

ANNOUNCING THE

# Dermot Costello Cancer Immunology Fellowship



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## Dermot Costello Cancer Immunology Fellowship at UCC.

### Call for Submission of Applications

#### KEY DATES

Fellowship Announcement	9 <sup>th</sup> April 2018
Informal Inquiries	9 <sup>th</sup> April – 30 <sup>th</sup> July 2018
Deadline for submission of proposals	<b>30<sup>th</sup> July 2018, 17:00 Dublin Local Time</b>
Short Listed Applicants informed	<b>10<sup>th</sup> August 2018</b>
Interviews & Formal Offer	<b>End of August 2018</b>

#### Terms of Reference

While every effort has been made to ensure the accuracy and reliability of this document, it is provided for information purposes only and as a guide to expected developments. It is not intended, and should not be relied upon, as any form of warranty, representation, undertaking, contractual, or other commitment binding in law upon Breakthrough Cancer Research (BCR) or University College Cork (UCC). BCR Terms and Conditions of Research Grants shall govern the administration of BCR grants and awards to the exclusion of this and any other oral, written, or recorded statement.

All responses to this Call for Submission of Proposals will be treated in confidence and no information contained therein will be communicated to any third party without the written permission of the applicant except insofar as is specifically required for the consideration and evaluation of the proposal or as may be required under law.



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## 1. Introduction

Breakthrough Cancer Research in partnership with **'5 For The Fight'** are committed to investing in research which harnesses the immune system in the fight against cancer. We are also committed to identifying and supporting future research leaders in translational cancer research. The purpose of this fellowship is to fund an excellent cancer immunology scientific research project which shows the promise of impact for cancer patients.

We are pleased to announce a new Cancer Immunology Research Fellowship in partnership with Breakthrough Cancer Research in honour of Dermot Costello who passed away in January 2018. Dermot Costello, Chairman of Qualtrics EMEA, was first diagnosed with stage four colorectal cancer in 2014. He used the last months of his illness to kick-start **'5 For The Fight'** in Ireland and Europe, a campaign that raises funds for cancer research to improve the outcome for patients.

The successful awardee of this 3-year cancer immunology fellowship will join an established translational cancer research facility within UCC and will lead a research team and identify and deliver ways to harness the immune system to eliminate cancer from the body. The clinically-linked research will focus on developing **new immune-based treatments for poor prognosis cancers** and advanced disease.

In his last month's Dermot used his huge drive and voice to share his immense optimism and passion for the life-changing impact of cancer research. He did this knowing that he would not be alive long enough to reap the benefits. He did this for others, so no family would have to go through what his family has been through.

It is our hope that this fellowship will play a vital part in honouring the legacy of a man who always gave more than he took.

Breakthrough and **'5 For The Fight'** are pleased to launch the **Dermot Costello Cancer Immunology Fellowship (DCCI)** to support an excellent early/mid-career-stage investigator to carry out independent research for a three-year period. The award also provides funding for a postgraduate student and research assistant, who will be primarily supervised by the Breakthrough Investigator (BI).

## 2. Fellowship Details

### 2.1 Breakthrough Cancer Research and 5 For The Fight Remit

Breakthrough is an Irish medical cancer research charity, which aims to inspire and enable financial support for exceptional research into cancer in Ireland leading to more effective treatments for patients in Ireland and Internationally.

Our focus is on:

- funding world-class cancer research into poor prognosis cancers, which are poorly served by current treatment options
- facilitating collaboration between scientists and clinicians across Ireland and Internationally
- translating lab discoveries into new effective treatments for cancer patients today, tomorrow and into the future



Breakthrough funds cancer research that responds to current clinical challenges and offers a clear and demonstrable path to positive clinical outcomes. Research programmes funded by Breakthrough must focus on translating lab discoveries into new treatment opportunities. To this end we work closely with clinicians in practice all over Ireland so that our research is targeted at finding new options for poor prognosis and currently incurable cancers.

