る。また、MRC科学的貢献度による研究分類基準の詳細は後述。

助成スキーム個別審査要素：

以下の助成スキームの審査要素は外部審査員とＭＡＢメンバー又はそのどちらかにより使用されるものであるが、研究申請を検討している研究者にとっても役に立つかもしれない。

- Centre Grants
- Centre Component Grants (and Centre development Component Grants)
- Co-operative Group Core Grants
- Co-operative Group Core Grants (RENEWALS)
- Co-operative Group Development Grants
- Programme Grants
- Career Establishment Grants
- Trial Outlines
- Trial Full Proposals
- Strategic Grants
- LINK Grants

Core Grantsの審査の詳細はクロスボードグループが提供する。またＭＡＢメンバーや外部審査員が相談を受けたときは、次の質問しかしては成らないとされている。「提案されている共同研究グループ（Co-operative Group）による研究を考慮すると、コア助成への全ての申請に関するあなたの考えはどのようなものか？」

＜電子申請審査システム（ＥＡＡ）による研究申請のレビュー方法＞

レビューのためのコメントはウェブ上のＥＡＡページに直接記入できる。記入すべき項目は以下のようなもので、またレビュー担当者は助成スキーム個別審査要素に目を通すこととされている。レビュープロセスで重要なことは、レビュー担当者の身元が公開されないことで、コメントは逐語の形で申請者に送られる。

- 科学的貢献度による分類
- コメント（無記名であること。できるだけ建設的な批評にし、中傷的なコメントはしないこと）
- 推薦するリソース
- 利害の対立について
- 研究分野又は研究方法に関する（レビューをする者の）知識についての詳細
- レビューにかかった時間

レビュー担当者の身元が公開されたり、中傷的なコメントが記入された場合、そのレビュー担当者は内密扱いでコメントすることができなくなる。しかし、申請について協議を望む場合に備え、ＭＲＣ本部の担当のプログラム・マネジャーの連絡先がＥＡＡのレビュー担当者用のページに掲載されている。このページには本部の連絡先や(適当と思われる場合は)他のレビュー担当者のリストも載っている。コメントが送信された後、ＭＡＢの中心メンバーがコンセンサスレビュー会議を開催し、その後コンセンサスとしての分類を報告する。コンセンサスレビューの進め方もウェブ上で細かく紹介されている。

http://www.mrc.ac.uk/txt/index/funding/funding-specific_schemes/funding-assessment_process/funding-eaa_reviewing.htm

研究助成最終報告書について：

研究報告書の作成には、科学研究助成最終報告書式(Scientific Research Grant Report Form) とMRC研究助成の

狙いと目的について(Purpose and Aims)を参照することになっている。報告書の提出は非常に重要視されており、助成決定時からの如何なる変更もこの報告書に網羅するよう勧告されており、しなかった場合はペナルティが発生する。助成の更新や延長を申請する場合も進捗報告書として同じ書式を使用する。以下が報告書に網羅すべき項目である。

報告書に記載する項目

研究目的	申請プロポーザルに書かれているものと同じ。
研究成果	研究目的の達成度と当該分野での最近の研究に対する重要性
研究の進捗	研究方法の概要と申請プロポーザルで提案されていた方法からの乖離の有無。有の場合の理由
追加研究	研究の結果、更なる調査や連携が進み、MRC や他機関への申請に繋がったかどうか
リソースと人員	申請の結果、所属機関での助成金や委託事業その他に大きな変化があったかどうか。助成金で直接雇用されたスタッフと研究プロジェクトに関連する研究員や学生のリストと彼らの雇用資金源。研究によって始まったスタッフトレーニングや能力開発の詳細
連携	研究に協力したその他の個人・組織・機関
研究施設の詳細	
研究結果の認知	研究結果の認知向上のために実施した活動と MRC 助成への言及の有無
支出	予算項目の中で予算を超えたもの、または下回った項目の詳細等
研究結果の発表及び普及宣伝	論文や内部報告書のタイトル等と MRC 助成への言及の有無。公的データベースへのデータ公開の有無とその詳細
研究結果の利用・開発	研究の受益者と利用機関への結果報告の有無。短期的・中期的・長期的に特許獲得が可能もしくは商業的利用の可能な研究結果、また健康やヘルスケア、QOL の改善における短期的・中期的・長期的な意義や、上記の機会開発の進捗状況。既存または新規の産業界のパートナーとの連携や、基礎研究や戦略的研究への新規助成金の増加について。
詳細報告書(添付)	出典リストも含め A4 サイズ 6 ページ以内。上記質問項目以外の科学技術的成果の概要。発表用の別のサマリー（研究助成の成果）。

MRC の研究助成及びフェローシップ（研究員制度）は一定の条件の下に付与されている。詳細は、個別の研究助成スキームに関するガイダンスのほか、研究助成・フェローシップ授与条件(Terms and Conditions for MRC Grants and Fellowships)に網羅されている。

研究助成・フェローシップ授与条件(Terms and Conditions for MRC Grants and Fellowships)概要

一般条件	助成を受ける機関・臨床医の責任の範囲	剽窃、データの偽造や不適切な選択等、科学的不正行為への対処方法を含む
	MRC の義務及び免責事項	
雇用条件	サービス条件：一般	募集、研究実施管理調整（監督と定期レビュー）、報酬、現職教育、キャリア指導・キャリア開発
	雇用条件と給与	スタッフの任命、肩書き、雇用期間、パートタイム労働、その他の労働条件、臨床研究者、博士課程登録、昇進、産休と賃金、病

