are required to complete Annual Reports, which must include a lay summary.

### 7. Employment of Staff

- 7.4. The Fellow's salary is based on the University or Institute Scale and Kidney Research UK will meet the cost of the employer's share of superannuation and National Insurance contributions. The projected salary costs shown in the application should reflect the amount Kidney Research UK is likely to be invoiced over the period of the award. Kidney Research UK will, in addition, pay a consumables allowance of £24,000 per annum.

### 8. Items of Expenditure

- 8.8. The Fellow's salary and a consumables allowance of £24,000 per annum to cover identified items needed for carrying out the research - such as costs related to laboratory or clinical consumables, and field work, including necessary travel to multi-sites for the study - are covered and are classified as DIRECTLY INCURRED costs.
- 8.9. No DIRECTLY ALLOCATED costs are allowable on Fellowships.
- 8.10. Kidney Research UK will not contribute to the Sponsor's or Supervisor's salaries but does wish to be informed of the amount of time that they would be likely to spend on the Fellowship and how these costs will be covered.

### 13. Career Development

- 13.1. Kidney Research UK expects that Fellows will attend Kidney Research UK Researcher Development Days and the annual Fellows Day event as part of the conditions of this award, unless a valid reason for non-attendance is provided.

## Intermediate Fellowship (non-clinical)

**Additional Conditions specific to an Intermediate Fellowship (non-clinical), which form part of these Regulations and Conditions follow below:**

### 1. Eligibility

- 1.2. In exceptional circumstances Kidney Research UK may agree to a period of up to one year in an appropriate overseas laboratory during the term of the Fellowship. Scientific justification would need to be provided in the application form at the outset.
- 1.3. Intermediate Fellowships will be non-clinical graduates with at least two years' post-doctoral experience with a commitment to study areas relevant to Kidney Research UK's research strategy.
- 1.4. Kidney Research UK Intermediate Fellowships are awarded following shortlisting and interview Supervisors are asked to consider carefully the relationship of the research programme to the abilities and training needs of the candidate and must ensure that the proposed research programme is appropriate to the candidate's current experience and future career plan. The Head of Department/ Sponsor is required to make a commitment of space and facilities for the Fellow.
- 1.5. The maximum grant available is for a three-year period. The salary should be based on the appropriate university scale and in addition an annual allowance of £15,000 is made for consumables costs. Supplementary grants are not available. In exceptional circumstances Kidney Research UK will consider a 'no-cost' extension to ensure the original aims of the grant are achieved.

### 4. Reports and Publications

- 4.1. Grant recipients are required to complete Annual Reports, which must include a lay summary.

### 7. Employment of Staff

- 7.4. The Fellow's salary is based on the University or Institute Scale and Kidney Research UK will meet the cost of the employer's share of superannuation and National Insurance contributions. The projected salary costs shown in the application should reflect the amount Kidney Research UK is likely to be invoiced over the period of the award. Kidney Research UK will, in addition, pay a consumables allowance of £15,000 per annum.

### 8. Items of Expenditure

- 8.8. The Fellow's salary and a consumables allowance of £15,000 per annum to cover identified items needed for carrying out the research - such as costs related to laboratory or clinical consumables, and field work, including necessary travel to multi-sites for the study - are covered and are classified as DIRECTLY INCURRED costs.
- 8.9. No DIRECTLY ALLOCATED costs are allowable on Fellowships.
- 8.10. Kidney Research UK will not contribute to the Sponsor's or Supervisor's salaries but does wish to be informed of the amount of time that they would be likely to spend on the Fellowship and how these costs will be covered.

### 13. Career Development

- 13.1. Kidney Research UK expects that Fellows will attend Kidney Research UK Researcher Development Days and the annual Fellows Day event as part of the conditions of this award, unless a valid reason for non-attendance is provided.

## Training Fellowship (clinical)

**Additional Conditions specific to a Training Fellowship (clinical), which form part of these Regulations and Conditions, follow below:**

### **1. Eligibility**

- 1.2. In exceptional circumstances Kidney Research UK may agree to a period of up to one year in an appropriate overseas laboratory during the term of the Fellowship. Scientific justification would need to be provided in the application form at the outset.
- 1.3. Training Fellows will be medical graduates wishing to gain specialised training in renal research with a commitment to study areas relevant to Kidney Research UK's research strategy.
- 1.4. Kidney Research UK Training Fellowships are awarded following shortlisting and interview. Supervisors are asked to consider carefully the relationship of the research programme to the abilities and training needs of the candidate and must ensure that the proposed research programme is appropriate to the candidate's current experience and future career plan. The Head of Department/Sponsor is required to make a commitment of space and facilities for the Fellow.
- 1.5. The maximum grant available is for a three-year period. The salary should be based on the appropriate NHS or university scales and in addition an annual allowance of £15,000 is made for consumables costs. Supplementary grants are not available. In exceptional circumstances Kidney Research UK will consider a 'no-cost' extension to ensure the original aims of the grant are achieved.

### **4. Reports and Publications**

- 4.1. Grant recipients are required to complete Annual Reports, which must include a lay summary.

### **7. Employment of Staff**

- 7.4. All holders of Training Fellowships should hold an honorary clinical contract at the appropriate level by the employing authority and related NHS Trust.
- 7.5. The Fellow's salary is based on the University or NHS Scale and Kidney Research UK will meet the cost of the employer's share of superannuation and National Insurance contributions. The projected salary costs shown in the application should reflect the amount Kidney Research UK is likely to be invoiced over the period of the award. Kidney Research UK will, in addition, pay a consumables allowance of £15,000 per annum.
- 7.6. Applicants are required state if they intend to apply for a higher degree or diploma, and it should not require more than the maximum period of the grant. Kidney Research UK will pay 'home' higher degree costs where applicable.
- 7.7. Kidney Research UK will not agree to more than four hours each week spent on clinical duties, except when additional clinical time is essential to the research project or essential to the minimum requirements for higher training in the candidate's speciality. As such, Kidney Research UK will not cover the salary portion for any costs associated with clinical duties.

## 8. Items of Expenditure

- 8.8. The Fellow's salary, higher degree fees and a consumables allowance of £15,000 per annum to cover identified items needed for the carrying out the research such as laboratory or clinical consumables, field work (including necessary travel to multi- sites for the study) costs are covered and are classified as DIRECTLY INCURRED costs.
- 8.9. No DIRECTLY ALLOCATED costs are allowable on Fellowships.
- 8.10. Kidney Research UK will not contribute to the Sponsor's or Supervisor's salaries but does wish to be informed of the amount of time that they would be likely to spend on the Fellowship and how these costs will be covered.