We are clinically focused, bringing the best and brightest together to tackle this disease. Our funded scientists work directly with surgeons and physicians in practice so we can find new treatments for the most challenging cases. Cancer can start in many places within the body but it is once a tumour has spread to secondary locations, the prognosis and treatment options change dramatically. We have multiple research programmes focused on developing therapeutic options for this most lethal component of the disease.

We deliver results and strongly emphasize transferring research breakthroughs into clinical reality for the patient. Our funded researchers have already developed and pioneered six new treatments for cancer patients who did not respond to conventional therapies.

Monies raised through Breakthrough's fundraising activities are used to support focused research programmes, directly fund scientists and purchase laboratory consumables. Investment is intended to also enhance facilities with state-of-the-art equipment and ensure that all cancer patients throughout Ireland have the opportunity to access the most up to date and effective treatment for their disease. Consultant physicians and surgeons collaborate with us across Ireland and do so at no cost to our charity; giving their time to our research voluntarily with the aim of improving the care and treatment of Irish patients.

In 2017 the **5 For The Fight (at Qualtrics EMEA)** campaign created a partnership with Breakthrough Cancer Research to fund significant research in Cancer Immunology and together they created the Dermot Costello Cancer Immunology Fellowship. It the hope of both partners that the Breakthrough researcher and his or her team will bring immunology expertise, vision and ideas to a highly innovative existing team to identify and hunt down new ways to harness the immune system to beat cancer.

## **2.2 Objectives of the DCCI Fellowship**

- To support excellent scientific research in cancer immunology that has potential impact for patients.
- With the support of a Centre for Translational Cancer Research within the College of Medicine and Health, UCC, to enable an excellent early-mid career stage cancer researcher to establish themselves as an independent translational investigator.

## **2.3 Definitions of Applicant, Academic Advisor and Collaborator**

The **Applicant** will be a researcher with between **5-10** years' experience beyond the award of their PhD or equivalent qualification<sup>6</sup> (**that is, those who graduated during the period of September 2008 to December 2013, inclusive, are eligible to apply**), who is currently employed as a Postdoctoral Research Associate (or equivalent) or a Research Fellow. The applicant will be responsible for the scientific and technical direction of the research programme, the supervision of the postgraduate student and a research assistant and for the submission of reports to BCR. The applicant has primary responsibility for carrying out the research within the funding limits awarded and in accordance with the [BCR Terms and Conditions of Grants](#). The Applicant will serve as the primary point of contact for BCR on the award.

The Breakthrough Investigator (BI) will be employed on a UCC Contract of employment for the duration of the award and report to the Director of the translational cancer research facilities within UCC's College of Medicine and Health who will give advice and provide laboratory space and related infrastructure to both the BI and the postgraduate student. The BI will act as the primary supervisor of the postgraduate student. The Director will not play a supervisory or presiding role relating to the BI, but will act as an advisor and host. The Director will work with the BI to ensure that all fiduciary and ethical approval aspects, where relevant to the award, are managed successfully.

An **Academic** Collaborator is an individual working in an academic institution who is committed to providing a valuable intellectual and/or technical contribution to the proposed research. As appropriate, Academic Collaborator(s) based in an Eligible Research Body within the Republic of Ireland may receive funding through the grant but the funding allocated should reflect the supporting role that such Collaborator(s) are expected to play in the research programme. CVs and letter of support must be provided for Academic Collaborators.

Clinical partners are not obligatory, but are permitted and, where appropriate for the topic of the research, are encouraged. A clinical partner should be listed within the documentation as a **Clinical Collaborator**. CVs may be provided for Clinical Collaborators; failure to provide CVs may disadvantage an application during the review process. Each Clinical Collaborator must provide a letter of support with the grant application and this must clearly outline the role of that Clinical Collaborator in the programme of research proposed.

The role of either the Academic or Clinical Collaborator must also be referenced in the main body of the research proposal (for example: Will the Collaborators be supplying samples, data, etc.? Will the Collaborators be providing training in techniques or the use of equipment? Will the Collaborators directly participate in specific projects? Will Collaborators be acting in a purely advisory capacity?). Please see Section 3.11 for details on letters of support.