		欠と賃金、年休、解任費用、余剰コスト（スタッフ雇用）、
財務協定	付与状、現金限度と物価スライド制、間接コスト、備品と主な購買調達品、備品の所有権、研究開始時期、支払いの開始、補完と延長、助成の一時停止、助成の移管、早期終了、助成の更新、中間支出計算書、年次計算書　最終支払い、認められるスタッフコスト	
報告・発表・成果利用	モニタリングと評価、最終科学研究・財務報告、発表と謝辞、一般市民への広報、研究成果の利用	
個別条件及び検討事項	動物の使用、被験者、臨床試験、人工授精、医療カルテ、出産前の胎児組織の利用、生態組織の除去、放射性物質と放射線治療、遺伝子組み換え、危険病原体、規制されている薬品の使用、1998 年データ保護法	

また、全国保健サービス（NHS）の患者とその臓器もしくは生体組織やデータを利用する研究は保健省／NHS 保健社会的ケア研究管理体制基準（the Department of Health/NHS Research Governance Framework for Health and Social Care、以下 RGF）に準じなければ成らない。

英国保健省は、NHS における保健及び社会的ケアに関する研究が、高い科学的倫理的基準に則って実施されるよう、優れた研究管理体制に関する原則を RGF に定めている。MRC の研究助成やフェローシップを授与したり、申請しようとする大学や研究機関等は、この RGF にある MRC 政策方針声明(MRC Policy)とガイダンス(Guidance)にも目を通す必要がある。

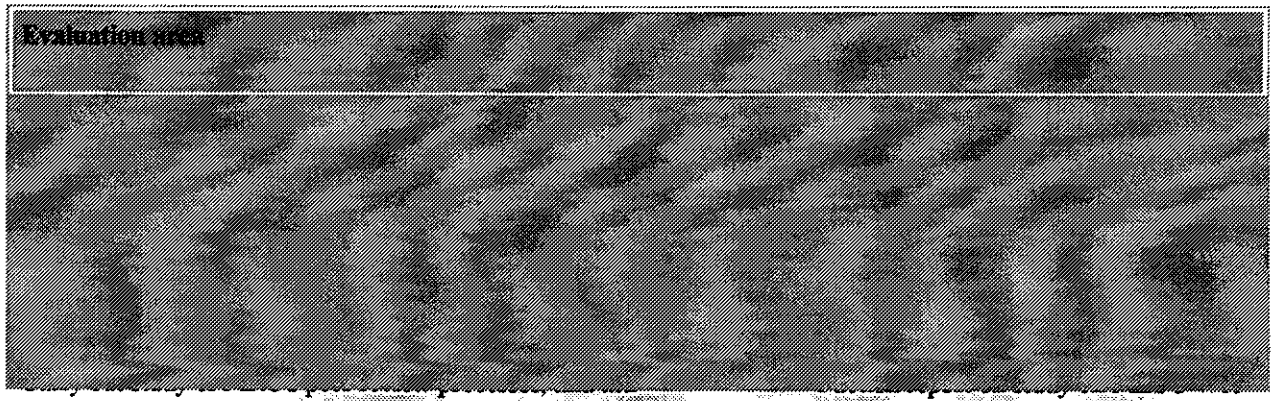
スキーム評価について：

モニタリング・評価運営グループ（MESG）の目的：

MRC は 1998 年にモニタリング・評価運営グループ(Monitoring and Evaluation Steering Group 以下 MESG)を設け 6、全ての研究助成スキームが MRC の組織目標にどのように貢献しているかを評価している。グループへの委託事項は、1）MRC の研究助成方針とスキームの評価を行うこと、2）助成方針とスキームが、戦略プランに明記されているように MRC の組織目標の達成に寄与しているかどうかアドバイスをすることである。

評価プログラム：

1997 年に研究者主導で開始された最初の助成スキームの、論文発表などの成果が出始める時期に会わせて評価計画が策定されており、MESG は、これに別のトピックを追加したり、適当と思われる場合にはレビューのタイムテーブルを変更したりできる。評価計画に関するデータや主な資料は MESG のウェブサイトに掲載される予定。評価予定分野は以下の通り。



tudes/experience of the people involved　　pages in 2001.

Evaluate Innovation Grants and ROPA schemes, (in context of innovation across all funding schemes)	Agree evaluation plans in Nov.'99. Conduct review 2000/01
Higher Education Institutes (HEIs)	
How effective are the research funding schemes in promoting closer partnerships between the MRC and universities/medical schools? Emphasis will be placed on Centre Grants	Develop specification for review in 2000/01. Outcome of review in 2003/04
Policy of encouraging co-operation and multi-disciplinarity among HEI-based researchers -is it effective? Emphasis will be placed on Co-operative Groups	Develop specification for review in 2000/01. Outcome of review in 2003/04
Career Establishment	
Carry out pilot study in 1999. Publish report on study on MESG Web pages in 2001	2004

Bibliometric Analyses Pilot Study：

bibliometric analysis とは、ピアレビューに代わるものとして提案されている評価手法で、科学論文で計られる科学的生産性を数学的モデルを使い評価しようとするもの。MRC は特定の分野で MRC の助成する研究のインパクト評価に bibliometric データを利用するが、以前にはピアレビューのプロセスでは使用されていなかったため、MESG は bibliometric analysis がピアレビューにどのように貢献できるかを、MRC 本部や MRC の programme grants 助成を受ける研究機関が通常のピアレビュー手法で評価した研究を対象に、パイロットスタディを行って検証することにした。

目的は、このふたつの評価方法における相関関係の程度を調べ、相違があった場合の理由、及び bibliometric analysis が MRC のピアレビュー手順に正式に取り入れられるべきか結論することとされた。28 の研究プログラムが分析され、過去の進捗についての bibliometric analysis と通常のピアレビューとの間にははっきりとした相関関係が見うけられた。しかし、bibliometric analysis と助成の最終決定との間の相関関係は低かった。つまり、MRC の最終決定は、過去と今後の両方のプロポーザルの質や、現在の戦略的優先順位に関する研究の適切性等、多くの要素に基づいているのだが、bibliometrics は過去の進捗についてしか適用できない。パイロット・スタディの結果、bibliometric analysis は理論的には過去の進捗に関する有益なセカンド・オピニオンを提供できるが、過去の進捗は助成の意思決定のひとつの要素に過ぎないため、MRC の評価手順に通常は取り入れられないこととされた（MRC が 99 年にこのモデルの評価を委託したところ、引用分析は後（post-hoc）評価であるため、将来の研究プロポーザルというよりは過去研究進捗のレビューに適しているとの結論に達し、現行の MRC のやり方を特に強化することにはならないだろうという結論に達している）。