## 12. Excess Treatment Costs (ETCs) and the Schedule of Events Cost Attribution Template (SoECAT)

- 12.1. ETCs are the patient care costs that would continue to be incurred if the patient care service in question continued to be provided after the R&D activity has stopped.
- 12.2. As from 1 October 2018, researchers applying for clinical research grants must complete a SoECAT to be eligible for the National Institute for Health Research (NIHR) portfolio and the support this provides. This must be uploaded to your application prior to submission.
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NIHR ETC page - <https://www.nihr.ac.uk/funding-and-support/study-support-service/resources/excess-treatment-costs.htm>

Guidance on ETCs - <https://www.england.nhs.uk/wp-content/uploads/2015/11/etc-guidance.pdf>

Guidance on completing the SoECAT - <https://www.nihr.ac.uk/funding-and-support/documents/study-support-service/soecat-guidance.pdf>

Department of Health and Social Care AcoRD guidance -

<https://www.gov.uk/government/publications/guidance-on-attributing-the-costs-of-health-and-social-care-research>

Regional AcoRD Specialists - <https://www.nihr.ac.uk/funding-and-support/study-support-service/study-support-service-contacts/>

AMRC ETC FAQs - <https://www.amrc.org.uk/Handlers/Download.ashx?!DMF=842fd2a1-bd7f-40ce-8e7e-52d272dc2ac9>

## 13. Career Development

- 13.1. Kidney Research UK expects that Fellows will attend Kidney Research UK Researcher Development Days and the annual Fellows Day event as part of the conditions of this award, unless a valid reason for non-attendance is provided.

## Allied Health Professional Fellowship (clinical)

**Additional Conditions specific to an Allied Health Professional Fellowship (clinical), which form part of these Regulations and Conditions, follow below:**

### 1. Eligibility

- 1.2. In exceptional circumstances Kidney Research UK may agree to a period of up to one year in an appropriate overseas facility during the term of the Fellowship. Scientific justification would need to be provided in the application form at the outset.
- 1.3. Allied Health Professional Fellows will be nurses and allied health professionals who wish to specialise in renal research with a commitment to study areas relevant to Kidney Research UK's research strategy. They will have completed their professional training and hold a membership of an appropriate body, and now wish to achieve a Higher Degree (Master, DPhil or PhD).
- 1.4. Research experience post registration with the appropriate body is not a mandated requirement; however, this may be advantageous to candidates.
- 1.5. Kidney Research UK AHP Fellowships are awarded following shortlisting and interview. Supervisors are asked to consider carefully the relationship of the research programme to the abilities and training needs of the candidate and must ensure that the proposed research programme is appropriate for the candidate's current experience and future career plan. There should be a clear, appropriate training plan outlined in the application. The Head of Department/Sponsor is required to make a commitment of space and facilities for the Fellow.
- 1.6. The maximum grant available is for a three-year period, which may be either full- or part-time. The salary should be based on the appropriate NHS or university scales and in addition an annual allowance of £8,000 is made for consumables costs. Supplementary grants are not available. In exceptional circumstances Kidney Research UK will consider a 'no-cost' extension to ensure that the original aims of the grant are achieved.

### 4. Reports and Publications

- 4.1. Grant recipients are required to complete Annual Reports, which must include a lay summary.

### 7. Employment of Staff

- 7.4. All holders of Allied Health Professional Fellowships should hold an honorary clinical contract at the appropriate level by the employing authority and related NHS Trust.
- 7.5. The Fellow's salary is based on the university or NHS scale and Kidney Research UK meets the costs of the employer's share of superannuation and National Insurance contributions. The projected salary costs shown in the application should reflect the amount Kidney Research UK is likely to be invoiced over the period of the award. Kidney Research UK will, in addition, pay a consumables allowance of up to £8,000 per annum.
- 7.6. Applicants are required to register for a higher degree (Masters, DPhil or PhD), able to be completed by the maximum term of the grant, whether undertaken as full-time or part-time. Kidney Research UK will pay 'home' higher degree costs where applicable.
- 7.7. Kidney Research UK will not agree to more than four hours each week spent on clinical duties, except where additional clinical time is essential for higher training in the candidate's speciality. As such, Kidney Research UK will not cover the salary portion for any costs associated with clinical duties.

## 8. Items of Expenditure

- 8.8. The Fellow's salary, higher degree fees and a consumables allowance of £8,000 per annum to cover identifiable items needed for carrying out the research - such as laboratory or clinical consumables, and field work, including necessary travel to multi-sites for the study - are covered and are classified as DIRECTLY INCURRED costs.
- 8.9. No DIRECTLY ALLOCATED costs are allowable on Fellowships.
- 8.10. Kidney Research UK will not contribute to the Sponsor's or Supervisor's salaries but does wish to be informed of the amount of time that they would be likely to spend on the Fellowship and how these costs will be covered.

## 12. Excess Treatment Costs (ETCs) and the Schedule of Events Cost Attribution Template (SoECAT)

- 12.1. ETCs are the patient care costs that would continue to be incurred if the patient care service in question continued to be provided after the R&D activity has stopped.
- 12.2. As from 1 October 2018, researchers applying for clinical research grants must complete a SoECAT to be eligible for the National Institute for Health Research (NIHR) portfolio and the support this provides. This must be uploaded to your application prior to submission.
- 12.3. Do NOT include these costs in your application to us as part of your budget – the NHS has responsibility for meeting them.
- 12.4. For more detailed information, please see our [website](#) and the following links:

NHS England commissioning research page -

<https://www.england.nhs.uk/commissioning/supporting-commissioners/research/etc/>

NIHR dedicated web page - <https://www.nihr.ac.uk/funding-and-support/study-support-service/resources/supporting-research-in-the-nhs.htm>

NIHR ETC page - <https://www.nihr.ac.uk/funding-and-support/study-support-service/resources/excess-treatment-costs.htm>

Guidance on ETCs - <https://www.england.nhs.uk/wp-content/uploads/2015/11/etc-guidance.pdf>

Guidance on completing the SoECAT - <https://www.nihr.ac.uk/funding-and-support/documents/study-support-service/soecat-guidance.pdf>

Department of Health and Social Care AcoRD guidance -

<https://www.gov.uk/government/publications/guidance-on-attributing-the-costs-of-health-and-social-care-research>

Regional AcoRD Specialists - <https://www.nihr.ac.uk/funding-and-support/study-support-service/study-support-service-contacts/>

AMRC ETC FAQs - <https://www.amrc.org.uk/Handlers/Download.ashx?IDMF=842fd2a1-bd7f-40ce-8e7e-52d272dc2ac9>

## 13. Career Development

- 13.1. Kidney Research UK expects that Fellows will attend Kidney Research UK Researcher Development Days and the annual Fellows Day event as part of the conditions of this award, unless a valid reason for non-attendance is provided.



