



## NIHR Cancer and Nutrition Collaboration

### Guidance on mechanisms for gaining support for your research from the NIHR Cancer and Nutrition Collaboration

This document specifies the nature of support and level of endorsement that the collaboration can offer for research grant applications. This document outlines the role the collaboration may play across stages of the study development process and when formal letters may be issued, and the importance of including support for the continuing work of the Collaboration within any application.

#### **Support for applications**

The NIHR Cancer and Nutrition Collaboration is able to provide the following support for members of the collaboration:

- Access to a patient and public reference panel
- Curating/signposting expertise, literature and identifying potential collaborations
- Technical expertise within context of study design and accessing methodology.  
Collaboration members should be Co-Investigators on applications if technical expertise has been provided.
- Reviewing applications, offering opinion and collaborating in the development of study protocols.
- Confirmation of statement of collaboration activity – which should reasonably only be given for:
  - a) A study coming directly out of the collaboration
  - b) Confirmation of someone's role/position within the collaboration (Chair or deputy Chair to provide this)
  - c) Have engaged with members of the collaboration to access additional expertise

**Note:** Applications and subsequent outputs should provide one or more of the following statement of acknowledgement of the NIHR Cancer and Nutrition Collaboration's involvement:

The NIHR Cancer and Nutrition Collaboration can confirm that:

1. this application has been originated and developed directly out of the activities of the Collaboration.

2. the applicant in their role as XX has played a) played a defined role (specify) in developing this application or b) will play a defined role (specify) in the conduct of the study if the application is successful.

3. members of the Collaboration (specify) have been engaged in the development of this application.

**Types of support**

**Encouragement** – basic feedback is provided about an application

**Endorsement** – active enhancement of an application (added value)

**Enabling** – provide something they don't already have.

- Intellectual property
- Networks
- Capabilities

The NIHR Cancer and Nutrition Collaboration does not receive central funding to support its core costs or in supporting the activities of the Collaboration. Therefore, it is necessary for grant applications which have received support from the NIHR Cancer and Nutrition Collaboration to recognise the support received, and to include appropriate reimbursement in the costings for the project. The anticipated costs incurred by the Collaboration in supporting the application, or study if successful, should be agreed with the Secretariat prior to submission.

**What is the mechanism for securing support....?**

Requests for support should be directed to the Secretariat with a clear statement (or copy of the draft application) outlining the nature of the application and the nature of support requested.

Collaboration members requiring a letter confirming the Collaboration's role in the development of the study must request letter no later than two weeks before it is required.

**Who will provide the formal letter...?**

Where the Collaboration's support is included in the application, a copy of the final application must be forwarded to the Secretariat.

Once the nature of support for the study and the reciprocal support for the Collaboration have been agreed, the Chair or Deputy Chair of the Collaboration will provide a letter to confirm these details.

If an application is successful, a copy of the award letter should be forwarded with the application.

**Fee process**

We cannot simply include an overhead element as this would be rejected by most funders. Rather, we should reflect any costs incurred in:

- a) Contributing to support the research activity during the study
- b) Developing the application (recovery of costs incurred in bringing the applicants together, providing technical support and/or PPI (consumer reference panel)
- c) Communicating the findings of the study on completion

These costs need to be explicit, fully costed (as opposed to a '5% cost' for example, which looks like an overhead) and agreed with the Collaboration in advance of submission.

Please contact [cancer\\_nutrition@nih.ac.uk](mailto:cancer_nutrition@nih.ac.uk) with any queries.