ピアレビュースタディ（**Peer Review Study**）：

1999 年 10 月、MESG は、特に最近設立された MAB を中心に、MRC のピアレビューシステムの独自評価を民間会社 Segal Quince Wicksteed (SQW)に委託した。評価活動は関連するふたつの調査（MRC のピアレビュー全般や特に MAB について意見や考えを調べるための MAB や他の委員会やパネルのメンバーへのサーベイと、助成申請をレビューする際の MAB メンバー間での意志決定やコミュニケーションについての調査）で構成された。調査手法は、郵送アンケート、研究申請とその審査に関する論文レビュー、電話アンケートを採用した。MAB メンバーの 68%、その他の委員会やパネルメンバーの 56%の回答が得られた。SQW 調査と調査結果への MRC の反応は Summary of SQW 及び Study MRC Response ページに掲載されている。

研究助成プロポーザルのレビューに関する MRC ガイダンス（MRC Guidance on Reviewing Research Proposals, or Peer Review Booklet）

ピアレビューの原則：

MRC はピアレビューを研究のあらゆる局面で自由に幅広く実施すべきだという立場をとっており、理由としては、以下のようなことを挙げている。また MRC とレビューを実施する者、そして申請者の三者全てがこの活動にコミットすることが重要であるとしている。レビュー実施に必要なキーワードとして、MRC は rigor and selectivity, equity, integrity, confidentiality, openness, efficiency などが挙げられている。

- 最高レベルの科学研究を支援し、最も重要で危急を要する問題を扱うため
- お金をかける価値のある研究を支援し、リソースを効果的に効率よく使用するため
- 研究グループやスキームの進捗を評価するため
- これらの目的を達成するため最高の環境で最も優れた研究者をトレーニングし、育成するため

1. スペシャリスト・レビューとジェネラリスト・レビュー

ピアレビューは、研究分野に十分精通しており、しかもその研究に利害関係のないレビュー実施者を見つけるというデリケートなバランスを必要とする作業である。効果的なレビューには研究の質や助成金に見合った価値等についての幅広い判断力が必要なため該当分野の研究者が最も適任とされるが、その研究のより広範な重要性や優先順位等については、複数の学問領域・分野にまたがるより広い見地からの評価が有益である。つまり、スペシャリストとジェネラリストの両方の観点を盛り込むことがレビュー活動の価値をあげる。この両方の役割を負うのが MAB メンバーであり、プログラム・マネジャーにより、研究申請をあらゆる局面から検討するための専門性をカバーするように人選される。MAB メンバーやプログラム・マネジャーが必要とみなした場合は、迅速な決定を経てさらに外部専門審査員を指名する。プログラム・マネジャーは、データベース検索、レビュー候補者の研究範囲のウェブ調査、他の MAB メンバーへの相談などを通じ、外部専門家の発掘を行う。レビュー実施者は自分の専門性が申請されている研究にどのように関連し、また自分の貢献の性質がスペシャリストとしてか、ジェネラリストとしてのものなのかを明確にしなければならない。

2．分野の境界にある研究

研究が MRC の権限分野に当てはまるかどうかは注意深く検討される必要があり、リビュー実施者は境界線にあるという理由で研究を低く格付けしたりせず、プログラム・マネジャーに適切性について連絡する。また、特に応用研究が民間助成を適度に獲得できるかどうかを判断するのは困難なため、こういう場合は MRC 本部が産業界の専門家をレビュー活動に含むよう配慮する。

3．リスク

MRC は全プロポーザル、特に長期助成の場合に、革新とリスクがあると見なしている。レビュー実施者は、完全に安全で予想可能な研究範囲にあるプロポーザルについては、革新の可能性が低いとして疑問をぶつけるきである。

4．倫理的許容性

MRC は倫理的に許容できるものだけを助成するスタンスを取っているが、レビュー実施者は研究の潜在的リ

スクや治療上の影響などに詳しく、また懸念も持っている場合があり、プロポーザルをそのような観点から検討し、疑問がある点については明確にすることが重要である。しかし、MRC はレビュー実施者個人に全体としての倫理的評価を期待しているわけではなく、倫理的問題がある場合にはそれぞれの委員会が協議の上、その研究が許容可能かどうかの判断を MRC に仰ぐ。

5．機会の平等

レビュー実施者は自らの査定が不法な人種、性別、及び身体障害についての差別を反映しないようにしなければならない。また MRC の機会均等政策や助成金及びフェローシップ申請資格についての規則に疑問を抱いた場合は、査定を終了する前に MRC 本部に連絡する。

6．臨床研究と公衆衛生研究

MRC は最高水準の基礎研究と臨床研究の統合を目指し、研究トレーニングを通じそのレベルを高めるべく努力している。多くのレビュー実施者が、ピアレビューは臨床研究を不当に差別していると懸念しているが、それは研究デザインの実際的な限界であったり、臨床実験の焦点が絞られすぎていたり、独創的でない研究の性質によることが理由である。レビュー実施者は、定期的に臨床研究のレビューに携わっていない場合には特に非意図的なバイアスの危険を認識し、臨床及び公衆衛生研究における最高の国際水準に照らして臨床プロポーザルを査定し、また報告書での自らの分類結果についての如何なる懸念も表明しなければならない。MRC としては、臨床研究プロポーザルは臨床の専門家や研究者にレビューされるように配慮し、公正を保つため、研究ポートフォリオ全てに関し、その基準と助成決定についてモニターする。