## PhD Studentship (non-clinical)

**Additional Conditions specific to a PhD Studentship, which form part of these Regulations and Conditions, follow below:**

### 1. Eligibility

- 1.2. PhD Studentships will be for post-graduates with a commitment to focusing on areas relevant to Kidney Research UK's research strategy.
- 1.3. Kidney Research UK PhD Studentships are awarded to UK higher education institutes for research studentships leading to PhD and held within a RENAL Research Group. Supervisors are asked to consider carefully the relationship of the research programme to the abilities and training needs of the candidate and must ensure that the proposed research programme is appropriate to the candidate's current experience and future career plan. The Head of Department/Sponsor is required to make a commitment of space and facilities for the Student.
- 1.4. The maximum grant available is for three and a half years. The salary should be based on the appropriate MRC Scale and in addition an annual allowance of £3,500 is made for consumables costs. Supplementary grants are not available. In exceptional circumstances Kidney Research UK will consider a 'no-cost' extension to ensure the original aims of the grant are achieved.
- 1.5. Candidates proposed, via a Kidney Research UK nomination form, to take up the award should have recently graduated with a good Honours Degree; only in exceptional circumstances will a candidate with a degree below the II(i) level be considered.

### 4. Reports and Publications

- 4.1. Towards the end of the first and second years of the award, the student's supervisor is required to submit to Kidney Research UK:
  - (i) a report on the student and project containing sufficient detail to indicate the progress so far made and the proposed future programme of training; and,
  - (ii) a clear recommendation whether or not the award should be continued.

On receipt of such satisfactory reports Kidney Research UK will confirm the following year's funding.

- 4.2. The Final Report must confirm that a thesis has been successfully submitted.

### 7. Employment of Staff

- 7.4. The student's stipend is based on the Medical Research Council Scale. The projected salary costs shown in the application should reflect the amount Kidney Research UK is likely to be invoiced over the period of the award. Kidney Research UK will, in addition, pay an allowance of £3,500 per annum for consumables.
- 7.5. Students must apply to work for a higher degree or diploma, and it should not require more than the maximum period of the grant. Kidney Research UK will pay higher degree costs where applicable.
- 7.6. Supervisors whose progress or conduct does not satisfy Kidney Research UK are liable to have their awards terminated and supervisors are required to inform Kidney Research UK immediately if at any time they consider a student to be unsatisfactory, if the student ceases training, or declares their intention of doing so.
- 7.7. Should a student take up a salaried post whilst continuing to work for his/her doctorate, the award will be terminated and no further payments will be made.

## **8. Items of Expenditure**

- 8.8. The student's stipend, higher degree fees and a consumables allowance of £3,500 per annum to cover identified items needed for carrying out the research - such as costs related to laboratory or clinical consumables, and field work, including necessary travel to multi-sites for the study - are covered and are classified as DIRECTLY INCURRED costs.
- 8.9. No DIRECTLY ALLOCATED costs are allowable on PhD Studentships.
- 8.10. Kidney Research UK will not contribute to the Sponsor's or Supervisor's salaries but does wish to be informed of the amount of time that they would be likely to spend on the PhD Studentship and how these costs will be covered.

## **13. Career Development**

- 13.1. Kidney Research UK expects that awardees will attend Kidney Research UK Researcher Development Days and the annual Fellows Day event as part of the conditions of this award, unless a valid reason for non-attendance is provided.

## Kidney Research UK – Stoneygate Research Project Grant

**Additional Conditions specific to a Kidney Research UK – Stoneygate Research Project Grant, which form part of these Regulations and Conditions, follow below:**

### **1. Eligibility**

- 1.2. The maximum Kidney Research UK – Stoneygate Research Project Grant available is £300,000 and may be spread over a maximum of three years. Extensions and supplementary grants are not available. In exceptional circumstances Kidney Research UK will consider a ‘no-cost’ extension to ensure the original aims of the grant are achieved.

### **4. Reports and Publications**

- 4.1. Grant recipients are required to complete a Progress Report after three months of the project start date, followed by Annual Interim Reports.
- 4.5. Acknowledgement of support from both Kidney Research UK and The Stoneygate Trust must be made in all publications and presentations/posters resulting from work concerned. Copies of publications must be forwarded to Kidney Research UK.

### **7. Employment of Staff**

- 7.4. A full CV for staff appointed such as Research Fellows or Assistants must be submitted to Kidney Research UK upon appointment.
- 7.5. Applicants must not use a grant to enable a staff member to work for a higher degree or diploma, which requires more than the maximum period of the grant or exceeds the maximum grant.

### **8. Items of Expenditure**

- 8.8. The costs of staff, such as research assistants and technicians, working full- or part-time on a project, and the cost of identified items needed for carrying out the research, such as laboratory or clinical consumables, field work costs, capital and equipment costs etc., are covered and are classified as DIRECTLY INCURRED costs.
- 8.9. The part costs of technical staff (e.g. statisticians, etc.) spending a portion of their time directly on the project will be allowable with justification and are classified as DIRECTLY ALLOCATED costs.
- 8.10. Kidney Research UK will not contribute to the Principal Investigator’s or Co-Investigators’ salaries but does wish to be informed of the amount of time that they would be likely to spend on the research and how these costs will be covered.
- 8.11. Items of capital expenditure in excess of £10,000 will require special justification in relation to the planned work.

### **12. Excess Treatment Costs (ETCs) and the Schedule of Events Cost Attribution Template (SoECAT)**

- 12.1. ETCs are the patient care costs that would continue to be incurred if the patient care service in question continued to be provided after the R&D activity has stopped.
- 12.2. As from 1 October 2018, researchers applying for clinical research grants must complete a SoECAT to be eligible for the National Institute for Health Research (NIHR) portfolio and the support this provides. This must be uploaded to your application prior to submission.
- 12.3. Do NOT include these costs in your application to us as part of your budget – the NHS has responsibility for meeting them.

12.4. For more detailed information, please see our [website](#) and the following links:

NHS England commissioning research page - <https://www.england.nhs.uk/commissioning/supporting-commissioners/research/etc/>

NIHR dedicated web page - <https://www.nihr.ac.uk/funding-and-support/study-support-service/resources/supporting-research-in-the-nhs.htm>

NIHR ETC page - <https://www.nihr.ac.uk/funding-and-support/study-support-service/resources/excess-treatment-costs.htm>

Guidance on ETCs - <https://www.england.nhs.uk/wp-content/uploads/2015/11/etc-guidance.pdf>

Guidance on completing the SoECAT - <https://www.nihr.ac.uk/funding-and-support/documents/study-support-service/soecat-guidance.pdf>

Department of Health and Social Care AcoRD guidance - <https://www.gov.uk/government/publications/guidance-on-attributing-the-costs-of-health-and-social-care-research>

Regional AcoRD Specialists - <https://www.nihr.ac.uk/funding-and-support/study-support-service/study-support-service-contacts/>

AMRC ETC FAQs - <https://www.amrc.org.uk/Handlers/Download.ashx?IDMF=842fd2a1-bd7f-40ce-8e7e-52d272dc2ac9>

## Kidney Research UK – Stoneygate Innovation Grant

**Additional Conditions specific to a Kidney Research UK - Stoneygate Innovation Grant, which form part of these Regulations and Conditions, follow below:**

### **1. Eligibility**

- 1.2. The maximum Kidney Research UK - Stoneygate Innovation Grant available is £50,000 and may be spread over a one- or two-year period. Extensions and supplementary grants are not available. In exceptional circumstances Kidney Research UK will consider a 'no-cost' extension to ensure the original aims of the grant are achieved.

