 

**SBRI Healthcare Phase 3 Application Form**

This Word template of the SBRI Healthcare application form can be used to assist applicants in completing the online application form; it **cannot** be submitted as an application. Only applications submitted online via the Programme Management Team (PMO) Research Management System (RMS) will be accepted. However, information can be copied from the Word template into the online application form.

# Section: Introduction

There are a number of **online guidance prompts** (marked as Help) available to you throughout the online form to help you when completing an application. It is **strongly advised** that you also read the relevant **Guidance for Applicants** before completing your application.

**Please keep the use of acronyms to a minimum**. Only use acronyms where a term is used frequently throughout the application. If you do choose to use an acronym, do not assume that the reader knows what it means and be sure to define it when first used.

You are strongly advised to structure the longer sections of the application form (particularly the Project Description and Breakdown) in such a way that they can be read easily by reviewers. **The use of long passages of dense, unstructured text should be avoided.**

Schematics, tables, illustrations, graphs, and other types of graphics can be embedded to clarify the project plan but they should not clutter the central narrative. Images do not count towards the overall word count but inclusion of them to overcome word limits is not permitted. Images may only be included within the Project description and breakdown. **Images included in other sections will be removed from the application and not seen by reviewers**.

Members of the project team and clinical partners will need to be ‘invited’ through the RMS *via* email to participate in their roles, after which they must both **confirm and approve their participation**. Please ensure that all team members/clinical partners/sub-contractors are registered onto the RMS portal [(https://pmo.ccgranttracker.com/)](https://pmo.ccgranttracker.com/). Once their account is registered and approved, the applicant will be able to ‘invite’ the team member(s), sub-contractor(s) and clinical partner(s) to the application. Please ensure that all team members and partners invited to collaborate on this application have confirmed their involvement and approval of the application form content before submission.

**Although confirming and approving an application can be done at any time during the submission of an application, you are strongly advised to do this well in advance of the deadline.**

If you have any queries with your application, you can contact the SBRI Healthcare Programme

Management Office at SBRI@LGCGroup.com.

# Section 1: Application Summary

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| **Application Title** |
| The project title should state clearly and concisely the proposed research. Any abbreviations should be spelled out in full. |
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| **Challenge Selection** |
| Select the appropriate sub-challenge that you are applying under If your application covers both challenges, please select the entry with both challenges below, and ensure that you address accordingly sections 4a. Please refer to the call briefing for details. |
| **Drop down selection**  1) Health Inequalities in Children and Young People Mental Health  2) NHS Reset and Recovery and New Ways of Working |

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| **Sub-Category Selection** |
| Pleaseselect the appropriate sub-challenge that you are applying below. If your application covers both challenges, please select the entry with both challenges below, and ensure that you address accordingly sections 4 a. Please refer to the call briefing for details. |
| **Drop down selection**   |  |  | | --- | --- | | If Mental health selected | | |  | * Mental health service and support improvements * Mental health service access and support for disadvantaged, marginalised, or BAME communities | |  | * Reducing NHS workforce pressure * Increasing NHS effectiveness | |

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| **Host organisation (which will administer any award):** |
| Please give details of the organisation who will be responsible if the project is funded.    **NOTE: If your organisation does not appear on this list, please contact the SBRI Healthcare PMO** |
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| **Contract duration** | | |
| Enter the length of the desired SBRI Healthcare contract as a number of months | | |
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| **Contract start date** |
| **Enter the date the project is expected to commence (day/month/year).** |
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| **Total contract cost** | | |
| Enter the total costs of the desired SBRI Healthcare contract (Including VAT). Please refer to the competition Challenge Brief for guidance on total maximum costs. | | |
|  | Auto-populate from finance section |  |
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| **Type of innovation** | | | | | | |
|  | **Drop down selection** | | |  | | |
| Medical device | |  |
| In vitro diagnostic |  | |
| Digital health technology | | |  |  | | |
| Service improvement | | |  |  |  | | |
| Other – Please specify | | |  |  |  | | |
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| **Health category** | |
| Please first click on UKCRC Health Categories list (blue box) to select your categories, before clicking Show Summary for classifications.  HelpSelect the most appropriate health categories related to your application. | |
| UKCRC Health Categories  blood,  cancer  cardiovascular  ear  eye  generic healthcare relevance  infection, inflammatory & immune system  injuries & Accidents  mental health, | metabolic & endocrine  musculoskeletal  neurological  oral & gastrointestinal  other  renal & urogenital  reproductive health & childbirth  respiratory  skin  stroke |