7. Value for Money

レビュー実施者は研究がその助成金に見合った重要性を全体として有しているか検討しなかければならない。MRC の目的は質の高い研究者集団に国際的にも競争力のある研究に必要なリソースを投じることであり、適切なレベルの資金を提供できなければ、その資金に見合った価値も低いものとなってしまう。多くの研究は複数の助成を受けているため、レビュー実施者はその研究の過去の進捗を査定する際には、伴った全てのリソースを考慮する必要がある。

8. 動物実験

動物実験においては、レビュー実施者はその種類と数、及びその分野で最も優れた事例や代替案に言及することが望ましい。また、MRC が優れたデザインの質の高い研究においてのみ動物実験を助成するよう配慮すべきである。

9. 研究結果の広報と利用

MRC は研究者がその研究成果を広報し、また利用するための能力開発を支援している。また、研究結果の実用化の可能性を低減する要素がないか配慮する必要があり、レビュー実施者自身に知識の移転の経験がなくとも、申請者の予想を超えた科学的、技術的、臨床的問題があるかどうかにつき、助言しなければならない。申請者がその発表や実用化をかなり考慮している場合は、その分査定においても考慮されべきである。

10. フィードバック

レビュー実施者の報告書は第 3 者が見ても、分類の理論的根拠が明確で、全体としてのコンセンサス形成に

役立つほどの詳細が盛り込まれていなければならない。また研究の長所と弱点がはっきり示されているべきである。その他フィードバック時に検討すべきことは、建設的批評をする、プロポーザルを改善するためのアドバイスや代替案を出す、根拠のある批判を行う、などである。

MRC 研究分類基準・選抜基準・評価要素：

研究助成

助成スキームはどれも、科学研究を支援するという明確な役割を果たすべく、それぞれ応募資格基準が定められているが、基本的な評価方法や研究審査方法は全スキームでほぼ共通しているため、申請者は一貫したシステムで公平に審査され、新しいレビュー実施者にも理解しやすくなっている。分類基準は、申請プロポーザルをあらゆる角度から審査したうえ、研究によって得られる新しい知識の国内又は国際的な重要性があるかどうか、という分かりやすい基準に基づいている。つまり、以下のように解釈されている。

- 専門分野やテーマが非常に絞られているか、その分野の研究者が少ない場合、その研究は最先端のように見える場合があるが、レビュー実施者は申請されている研究分野を広く見渡し、競合する分野と比べてその重要性がどの程度のものなのか問いかけることが要求される。研究領域や医学研究は時に非生産的な時期があり、特別な処置が必要になる場合もある。MRC の研究委員会、戦略開発グループ会議（Strategy Development Group and Council）がこれらの問題の対処方法について担当している。
- イギリスの保健問題を扱う最高の研究は最も高いレベルに分類されるべきである。国際的な基準については、他国の比較可能な研究との比較や、研究の結果得られる新しい一般的科学的知識、もしくはアプローチや方法の独創性などを考慮して判断される。

MRC 科学的貢献度による研究分類基準（Scientific Merit Banding Criteria for Grants）

ALPHA - A
Work which is at the forefront internationally, or nationally where there are no international comparators, and which is judged will have an important and substantial impact on understanding, practice or policy

ALPHA - B
Work which is at the forefront of the UK effort in the field, is internationally competitive in a significant proportion of the research proposed - where such comparisons can be made, and will make a significant contribution

ALPHA - C
Work which is nationally competitive and will make valuable contributions to addressing important scientific and/or policy questions

ALPHA - D
Work which is nationally competitive but which is at a lower priority in the competition for funds

DEFER[3]
Work which is clearly worthy of support, but where clarification of SPECIFIC issues(s) is required before a banding can be confirmed subsequently either by Designated Board Members and Chair immediately, or by the Board at a later meeting

DECLINE
(i) Work which is potentially worthy of support, but requires complete revision and resubmission, for consideration without commitment (ii) Work which adds to understanding but is not competitive; (iii) work which is judged to be seriously flawed in design; (iv) work which is not suited to the form of support requested

MRC 審査要素

審査要素の相対的ウエイト

研究申請は、研究の重要性や時宜、創造性、研究手段の先進性、研究者の経歴や専門性、分野での競合状況やコスト、環境の適正度等において様々に異なるため、固定的なアプローチを取らないことが肝要である。よいレビューとは、申請されている研究の本質に敬意を払い、研究から得られる利益に最も関連のある要素に最大のウェイトをかけるものである。研究アプローチの有効性や質と、それが持続されるかどうかは常に重要なファクターで、研究の質はそのアプローチに特有の独創性やチャレンを通じて評価される。MRC は経験から、最も奇抜な研究がしばしば基礎科学研究上の最も重要な進歩を生み出すことを知っているが、レビュー実施者は、データ収集が重要ではあるが、必ずしも奇抜とは限らない分野（例えば、応用研究、ヘルスサービス研究、試験研究、バイオ情報科学、連鎖研究（sequencing）での概念的奇抜さを過度に強調すべきではない。

重要な生物システムや疾病過程に関する知識のギャップを埋めたり、治療方法の比較などに通常のアプローチを使った研究が、重要で時宜を得ている場合は最も高い格付けを得る。これは新しい科学・医学問題との関連で最も起こりうる状況であるが、よく知られているが比較的扱いにくい問題については、奇抜なアイデアや手法が用いられる申請プロポーザルのみが支援に値する。研究のマネジメント計画や研究の倫理的意味等の問題は科学研究の質を問うための中心的事柄ではないが、レビュー実施者はそれらの問題が許容されるよう留意すべきであり、許容されない場合がその理由につき告知すべきである。