## **2.4 Eligibility Criteria of Applicant**

All eligible applicants to the Dermot Costello Cancer Immunology Fellowship call must meet the following eligibility criteria:

### **2.4.1 PhD Duration**

- The applicant must possess at least five years, but not more than ten years of research experience beyond the PhD, or equivalent.
- The official date of a PhD is defined as the year that the degree was conferred, i.e. the year printed on the official PhD certificate. The number of years is determined by calendar year.

### **2.4.2 Publication Record**

- The applicant must demonstrate a proven record of internationally recognised research accomplishments. The applicant must be senior author (first, joint-first or last author) on **at least five primary research articles** (that is, not reviews or other secondary research articles) in international peer-reviewed publications.

### **2.4.3 Research Body Requirements**

For the duration of the award, the space and infrastructure required to enable the research programme to be undertaken will be made available by the host institution. It is envisaged that the BI will be based in UCC's Western Gateway Building, which hosts clinical translational cancer research facilities that are available to support the proposed research programme. Please go to this link for information on



available [Core facilities](#).

#### **2.4.4 Eligible Leave**

Throughout the duration of the Grant Award the BI and project staff will be employed by UCC and bound by their Policies and Procedures (<https://www.ucc.ie/en/hr/policies/research/>) and the BCR Grant Terms and Conditions.

### **2.5 Funding**

The Dermot Costello Cancer Immunology Fellowship award has a maximum value of **€500,000** direct costs for a period of **three years**. General overheads are not provided.

The budget requested should include the BI's salary, to which Breakthrough will contribute over the duration of the award. The maximum contribution to the BI's salary each year must be set at a point on the Research Fellow Scale on the [UCC Research Salary Scales](#). Applicants are permitted (where applicable) to start at any point within Research Fellow Scale (that is, either at Point 1, Point 2, Point 3 or Point 4, but not at an intermediate value between these points), and may move up to a higher point in following years until such time as the maximum point of the IUA Research fellow scale is reached. Similarly, it is permissible to remain at the same point over consecutive years; reductions in salary contributions over consecutive years are not expected. Regardless of how the salary contributions are planned, it is important to explain the reasoning for the chosen plan in the budget justification (see Section 3.10). Please note that the BI's salary contribution includes PRSI at 10.85% and Employers Pensions at 20%.

The remainder of the requested budget should cover the fees and stipend of the postgraduate student and costs for their materials and consumables, equipment and travel (see Section 3.9 for more details) and the salary of the research assistant and costs for their materials and consumables, equipment and travel.

Consistent with all other grant awards, BCR will not pay overheads or indirect costs associated with this grant award.

### **2.6 Proposal Review Process and Evaluation Criteria**

The submission of an application to Breakthrough Cancer Research shall be construed as consent by the applicant to participate in the peer-review process. Proposals will be assessed using a two-stage review process that combines remote and interview panel stages. The process is described below.

#### **Stage 1 Confirmation of Eligibility**

All applicants will be reviewed initially to determine if they meet the eligibility criteria set out in 2.4. Eligible applications will move to the next stage.

#### **Stage 2 Remote Panel Peer Review Stage**

The assessment will be carried out by a peer review panel which includes, but is not limited, to the Director, Cancer Consultant (Immunology Specialist), relevant BCR International Scientific Committee Member(s). The panel members will exhibit a broad range of expertise relevant to the research area of cancer immunology.

The proposals will be assessed on the basis of two evaluation criteria, weighted as described below:



- **Quality, significance, and relevance of the research record of the applicant (weight 40%)**  
*Impact and citation level of prior publication; success in obtaining previous eligible funding; success with patent applications; visibility at and involvement in international conferences; relevant industrial experience; etc.*
- **Quality, significance, novelty and clinical/translational relevance of the research plan (weight 60%)**  
*Novelty, importance, timeliness of the intended research; compatibility with research focus of Cancer Immunology and translational focus of the centre; communication and description of the research; comprehension of the current state of the art; clearly delineated roles of the BI, the postgraduate student and research assistant; suitability and achievability of the programme; appropriate use of the available budget, etc.*

### **Stage 3 Presentation and Interview by the Panel**

Based on the review and assessment of applications from Stage 1, a short list of applicants will be invited to an interview with the panel. Each applicant will make a 30 minute presentation, 15 minutes on relevant research work to date and 15 minutes on proposed research work outlined in the application. The presentation will be followed by questions and an interview. The successful applicant will receive a Host Letter of Support from the Director within the process.

