**HiSS Step One Seed Fund**

The Step One Seed Fund is a new fund to help kick-start research projects in the School of Health in Social Sciences which are intended to lead to larger externally funded project. The School has made up to £20,000 available for this call and we are expecting to fund around 4-6 projects.

Applicants can apply for up to £5,000 to fund activities that provide the evidence/partnerships needed to form the basis of a larger funding application. We are interested in applications for a range of different activities but all applications should clearly show how the funds will underpin a future programme of research and ‘de-risk’ applications to other funders.

Please contact research.hiss@ed.ac.uk with any questions about process or dor.hiss@ed.ac.uk with questions about your research.

Example activities:

* Conducting pilot or exploratory work to provide some primary data
* An initial study or piece of stand-alone research that supports the development of a new project or line of research
* Undertaking a systematic review or literature review
* Establishing or developing research networks

Funding is not available to cover the costs of staff, attending conferences, or events that aren’t hosted by the PI for the purpose of establishing or building a research network.

**Eligibility**

Applications are open to members of staff who started in the School after November 2019 and have a research component in their role. However, priority will be given to those under a Grade 9 and after that, those within 5 years of PhD award. PIs must have a contract of employment that outlasts the length of the grant.

Applications must be aligned with the research priorities of one of the School’s Centres (CADP, ECRED, SCPHRP, CCRI, CHIH) or research groups. You will need a signature from the Director of the Centre or research group you’re aligning your work with, and you’re strongly encouraged to speak to them before submitting your proposal.

**Guidelines and general terms and conditions**

* Projects must start on 1st March 2021 and last no longer than 5 months
* All funds must be spent (either claimed, invoices paid, or purchase orders raised and approved) by 30th June 2021
* Funds will not be carried over the financial year
* Ineligible costs:
	+ Salaries for core members of staff
	+ University overheads
	+ Equipment
	+ Payments to overseas partners or external partners
* We will fund the costs of research assistance, but only for a named RA. Applications requiring an open recruitment process will not be accepted. Please allow 1 week for costing: contact research.hiss@ed.ac.uk.
* Applications requiring NHS ethics or R&D approvals (unless already in place) will not be considered due to time constraints.

**Assessment process and criteria**

Your application will first be checked for eligibility and to ensure it adheres to the guidelines and terms and conditions outlined above. Any applications not adhering to the guidelines will not be progressed to the assessment panel. Eligible applications will then be reviewed by a sub-panel of the Research & Knowledge Exchange Committee to be held on week of 15th February 2021. Applicants will be informed of the outcome shortly after the Committee meeting.

Applications will be judged on the quality and feasibility of the proposal and its potential for underpinning and informing future research.

**How to submit your application**

Submit your application by email to research.hiss@ed.ac.uk by 4pm on **Wednesday 10th February 2021.**

**APPLICATION FORM**

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| **Name of applicant**  |
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| **Email address** |
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| **Centre or research group your proposal is aligned to**  |
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| **Current position and Grade**  |
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| **Date service commenced in the School of Health in Social Science and number of years since award of PhD**  |
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| **Project title**  |
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| **Confirm you are happy adhering to the start date, project duration, and reporting deadline below** |
| Start date of 1st March 2021  | Agreed [ ]  |
| Project duration of 5 months  | Agreed [ ]  |
| Final report by the end of 2021 | Agreed ☐ |

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| **Project description (max 500 words)** Including objectives, timeline, project design, outcomes (and how they are to be achieved), and relationship to the work of your chosen Centre or research group.  |
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| **How will this project contribute to future planned research and / or knowledge exchange and impact?**Provide details of how this work will contribute to a future line of enquiry or application to another funder. State the funder and funding call you are planning to apply for and explain how the Health Seed Fund will strengthen a future application. If you are requesting funds for a Research Assistant, detail how you will support their career development with future funding.  |
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| **Ethics**Give a brief (max 100 words) description of how you will seek ethical approval and from whom. Applications that have not already obtained NHS ethics or R&D approvals will not be accepted.  |
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| **Budget requested** Provide a clear breakdown of funds requested up to a maximum of £5,000. Make sure you provide sufficient detail for us to assess value for money. Please allow 1 week for costing: contact research.hiss@ed.ac.uk. |
|  | £ |
|  | £ |
|  | £ |
|  | £ |
|  | £ |
| Total  | £ |

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| --- | --- |
| **Signature from Director of Centre or research group**  |  |
| **Brief description of how the proposed application aligns with the Centre’s or research group’s priorities (optional)**  |
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| **Applicant signature**An electronic signature is fine.  |  |