審査要素詳細

- 研究申請の審査要約：プロポーザルの全体的な質や助成の妥当性についてリビュー者の考え。
- テーマの重要性：プロポーザルの潜在的なインパクト、人間の健康改善や病気の負担の軽減に必要な知識ベースの拡大など
- 申請プロポーザルの詳細：提案された時間やリソースでの目的や目標の現実性、研究アプローチの一貫性と説得力、研究可能性、問題に解決への調査手法の妥当性、実験デザインの適切性等。
- 研究者について：申請研究者の分野での経歴や過去の業績、研究プログラムへの専門性の適当性、コミットメント、研究者の所属組織が給与の一部肩代わりする処置は満足のいくレベルか、その他問題点等。
- 研究環境：研究環境の適切性、協力者の選別の妥当性、所属機関の研究へのコミットメントの有無等。
- マネジメント（一部の助成対象のみ）：マネジメント計画の妥当性とその理由。
- Value For Money:：MRC が求めるリソースに関し、資金助成に見合う価値があるか、要請されるリソースは提案されている科学的成果により正当化できるか等。
- 倫理的意味合いとその他の問題：研究は倫理的に許容されるか？（該当する場合）研究参加者や人体組織、生物標本の使用の妥当性、予想される研究成果は参加者への如何なる潜在的リスクを上回るものか、参加者数や人体組織の性質や数は研究に打倒であるか否か、等。
- 更新（該当申請のみ）：研究目的は達成されたか、現行の助成研究は支援範囲を考慮すると如何に生産的であったか、等。
- その他の追加トピック：レビュー者の希望に応じて、研究成果の広報や商業的利用等について。

詳細は研究助成プロポーザルのレビューに関する MRC ガイダンス（MRC Guidance on Reviewing Research

Proposals, or Peer Review Booklet）を参照。

様々な委員会・パネルの役割の概説：

助成顧問グループ（**Awards Advisory Group** 以下 **AAG**）：	MRC の小委員会で、科学研究戦略を考慮し、ピアレビューや審査実施基準の一貫性や、委員会により分類され格付けされた新規の助成金の配分などにつき助言を行う。
キャリア形成助成パネル（**Career Establishment Grant Panel**）：	MAB のメンバー10 名から成り、MAB メンバーの勧告をもとに、キャリア形成助成スキームへの申請選別のため年に一度召集。
Council：	MRC の組織戦略、計画、及びリソース配分などにつき、究極の意思決定力を持つ団体。
クロスボードグループ（**Cross-Board Group; XBG**）：	多くの学問領域に渡った研究を扱う Co-operative Group Grants と Co-operative Group Development Grants の助成決定に関して、MAB メンバーの科学的アドバイスを考慮し、勧告を行う。MRC の役員が議長を努め、４つの委員会のそれぞれからふたりづつ（臨床と非臨床）と MAB メンバー8 人が中心メンバーとなる。特別な場合は、MAB や４つの研究委員会から追加メンバーを選出する。
MRC 顧問委員会(**MRC Advisory Board, MAB**)：	英国の科学分野の 500 人ほどのメンバーから成り、MRC の科学研究ポートフォリオの全領域の専門分野をカバーする。他の 4 つの研究委員会(以下参照)と対等な関係にある。個別の研究申請の検討はしないが、定期的に共通課題や関心事の協議のため地域会議を実施。MAB の議長は SDG と AAG のフルメンバーである。主な役割は； ● 科学的審査：科学的アドバイザーとして申請を審査し、科学的判断を担当する。 ● レビュー：MRC 組織やテーマのレビューのため専門家集団 ● 意思決定:MAB メンバー個々人はキャリア形成助成パネルメンバーとしてこのスキームへの助成について決定する。 ● 戦略開発：MRC の科学研究戦略開発に貢献する。
研究委員会(**Research Boards**)：	MRC には研究委員会が４つあり、以下の異なる科学分野を担当する。 Health Services and Public Health Research Board(HSPHRB) Molecular and Cellular Medicine Board (MCMB) Physiological Medicine and Infections Board (PMIB) Neurosciences and mental Health Board (NMHB) 委員会の議長はそれぞれ MRC,SDG,AAG の職務上のメンバーである。委員会の責務は、1)MRC の科学研究戦略開発と 2)科学研究戦略と組織政策の実施とへの貢献である。
戦略開発グループ(**Strategy Development Group; SDG**)：	MRC の研究マネジメント政策、財務計画、及び戦略開発、新規開発（新ユニットやセンター等）、研究のための新らしいパートナーシップの可能性、戦略レビューと評価及びその実施、ユーザーニーズ等について提言する MRC の小委員会
トレーニング・キャリア開発パネル(**Training and Career Development Panels**)：	申請審査、候補者のインタビュー、フェローシップの授与や MRC のトレーニングやキャリア開発に関する提言を担当する。また以下のフェローシップスキームについても担当： ● 臨床パネル：Clinical Research Training Fellowship, Clinical Scientist Fellowships, Senior Clinical Fellowships ● 非臨床パネル：Research Training Fellowships, Career Development Awards, Senior Non-Clinical Fellowships ● 保健サービス研究/公衆衛生：Special Training Fellowships(修士・博士取得後レベル) ● バイオ情報科学：Special Training Fellowships(修士・博士取得後レベル)

添付資料

- Advice for applicants
  www.mrc.ac.uk/txt/index/funding/funding-specific_schemes/funding-advice_for_applicants.htm
- Scientific contacts
  www.mrc.ac.uk/txt/index/about/about-contact/about-head_office/about-research_management_group/about-programme_managers_for_mcmb.htm
- Scientific Research Grant Report Form www.mrc.ac.uk/txt/doc-fin_reptab.doc
- Purpose and Aims www.mrc.ac.uk/txt/doc-fin_repa.doc
- Terms and Conditions for MRC Grants and Fellowships
  www.mrc.ac.uk/txt/index/funding/funding-terms_and_conditions/funding-terms_and_conditions_masterprint.htm
- The Department of Health/NHS Research Governance Framework for Health and Social Care
  http://www.doh.gov.uk/research/rd3/nhsrandd/researchgovernance/worddoc/rgf.doc
- Annex document
  http://www.doh.gov.uk/research/rd3/nhsrandd/researchgovernance/worddoc/annex.doc
- MRC Policy
  www.mrc.ac.uk/txt/index/funding/funding-clinical_research_governance/funding-mrc_policy.htm
- Guidance www.mrc.ac.uk/txt/pdf-research_governance_guidelines7.2.pdf
- MRC Guidance on Reviewing Research Proposals www.mrc.ac.uk/txt/pdf-peer_review.pdf