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| **Market size** |
| Please state the market size in the NHS/Social care sector for your proposed technology/device/solution |
| *150 words* |

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **AHSN Involved in the project** | | | | | | | | | | | | | | |
| If you have engaged with one or more AHSN during this project, please select all that apply below. | | | | | | | | | | | | | | |
|  | **Drop down list** | | | | | | | |  | | | | | |
| East Midlands | | | | | |  | |
| Eastern | | |  | | |
| Greater Manchester | | | | | | | | |  |  | | | |
| Health Innovation Network (South London) | | | | | | | | | | | | |  |
| Imperial College Health Partners | | | | | | | | | | |  | |
| Kent, Surrey and Sussex | | | | | | | | |  | |
|  | Innovation Agency (North West Coast) | | | | | | | | | | | |  | |
| Oxford | |  | | | | | | | | | |
| South West | | | |  | | | | | | | |
| UCL Partners | | | | |  | | | | | | |
| Wessex | | |  | |
| West Midlands | | | | | |  | | | | | |
| West of England | | | | | | |  | | | | |
| Yorkshire & Humber | | | | | | | | |  | | |
| N/A |  | | | | | | | |
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| **AHSN Role** |
| Please describe the role of the AHSN in the project. |
| *50 words* |

# Section 2: Company Details

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| **Company website** |
| *10 words* |

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| --- |
| **Company registration number** |
| *10 words* |

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| **VAT registration number** |
| *10 words* |

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| **Region** |
| Select from drop-down list:  East of England,  North East,  North West,  Northern Ireland,  Scotland,  South East,  South West,  Wales,  West Midlands,  Yorkshire,  Humber, Outside UK, |

|  |
| --- |
| **Company size** |
| |  |  | | --- | --- | | Select from drop-down list | | | Micro <10 employees, |  | | Small <50 employees, | | Medium <250 employees, | | | Large >250 employees |  | |

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| **Company status** |
| |  |  | | --- | --- | | Select from drop-down list | | | Pre start-up, |  | |

Start

-

up <1 year

,

Established 1

-

5

years,

Established 5

-

10

year

s

,

Established >10 years

,

|  |
| --- |
| **Type of organisation** |
| |  |  |  |  | | --- | --- | --- | --- | | Select from drop-down list | | | | | Private sector, | | |  | | Public sector, | |  | | Academic, |  | | NHS/Healthcare provider, | | | | | Not for Profit (third sector), | | | | |

|  |  |
| --- | --- |
| **Main business activity** |  |
|  | *10 words* |

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| --- | --- |
| **Annual turnover** |  |
|  | *10 words* |

# Section 3: Plain English Summary

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| **Plain English Summary** |
| A plain English summary is a clear explanation of your project.    Many reviewers use this summary to inform their review of your funding application. They include technical, research and commercial experts who do not have specialist knowledge of your field as well as members of the public. If your application for funding is successful, the summary will be used on the SBRI Healthcare website.    A good quality plain English summary providing an easy to read overview of your whole study will help:   1. those carrying out the review (reviewers and panel members) to have a better understanding of your project proposal 2. inform others about your project such as members of the public, health professionals, policy makers and the media 3. the research funders to publicise the research that they fund.     If it is felt that your plain English summary is not clear and of a good quality then you may be required to amend it prior to final funding approval.    It is helpful to involve patients / carers / members of the public in developing a plain English summary.    Content.    When writing your summary consider including the following information where appropriate: a) aim(s) of the project   1. background to the project 2. design and methods used 3. patient and public involvement 4. dissemination.     The plain English summary is not the same as a scientific abstract - please do not cut and paste this or other sections of your application form to create the plain English summary.    Further guidance on writing in plain English is available online [here.](http://www.invo.org.uk/makeitclear/) |
| *300 words* |