### **4. Reports and Publications**

- 4.1. Grant recipients are required to complete a Progress Report after three months. An Interim Report will be required at one year where the term of the grant exceeds a year.
- 4.5. Acknowledgement of support from both Kidney Research UK and The Stoneygate Trust must be made in all publications and presentations/posters resulting from work concerned. Copies of publications must be forwarded to Kidney Research UK.

### **7. Employment of Staff**

- 7.4. A full CV for staff appointed such as Research Fellows or Assistants must be submitted to Kidney Research UK upon appointment.
- 7.5. Applicants must not use a grant to enable a staff member to work for a higher degree or diploma, which requires more than the maximum period of the grant or exceeds the maximum grant.

### **8. Items of Expenditure**

- 8.8. The costs of staff, such as research assistants and technicians, working full- or part-time on a project, and the cost of identified items needed for carrying out the research, such as laboratory or clinical consumables, field work costs, capital and equipment costs etc., are covered and are classified as DIRECTLY INCURRED costs.
- 8.9. The part costs of technical staff (e.g. statisticians, etc.) spending a portion of their time directly on the project will be allowable with justification and are classified as DIRECTLY ALLOCATED costs.
- 8.10. Kidney Research UK will not contribute to the Principal Investigator's or Co-Investigators' salaries but does wish to be informed of the amount of time that they would be likely to spend on the research and how these costs will be covered.
- 8.11. Items of capital expenditure in excess of £10,000 will require special justification in relation to the planned work.

### **12. Excess Treatment Costs (ETCs) and the Schedule of Events Cost Attribution Template (SoECAT)**

- 12.1. ETCs are the patient care costs that would continue to be incurred if the patient care service in question continued to be provided after the R&D activity has stopped.
- 12.2. As from 1 October 2018, researchers applying for clinical research grants must complete a SoECAT to be eligible for the National Institute for Health Research (NIHR) portfolio and the support this provides. This must be uploaded to your application prior to submission.
- 12.3. Do NOT include these costs in your application to us as part of your budget – the NHS has responsibility for meeting them.
- 12.4. For more detailed information, please see our [website](#) and the following links:

NHS England commissioning research page - <https://www.england.nhs.uk/commissioning/supporting-commissioners/research/etc/>

NIHR dedicated web page - <https://www.nihr.ac.uk/funding-and-support/study-support-service/resources/supporting-research-in-the-nhs.htm>

NIHR ETC page - <https://www.nihr.ac.uk/funding-and-support/study-support-service/resources/excess-treatment-costs.htm>

Guidance on ETCs - <https://www.england.nhs.uk/wp-content/uploads/2015/11/etc-guidance.pdf>

Guidance on completing the SoECAT - <https://www.nihr.ac.uk/funding-and-support/documents/study-support-service/soecat-guidance.pdf>

Department of Health and Social Care AcoRD guidance - <https://www.gov.uk/government/publications/guidance-on-attributing-the-costs-of-health-and-social-care-research>

Regional AcoRD Specialists - <https://www.nihr.ac.uk/funding-and-support/study-support-service/study-support-service-contacts/>

AMRC ETC FAQs - <https://www.amrc.org.uk/Handlers/Download.ashx?IDMF=842fd2a1-bd7f-40ce-8e7e-52d272dc2ac9>

## Paediatric Research Project Grant

**Additional Conditions specific to a Paediatric Research Project Grant, which form part of these Regulations and Conditions, follow below:**

### **1. Eligibility**

- 1.2. The maximum Paediatric Research Project Grant available is £200,000 and may be spread over a two- or three-year period. Extensions and supplementary grants are not available. In exceptional circumstances Kidney Research UK will consider a 'no-cost' extension to ensure the original aims of the grant are achieved.

### **4. Reports and Publications**

- 4.1. Grant recipients are required to complete a Progress Report after three months of the project start date, followed by Annual Interim Reports during the term of the grant.

### **7. Employment of Staff**

- 7.4. A full CV for staff appointed such as Research Fellows or Assistants must be submitted to Kidney Research UK upon appointment.
- 7.5. Applicants must not use a grant to enable a staff member to work for a higher degree or diploma, which requires more than the maximum period of the grant or exceeds the maximum grant.

### **8. Items of Expenditure**

- 8.8. The costs of staff, such as research assistants and technicians, working full- or part-time on a project, and the cost of identified items needed for carrying out the research, such as laboratory or clinical consumables, field work costs, capital and equipment costs etc., are covered and are classified as DIRECTLY INCURRED costs.
- 8.9. The part costs of technical staff (e.g. statisticians, etc.) spending a portion of their time directly on the project will be allowable with justification and are classified as DIRECTLY ALLOCATED costs.
- 8.10. Kidney Research UK will not contribute to the Principal Investigator's or Co-Investigators' salaries but does wish to be informed of the amount of time that they would be likely to spend on the research and how these costs will be covered.
- 8.11. Items of capital expenditure in excess of £10,000 will require special justification in relation to the planned work.

### **12. Excess Treatment Costs (ETCs) and the Schedule of Events Cost Attribution Template (SoECAT)**

- 12.1. ETCs are the patient care costs that would continue to be incurred if the patient care service in question continued to be provided after the R&D activity has stopped.
- 12.2. As from 1 October 2018, researchers applying for clinical research grants must complete a SoECAT to be eligible for the National Institute for Health Research (NIHR) portfolio and the support this provides. This must be uploaded to your application prior to submission.
- 12.3. Do NOT include these costs in your application to us as part of your budget – the NHS has responsibility for meeting them.
- 12.4. For more detailed information, please see our [website](#) and the following links:

NHS England commissioning research page -

<https://www.england.nhs.uk/commissioning/supporting-commissioners/research/etc/>



NIHR dedicated web page - <https://www.nihr.ac.uk/funding-and-support/study-support-service/resources/supporting-research-in-the-nhs.htm>

NIHR ETC page - <https://www.nihr.ac.uk/funding-and-support/study-support-service/resources/excess-treatment-costs.htm>

Guidance on ETCs - <https://www.england.nhs.uk/wp-content/uploads/2015/11/etc-guidance.pdf>

