PPI Ignite Network @ UCD Seed funding scheme 2024

**\*Please note this document is for information purposes only. Application is to be made via Google Forms (**[**link to application form**](https://forms.gle/H1cvka2YmrwZib3J9)**) unless explicitly agreed otherwise.**

**Theme:** Innovative approaches and methodology related to equality, diversity and inclusion in PPI in research.  
  
**Funding amount**: Apply for up to €4,000  
  
**Submission Deadline:** 14 July 2024, 5pm.  
  
**Expected project start date:** October 2024  
  
**Maximum project duration:** 12 months  
  
For queries and questions related to this call, please contact [ppi@ucd.ie](mailto:ppi@ucd.ie) or call 01 7164009. If you do not find this form accessible and require it in a different format, please do not hesitate to contact us.

Email\*

Valid email address

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**About**

**Aim of the seed funding scheme**

Coproduce, develop, design or evaluate new methods and mechanisms to ensure greater inclusive practices in PPI in health & social care research.

**Scope**

The focus should be on improving the approaches for public involvement in research. Proposals may include case studies to evaluate PPI approaches, however, applications focussing solely on undertaking PPI (for example, setting up a PPI panel) in the absence of any associated methodological learning will be considered as out of scope. The emphasis of the proposal is on advancing inclusive practices in PPI in terms of innovative methodologies or work with populations that are currently underrepresented in PPI and research.

**Eligibility**

In a change to the application process this year, selected organisations who have worked with PPI Ignite Network @ UCD are invited to submit an application. It is entirely up to each organisation whether they decide to do so.

**Examples\***

* Developing or improving inclusive methods for public and patient involvement.
* Tailoring existing public involvement approaches for work with populations that are currently underrepresented in PPI and research.
* Development of supporting evidence for PPI approaches with populations that are currently underrepresented in PPI and research.
* Development of guidance, underpinned by evidence, for PPI with populations that are currently underrepresented in PPI and research.
* Innovative approaches to inclusion of populations that are currently underrepresented in PPI and research.

\*Please note these examples are for illustrative purposes only and are not exhaustive.

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**Criteria**

* The voluntary and charitable organisations  invited can submit one application. These organisations have final say in the selection of the application they put forward.
* Applications must include active collaboration between UCD researchers and members of the public, patients, carers or communities.
* Applications must have either PPI contributors/organisations or UCD researcher(s) as the primary applicants.
* PPI contributors/organisations must be full collaborators or partners with a dedicated remit, including in the development of the application.
* Applications must have a UCD staff or research student as a primary or co-applicant.
* Non-permanent academic partners must have a contract end date beyond the end of the award.
* Early career researchers (PhD students, postdoctoral researchers) are eligible provided they have a contract end date beyond the end of the award.
* Projects must be related to health and/or social care research.
* Applications must focus on research. Applications that focus on service delivery will be deemed out of scope.
* Applications must have a stated deliverable, achievable within the timeframe.
* Projects must be conducted within the Republic of Ireland.
* Applications must articulate the potential [impact](https://www.ucd.ie/impacttoolkit/whatisimpact/) of the project.
* Lead applicants must provide an end of project report within 3 months of the project close date.
* Successful awardees are expected to partake in a seminar or similar highlighting the outcome and impact of projects post project close.
* Outputs are expected, where possible, to be open source or open access for use and knowledge exchange within the wider community.
* PPI Ignite Network @ UCD must be acknowledged on all project outputs.

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**Application**

Please fill in all sections of the application form. Use Plain English where possible. Ensure all abbreviations are defined at first use.

Name of organisation invited to submit application

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Each invited organisation can submit one application. Please confirm you have permission from your organisation to submit this application.

**○ I confirm permission to submit this application**

**○ I do not have permission to submit this application**

Title of the project (max 50 words)

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Summary of the project (500 words max)

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How does this project fit into the theme "*Innovative approaches and methodology related to equality, diversity and inclusion in PPI in research.*" (max 250 words)

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Is this project related to health and social care research?

**○ Yes**

**○ No**

How has public and patient involvement been embedded into the project concept and design? (max 300 words)

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Outline how the PPI partner(s) and research partner(s) have and will contribute and collaborate together on the project. (max 250 words)

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What is the stated deliverable(s) of the project? Outline the timeline to achieve this deliverable (250 word max)

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What is the foreseen impact of this project? By impact, we mean the demonstrable contribution that it will make to society, of benefit to individuals, organisations and local or national communities. Please visit <https://www.ucd.ie/impacttoolkit/> for help with understanding impact. (500 words max)

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Have equality diversity and inclusion (EDI) strategies been considered in the preparation of this application?  Please see <https://www.ucd.ie/equality/support/> for more information on EDI.

**○ Yes**

**○ No**

Primary Applicant: Name, affiliation, email address.

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Co-Applicant(s):  Name, affiliation, email address

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

What is the budget you are requesting for this project? (Max budget €4,000)

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Please provide a budget breakdown and justification for requested amount. Please note, indirect costs are not permissible. (Max 250 words)

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**Additional Questions (Required)**

Is one of the applicants a member(s) of the public, patients, carers or relevant community?

**○ Yes**

**○ No**

Is one of the applicants a UCD staff member or UCD research student?

**○ Yes**

**○ No**

Do UCD applicants have a contract date beyond proposed project end date?

**○ Yes**

**○ No**

Will this research or project be conducted within the Republic of Ireland?

**○ Yes**

**○ No**

A grant requirement is for successful applicants is to provide a report within 3 months of project close. Please tick this box to confirm you agree to provide this report

**○ I, on behalf of all applicants, agree to provide the grant report within 3 months of the project close**

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**Expected timeframe**

Applications Open: 16 April 2024  
  
Application Closed: 14 July 2024, 5pm.  
  
Successful Applicants Announced: 15 September 2024  
  
Project Start Date: before 31 October 2024  
  
Project Close Date: by 31st October 2024  
  
Project Reports Due: 31 January 2024

Communication about the application and outcome will be with the primary applicant. It is the primary applicant's responsibility to inform other members of their team about updates and outcomes of the application.