**BCR and UCC reserves the right to modify the review process. Applicants will be notified of any relevant modification to the review procedure.**

## **3. Application Procedure**

### **3.1 Informal Inquiries**

Between the posting/advertising of the Fellowship and the deadline for submission of applications, informal inquiries can be made to [research@breakthroughcancerresearch.ie](mailto:research@breakthroughcancerresearch.ie).

### **3.2 Submission**

Completed applications must be submitted by 30<sup>th</sup> July 2018, 17:00 Dublin Local Time to [research@breakthroughcancerresearch.ie](mailto:research@breakthroughcancerresearch.ie).

### **3.3 Short Listing**

A short list of applicants will be invited for interview including a research presentation as outlined above 2.6.

### **3.4 Opportunity to visit facilities**

The short listed applicants will be offered the opportunity to visit the facility before the interview takes place, although this is not a requirement.

### **3.5 Proposal Summary**

- **Proposal Title**  
The Research Proposal title should clearly convey the nature of the research to be undertaken, in up to 30 words. Confidential information should not be included in the Proposal title.
- **Duration of Award Requested**  
The DCCI Fellowship Award is supported for a period of 36 months.
- **Alignment to BCR's Research Vision & Priorities Remit (max. 250 words)**  
This section must be used to describe how the proposed research aligns to BCR's Research



Vision and one or all of our Research Priorities, as defined in:

<https://www.breakthroughcancerresearch.ie/about/>

<https://www.breakthroughcancerresearch.ie/research-priorities/>.

This statement will be used to determine the eligibility of the application.

### **3.6 Lead Applicant Details**

- **Location of Applicant at time of Submission**

Applicants must enter the country in which they are employed at the time of submission.

- **Applicant CV**

A CV for the applicant (**maximum of five pages**) should be completed and sent as a PDF document. A template is provided at the end of this document (see Appendix B). Publications in peer-reviewed journals (including conference proceedings) should be listed, ensuring that the criteria outlined in Section 2.4 are adhered to. Please indicate with an asterisk those publications where the applicant was the senior author. A list of the most relevant and important publications (**maximum of three pages**) should be provided; secondary research articles may be listed **but will not contribute towards fulfilling the eligibility criteria stated in Section 2.4.**

- **Publication Output and supervisory experience to date**

Provide summary information on the total numbers of publications to date (see Section 2.4 for the eligibility criteria relating to publications).

- **Expired, Current and Pending Support of Applicants**

The Lead Applicant must report on expired, current and pending funding.

- The applicant should include details of any financial support pending, or received to date. This should include competitive research funding received from funding agencies (international and national), charities, clinical, etc.
- The applicant must include details of any financial support from another body *currently provided, or currently being sought*. BCR will not support research programmes currently being funded by another source.
- For each current and pending grant listed, the applicant should provide a brief description of the research. Applicants must also indicate their percentage time commitment to these other projects, as a function of 100% of their total working time.
- For pending grants, please include the expected decision date in the description box.
- If the applicant is solely a collaborator on a collaborative research project, the grant should not be included here.
- The portion of research funding claimed in an applicant's name must be an accurate and a fair reflection of their responsibility in the projects listed and will be verifiable as such. BCR may conduct audits to verify such claims and reserves the right to reject proposals where the above principle of proportionality is not observed.
- This section of the proposal will be reviewed as part of the applicant's track record.

The applicant must detail any potential overlap between current and pending funding and the proposed research in this application. For each current and pending grant listed above, the applicant must clearly indicate any scientific overlap with this application, based on the



methodologies being employed and the stated objectives of the funded project(s).

