



# BIOREME Funding Call 2 - Guidance document

Updated on 12 June 2023

Call open: 20 February 2023

Call closed: 6 October 2023

Peer review/panel meetings: October 2023

Funding decision: November 2023

Fellowship start date: Jan 2024 onwards

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# 1. Summary

Applicants are invited to apply for funding from the BIOREME Network+ to support an 18-month Fellowship for outstanding early career researchers.

The schemes objectives are to:

- Support early-career researchers towards becoming independent researchers.
- Contribute to growth and sustainability of the BIOREME network.
- Investigate the feasibility of a new research area within BIOREME's priority areas (section 2) with potential to attract further funding.

All projects must comply with every aspect of the UKRI project guidelines:

<https://www.ukri.org/manage-your-award/meeting-ukri-terms-and-conditions-for-funding/>

## 2. Priority areas

Projects must fall within a common theme of data-driven biophysical lung modelling and should include some aspect of mathematical and/or computational modelling of physical processes in the lung (at any scale). The research should also demonstrate either direct benefits to patients or clear potential for future benefits. Submissions that meet these requirements but do not align closely with BIOREME priority areas are welcome. Nonetheless, when writing the proposal we recommend you consider how the research aligns with the BIOREME priority areas, which are:

1. Improving treatment delivery and clinical trial design
2. Developing the next generation of clinical lung function measurement
3. Modelling pulmonary mechanics in chronic and critical care including COVID-19
4. Environmental and socio-economic determinants of lung health

Please visit [bioreme.net](https://bioreme.net) for further information and examples of research topics within each theme.

## 3. Eligibility criteria

### Applicant

- Research Fellowships are aimed at early-career researchers. Applicants must have or be on track to obtain a PhD in a relevant discipline before their proposed start date. In the case where the PhD has already been awarded, it must have been awarded no more than three years before the submission deadline: 6 October 2023. This time period includes applicants' work experience in academia or/and in industry. Applicants extenuating circumstances which may take them beyond the three-year limit (e.g. maternity/paternity leave, extended sick leave, national service, or caring

responsibilities), will be taken into consideration, please provide any relevant dates and details in the application form.

- Research Fellowships can be held part time but must be the only form of employment. The request for a part-time Research Fellowship (at no less than 50% of full-time equivalent) must be clearly stated within the application.
- It is the responsibility of the applicant to contact the host institution and gain the formal approval from the relevant head of department or school before submitting an application.

## Project

- Funding is available to support an applicant's salary for up to 18 months.
- Fellows will receive up to £3000 towards travel and subsistence costs to support activities that help promote their research and strengthen/ develop collaborations eg. conference attendance, workshops, group visits.
- Research Fellowships must start after the 1 January 2024 and be completed by 31 Dec 2025.
- Project proposals must include biophysical lung modelling as an integral component of the project.
- Projects must be able to demonstrate interdisciplinary nature and should preferably involve at least one other institution or organisation in addition to the host organisation.
- Projects must be able to demonstrate potential for continuation beyond the project funding period to enable sustainable development.
- Projects must be able to demonstrate how beneficiaries will be engaged and likelihood of impact will be increased.
- Project research must fall within 50% of the EPSRC's remit  
<https://www.ukri.org/councils/epsrc/guidance-for-applicants/epsrc-remit/>

## Host Institution

- Research Fellowships must be held at a UK higher education institution/ university in a department that can show it is capable of fully supporting the researcher. In addition, the host institution must agree to provide the Research Fellow all the support normal for a permanent employee.
- The host institution is responsible for securing all necessary work permits and related costs for the Research Fellows.
- The host institution must be eligible for EPSRC funding. For information on the eligibility of organisations to receive this funding, see the EPSRC Funding Guide:  
<https://epsrc.ukri.org/funding/applicationprocess/fundingguide/>. As this call is a targeted funding opportunity provided via EPSRC funding, higher education institutions, and some research council institutes, and independent research organisations are eligible to apply. A list of eligible organisations to apply to EPSRC is provided at:  
<https://www.ukri.org/funding/how-to-apply/eligibility/>

## Mentors and collaborators

- The Mentor must be employed at a UK institution and be able to demonstrate they can support the fellow with their research project
- Projects may also include collaborators referred to as Project Partners who can be international (outside of UK). Project Partners are defined as collaborating organisations who will have an integral role in the proposed research. This may include in-kind or cash contributions such as expertise, staff time, use of facilities, etc. Project Partners cannot receive funding directly from the grant; the only exception to this is where a Project Partner is providing services or equipment that will go through a formal procurement process audited by the host research organisation. The Project Partner cannot receive any other funds from the grant, such as travel and subsistence. Letters of support should be included to demonstrate Project Partner support.
- We require agreements to be made on GDPR compliant policies and Data Processing Agreements between the applying institution and their collaborators. If these cannot be agreed within a certain timeframe, we reserve the right to cease the contract process and choose another application.