Guidance on completing the SoECAT - <https://www.nihr.ac.uk/funding-and-support/documents/study-support-service/soecat-guidance.pdf>

Department of Health and Social Care AcoRD guidance - <https://www.gov.uk/government/publications/guidance-on-attributing-the-costs-of-health-and-social-care-research>

Regional AcoRD Specialists - <https://www.nihr.ac.uk/funding-and-support/study-support-service/study-support-service-contacts/>

AMRC ETC FAQs - <https://www.amrc.org.uk/Handlers/Download.ashx?IDMF=842fd2a1-bd7f-40ce-8e7e-52d272dc2ac9>

## Paediatric Innovation Grant

**Additional Conditions specific to a Paediatric Innovation Grant, which form part of these Regulations and Conditions, follow below:**

### 1. Eligibility

- 1.2. The maximum Paediatric Innovation Grant available is £40,000 and may be spread over a one- or two-year period. Extensions and supplementary grants are not available. In exceptional circumstances Kidney Research UK will consider a 'no-cost' extension to ensure the original aims of the grant are achieved.

### 4. Reports and Publications

- 4.1. Grant recipients are required to complete a Progress Report after three months. An Interim Report will be required at one year where the term of the grant exceeds a year.

### 7. Employment of Staff

- 7.4. A full CV for staff appointed such as Research Fellows or Assistants must be submitted to Kidney Research UK upon appointment.
- 7.5. Applicants must not use a grant to enable a staff member to work for a higher degree or diploma, which requires more than the maximum period of the grant or exceeds the maximum grant.

### 8. Items of Expenditure

- 8.8. The costs of staff, such as research assistants and technicians, working full- or part-time on a project, and the cost of identified items needed for carrying out the research, such as laboratory or clinical consumables, field work costs, capital and equipment costs etc., are covered and are classified as DIRECTLY INCURRED costs.
- 8.9. The part costs of technical staff (e.g. statisticians, etc.) spending a portion of their time directly on the project will be allowable with justification and are classified as DIRECTLY ALLOCATED costs.
- 8.10. Kidney Research UK will not contribute to the Principal Investigator's or Co-Investigators' salaries but does wish to be informed of the amount of time that they would be likely to spend on the research and how these costs will be covered.
- 8.11. Items of capital expenditure in excess of £10,000 will require special justification in relation to the planned work.

### 12. Excess Treatment Costs (ETCs) and the Schedule of Events Cost Attribution Template (SoECAT)

- 12.1. ETCs are the patient care costs that would continue to be incurred if the patient care service in question continued to be provided after the R&D activity has stopped.
- 12.2. As from 1 October 2018, researchers applying for clinical research grants must complete a SoECAT to be eligible for the National Institute for Health Research (NIHR) portfolio and the support this provides. This must be uploaded to your application prior to submission.
- 12.3. Do NOT include these costs in your application to us as part of your budget – the NHS has responsibility for meeting them.
- 12.4. For more detailed information, please see our [website](#) and the following links:

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NIHR ETC page - <https://www.nihr.ac.uk/funding-and-support/study-support-service/resources/excess-treatment-costs.htm>

Guidance on ETCs - <https://www.england.nhs.uk/wp-content/uploads/2015/11/etc-guidance.pdf>

Guidance on completing the SoECAT - <https://www.nihr.ac.uk/funding-and-support/documents/study-support-service/soecat-guidance.pdf>

Department of Health and Social Care AcoRD guidance - <https://www.gov.uk/government/publications/guidance-on-attributing-the-costs-of-health-and-social-care-research>

Regional AcoRD Specialists - <https://www.nihr.ac.uk/funding-and-support/study-support-service/study-support-service-contacts/>

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## Intercalated Degree

### 1. Eligibility

- 1.1. All candidates must be resident in the United Kingdom and the project and work must also take place in the United Kingdom.
- 1.2. Applicants must be undergraduate Medical Students wishing to undertake an Intercalated Degree, whose intended research project is relevant to the kidney.
- 1.3. Tutors must ensure that they only recommend suitable applicants.
- 1.4. Supervisors must be committed to the applicant and their intended project.
- 1.5. The maximum grant available is £5,000 over a one-year period.
- 1.6. Successful applicants also offered awards from other bodies will be expected to accept one award only (although special consideration will be given to hardship bursaries or awards purely for consumable items of expenditure, on an individual and exceptional basis).
- 1.7. Details of awards will be made public via the Charity's website once the funding round has completed and all successful applicants have provided written acceptance of the award.

### 2. Completion of the Application Form

- 2.1. Applications must be completed in full and submitted by the deadline, together with a current curriculum vitae.
- 2.2. Kidney Research UK must be notified of any subsequent or simultaneous funding applications and, should there be any, of changes to the details provided or circumstances, whilst the Charity is considering the application.

### 3. Review of the Application

- 3.1. Kidney Research UK will undertake a peer review process of the application according to its normal governance procedures associated with funding.

### 4. Reports and Publications

- 4.1. The applicant is required to submit to Kidney Research UK a short report detailing progress halfway through their intercalated year, and a more detailed report upon completion at the end of that year (project end).
- 4.2. A supplementary report from the supervisor is required to be submitted upon completion at the end of the year detailing the progress and benefits the applicant achieved.
- 4.3. Acknowledgement of Kidney Research UK support must be made in all publications and presentations/posters resulting from work concerned. Copies of publications must be forwarded to Kidney Research UK.
- 4.4. Kidney Research UK encourages publication into Open Access journals, however, it is not presently a mandatory requirement. There may be funds available at your institute for this, which applicants should explore.
- 4.5. Publication fees, conference attendance and printing costs are not covered by Kidney Research UK.

### 5. Intellectual Property Rights, Patents and Copyright

- 5.1. All intellectual property rights created by or on behalf of the applicant in connection with the project will be owned by the University where their degree took place.

## 6. The use of the Public, Patients and Animals

- 6.1. For ALL awards Kidney Research UK requires evidence of Home Office and/or Ethics Committee approval as applicable prior to the commencement of funding.
- 6.2. Compliance with Kidney Research UK's Policy on the Use of Animals and/or Patients and Human Tissues in funded research is mandatory. (See Appendix 2.)
- 6.3. In early 2018, the Health Research Authority (HRA) replaced the four separate *Research Governance Frameworks* (effective for each UK country from March 2004) with the [UK Policy Framework for Health and Social Care Research](#). This policy framework sets out principles of good practice in the management and conduct of health and social care research in the UK. It is for organisations and individuals that have responsibilities for health and social care research. This includes funders, sponsors, researchers and their employers, research sites and care providers. Research Institutes must have robust arrangements in place under the UK Policy Framework for Health and Social Care Research, which includes formally stating the Research Sponsor for all active research. Kidney Research UK, a medical research charity, has elected the role of "funder" and therefore requires the Institution to accept the role of the Research Sponsor for each grant awarded to them.
- 6.4. Involvement of the public or patients early on in the research design and undertaking, where applicable, is encouraged but not mandatory. Where there has been such involvement this should be stated in the application.