### 3.7 Collaborator Details

- **Addition of Collaborator**

Applicants can include a Collaborator as part of their DCCI application. It is expected that the number of collaborators is kept to a minimum and that their role within the research programme is clearly defined. Include the name, contact information and other requested details of the Collaborator, if any. Please indicate whether Collaborators are based in academia or clinical; only Academic or Clinical Collaborators will be considered for DCCI 2018 applications (see Section 2.3 for further information). A template is not provided for Collaborator CVs but should not exceed 2 pages. Relevant publications for the Collaborator should be listed, ensuring that the two-page limit is not exceeded. CVs are mandatory for Academic Collaborators and may also be provided for Clinical Collaborators.

**Where a potential conflict of interest may exist with a collaborator, BCR requires that it is disclosed by the applicant to BCR and UCC so that this can be managed by UCC Technology Transfer in accordance with the principles and mandates laid out in the document: *Inspiring Partnership - the National IP Protocol 2016*.<sup>12</sup>**

**Potential conflicts of interest with respect to Clinical Partners named in the application should be directly declared within the applicant CV. Furthermore, the Host Research Body Letter of Support should contain a description of the institutional policy regarding management of such conflicts.**

### 3.8 Main Body of Proposal

- **Keywords**

Keywords/phrases (**maximum of 15**) should be listed from the research discipline or sub discipline that best describe the research proposed in the application.

- **Scientific Abstract**

This should be a succinct (**maximum of 200 words**) and accurate summary of the proposed work when separated from the application. Confidential information should not be included in the Scientific Abstract.

- **Lay Abstract**

This should be a succinct (**maximum of 100 words**) and accurate summary in lay, non-technical language of the proposed work when separated from the application. Confidential information should not be included in the Lay Abstract.

- **Research Programme Documents**

**Please note the total number of pages in the Programme Documents must not exceed 11 pages (Research Description – eight pages, References – one page, Clinical/Translational Impact Statement – two pages).**

**Research description (max. 8 pages) and References (max. 1 pages)**

Applicants are requested to **provide sufficient detail** for panel reviewers to comment on the quality of the proposed ideas. It should be noted that a lack of appropriate and sufficient detail within the research programme is a recurring issue raised by reviewers.



The following points should be considered when writing the research programme section:

- Describe clearly and concisely the **specific aims and objectives** of the cancer immunology research programme. They should be coherent, well-planned and should **be linked with real deliverables**.
- Explain the **background** and **significance** of the problem – does the study address an important cancer treatment or research problem? What is the current state-of-the-art in the area? Describe and explain how the proposed work, if successful, will advance the state-of-the-art. The background section should reference the state-of-the-art in this research field.
- Are the concepts described **novel**? Ensure that the novelty of the approach is clearly explained, again with reference to the state-of-the-art.
- The **methodology** of the proposed programme should be well developed, and how this proposed methodology advances the current state-of-the-art should be described in detail. Is the proposed scientific approach (including the competencies and activities of the team members) feasible and realistic?

The application should also include:

**Appropriate timelines, milestones and expected outputs** for the proposed research (e.g., Gantt chart), and the **roles of the applicant and collaborators** in the work programme need to be clearly described.

Relevant **preliminary data** must be provided. This may take the form of (a) supporting reference(s) from the applicant's previous research or (b) where data has yet to be published, this can be included within the 8-page research description, as evidence that the applicant has a track record in the field of his/her proposed research.

**Appropriate references and citations for the research programme must be provided in a separate uploaded PDF. A 1-page limit is allowed for uploaded references.**

**Ethical Issues:**

**All applicants, in particular those expecting to carry out research involving the use of animals, human participants, biological material or identifiable (or potentially identifiable) data, are required to complete an Ethical Issues Table, which forms part of the application. The Research Programme section must include a description of the proposed research and methodology relating to the intended animal and/or human-based studies. These will need to be achievable within the policies and procedures of research at UCC and the Terms and Conditions of grant awards from BCR.**

**BCR will require evidence that relevant ethical and regulatory approval has been granted for studies involving human or animal subjects prior to an award commencing. In exceptional cases where such research may not commence until a later stage of an award, BCR may permit submission of ethical and regulatory approvals following the award start date but prior to commencement of the research involving animal and/or human subjects.**

**Clinical Trials:**

Any clinical trials and investigations involving interventions with patients will require approval by the Health Products Regulatory Authority (i.e., HPRA), and will require sponsorship (e.g. through Cancer Trials Ireland or UCC CRF). BCR cannot act as a sponsor for a clinical trial.