# Section 4: Project plan

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| **4a. Description of unmet need and how the proposed technology addresses it** |
| **Please describe your proposed solution and project addressing the following points:**    What is the problem that the solution aims to address and how does this meet the published challenge brief?    What is the unmet need that your solution is addressing, please provide examples and figures. What would be the expected outcomes of the project?    How will the solution benefit patients, the NHS and /or the social care and the wider market?  **please provide a narrative embedding all the above suggestions** |
| *700 words* |

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| **4b. Description of the technology’s evidence accumulated to date** |
| Please include the following areas:     * **What stage of development is your innovation?** * Is this innovation currently in use in the NHS or elsewhere? *(If yes please specify whether this is in a research setting, piloted roll out, or routine use)* * What level of regulatory approval does the innovation have *(e.g. CE marking, UKCA, NICE approval). Please attach relevant approval documents where appropriate.* * Please describe the level of readiness (e.g. commercialization in the UK and/or abroad, financial support received, further adaptations needed for adoption). * **Where does your innovation fit within the care pathway? Please attach a pathway map** showing the innovation disrupted pathway against the normal and COVID-19 clinical pathway. Please aim to include all steps in the pathway (including referral, triage, assessment etc). Where possible please include statistics or percentages of patients/referrals going down the different routes within the pathway. * **What is the evidence?** Please provide a narrative explaining the evidence base and what has been done so far to demonstrate that this innovation can address the challenges of this competition. Please include any patient outcomes, reference any trials or evaluation studies, and any relevant data. * Please provide any preliminary considerations on how the technology would impact on health services and how the system will need to adapt (including people, processes and culture) in order to deliver system-wide benefits (e.g. output of NICE META tool, other). |
| *700 words* |

AttachCare pathway



Regulatory approval document and Evidence

## 4c. Project description and breakdown

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| Provide a breakdown of the project with particular reference to the below areas:     * Provide a breakdown of the proposed work-packages, including the key measurable deliverables and success criteria for each work-package and how these will be delivered. * Upload a project Gantt chart to support the project breakdown. * Detail the key risks to the project and state how these will be mitigated against. * Please describe the plans and provision for the evaluation of project outputs and outcomes. This could include a qualitative and quantitative evaluation of the evidence regarding the implementation of the innovation. |
| *1500 words* |

AttachGantt chart

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| **4d. Milestones** | | | |
| Please provide up to 10 milestones, relating to the proposed project deliverables, along with timings and appropriate success criteria. Including, but not limited to, technical, clinical, commercial, procurement, and ethical approvals. The number of milestones should be appropriate for the project, and you do not need to use the maximum number. | | | |
| **Display and way to enter is open to debate depending on system capability**    **3 options required for each milestone**   * **Milestone** *(10 word limit)* * **Success criteria** *(25 word limit)* * **Milestone completion month** | | | |
| **No** | **Milestone** | **Success Criteria** | **Completion Month** |
| **1** |  |  |  |
| **2** |  |  |  |
| **3** |  |  |  |
| **4** |  |  |  |
| **5** |  |  |  |
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| **10** |  |  |  |

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| **4e. Patient and public involvement (PPI)** |
| It is anticipated that most projects will have a significant PPI component, which must be clearly and fully described. Applicants should identify the relevant patient/user group(s) for their application and engage with those groups at an early stage. Further guidance and PPI resources can be found under [**Patient and Public Involvement**.](https://www.invo.org.uk/resource-centre/resource-for-researchers/) Please include the following areas:   * How have relevant patient groups being involved in the design and development of the innovation proposed to date? * What are your plans for involving patients and the public in your research? * Describe how you will be engaging with the patients, the public and service users during the project, providing specific PPIE activities ad deliverables. * How will you ensure that the innovation will be acceptable to patients (their families, carers and wider support network) and to health care professionals and/or service users? |
| *500 words* |