## 7. Financial Arrangements

- 7.1. The funding provided is for living expenses of the applicant during their intercalated year.
- 7.2. Funding is not to be used for consumables or any research-related costs incurred by the institute/university.
- 7.3. Bank details must be completed at point of acceptance to allow payment of the funding to be released to the applicant.
- 7.4. Payment will be made in two instalments: £2,500 at the start of the intercalated year, and a second and final £2,500 six months later.
- 7.5. Payment will be made direct to the applicant.
- 7.6. Kidney Research UK is not responsible, financially or otherwise, for the expenditure or liability arising from the work other than that listed in the formal award letter.

## 8. Termination of Grant

- 8.1. When Kidney Research UK makes a grant, it reserves the right, without notice, to terminate the grant should it so wish. In such a case, Kidney Research UK will provide the grant holder with 30 days' notice of its intention to do so.

## 9. Limitation of Kidney Research UK Liability

- 9.1. Kidney Research UK is not responsible, financially or otherwise, for the expenditure or liabilities arising out of the work other than those listed in the formal award letter. All expenditure under this grant should be governed by the normal standards and procedures of the host institution.

## 10. Career Development

- 10.1. Kidney Research UK expects that Fellows will attend Kidney Research UK Researcher Development Days and the annual Fellows Day event as part of the conditions of this award, unless a valid reason for non-attendance is provided.

**APPENDIX 1  
INTELLECTUAL PROPERTY PROVISIONS**

**1 Definitions**

<p><b>“Application”</b></p>	<p>the application for funding of a research or other project submitted to Kidney Research UK by any third party</p>
<p><b>“Charitable Objectives”</b></p>	<p>the charitable objectives of Kidney Research UK, including without limitation the following:</p> <p>(a) the advancement and promotion of research into the kidney and urinary tract and into the diseases that affect them (“<b>kidney diseases</b>”), including without limitation epidemiological, clinical and basic research directed towards understanding the processes responsible for kidney disease, as well as the development and evaluation of treatment in a manner which can best serve those who may benefit;</p> <p>(b) the relief and care of persons suffering from kidney disease; and,</p> <p>(c) the education of the public about kidney disease and the needs of persons suffering from it</p>
<p><b>“Direct Costs”</b></p>	<p>those costs incurred by the Researcher(s) that directly relate to the protection of the Research IPR (including without limitation patent filing fees) together with any other costs which Kidney Research UK agrees in writing may be deducted from the Gross Income to arrive at the Net Income</p>
<p><b>“Gross Income”</b></p>	<p>all monies and other remuneration received by the Researcher(s) in connection with the exploitation of the Research IPR without any deduction, including without limitation:</p> <p>(a) licence, signing and option fees;</p> <p>(b) royalties and commissions;</p> <p>(c) milestone and other performance payments;</p> <p>(d) benefits in kind; and,</p> <p>(e) amounts invoiced in respect of the supply of goods or services making use of the Research IPR,</p> <p>but excluding any remuneration received by the Individual Researcher(s) from the Research Organisation by way of revenue sharing arrangements offered by the Research Organisation to its employees</p>
<p><b>“Intellectual Property Rights”</b></p>	<p>all intellectual and industrial property rights, including without limitation, patents, rights in know-how, trademarks, registered designs, models, unregistered design rights, unregistered trademarks and copyright (whether in drawings, plans, specifications, designs and computer software or otherwise), database rights, topography rights, any rights in any invention, discovery or process, and applications for and rights to apply for any of the foregoing, in each case in the United Kingdom and throughout the world</p>
<p><b>“Net Income”</b></p>	<p>the Gross Income after deduction of Direct Costs</p>

<b>“Project”</b>	the project to be carried out by the Researcher(s), which is described in the Application and which is to be funded by Kidney Research UK (whether in whole or in part)
<b>“Research IPR”</b>	has the meaning given to the term in clause 2.1 below
<b>“Quarter”</b>	the period of three months commencing on the date of the Grant Award and each consecutive period of three months thereafter, or any shorter period commencing on a day immediately following the end of a Quarter and ending on the termination of the Award
<b>“Research Organisation”</b>	the Host Institution or Organisation described in the Application
<b>“Researcher(s)”</b>	the Research Organisation and the Individual Researcher(s)
<b>“Individual Researcher(s)”</b>	the Individual Researcher(s) described in the Application

## 2 Ownership and Exploitation of Funded IPR

### Ownership of IPR

2.1 All Intellectual Property Rights created by or on behalf of the Researcher(s) in connection with the Project (the “Research IPR”) will be owned by the Research Organisation subject to the terms and conditions of the Grant Award.

2.2 The Research Organisation shall:

2.2.1 have in place procedures for the identification, protection, management and exploitation of the Research IPR which shall be comply with the provisions of this Appendix 1 and which shall be made available to Kidney Research UK on request; and

2.2.2 ensure compliance with such procedures by all persons engaged by it in connection with the Project.

2.3 Kidney Research UK is under an obligation to ensure that the useful results of any research activity which it funds in whole or in part are applied for the public good, the advancement of healthcare in renal medicine, and otherwise in connection with its Charitable Objectives. The Researcher(s) will provide reasonable assistance to Kidney Research UK in connection with the achievement of such aims and will grant to Kidney Research UK or procure the grant to Kidney Research UK of a perpetual, irrevocable, worldwide, royalty free, non-exclusive licence to use the Research IPR for non-commercial, promotional and/or educational purposes in connection with its Charitable Objectives. Such licence to include the right to sub-licence to other not for profit research organisations in receipt of Kidney Research UK funding solely for non-commercial purposes in connection with Kidney Research UK’s Charitable Objectives. If Kidney Research UK grants such a sub-licence to a third party it shall promptly notify the Researcher(s).

2.4 Should the Research Organisation, or its technology transfer company if relevant, decide not to proceed with protection and commercialisation of any Research IPR then it shall inform Kidney Research UK and, subject to any relevant third party rights and consents, Kidney Research UK shall have the right, but not the duty, to protect and exploit such Research IPR. Kidney Research UK shall confirm to the Research Organisation, or its technology transfer company if relevant, within a reasonable period (and bearing in mind patent deadlines) whether it wishes to take on the protection and commercialisation of such Research IPR so that the Research Organisation may offer it back to other relevant funders or the inventors as appropriate. If Kidney Research UK decides to exercise its right



to take on the protection and commercialisation of such Research IPR the Research Organisation, or its technology transfer company if relevant, will assign the Research IPR to Kidney Research UK or to a nominee notified in writing to the Research Organisation, or its technology transfer company if relevant.