**Impact Statement**

An **Impact Statement (maximum of two pages)** is a requirement in applications to the Dermot Costello Cancer Immunology Fellowship. The Impact Statement should articulate the potential clinical/translational impact of the proposed research. BCR recognises that impact can take time and in many cases is unforeseen; as such, it is not possible to predict all impacts at the time of submission. Applicants are advised, however, to make full use of the space provided to make a strong, unambiguous, and **realistic** impact case with appropriate plans, milestones and deliverables.

The Impact Statement should be written primarily in lay, non-technical language, it should be as specific and comprehensive as possible, and it should cover potential clinical or translational impacts by answering the following overarching questions:

- **Who will benefit from this research?**
- **What plans will you put in place to increase the chances of patient impacts from the proposed research?**
- **Over what timeframe might the benefits from your research be realized?**

**Applicants are encouraged to consider BCR's Vision and Research Priorities before writing their impact statement.**

In critically appraising various possible impacts, the following points should also be considered:

- The Dermot Costello Cancer Immunology Fellowship encourages clinical collaborations *where appropriate* considering the stage and topic of the research. How will clinical collaborators enable increased impact? What supports are they offering?
- If you include an academic/clinical collaborator, how might they increase the likelihood of potential impacts? Please note, letters of support must be provided if clinical collaborators are included. The letters should provide full details of the intended intellectual input to the research programme. Clinical letters of support that do not originate from officially listed clinical collaborators will be removed from the proposal.
- How will the proposed research impact on treatment and the quality of life for Ireland's Cancer patients?
- Are there potential beneficiaries within the private sector, public sector, third-level sector or any others (e.g., professional or practitioner groups, charities or patient groups)?

The statement should consider some or all of the above potential impacts to give confidence to reviewers that clear thought and realistic ambition have been employed to assess the likely or potential longer-term benefits of DCCI funded research, including and going beyond the training aspects for both the BI and the associated PhD student and Research Assistant.

**3.9 Budget**

The costs eligible for grant support by BCR under the DCCI Fellowship Programme are those costs that can, uniquely and unambiguously, be identified with the proposed research programme.



Applicants must give details of all relevant costs, including staff, equipment, materials and consumables and travel. Ensure that the final total provided includes all costs. All awards are made directly to the applicant's host Institution, UCC.

The DCCI Fellowship award funds to a maximum value of **€500,000** direct costs for a period of three years.

- **Staff**

It is important to note that DCCI funded researchers are employees of UCC. BCR makes a contribution to the overall staff budget for the programme. Please refer to Section UCC Research Web pages for details on Salary Scales and postgraduate fees and stipends. Salaries for Collaborators are not permitted.

- **Equipment**

As DCCI applicants will have access to laboratory space and standard equipment within Core facilities at a Centre for Translational Cancer Research. It is not expected that applicants will require significant items of equipment in their budget request. Therefore, requests for equipment proposals should be very carefully considered, and full justification should be provided. Small equipment of a value of **less than €2,000** should be included in the materials and consumables section. The exception to this is costs associated with computers/laptops, which must be listed in the equipment section regardless of cost.

- **Materials and Consumables**

An outline of all materials and consumables that will be used in the course of the research programme should be provided.

Access charges may be sought for use of infrastructure where pre-approved access charge plans are in place. Note that these may include, with BCR approval, access to facilities and services not available to the applicant, such as the costs associated with accessing international databases or commissioning specific experiments in national facilities (e.g., Tyndall NAP, CRANN etc.).

Access charge requests must be included as a separate line item in the budget and where relevant must include the grant code and name of the relevant infrastructure to be used. A rationale for the amount of use proposed must be provided in the budget justification.