## Finance

- The breakdown of the maximum funding available is in the following table:

	100% FEC (GBP)	80% FEC (GBP)
Directly incurred staff costs	80, 000	64, 000
Directly Incurred (travel and sustenance)	3, 000	2, 400
Estates/Indirect/Other costs	126, 751	101, 401
Total	209, 751	167, 801

- The awardee can spend up to the limit in the 100% FEC column and then claim the 80% FEC equivalent of their final cost.
- The awardee will not be able to use the Estates/Indirect/Other DA budgets to cover salary costs and vice versa.
- We expect this to fund a project for 18 months (FTE), but aim to be flexible within the hard bounds of maximum cost and grant end date.
- When invoices are submitted they will be for 80% of the full cost and a statement should also be submitted showing the full cost. For further details on costing and overheads please visit the EPSRCs full economic costings guide: <https://www.ukri.org/councils/epsrc/guidance-for-applicants/costs-you-can-apply-for/>
- Projects must be complete and all costs must be claimed by December 2025 (the funding end date of the grant awarding the fellowship funding)
- Any additional costs (equipment, lab technician time etc.) necessary to carry out the project will either need to be provided by the host institution or project partners, with letters of support to indicate this.

## 4. Application procedure

To apply for this grant you will need to submit a response to the application form [here](#)

You will be requested to upload the following documents as part of the application form:

- **Project Proposal:** PDF format (max 4 pages of A4 with 11pt Arial font and 2cm margins)
- **Project Workplan (Gantt Chart):** PDF, png, or jpeg format (max 1 page)
- **Academic CV:** PDF format
- **Host Institution Letter of Support:** PDF format
- **Project Partners Letters of Support:** PDF format

Further details of what is required for each document are given below.

### Project Proposal

The Project Proposal must not exceed 4 pages of A4 with 11pt Arial font and 2cm margins. It must include the following sections:

Applicant and Research Environment - Outline the track record of yourself and the Mentor supporting this Fellowship detailing relevant skills and expertise. Please also include details of any collaborators and what added value they will bring to the project.

Project Details - Provide a description of the project aims, methods and work packages outlining how the project aligns with at least one of BIOREME's four priority areas, or BIOREME's wider remit of mathematical and/or computational modelling of physical processes in the lung (at any scale), (<https://www.bioreme.net/themes>).

Outcomes and wider impact - Outline how the project will help achieve BIOREME's goals; to develop new technologies and treatments, to improve understanding of lung disease, to develop research partnerships between academia, medicine, industry and charity. Include plans for future funding applications to build on this pump-priming funding. Include plans for how the £3000 towards travel and sustenance will be used to support sharing research outcomes and developing/ strengthening collaborations.

### Project Workplan (Gantt Chart)

A visualisation of the project timeline, as laid out in the "Project Details" section of the Project Proposal, in the form of a Gantt Chart or similar.

### Academic CV

This should include (but is not limited to) details of your

- Academic qualifications
- Previous employment
- Previous research positions/projects
- List of publications (for papers where you were not the main author, please highlight your contribution to the work)
- Invited conference talks or seminars

## Host Institution Letter of Support

The Host Institution must confirm their support for the proposed project in a letter from the Head of Department/School/Faculty. This letter should include (but is not limited to) the following information:

- Confirmation that the host institution will provide the Research Fellow all the support normal for a permanent employee.
- Confirmation that the institution will secure all necessary work permits and related costs for the Research Fellows.

## Project Partners Letters of Support

Each project partner must demonstrate some contribution to the project (e.g. equipment, funding, in-kind support). The Letter of Support is required to explain their interest in the project and the support they will provide.

# 5. Assessment Process

### **Stage 1: Network+ team sift.**

The Network+ Team (Network+ Steering group, Advisory Board) will perform an initial review of the applications against the criteria e.g. relevance to BIOREME, fit to priority areas, meeting the must have criteria.