- 2.5 The Researcher(s) shall ensure that all persons working on the Project (including employees, students, visiting staff and subcontractors) are employed, engaged or retained on terms that vest in the Research Organisation all Research IPR.

### **Exploitation of IPR**

- 2.6 The Research Organisation will provide to Kidney Research UK upon request details of all Research IPR, take reasonable steps to protect the Research IPR and use its reasonable endeavours to exploit the Research IPR to an appropriate extent. The Researcher(s) will seek approval from Kidney Research UK of his/her/their plans for exploitation of the Research IPR (which approval may not be unreasonably withheld or delayed by Kidney Research UK), and will exploit the Research IPR in accordance with the plans approved by Kidney Research UK.
- 2.7 Kidney Research UK recognises that the Researcher(s) may want to seek registered intellectual property protection for the Research IPR and accordingly Kidney Research UK will not make public any Research IPR for a period of sixty (60) days from disclosure of that Research IPR to Kidney Research UK where at the time of disclosure the Research Organisation indicates in writing to Kidney Research UK that it will be applying for registered intellectual property protection in respect of the disclosed Research IPR.
- 2.8 If the Researcher(s) does/do not in the reasonable opinion of Kidney Research UK sufficiently exploit and protect the Research IPR, Kidney Research UK may serve written notice on the Research Organisation of this opinion and in such notice indicate what it wishes to be done to so sufficiently exploit and protect. If after six (6) months of such notice being served the Research Organisation has not in the reasonable opinion of Kidney Research UK complied with the notice then the Research Organisation will assign the Research IPR (together with any other Intellectual Property Rights subsequently derived from the Research IPR) to Kidney Research UK or to a nominee notified in writing to the Research Organisation by Kidney Research UK. To the extent that any Research IPR can be assigned to Kidney Research UK without any formal assignment or other written document then the same will be automatically assigned to Kidney Research UK upon expiry of the six (6) month period referred to above.
- 2.9 If the Research Organisation is/are required to grant an assignment under clause 2.7 then they will:
- 2.9.1 do all such further things and execute all such further documents as Kidney Research UK may require to effect and confirm such assignment; and
  - 2.9.2 provide assistance reasonably requested by Kidney Research UK to assist Kidney Research UK in the protection and exploitation by Kidney Research UK of the Research IPR.
- 2.10 The Researcher(s) will in respect of the exploitation of the Research IPR provide to Kidney Research UK:
- 2.10.1 details of all Research IPR (and any Intellectual Property Rights derived from the same), including without limitation details of any patent applications filed in respect of such Intellectual Property Rights together with progress of all such applications;
  - 2.10.2 details (together with copies) of all agreements entered into which relate to the development and/or exploitation of the Research IPR subject to third party confidentiality obligations;
  - 2.10.3 within twenty-one (21) days of the end of each Quarter or such other period as Kidney Research UK approves, an exploitation report (in such format reasonably requested by Kidney Research UK) detailing the commercialisation activities for the previous Quarter, such report to include but not be limited to a statement setting

out the financial information for the Project for the previous Quarter including without limitation Gross Income, Net Income and Direct Costs; and

2.10.4 arrange and hold update meetings with Kidney Research UK at least once every six (6) months.

2.11 The Researcher(s) shall use all reasonable endeavours to ensure that no rights are granted on any Research IP in favour of any third party commercial organisations providing materials or compounds ("Third Party Materials") to the Researcher(s) or any Individual Researcher which are likely to:

2.11.1 restrict or delay publication unreasonably; or

2.11.2 restrict the commercial exploitation of the Research IP;

provided that Kidney Research UK acknowledges that such third party commercial organisations often require exclusive rights to any Intellectual Property Rights arising from use of the Third Party Materials and this requirement may be non-negotiable. Where Research IP arises from research linked directly or indirectly to use of a Third Party Material, the Researcher(s) shall offer a time-limited option for the third party commercial organisation to enter into a revenue generating licence in respect of the Research IP arising in respect of the Third Party Materials with the Researcher(s) on terms to be approved by Kidney Research UK.

### 3 Revenue Sharing

3.1 In consideration of Kidney Research UK providing funding for the Project, the Researcher(s) will, unless agreed otherwise in writing by Kidney Research UK, share with Kidney Research UK the Net Income received by the Researcher(s) as follows:

Organisation	Proportion of Net Income
Researcher(s)	50%
Kidney Research UK	50%

3.2 The Researcher(s) will in respect of each Quarter pay to Kidney Research UK an amount equal to the proportion of the Net Income to be shared with Kidney Research UK in accordance with clause 3.1. Payment to Kidney Research UK will be made by the Research Organisation within thirty (30) days of the end of each Quarter in respect of the Net Income received by the Researcher(s) during that Quarter.

3.3 The Researcher(s) agree(s) to keep true and accurate records and accounts relating to the Gross Income, Direct Costs and Net Income. These records and accounts will upon request and reasonable notice being provided by Kidney Research UK be open at all reasonable times during business hours for inspection by Kidney Research UK or its duly authorised agent.

### 4 Restrictions on Dealings with the Research IPR

4.1 With the exception of assignment to the Research Organisation's technology transfer company and subject to 4.3 below, the Researcher(s) may not at any time assign, charge or encumber the Research IPR (or any part of it) or assign or subcontract the whole or any part of the Grant Award, without the prior written consent of Kidney Research UK, such consent to be given at the absolute discretion of Kidney Research UK.

4.2 If Kidney Research UK consents to an assignment under clause 4.1, the Researcher(s) shall procure that the assignee is bound by substantially the same terms as contained in the Grant Award and shall not enter into any assignment without the written approval of Kidney Research UK of the terms of such assignment.

- 4.3 The Research Organisation shall be free to assign any Research IPR to its technology transfer company without prior reference to Kidney Research UK but if it so assigns the Research IPR, the Researcher(s) shall procure that its technology transfer company shall:
- 4.3.1 be bound by substantially the same terms as contained in this Appendix 1;
  - 4.3.2 execute a letter in favour of Kidney Research UK (in a form to be provided by Kidney Research UK) to acknowledge that any assignment to it of any Research IPR is subject always to Kidney Research UK's rights set out in this Appendix 1; and
  - 4.3.3 not enter into any further assignment of the Research IPR without written approval of Kidney Research UK of the terms of such assignment, such approval not to be unreasonably withheld.

## APPENDIX 2

### POLICY ON THE USE OF ANIMALS IN FUNDED RESEARCH

Animal experimentation is essential for some types of biomedical research and the process is regulated by UK law. All research involving the use of animals requires a licence from the Home Office under the Animals (Scientific Procedures) Act 1986. Under this Act all the researchers, research establishments and procedures through which the experiments are performed must be licensed by the Home Office. All these processes are rigorously policed by the Home Office Inspectorate.