- **Travel**

Only travel costs for journeys directly related to the progress of the research programme may be requested as a direct cost on the research grant. The applicant should outline the details of travel expenses directly related to, for example, conferences, scientific collaboration on the research programme, or learning special research techniques. Where possible, please supply the conference name and location. In the case of working visits, the rates sought for subsistence and other allowances may be no more than those which the research body's permanent staff may claim. Relocation costs of up to €2,000 for BIs relocating from outside of Ireland can be requested.

### **3.10 Budget Justification**

The applicant must send a Budget Justification as part of the final PDF document. Justification for requested salary, stipend, fees, equipment, consumables and travel should be provided in **no more than two pages**. All funding will be administered through the UCC's research body. If funding is sought for overseas services, this should be clearly justified and the rationale for not carrying out this activity in Ireland must be explained. As noted in Section 2.6, the BI's salary contribution over the lifetime of



the proposed award should be well justified.

### **3.11 Letters of Support**

The following letters of support (**maximum of two pages**) must be included if relevant:

**Collaborator letter** of support. Letters from Academic Collaborators should provide full details of the intended intellectual and/or technical input to the proposal. In addition, Academic Collaborators seeking funds through the award must describe how these funds will be utilised. Letters from Clinical Collaborators should provide full details of the intended intellectual input and, where relevant, the level of financial (cash, in-kind or both) contribution to the research programme. Similarly, letters of support from International Academic Collaborators should provide details of any cash and/or in-kind contributions. Letters of support that do not originate from officially listed Collaborators will be removed from the proposal, as will letters from listed Collaborators that merely provide theoretical or general support without specifically describing a meaningful and impactful contribution to the proposal.

**The Letters of Support may be submitted as single or multiple files.**

### **3.12 Declaration**

It should be noted that submission of an application represents agreement from the applicant to the [BCR Terms and Conditions of Research Grants](#). The applicant must understand acceptance of these term and conditions will be required before funding is provided.

### **3.13 Submission of Application**

It should be noted that submission of an application represents an agreement to BCR Terms and Conditions of Research Grants. Submission must only be made if the DCCI fellowship guidelines have been considered in the:

- The eligibility of the applicant.
- That the requested budget including salaries/stipends, equipment, consumables and travel is in line with accepted fellowship grant guidelines.
- That the proposed research programme has not been funded by other sources.
- That relevant ethical approval has been or will be sought and must be granted prior to the award commencing.
- That the relevant licenses will be in place at the time of award.
- That the details provided in relation to research funding history (i.e., current, pending or expired grants, as detailed in the application) are valid and accurate

### **3.14 Deadlines**

Applicants must submit their application documents including CV and Research proposals by 30<sup>th</sup> July 2018. **Applications cannot be submitted after this deadline.**

### **3.15 Shortlisting and Interviews**

As outlined above in 2.6 applications will go through a peer review process which will create a shortlist after which shortlisted applicants will be invited for an interview.



## **4. UCC and BCR Policies and Positions**

In advance of applying to any for the DCCI Fellowship, applicants are expected to be familiar with all relevant national, UCC and BCR policies including, but not limited to, the following:

*Clinical Trials, Animal Usage, Research, Doctoral Education and Intellectual Property Management*

## **5. Award Management**

### **5.1 Reporting Requirements**

BCR has stringent requirements for the reporting on awards that it makes. Individuals who hold the primary responsibility for reporting and who fail to comply with reporting requirements, run the risk of having their grant payments suspended and their eligibility to apply for funding in forthcoming BCR calls affected. Reporting is inclusive of annual reporting, Sharing of Research Outputs and the completion of a Researcher Snapshot. There will be annual reporting requirement for this fellowship and a mid point on site review. Continued funding will be contingent on successful review.