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| **4f. Equality, Diversity and Inclusion and Net Zero Policy** |
| * The SBRI Healthcare programme supports NHS England and NHS Improvement’s commitment to:   a) minimise health inequalities; and  b) realise net-zero emissions by 2040.    Please explain how the proposed technology enhances equity of access (e.g., takes account of underserved ethnic or economic groups) along with the steps to understand and alleviate potential negative impacts, and how it will contribute to net-zero emission by 2040.  More information on what constitutes a health inequality can be found on [The King’s Fund website.](https://www.kingsfund.org.uk/publications/what-are-health-inequalities)  The “Delivering a ‘Net Zero’ National Health Service” report can be found [here.](https://www.england.nhs.uk/greenernhs/wp-content/uploads/sites/51/2020/10/delivering-a-net-zero-national-health-service.pdf) |
| *300 words* |

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| **4g. Intellectual property** |
| Please include the following areas:   * Provide details of any relevant existing IP that will be utilised during the project and the current ownership arrangements, including patents or patent applications (including references, status of examination and territories). * Provide details of any IP which will be produced or improved during the project and how this IP will be captured and managed.   Provide details of any Freedom to Operate (FTO) search that have been conducted to date. If no search has been conducted, please explain your rationale. |
| *300 words* |

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| **4h. Key Competitors and unique selling points** |
| Please include the following areas:   * Describe the advantages of the proposed solution compared to the current standard of care. * Provide details of any competing technologies or alternatives in the wider market (either on the market or in development) and describe the advantages and innovativeness of your proposed solution over these (i.e., what is your unique selling point). * Define the market you plan to address, including size, barriers to entry, cost of the problem. |
| *400 words* |

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| **4i. NHS/Social care implementation strategy and commercialisation plans** |
| Please include the following areas:   * Give an overview of your commercialisation and business plans, with consideration to whom will use the solution, how it will be purchased and the likely cost of the solution. * Describe your business model for adoption, including implementation costs/implications, workforce requirements, etc, including details about how you will engage with the NHS/Social care settings to ensure adoption in care pathways (current or redesigned) * Sustainability/ spread: what are the expected timescales for regional/national spread? What are the further steps needed for adoption after the project? * Plans for long term sustainability of the technology, including plans for internationalisation * How will you ensure that the innovation is affordable to the NHS and wider system such as Integrated Care Systems (ICSs) both immediately and throughout the life of the product? * What evidence, both health economics and delivery of true impact will the NHS and wider system require before the technology can be adopted? * An overview of whether additional funding will be required to adopt the solution; this would include plans to raise capital (investments rounds, public funding, etc). |
| *1400 words* |

# Section 5: Team and Sub-contractors

**Include details of key team members, clinical partners and sub-contractors (including advisors and consultants). Clearly state the role of each participant.**

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| **5a. Project team members** | | |
| Add details of all team members and their role in the project. **Do not include sub-contractors in this section**.    Team members are those individuals, belonging to the host organization, with responsibility for the day-to-day management and delivery of the project. Team members are considered part of the project team and are expected to share responsibility for its successful delivery.    IMPORTANT: Team members will need to be ‘invited’ through the system via email to participate as co-applicants after which they must both confirm and approve their participation; the application cannot be submitted without doing so. | | |
| Title: Full name: | | |
| Organisation: | All information in this box is auto populated from the ‘Manage my details’ section within the Lead | |
| Applicant’s CCF RMS Portal account, which should be updated and edited prior to submission. |  |
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| **Name of team member** |
| Please note a colleague should first be 'invited' once this has been completed their details will automatically appear in the field below. |
| *10 words* |

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| **Role performed in project** |
| *30 words* |

|  |
| --- |
| **Relevant experience** |
| *100 words* |

## Time allocated to project (expressed as FTE %)

*5 words*

|  |
| --- |
| **5b. Clinical partners** |
| Add details of any clinical partner and their role in the project. |