Kidney Research UK approves research involving animal experimentation when there are no suitable or practical alternatives. Kidney Research UK strongly endorses the 3Rs principles of, Replacement, Reduction and Refinement along with high animal welfare standards. Kidney Research UK endorses the AMRC guidelines on animal research and as an AMRC member has signed up to the Concordat on Openness.

Grants will only be awarded when the researchers provide convincing arguments and abide by the best practice and legal requirements for research involving animals, which are not limited to the following clauses:

- a) The research question being addressed is of sufficient importance and justifies the use of animals;
- b) The use of animals is essential, and that the question cannot be answered using alternative methods;
- c) The experimental design is appropriate and should answer the research question;
- d) The number of animals is the minimum required to answer the question posed, and the species chosen is appropriate by using the simplest possible, or least sentient, species of animal;
- e) Home Office regulations relating to pain and distress of the animals are adhered to absolutely at all times and suffering and distress are avoided as much as possible;
- f) The experiments will only be performed on premises of the highest standards licensed by the Home Office; or, in cases where collaboration involves animal research overseas, that they are assured to be carried out in the 'spirit of UK Law';
- g) Use is made of the ARRIVE guidelines (<http://www.nc3rs.org.uk/page.asp?id=1357>) when designing experiments and reporting is in accordance with these guidelines as much as possible, taking into account the specific editorial policies of the journals concerned;
- h) Work involves the implementation of the principles in the cross-funder guidance: Responsibility in the Use of Animals in Bioscience Research <http://nc3rs.org.uk/responsibility-use-animals-bioscience-research>
- i) Use of non-human primates must comply with the NC3Rs guidelines: Primate Accommodation, Care and Use. <http://www.nc3rs.org.uk/page.asp?id=277>

## **POLICY ON THE INVOLVEMENT OF PATIENTS, CONTROL VOLUNTEERS OR HUMAN TISSUES IN FUNDED RESEARCH**

Kidney Research UK requires that research involving patients and healthy volunteers (controls) is subject to approval by a UK Ethics Committee managed through the National Research Ethics Service (NRES) regulated by the Health Research Authority (HRA), and requires a copy of a letter of approval before an award is activated.

Kidney Research UK requires that research involving human tissues and samples is conducted in accordance with all current legal and regulatory requirements.

This includes but is not limited to:

- appropriate approval from an Ethics Committee
- HTA licence in place, compliance with the Human Tissue Act 2004
- appropriate consent from the patients or next of kin
- treatment of the information and data with appropriate respect and conformity to the General Data Protection Regulation 2018.

## APPENDIX 3

### POLICY ON USE OF 'Researchfish'

#### What is Researchfish?

*Researchfish* is a secure online system that gathers information directly from UK researchers about the outputs and outcomes from their grants. It is provided and fully supported by Researchfish Ltd ([www.researchfish.net](http://www.researchfish.net)) with inbuilt 'online' help functions, as well as bespoke videos and webinars to provide training and assistance to allow users to become 'au fait' in their use of *Researchfish*.

#### What is its purpose?

Stakeholders have come together jointly to streamline the process of collecting research output and outcome data into a simple, easy process thereby relieving the current 'multi-reporting' burden stakeholders place upon all researchers and to provide the opportunity for improved evaluation of research achievements by both funders and research institutes.

Researchers – asked once only instead of multiple times for the same information.

Funders – ability to collect outputs/outcomes and have good reporting and analysis functions

Research Institutes – Institutional Data available for REF, etc.

#### Why should researchers use it?

It allows researchers to record their research outputs and outcomes from grants **just once**, assigning the information simply and easily to multiple funders. *(Over time as more funders use Researchfish, and UK Research Institutes are granted viewing access, it will reduce the time needed and duplication in reporting the same information to multiple funders and host institutes, thereby reducing the administrative burden and freeing up time for research activities.)*

It provides researchers with the ability to create a CV (CV Builder) which links with all their outputs automatically populating from their *Researchfish* portfolio, and links with the PubMed database ensuring accurate and reduced data entry for researchers managing their research outputs.

It allows funders accurately and robustly to gather data about the impact of the research they fund, which will ultimately allow them to demonstrate their impact further, leading to continued or increased levels of funding available to support their grant programmes.

#### What do researchers need to do?

All grant recipients are required to register and annually submit data through the online portal called *Researchfish* regarding research outputs and outcomes resulting from their award. *Researchfish* is available online 24 hours a day, 365 days a year. This system replaces the previous MRC e-val portal and now includes a wider group of funding bodies including Kidney Research UK. (See Appendix 3.) Data must be entered during and indefinitely following completion of the grant.

Kidney Research UK will use *Researchfish* to collect data longitudinally on outputs, outcomes and impacts arising from all our awarded grants, both during the period the grant is active and for subsequent years (indefinitely). Information you enter in *Researchfish* must be attributed to Kidney Research UK.

## What happens to the data researchers enter and who has access to it?

Data remains secure with *Researchfish*, which conforms to the General Data Protection Regulation 2018.

*Researchfish* provides researchers with the ability to update their email contact details (via the 'Profile' section) for the purposes of interacting with *Researchfish*, and they can request amendment of any other details displayed in the system.

Data in a researcher's portfolio is not visible to any of the funding organisations using *Researchfish*, unless they attribute an output or outcome to a specific award and then the funder for that award would be able to see the data attributed to them. Funders cannot see outputs or outcomes attributed to other organisations.

Some funders will be allowing their data to be shared with Research Institutions, in which case **only** the funder's grants held by researchers at that research institution would become visible to that research institution. (*Kidney Research UK will be sharing, such that Research Institutions can see data entered by their own researchers, which will negate the necessity of duplicate reporting to funder and host institute by researchers. Presently research institutions are still running their own internal databases.*)

*Researchfish* holds information about the grants awarded to researchers drawn from Kidney Research UK's grants database, including your email address and your host institution. This information is used in combination with the output/outcome information reported via *Researchfish* to:

- Carry out analysis in relation to evaluation of research
- Operate *Researchfish*
- Report to host institutions (where sharing agreed)

Kidney Research UK will perform annual analysis of the outputs from all its awards collected in *Researchfish*, which will be used for reporting back to the Charity's Board of Trustees, and the Research Strategy Committee. Kidney Research UK may also publish the results of this analysis on its website or within charity publications or reports. Kidney Research UK will not be drawing comparisons between the outputs of individual researchers or institutions.

Kidney Research UK may share results from analyses carried out on data collected in *Researchfish* at the level of grant title, researcher name, institution name, study abstract, output information submitted.

Researchers should ensure that information submitted via *Researchfish* is **not confidential** and can be published.