**The support of BCR and '5 For The Fight' must be acknowledged in all publications.**

## **6. Further information**

Informal inquiries should be made to [research@breakthroughcancerresearch.ie](mailto:research@breakthroughcancerresearch.ie)



**Appendix A: DCCI Fellowship Proposal Checklist/Guide**  
**(Headings Font Calibri Bold 12 – Body Text Calibri Regular 11)**

<b>SECTION</b>	<b>DESCRIPTION</b>	<b>REQUIREMENTS</b>
<b>Proposal Summary</b>	Proposal Title	<b>Up to 30 words</b>
	Duration of Award Requested	<b>36 months</b>
	Justification for BCR Remit (vision-Priorities)	<b>Max. 250 words</b>
<b>Lead Applicant Details</b>	Lead Applicant CV – use template provided	<b>Max. 5 pages</b>
	Publication Output	<b>Provide figure for each type</b>
	Funding	<b>Provide details</b>
<b>Collaborator Details (if relevant)</b>	Name/Contact Details etc for Collaborator	<b>Provide details</b>
	CV for Collaborator – no template	<b>Max. 2 pages</b>
<b>Main Body of Full Proposal</b>	Keywords	<b>Max. 15</b>
	Scientific Abstract	<b>Max. 200 words</b>
	Lay Abstract	<b>Max. 100 words</b>
	Research Programme	<b>Max. 8 pages</b>
	References	<b>Max. 1 page</b>
	Impact Statement (Translation, Clinical, Patient)	<b>Max. 2 pages</b>
<b>Proposed Budget</b>	Details of all Relevant Costs	<b>Budget Table</b>
<b>Budget Justification</b>	Budget Justification	<b>Max. 2 pages</b>
<b>Letters of Support</b>	Collaborator Letter of Support (if relevant)	<b>Max. 2 pages</b>
<b>Declaration</b>	Signed Declaration provided	<b>Scanned Pdf With signature.</b>



## **Appendix B: Applicant CV Template**

To be used for applications to the BCR DCCI Fellowship 2018 call

### **5 PAGES MAX:**

#### **Section 1 (max. 2 pages) + Section 2 (max. 3 pages)**

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To be used for applications to the BCR Dermot Costello Cancer Immunology Fellowship 2018 call. Please note that Applicant's full research funding track record should be provided as an appendix and should **not** be included in this CV.

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### **APPLICANT CV TEMPLATE (MAX. 5 PAGES)**

#### **SECTION 1 – Applicant Details (max. 2 pages)**

##### **NAME AND CONTACT DETAILS**

##### **CAREER PROFILE (Education and Employment)**

*Applicants may provide details of any career breaks (for example, due to parental leave or long-term absence through illness) or periods of part-time work)*

##### **INNOVATION/COMMERCIALISATION ACTIVITY**

*Include details on, for example, relevant clinical collaborations, qualified invention disclosures, pending and granted patents, licenses and spin-out activities.*

##### **HISTORY OF MENTORING AND SUPERVISION**

*Applicants should provide details of any teaching, mentoring or lecturing duties undertaken post-PhD.*

##### **KEY ACHIEVEMENTS (Research and Clinical/Translation/Patient Impact)**

*Give details of **up to five** achievements that have provided significant impact or which have greatly influenced any field in science, technology, engineering or mathematics. Any type of achievement may be included in this section, and applicants are encouraged to elaborate on the various ways in which they have influenced researchers and their disciplines, or demonstrated significant economic and/or societal impact(s). For each example, provide an outline of the stated achievement, what **specific** role was played by the applicant, and how the field and, where relevant, the wider community and society have benefitted or have been influenced as a result. References to published material may be added as required.*

#### **SECTION 2 – Publication Details (max. 3 pages)**

##### **A. SELECTED SENIOR-AUTHOR PUBLICATIONS**

*Detail up to 10 peer-reviewed, senior-author (that is, first, joint-first or last author) primary-research publications, which will confirm, **where relevant**, that the applicant meets the eligibility requirements for publications for this programme. Refer to the appropriate section of this call document for details on senior-authorship requirements. Preprints may only be included where a Digital Object Identifier*



(DOI) is quoted. **Note that publications where the applicant claims joint-first authorship will only be accepted as senior-author publications where the article clearly verifies this.**

**B. OTHER PUBLICATIONS**

*Applicants should list any other publications as a separate appendix (where they are a senior author or otherwise) that they wish to be considered in the assessment of this application. Applicants should ensure that their primary research outputs are prioritised; however, reviews, essays and any other secondary-research articles relevant to this application may also be listed.*

**It is the responsibility of the lead applicant to ensure that all documentation is included and that page lengths are not exceeded.**