**UKRI Mental Health Platform**

**Collaboration & Innovation award application form**

**Please consult the** [**MHP website**](https://www.mentalhealthplatform.ac.uk/)**, the** **[Collaboration & Innovation web page](https://www.mentalhealthplatform.ac.uk/Collaboration-and-Innovation), and the** [**MHP Privacy Policy**](https://www.mentalhealthplatform.ac.uk/privacy-policy) **before submitting your application.**

# Part I – Applicant details

We encourage the parties involved to co-lead the project instead of selecting only one lead, given the collaborative nature of these awards. However, it’s not a compulsory requirement.

## Lead Applicant:

|  |  |
| --- | --- |
| Title | Click or tap here to enter text. |
| First Name | Click or tap here to enter text. |
| Last Name | Click or tap here to enter text. |
| ORCID ID | Click or tap here to enter text. |
| Current role | Click or tap here to enter text. |
| Organisation name | Click or tap here to enter text. |
| Department | Click or tap here to enter text. |
| Email contact | Click or tap here to enter text. |
| Tel. contact | Click or tap here to enter text. |
| Address | Click or tap here to enter text. |

## Co-Lead Applicant (if applicable):

|  |  |
| --- | --- |
| Title | Click or tap here to enter text. |
| First Name | Click or tap here to enter text. |
| Last Name | Click or tap here to enter text. |
| ORCID ID | Click or tap here to enter text. |
| Current role | Click or tap here to enter text. |
| Organisation name | Click or tap here to enter text. |
| Department | Click or tap here to enter text. |
| Email contact | Click or tap here to enter text. |
| Tel. contact | Click or tap here to enter text. |
| Address | Click or tap here to enter text. |

## Collaborators:

|  |  |
| --- | --- |
| Title | Click or tap here to enter text. |
| First Name | Click or tap here to enter text. |
| Last Name | Click or tap here to enter text. |
| ORCID ID | Click or tap here to enter text. |
| Current role | Click or tap here to enter text. |
| Organisation name | Click or tap here to enter text. |
| Department | Click or tap here to enter text. |
| Email contact | Click or tap here to enter text. |
| Tel. contact | Click or tap here to enter text. |
| Address | Click or tap here to enter text. |

# Part II– Project information

|  |  |
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| Project Title | Click or tap here to enter text. |
| Start Date\* | Click or tap here to enter text. |
| End Date, Length (months) | Click or tap here to enter text. |
| Total Cost to Funder proposed | Click or tap here to enter text. |
| Hubs involved | Brain and Genomics  Complex Emotions  DATAMIND  ImmunoMIND  Metabolic Psychiatry  Social Health |
| Please list all institutions involved | Click or tap here to enter text. |

**\*Note:** Project start date must be within six (6) months of

**Please indicate the Collaboration & Innovation strategic area your project fits into:**

|  |
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| **Translational Research** –that develops our mechanistic understanding of severe mental illness or helps bridge the gap with clinical applications |
| **Molecular and Standardised Assessment Tools** – to better characterise severe mental illness risk, symptoms, progression or treatment response |
| **Diversity & Inclusivity** – enhancing representation and equity in research |

**Please provide a** [**Plain language summary**](https://www.journalslibrary.nihr.ac.uk/information-for-authors/manuscript-preparation/report-sections/plain-language-summary#:~:text=You%20should%20provide%20a%20plain%20language%20summary%20of,with%20the%20NIHR%20Journals%20Library%E2%80%99s%20commitment%20to%20accessibility.) **containing:**

* The context of the aims and objectives of the research
* Potential applications and benefits

If successful, this summary will appear on our website (max 300 words).

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| Click or tap here to enter text. |

**Please explain the value and impact of your research study to people with SMI, outlining measurable outcomes that will contribute to scientific progress, health and/or social care (max 300 words):**

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| Click or tap here to enter text. |

**Please describe the core team responsibilities and relevant expertise to deliver the project (< 300 words):**

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| Click or tap here to enter text. |

**Applications above £100,000 must demonstrate that they are uniquely suited to the aims of the MHP and could not compete for funding elsewhere, such as through regular conventional response-mode UKRI routes or other funding agencies. (< 150 words)**

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| Click or tap here to enter text. |

**Diversity statement**: Please describe how you have considered Equality, Diversity, and Inclusion (EDI) principles in your application **(< 150 words)**

For further guidance: [Embedding diversity in research design – MRC – UKRI](https://www.ukri.org/who-we-are/mrc/our-policies-and-standards/embedding-diversity-in-research-design/)

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| Click or tap here to enter text. |

**What are the ethical implications related to the proposed work? If you do not think that the proposed work raises any ethical issues, explain why (< 150 words)**

**Applicants must comply with all relevant regulatory, policy and ethical requirements. We expect all applicants to obtain ethical approval for their projects, unless the work is already covered by an existent approval.**

**For further guidance:** [Ethics and approvals – UKRI](https://www.ukri.org/publications/mrc-guidance-for-applicants/ethics-and-approvals/)

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| Click or tap here to enter text. |

# Part III - PPIE Involvement

Confirm whether and how PWLE were involved in developing this application.