Advice for Applicants

Choosing the Right Scheme

Before submitting an application you first need to decide which of the MRC grant schemes is most appropriate for your research. You can do that by accessing details of our schemes from here: **Grant Schemes, Personal Awards.**

Our schemes have been designed to fit the needs of most scientists involved in biomedical, health services and public health research, however, if having read the information, you are not clear which scheme is most appropriate to your own circumstances then you should contact the appropriate scientific **Programme Manager** at MRC Head Office for advice. Our Programme Managers have all worked in research, and have responsibility for a specific subject areas within MRC's remit.

Once you have decided which scheme you would like to apply for, you are strongly advised to discuss your proposed application with the appropriate Programme Manager at MRC Head Office. Some schemes require an outline application prior to a full proposal, in which case it is essential to discuss your proposed application with the appropriate **Programme Manager**.

For some of our schemes you need to also discuss your plans with your potential employer or host institution. Applications for **Centre Grants, Co-operative Group Grants** (including associated Component Grants), **Centre** and **Co-operative Group Development Grants** and **Career Establishment Grants** require varying degrees of commitment from your proposed host institution and applications cannot normally be taken forward without evidence of institutional support.

Who Can Apply? - Individuals

MRC will consider applications from any UK-based researcher who can demonstrate that they will direct the proposed research and be actively engaged in carrying it through. The minimum formal qualification required is a graduate degree, though it would normally be expected that an applicant would have been awarded a PhD.

Applications involving less experienced researchers should normally be made in collaboration with a more senior colleague. Researchers supported on fixed-term contracts may apply for grants, and may, depending on the aims of the scheme, request funds for their own salary. For more details see the notes on each **specific grant scheme**.

Retired researchers may be co-applicants on MRC grants, but not sole or principal applicants. Where an applicant is expected to retire during the course of a grant, the application must state who will take over responsibility at the point of the grant-holder's retirement. Researchers who have received a redundancy payment from MRC in the last three years should seek advice from MRC Head Office Personnel Advisory Group before applying.

Who Can Apply? - Institutions

MRC grant schemes are open to all UK higher education institutions, NHS Trusts, Health Authorities and General Practices and 'academic analogues' approved by the Council. In addition, other institutions are eligible for some of our grant schemes:

	Programme Grants	Centre/ Centre Development Grants	Co-ops (inc Dev and Comp)/ Centre Comps	Career Est' Grants	Strategic Grants	Trials Grants	LINK Grants
UK HEIs	Y	Y	Y	Y	Y	Y	Y
Hospital/ NHS Trusts	Y	Y	Y	Y	Y	Y	Y
General Practices	Y	Y	Y	Y	Y	Y	Y
Other Approved Academic Analogues	Y	Y	Y	Y	Y	Y	Y
MRC Establishments	-	-	-	-	Y	Y	Y
Other Research Council Establishments*	-	-	-	-	Y	Y	Y
Government Research Establishments*	-	-	-	-	Y	Y	Y
UK Charity Laboratories*	-	-	-	-	Y	Y	Y
Non-profit-making Research Organisations*	-	-	-	-	Y	Y	Y
Industry	-	-	-	-	Y	-	Y
Overseas Institutions**	-	-	-	-	Y	Y	-

* In discussion with MRC and where invited to do so.

** In discussion with MRC and where invited to do so. MRC grants may only be held overseas where the nature of the research makes this necessary, e.g. tropical medicine.

Definitions

Higher Education Institution

An institution in the United Kingdom which is in receipt of grant support from the Higher Education Funding Councils for England, Scotland or Wales or from the Department for Education (Northern Ireland).

Academic Analogue

An institution which can meet all of the following criteria:

- an organisation which operates essentially on a "not-for-profit" basis and will do so for the duration of any research project for which funding is sought.
- an organisation that is not, in its primary role, a funding body in its own right, or an institution or laboratory which is owned or primarily funded by another body.
- an organisation that is able to demonstrate an in-house independent research and training capability.
- an organisation with a research capability that extends and enhances the research base of the Medical Research Council.

How to Apply

Outline applications

Outline proposals are required before full applications for the following MRC grant schemes will be considered:

- Centre Grants
- Centre Development Grants
- Programme Grants
- Co-operative Group Grants
- Co-operative Group Development Grants
- Some of the Strategic Grants (including all clinical trials)

It is essential that you talk to the appropriate **Programme Manager** at Head Office before submitting outline proposals. The feedback we give on outline proposals is designed to help applicants improve the quality of their subsequent full application and hence strengthen its competitiveness.

When we give feedback on your outline proposal, one of our Programme Managers will agree with you which meeting of the appropriate Research Board/Panel will consider your full application. You will also be asked to agree to a date for submission of your full proposal. This personal submission date will take account of the time needed for the application to be properly assessed by members of the MRC Advisory Board and by external referees. Applications that have not been received by the personal submission date, may have to be held over until a later meeting.

Application Procedure

Applications for the majority of MRC award schemes (including outline proposals) must now be submitted via the MRC Electronic Application and Assessment (EAA) system. Applications for the LINK scheme can be made via the EAA but require some additional forms (see scheme details).

The EAA is designed to be user friendly and contains help text to assist you when you are making your application. You are advised to read the help text as you go through the system as it contains more general guidance and reference material. You may save your data at any time and leave the EAA without submitting your application.

Your scientific proposals (case for support) should be submitted as a separate document, and can be drafted off-line. You will require access to the Adobe Acrobat Writer in order to submit these proposals. More details can be found within this web site, under the **EAA** heading.