### **Stage 2: Peer Review of selected proposals:**

The reviewers will be made up of members of the Network+ Team from our Steering Committee and Advisory Board who have expertise in the project area. All reviewers will have declared any conflicts of interest up front and will only be assigned to review calls that can be judged impartially. Each Application will receive at least two reviews from impartial reviewers, and applicants may request feedback if they wish to do so. Calls will be judged on the following:

- Applicant and Research Environment (30%):
  - Track record of applicant: *How strong is the evidence that the applicant has the required skills and experience to carry out the proposed project*

- Suitability of the project mentors/partners: *To what extent do the wider research team have all of the required skills and experience to guide the proposed project?*
- Suitability of the research environment: *To what extent does the project have good support and resources from the institution(s) and partner organisations involved?*
- Scientific Assessment of the proposed research (40%):
  - Scientific soundness and clarity: *Are the aims/hypotheses clearly explained and scientifically valid? Are the proposed methods appropriate to achieve these aims?*
  - Feasibility of the research: *How plausible is it that the aims of the project can be achieved in the timescale, considering the resources and methodology proposed?*
  - Academic/Scientific Impact: *Does the research address an important scientific question and will it make a significant contribution to the field?*
  - Relevance to BIOREME and themes: *How well does the research fit into one or more of the BIOREME research themes and/or wider research remit.*
- Wider impact of the research (30%)
  - Potential to lead to further funding: *This call is intended to provide a springboard to independence, how likely is this proposal to lead to further grant success?*
  - Public/Patient/Health Impact: *How significant are the potential impacts of this research? Note these can be medium/long term impacts*
- Ethical and EDI considerations will be assessed.

## 6. Project Management and Expectations

The BIOREME Network+ coordinators Dr Carl Whitfield and Dr Anne Canning will liaise between the BIOREME investigators and the successful applicants. The fellowship-holder will be required to keep the BIOREME investigators informed of progress (e.g. via reports, a web site or a blog) and take part in Network+ activities as appropriate to the project. Projects will need to submit a report on the activities and outcomes of the projects within 3 months of the end of the project. There will be a follow-up questionnaire 12-months after the pilot project to ascertain any other outcomes that followed as a result of the funding (e.g. publications, grant applications). The final quarterly invoice must be received within a month of the end of the pilot project.

## 7. Intellectual property

With regards to intellectual property, The BIOREME Network+ and EPSRC make no claim to intellectual property that arises from research activities funded under this grant (for more information see their website: <https://epsrc.ukri.org/funding/applicationprocess/basics/ip/>). I.e. each party shall own the intellectual property generated by that party. However, it is required



that project outcomes and any outputs resulting from the funding will be reported to BIOREME (see section 5) for dissemination to the wider network and general public.

The funding will be awarded via a BIOREME Network+ Award agreement from the University of Nottingham with the host organisation, which will specify the agreed terms and allow for any issues with respect to background IP being utilised in the proposed activity to be highlighted. If the application includes more than one research organisation and/or other project partners, the main applying Research Organisation must have their own formal collaboration agreements in place to set out the basis of collaboration including ownership or intellectual property and rights to exploitation.

Any publications and other outputs/dissemination resulting from work carried out under this grant must include acknowledgement of the Network+ funding by including the statement “*This work has been supported by the EPSRC-funded Network+ Integrating data-driven BIOphysical models into RESpiratory MEDicine (grant number:EP/W000490/1)*”. These publications (including the required project report) must adhere to UKRI Open access requirements and any software produced should be open source and made available via an online repository (e.g. Github, figshare etc.). Funded projects will be expected to present a summary of their work at a Network+ conference or workshop.

## 8. Key dates

- 20 February 2023: Call formally announced
- 12 June 2023: Application guidance and timeline updated
- 6 October 2023: Application Deadline
- October 2023: Peer review and panel meetings
- November 2023: Applicants will be notified
- Successful projects should be prepared to start as soon as possible from when the announcement is made, preferably on or within 6 months of 1 January 2024, subject to completing the BIOREME Network+ Award Agreement.
- Projects will be expected to report on progress at the annual BIOREME Network wide meeting.

## 9. Contacts

For more information on the BIOREME Network please visit our website at [bioreme.net](http://bioreme.net). If you have any further questions please contact our network project managers at [contact@bioreme.net](mailto:contact@bioreme.net)

## 10. GDPR statement

The BIOREME Network is hosted at the University of Nottingham and their privacy statement can be found here:

<https://www.nottingham.ac.uk/utilities/privacy/privacy.aspx>

Records of the applications will be stored for 1 year from submission in line with the University of Nottingham [Records and Information Management](#). Aggregated and anonymised data regarding applicant institutions and project themes will be retained to monitor engagement and reach of the funding call.