Yes  
 No

Please describe:

|  |
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| Click or tap here to enter text. |

# Part IV - Co-Funding or Contributions from Other Organisations

If applicable, list any co-funding, in-kind contributions, or institutional support.  
*(<300 words)*

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| Click or tap here to enter text. |

# Part V – Industry Involvement

If you have an Industry partner, please indicate if your application requires to be submitted under the MRC Industry Collaboration Framework (ICF).

Is this application being submitted under the MRC Industry Collaboration Framework (ICF)?

Yes

No

Please also indicate:

* Any previous and newly generated IP that is expected to be accessed or developed during the research project and any potentially restrictions in its management and access from all partners
* Any restrictions to disseminate project results
* Declare any conflicts of interest held by the applicants in relation to the industry or company project partners

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| Click or tap here to enter text. |

# Part VI – Diversity Questionnaire (Optional)

We are committed to finding ways to improve inclusion in severe mental illness research, to identifying and minimising barriers to progression for researchers with diverse characteristics and backgrounds, and to ensuring our work is representative of those we support. The Diversity Data we collect is important for us to monitor our progress against these commitments. Please read the [MHP Privacy Policy](https://www.mentalhealthplatform.ac.uk/privacy-policy).

**Providing Diversity Data is entirely optional. We will not use your Diversity Data during the application review process to make decisions about you.**

We are collecting the following Diversity Data:

**1. What is your age?**

Up to and including 24 years

25-34 years

35-44 years

45-54 years

55-64 years

65-74 years

75+ years

Prefer not to say

**2. Which of the following best describes your gender?**

Man

Non-binary

Woman

Prefer to self-describe

Prefer not to say

**3. What is your ethnic group? Please select all the options that best describe your ethnicity or background E.g. you could select Black African and White British if this best reflects your identity.**

**Asian / Asian British**

Bangladeshi

Chinese

Indian

Pakistani

Any other Asian background, *please describe below*

**Black / African / Caribbean / Black British**

African

Caribbean

Any other Black / African / Caribbean background, *please describe below*

**White**

English / Welsh / Scottish / Northern Irish / British

Gypsy or Irish Traveller

Irish

Roma

Any other White background, *please describe below*

**Any other ethnic group**

Arab

Hispanic

Latina/Latino/Latinx

Any other ethnic group, *please describe below*

Any other Mixed / Multiple ethnic background, *please describe below*

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| Click or tap here to enter text. |

**Prefer not to say**

**4. Do you consider yourself to have a disability or long-term condition?**  
(such as dyslexia, diabetes, arthritis, a heart condition, or a mental health condition)

Yes

No

Prefer not to say

**4a. Do you experience barriers or limitations in your day-to-day activities related to any health conditions (including mental health), physical, sensory or cognitive differences?**

Yes – substantial barriers or limitations

Yes – some/small barriers or limitations

No

Prefer not to say

**4b. If yes, you may describe in the box below what type of barriers or limitations you face. Please describe these in whatever way works for you, some examples are included below. Please do not include any identifying information.**

*For example, these might include:*

* *Attitudinal barriers e.g. discriminatory attitudes; negative or incorrect assumptions*
* *Physical barriers e.g. no step free access to buildings; physical expectations of participating*
* *Travel or transportation barriers e.g. lack of accessible transport and accommodation*
* *Communications barriers e.g. lack of information in different accessible formats; lack of BSL interpretation*

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| Click or tap here to enter text. |

6. Do you have any caring responsibilities?

None

Primary carer of a child or children (under 18)

Joint primary carer of a child or children (under 18)

Primary carer of a disabled child or children

Primary carer or assistant for a disabled adult (18 years or over)

Primary carer or assistant for an older person or people (65 and over)

Secondary carer (another person carries out the main caring role)

I have caring responsibilities but prefer not to specify what these are

Prefer not to say

# Part V – How did you find out about this opportunity?

We would like to understand how you heard about this opportunity to help improve our outreach efforts. Please select all that apply:

University or academic department communication (e.g. email newsletter, website)

UKRI website

Social media (e.g., LinkedIn, Twitter/X, Instagram)

Email newsletter or mailing list

Another Organisation’s website

Colleague or word of mouth

Conference, network or professional event

Poster, flyer or physical advertisement

Other (please specify): Click or tap here to enter text.

# Part VI – Consent

In order to process your application, we need your consent to be contacted and to use and store the data you have provided. Your data will be stored securely, according to the [MHP Privacy policy](https://www.mentalhealthplatform.ac.uk/privacy-policy), and you have the right to access your data and to withdraw your consent, at any time by emailing the MHP Coordinating Team at [mhp@ed.ac.uk](mailto:mhp@ed.ac.uk).

