

# Fund

## Clinical Project Course of Study National/international meeting



Charity Registration Number: 1056410

### Guidelines and conditions

#### **Who can apply?**

Applicants for a Fund award must be a qualified health care professional living and working in the UK. A qualified health care professional is a person requiring a qualification or license to practice in the UK (such as nurses, dieticians, podiatrists and pharmacists) except GMC registered professionals (who are not eligible to apply for this award).

#### **Regulations**

The objective of the Fund is to support and enhance patient care through funding clinical projects and through training and education for healthcare professionals within the field of diabetes in the UK. Funding is considered under three categories:

- Support of a clinical project
- Relevant national or international meeting, at home or overseas
- Support for courses of study

#### **Conditions**

**Clinical Project** - Applications for funding of a clinical project must be clearly itemised by the applicant and must directly relate to project costs such as materials, stationary, postage, room or equipment hire, patient travel. Expenses such as transcription costs for qualitative work in respect of a study gaining a higher degree, and 'participant thank you gifts such as vouchers etc.' are not usually considered to be appropriate funding awards by the committee. The clinical project must commence after the date of the award.

**Attendance at a national or international meeting** - For those applicants wishing to attend a national/international meeting it is preferred that they have submitted an abstract or presentation to the meeting. Preference will be given to those applicants. The meetings must be after the date of the award.

#### **Support for courses of study**

No retrospective awards will be considered. The start date of the course must be after an award has been made.

#### **General information**

The annual amount available for the Fund is decided by the Trustees each year. Applications will be triaged to ensure compliance with the requirements for making an application. Valid applications will be reviewed by an independent selection committee of lay and healthcare professions related to diabetes which will recommend applicants to the Board of Trustees for a final decision on funding. Decisions are reached by simple majority.

Trustees expect all award recipients to adhere to regulations, and where appropriate the research governance framework.

The funds are granted for the purpose stated in the notification from the Board and the amount granted is, unless agreed otherwise, fixed on the basis of the application. If the recipient wishes to use the funds in a way that differs substantially from the application, permission from the Board should be obtained in advance. If the full amount of the Fund is not used, the balance must be returned to the Foundation.

On completion of the project, course or meeting, a maximum 400 word report must be submitted to the Board including an account of how the funds have been used and how the recipient, their practice and their patients have benefited. For Clinical Projects a peer reviewed abstract or publication would be accepted.

In publications appearing as a result of any Foundation award, acknowledgement should be made to the support provided by The Novo Nordisk UK Research Foundation.

### **Guidelines for completion of applications**

- Application forms are available from the web site. [www.novonordiskfoundation.org.uk](http://www.novonordiskfoundation.org.uk) or on request from [ukresearchfoundation@novonordisk.com](mailto:ukresearchfoundation@novonordisk.com)
- Incomplete, incorrect or late applications cannot be accepted.
- All signatures must be provided (electronic signatures are accepted).
- Do not complete additional sheets to those provided – these will not be considered by the Committee.
- State all funding requirements.
- For courses please insert a link to the course details.
- For meetings please insert the agenda.
- Insert a one page CV into the application form (**N.B.** CVs will be shared with all reviewers) do not send CVs separately. CVs must be legible and clear to read.
- If the project involves patients or healthy volunteers, insert a copy of Ethics Committee approval.
- BACs payments will be made to an institution or organisation wherever possible (for audit purposes), where this is not possible a receipt must be provided after the award is made.
- Consent is required so that we can share details on our website/advertising materials, accounts submitted to the Charity Commission, and the Association of Medical Research Charities (AMRC) where appropriate.
- Awards must be used within one year of the award date.

Further details can be found in the Policies and Guidelines of the Foundation, available on the Foundation website, which should be referred to in addition to this document.

Due to the number of applications received and the time demands placed on reviewers, unfortunately, it is not possible to provide feedback to each individual application.

All enquiries should be directed, and applications submitted, to: Jackie Shuttlewood, The Novo Nordisk UK Research Foundation, 3 City Place, Beehive Ring Road, Gatwick, RH6 0PA  
E-mail: [ukresearchfoundation@novonordisk.com](mailto:ukresearchfoundation@novonordisk.com)  
Tel: 01293 762009 or 07764 958938

*Unsuccessful applications will be deleted from our records 12 months after a decision on funding is received.*

*The sole donor to the Novo Nordisk UK Research Foundation is Novo Nordisk Ltd*