Once all the details of your application are complete you must submit it to your administering authority for approval; this is done via EAA. To access the EAA, click here: **Electronic Application and Assessment**.

Financial Support Available Through MRC Grant Schemes

This document details costs which can and cannot be sought from the MRC.

Overview

The costs of a research project consist of two components:

- **direct costs**: those costs which can be uniquely and unambiguously identified with a particular research project - the MRC will consider requests for most of these costs.
- **indirect costs**: central and departmental costs that underpin research activities but which cannot be uniquely assigned to particular research projects - the MRC will contribute to these at a rate of 46% of total eligible direct staff costs. For further details see below.

MRC will meet all reasonable eligible direct costs associated with your research proposal (except those of HEI staff funded by the Higher Education Funding Councils and NHS staff) and will contribute to the indirect costs. MRC's peer review bodies have a role in deciding whether what is requested is reasonable for the needs of the research and whether value-for-money is adequately demonstrated. If members conclude that this is not the case the financial package awarded may differ from that requested.

Salaries and associated costs

Applications must be costed at current prices, based on current salary scales and scale increments. Annual salary increments or other equivalent annual increases should be included in future years but not any other anticipated pay increases (eg nationally agreed pay awards) (however, see **promotions** below). MRC will normally honour incremental payments identified in the grant application on the anniversary of a grant. However, where named individuals have a different increment date applicants should identify this date and submit salary figures accordingly.

MRC will not normally fund through a grant the salaries of ex-MRC employees who have received a redundancy payment in the last three years.

Salaries for Principal Investigators and Co-applicants

MRC normally expects that applicants will have their salaries paid by their host institution for the duration of the grant. However if this is not the case, MRC will consider funding the salaries of applicants for up to 3 years. If the grant application is for longer than 3 years, MRC would require there to be a commitment in place (from the host institution or other funding body) to fund the applicants salary for the remainder of the grant. This exception does not however apply to all of the MRC's grant schemes – check the detailed notes about the **Grant Scheme** that you are applying for.

Salaries for replacement staff for applicants

MRC will meet the costs of employing replacement staff to enable researchers to be released, for up to 3 years, from teaching, clinical, or administrative duties in order to concentrate full-time on MRC-funded research. In this respect, MRC will consider requests for a salary that does not exceed the applicant's own level, to enable the host institution to appoint a full or part-time replacement to carry out essential duties. No indirect costs are payable on the replacement salary. It is intended that this option should benefit both the applicants' career development and research and the host institution. You should explain the benefits in the case for support section of your application.

Salaries for additional staff

Salaries may be sought for research, technical or other staff required to work full or part-time on the research. Research staff can comprise post-graduate and post-doctoral scientists (including social scientists), statisticians, research nurses etc.

Salaries may be sought at a level appropriate to the research or the experience of a known individual, where this is in accordance with the salary scales and terms and conditions of service applying at the prospective host institution, and is justified in the application. Salary levels should take account of the previous experience and professional contribution of a named individual, as well as their research responsibilities.

The level of support sought for unnamed postdoctoral researchers will normally be at spine point 6, grade point 4, unless the applicant considers a higher salary is justified in order to recruit a suitably skilled researcher.

MRC will normally award funds at the level requested for named staff, but reserves the right to offer support at an alternative level if considered appropriate.

Salaries for collaborative researchers

MRC will consider meeting the salary costs of senior collaborative researchers invited from a recognised centre in the UK or abroad, to work in the UK for up to one year giving full-time advice or assistance on the research project. Salaries should be calculated in relation to paid staff of equivalent status in the host institution, and the request should exclude any contributions from other sources.

Casual workers

The wages of staff employed on a casual basis to work on the project e.g. vacation workers, may be sought. Such costs will not be eligible for indirect costs.

Promotions

Funds for the promotion of named staff may be applied for in the grant application where the possibility is foreseen by the employing institution, and the promotion will be made in accordance with the policies and procedures of the employing institution. A justification for such a request should be provided in the application.

Superannuation and National Insurance contributions

MRC will meet the costs of the employer's pension and National Insurance contributions, as appropriate. In the case of Universities this will be at a maximum total level of 21.5%.

Consumables and other costs

MRC will meet the costs of consumables required to carry out the proposed research including:

- laboratory materials
- animals
- animal licence fees (project specific)
- equipment costing less than £1,000
- local computing charges which can be directly assigned to the proposed research
- reprint charges (for papers reporting work to be supported on the grant)
- specialist publications (not expected in Institutional libraries)
- consultancy fees

Central computing facilities are the responsibility of host institutions and will not be supported directly on an MRC grant; indirect costs are intended to cover central (and local) computing costs that cannot be attributed directly to a research proposal.

Travel and subsistence

MRC will consider requests to meet the costs of travel and living expenses for:

- scientific conferences
- collaborative working visits on the proposed research
- learning of special techniques

In the case of working visits, the rates sought for subsistence and other allowances should be those which the host institution's permanent staff may claim.

Costs associated with collaborations

MRC will meet the cost associated with inviting a senior researcher from a recognised centre in the UK or abroad

to give full-time advice or assistance, for up to one year, on the proposed research. This can cover standard research costs and travel costs. Fares should be the most economical and subsistence expenses should be related to the individual circumstances of each case and to the rates appropriate for visiting workers within the host institution.

Costs associated with retired researchers

MRC will meet the personal costs of retired workers (including retired MRC staff or MRC External Scientific Staff – though see above in relation to early retirement) at rates set locally. MRC does not set a financial limit on payments to retired workers but the expectation is that support will be set at a rate designed to compensate for the costs of continuing to attend work. Retired workers' personal costs do not attract indirect costs.

There is no limit on the research support costs applicants may seek for retired workers, whether or not they are receiving a personal payment.