**I consent to be contacted by the MHP, and for them to process and store the data I've provided, according to the** [**MHP Privacy policy**](https://www.mentalhealthplatform.ac.uk/privacy-policy)**.**

# Part VIII – Declaration of Conflicts of Interest

All reviewers are expected to declare any potential conflict of interests when they are invited to be part of the Committees. If a conflict of interest is identified during the review process, the reviewer must withdraw immediately from reviewing the application. However, we also ask applicants to identify during the application stage any potential conflicts of interest with Collaborators, Hub leads, PPIE other members of the platform.

* Reviewers will be excluded from reviewing an application if they have:
  + Direct involvement in the proposed project (e.g. co-supervisor, collaborator)
  + Close professional relationship (e.g. collaborator, supervisor. mentor or co-applicant with the main applicant in other projects
  + Employment at either the current or proposed host institution
  + Personal or financial interest in the outcomes of the application

**Please declare any conflicts of interest relevant to the review of this application.**

|  |
| --- |
| Click or tap here to enter text. |

# Part IX – Appendices

All required documents listed in this part should be merged as a single PDF file and submitted by email to [mhp@ed.ac.uk](mailto:mhp@ed.ac.uk).

Please include in appendix the following documents with your information:

|  |  |  |
| --- | --- | --- |
|  | **Documents** (A4, Arial, font size 11) | **Max length** |
|  | **Cover letter**  Containing the title of the project, co-leads, collaborators and organisations involved, aims of the project, importance of research, project feasibility and relevant expertise necessary to deliver the project. It should also explain how it aligns with the MHP Cross-Hub collaboration strategic areas and expands the value of individual Hub’s research. | 2 pages |
|  | **CVs (**[**in UKRI format**](https://www.ukri.org/publications/mrc-fellowships-cv-template-2021/)**), from:**   * Leads * Co-leads * Collaborators | 2 pages each |
|  | **List of selected publications from:**   * Leads * Co-leads * Collaborators | 1 page each |
|  | **Letters of support**  From each of the Hub leads and collaborators involved. Letters must include information on the level of commitment and type of contribution provided from the Hubs or collaborators to the project. If the application involves industry partners, they must provide additional information if the relationship falls within the MRC Industry Collaboration Framework. Letters of support from collaborators must include a statement that they have read and agreed to the [MHP Privacy Policy](https://www.mentalhealthplatform.ac.uk/privacy-policy) and their data use. | 2 pages each |
|  | **Research Plan (including a timeline)**  Must present the project approach to deliver objectives, its methodology, risk management, and a timeline. It should show how the project builds on previous work, uses the research environment, and ensures access to necessary infrastructure. The plan must also detail how the cross-hub partnership will be managed and benefit research. | 4 pages |
|  | **Data management plan**  The plan mustindicate the type of data, format and scale. Information must also be provided on data collection, quality assurance and security. Any data access restrictions or sharing details between collaborators must be indicated. Applicants are expected to comply with the MHP [Data Sharing policy](https://www.mentalhealthplatform.ac.uk/data-sharing-policy) and all data generated must be deposited on DATAMIND’s Trusted Research Environment. | 2 pages |
|  | **Patient and Public Involvement and Engagement plan**  Must include how PWLE are involved in the design and delivery of the application and detailed breakdown of activities. | 2 pages |
|  | **Budget plan**  Must include a breakdown of project costs,including PPIE budget and any collaborators associated costs. Please consult the MHP website for more information on eligible and inedible costs | 1 page |
| **If applicable:** | | |
|  | Industry Partner [letter of support](https://www.ukri.org/publications/mrc-industry-collaboration-framework-additional-documents/), for applications submitted under the MRC Industry Collaboration Framework (ICF). | 2 pages |

**Please keep the total size of all documents under 25Mb.**

# What’s next?

Once the document is completed and you confirm your consent, please save your application form with the title **YYYY\_MHP\_CandI application\_firstname\_surname** and submit it to [mhp@ed.ac.uk](mailto:mhp@ed.ac.uk) with the subject line “**MHP C&I application**” and your name. Please submit all required documents listed in Part III merged as a single PDF file and submitted by email to [mhp@ed.ac.uk](mailto:mhp@ed.ac.uk).

The MHP Coordinating Team will process your application to confirm all information has been provided and will send you an email confirming receipt. Only complete applications will be checked for eligibility and forward to Peer reviewers. Once you receive peer review feedback, you will have ten days to respond. Your peer reviews and responses will be shared with the MHP Leadership team for a final decision to be made.

For information on estimated timelines, please consult the MHP C&I Review Process and Scoring criteria on the [**Collaboration & Innovation web page**](https://www.mentalhealthplatform.ac.uk/Collaboration-and-Innovation).

The results of your application’s review will be shared with you no later than six months after the submission date.

If your application is successful, you and the institutions involved will receive a subaward letter from the MHP, with terms and conditions. Successful applicants are expected to follow the MHP values and data sharing principles. The summaries of all funded projects will be uploaded to the MHP website.

All decisions are final and there is no right to appeal. Unsuccessful candidates will be allowed to re-apply one more time in one of the following rounds. Unsuccessful candidates must make substantial changes to their previous application and specify how they have addressed any comments from the review panel.