

## Transition Support: Guidance for Applicants

### 1. The Application

The guidance below is supplementary to the [Guidance for Fellowship Applicants](#) and both should be read ahead of completing your proposal.

#### 2.1. Je-S proposal form

All proposals must be completed and submitted through the Je-S system by **16:00 (BST) on 26 September 2019**. The call will be available to select on Je-S from 05 June 2019.

Certain sections and headings in the proposal form are set out below, along with a description of the information required in each section. Please note these sections should be filled out in relation to the work being undertaken during the Transition support award, and not your original fellowship award. The content of some of these sections may therefore be brief.

**Project title:** The title of the project should read as follows “MRC Transition Support [CDA or CSF] [First name Surname]”

**Objectives:** Please list the objectives of your proposal for Transition support, in order of priority.

**Summary:** Provide a plain English summary that can be understood by a non-academic audience of the proposal for Transition support, explaining the overarching aims of your fellowship, the progress made to date, why you consider that you are currently not able to apply for grant funding and how the Transition support would enable you to do so in the future. The section is limited to 4000 characters, including spaces.

**Technical summary:** Provide a more in-depth summary aimed at reviewers (academic and non-academic) who have some knowledge of the areas of research involved. The section is limited to 2000 characters, including spaces and returns.

**Other support:** Support on current projects from other sources. Applicants must declare any relevant financial support which has been awarded or applied for. This should include any funding that has been obtained or requested for any aspect of the project currently being **applied for by the applicant**.

**Related proposal:** Please include the Grant reference, MR/XXXXXXXX, of your existing CDA/CSF Fellowship.

#### Honorary Clinical Contract and Clinical Details

Applicants from a clinical background must also complete the ‘Honorary Clinical Contract and Clinical Details’ section. Applicants who are not clinically qualified should answer ‘No’ to the question ‘Would an Honorary Clinical Contract be sought?’ and enter ‘NA’ or ‘0’ in the subsequent required fields.

## **2.2. Case for support (maximum of four sides of A4)**

One of the key aims of the scheme is to provide short-term support to fellows who have made good progress with their fellowship project but have not yet achieved outputs suitable to secure follow-on funding via other routes. For example, animal models may have successfully been established or data analysis be in progress, but **publications and other outputs** may clearly require longer than the timeframe of the award remaining.

The case for support should outline:

### 1) Progress made to date with the fellowship

Please detail progress made with the delivery of the scientific objectives of the fellowships, and any arising achievements. This could also include non-scientific achievements such as evidence of effective leadership or the addition of other esteem factors (Committee membership etc). Unpublished data may be included to support your application.

### 2) Why do you consider you are not currently able to apply for grant funding

Please provide rationale for why you have been unable to produce the necessary outputs sufficient enough to be competitive for further substantial funding. If there have been legitimate delays or unexpected issues that have arisen, these should be explained.

### 3) How the Transition support would enable you to apply for grant funding in future

Applicants should explain how the Transition support award would enable them to be in a competitive position for further funding upon completion. Rationale for the time frame requested must be provided, alongside a clear plan for the delivery of the key objectives of the Transition support award. Fellows may choose to move institution for the period of Transition Support. Applicants are expected to outline how the host organisation will enable them to meet their objective as part of the case for support.

## **2.3. Justification of resources (maximum of two sides of A4)**

Applicants may request up to three years funding, based on need needs of the candidate and the project. Anticipated costs would include salary costs (at 50%), continuity of existing research staff a small consumables budget and overhead costs. The support for new team members would only be considered in exceptional circumstances. There is not a formal limit on the level of resource applied for. It is expected that a typical application would cost approximately £300 – £400k. All awards will be made at 80% FEC.

## **2.4. Pathways to impact (maximum of two sides of A4)**

Please briefly detail the how the Transition support award would facilitate the maximum impact of your research.

## **2.5. Data management plan (maximum of three sides of A4)**

The data management plan should be used as an opportunity to describe how the data are going to be managed. If there are no significant differences from the Data Management Plan in your original application, you may use the same plan.

## **2.6. Letter of support (maximum of two sides of A4 or equivalent on headed paper or sent by email)**

This is a mandatory attachment and must be from the Head of the Department from the organisation that will host the fellow for the duration of the Transition Support award.

The Letter must summarise:

- The applicant's suitability for a Transition Support award
- The commitment the department will make to mentor and support the fellow
- Research time will be protected appropriately; as a minimum, the percentage FTE supported by the MRC and must be sufficient to achieve the aims of the Transition funded period
- Confirmation of the commitment to 50% of the fellow's salary and, line with organisational employment policies and practices, a commitment to providing an open-ended UK based independent research position to be taken up if the Transition Support is awarded.

## **2.7. CV (A maximum of two sides of A4)**

The fellow must include an up to date CV, using the MRC Fellowship CV template, This should include details on any additional funding sought or awarded and any other relevant information.

## **2.8. Publications (One side of A4)**

The fellow must include a list of relevant publications, including those arising from the fellowship. This may be in preparation, under review or in press. Where relevant, data from unpublished work may be referenced in the case or support. The MRC supports the use of pre-prints.

Queries regarding the MRC Transition Support scheme should be directed to [fellows@mrc.ukri.org](mailto:fellows@mrc.ukri.org)