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| **Name of clinical partners** |
| Please note a colleague should first be 'invited', once this has been completed their details will automatically appear in the field below. |
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| **Organisation** |
| *10 words* |

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| **Role Performed in project** |
| *30 words* |

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| **Relevant skills/attributes** |
| *50 words* |

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| **Time allocated to project (expressed as FTE %)** |
| *5 words* |

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| **Day rate** |
| *Number only – max 4* |

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| **Cost, including VAT** |
| *5 words* |

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| **5c. Sub-contractors and Advisors** |
| Add details of all sub-contractors and advisors, and their role in the project.    Sub-contractors are those organizations and/or individuals not belonging to the host organization that will provide a service towards a particular aspect of the project for an agreed fee. |

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| **Name of Sub-Contractor/Advisor** |
| *10 words* |

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| --- |
| **Organisation** |
| *10 words* |

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| **Role Performed in project** |
| *30 words* |

|  |
| --- |
| **Relevant skills/attributes** |
| *30 words* |

|  |
| --- |
| **Time allocated to project (expressed as FTE %)** |
| *5 words* |

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| **Cost, including VAT** |
| *5 words* |

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| **5d. Other Posts** |
| Team members and posts that are yet to be appointed can be included in this section. Include an estimation of when these team members will be in place taking into consideration that you would be expected to state work in around 6 weeks post application acceptance. |
| *300 words* |

# Section 6: Budget

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| **6a. Application finances** |
| A summary of the finances for the contractor and any subcontractors should be provided below. Please indicate line-by-line NET costs of labour, materials, capital equipment, sub-contract, travel & subsistence, indirect costs, other. Please note that, without exception, all cost categories attract a VAT charge at 20%. Please indicate the TOTAL VAT for all costs in the respective row. |
| **Labour costs** |
| **Materials cost** |
| **Capital Equipment costs** |
| **Sub-contract costs** |
| **Travel and Subsistence costs** |
| **Indirect costs** |
| **Other costs** |
| **Total NET costs** **Auto populate** |
| **Total VAT at 20%** **Auto populate** |
| **Total GROSS costs** **Auto populate** |

|  |
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| **6b. Justification** |
| Provide a complete breakdown and justification for the above costs, including daily rates for staff involved and quotes from subcontractors where applicable. (Please note the assessors are required to judge the application finances, in terms of value for money, i.e. does the proposed cost for effort and deliverables reflect a fair market price.) |
| *500 words* |

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| **Section 7: Supporting information** | |  | | |
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**Uploads**

If required, an additional supporting (single side of A4) document can be submitted with your application form (e.g., a flow diagram illustrating the study design and the flow of participants, diagrams, pictures, etc.). If submitting a flow diagram, applicants should also describe complex interventions and controls as accurately and fully as possible within their diagram.

Attach

**NOTE: The system will only accept uploads PDF documents.**

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| **Section 8: Administrative contact details** |  |

Please provide the details of the administrative contact, in the host organisation as a secondary point of contact for any queries relating to the application, should it be supported.

NOTE: This person does not need to be a team member

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| **Administrative contact name** |
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| **Administrative contact job title** |
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| **Administrative contact telephone number** |
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| **Administrative contact email address** |
|  |

# Section 9: Validation Summary

Please follow the next steps in order to complete your application submission process;

* **Validate** all mandatory/required fields listed below (that are required to be completed/amended before submitting)
* Check all co-applicants have completed their details as appropriate and review the PDF final version for any formatting issues
* Click '**Save and Close**'
* Click the '**Submit**' option

You will receive an automated email containing the acknowledgment that we have received your application.

If there are no validation requirements above you may be ready to submit the application. To do so '**Save and Close**' the application and then click **‘Submit’.**

**Please note that your submission will not be considered complete until all applicants have both confirmed and approved the application; at this point,the 'Submit' button becomes available and can be used.**