Exceptional items

MRC will meet the full cost of the following exceptional items where they exceed the specified thresholds and can be directly attributed to the proposed research:

- equipment energy costs of £1,000 pa or more.
- equipment insurance where the additional or enhanced premium is £1,000 a year or more.
- equipment procurement where other than normal tendering is required and where costs exceed £2,500.
- telephone/fax/specialist postal costs where dedicated and separately metered and individual costs exceed £1,000 a year.
- specialist cartography, photography, or printing where total costs exceed £2,500 overall.

Equipment, repairs and maintenance

MRC will meet the costs of new equipment (including computers and software), the costs of equipment repairs and major spares, the costs of external maintenance agreements and the cost of equipment relocation and installation where required by the proposed research.

Where equipment purchased under a previous MRC grant is to be used in the new project, a share of the continuing maintenance cost attributable to the new work can be sought unless already provided by other grant support.

Equipment purchased by universities and colleges on MRC grants is normally eligible for VAT relief, and VAT should therefore be excluded from applications. The host institution should make its own arrangements for applying for exemption from import duty.

Charges for equipment and facilities

The MRC will meet reasonable charges for the use of equipment and associated facilities made by the host institution or elsewhere.

Substantial changes to premises

The MRC will meet the costs of substantial changes to premises where these are necessitated by the equipment to be used and are essential to meet the needs of the proposed research.

Estimating equipment costs

Estimates of the cost of equipment should be based on an adequate functional specification of the item of equipment and the estimate should be fully explained in the application form for items costing £25k and over. Telephone quotes are regarded as the minimum justification for equipment costing up to £25k; additional documentary evidence is normally required for higher value items and must always be provided with the application for equipment costing £100k or over.

It is recognised that maintenance and running costs of equipment are integral to the procurement decision on the capital costs of a purchase. MRC peer review bodies will look for evidence that consideration of these costs have been taken into account when they consider your application.

Indirect costs

MRC contributes towards the indirect costs of the proposed research. This sum is not intended to cover the full overhead costs of the research, as these will partly be met from other sources of funds under the dual support system e.g. Higher Education Funding Council research payments in Higher Education Institutions.

Indirect costs are calculated as a percentage (46%) of the total eligible salary costs awarded on a grant (to UK institutions only) and are intended to contribute towards the following:

- central institutional libraries (charges associated with open access publishing).
- departmental services (administrative and secretarial services not included under direct support, local finance, minor consumables, photography/printing/photocopying below £2,500 overall, publishing costs and article processing charges, minor stores items, laboratory and workshop support).
- financial services (finance, accounting, tendering, marketing).
- personnel services.
- public relations.
- recruitment costs.
- staff development and training.
- staff facilities (transport, health & safety, welfare services, laundry).
- part-time staff effort that cannot be easily identified or allocated to the research proposal but contributes to the general background level of departmental administrative, secretarial or technical support.

Eligibility for indirect costs

Not all host institutions eligible to apply for an MRC grant will be awarded indirect costs.

Eligible for Indirect Costs	Programme Grants	Centres/Centre Dev Grants	Co-ops (inc. Devs and Comps)/ Centre Comps	Career Est' Grants	Strategic Grants	Trial Grants	Link Grants
UK HEIs	Y	-	Y	Y	Y	Y	Y
Hospitals	Y	-	Y	Y	Y	Y	Y
General Practices	Y	-	Y	Y	Y	Y	Y
Other Approved Academic Analogues	Y	-	Y	Y	Y	Y	Y
MRC Establishments	-	-	-	-	-	-	-
Other Research Council Establishments	-	-	-	-	Y	Y	Y
Government Research Establishment	-	-	-	-	Y	Y	Y
UK Charity Laboratories	-	-	-	-	Y	Y	Y
Non-profit-making Research Organisations	-	-	-	-	Y	Y	Y
Industry	-	-	-	-	Y	-	Y
Overseas Institutions	-	-	-	-	Y	Y	-

Costs MRC will not meet

MRC will not, as a general rule, meet the following costs:

- employment of established staff (e.g. HEFC-funded or NHS funded staff).
- personal payments to established staff.
- teaching and demonstration fees.
- general premises costs including construction and maintenance of buildings and animal houses, land purchase/lease, general refurbishment/renovation/adaptation, basic services and utilities (including heating, lighting and communications), office furnishings, lease/rent/rates, insurance, cleaning/portering/security/safety.
- costs of unspecified research work, work already done or the writing up of such research.
- licence fees which are not project specific.
- cost of literature surveys (except where commissioned by the MRC).
- remuneration for undergraduates other than payment for vacation work under an existing award if such earnings are allowed by the host institution.
- any costs associated with a research student.
- the cost of host facilities to which the investigator normally has free access.
- removal costs incurred in recruiting individuals to grant funded posts.

Support from other sources

Applicants will often be already holding grants from MRC and other funding bodies for research related to the topic for which new funds are being sought. Sometimes applicants will be making simultaneous applications to different bodies for funds for the same research, or have recently made such an application. It is therefore important that applicants state whether any financial support from another body has been sought, is already provided, or is being sought for the same or related research, and in outline what the related research is about.

The same application must not be submitted to more than one of the Research Councils or the Health Departments at any one time. Applications declined by these bodies cannot be reconsidered by MRC unless substantially revised.

Preparing an Application

Responsibilities of Administrative Authorities and Heads of Departments

All applications should be approved on behalf of the host institution, by the appropriate Administrative Authority (e.g. the institution's Finance Officer) and applicant's Head of Department to indicate their formal acceptance of the application, their acceptance of the terms and conditions of an MRC award and their approval of the salaries and resources sought.

Administrative Authorities and Heads of Departments have responsibility for ensuring that the salaries and resources cited in the application are sufficient to undertake the proposed research, to attract sufficiently experienced and skilled staff, and represent good value-for-money.

Responsibilities of Applicants

MRC expects all of the researchers it funds, both clinical and non-clinical, to adopt the highest achievable standards in the conduct of their research. This means exhibiting impeccable scientific integrity and following the principles of good research practice detailed in the MRC Good Research Practice Guidelines (2000). All researchers submitting an applicaiton to MRC must accept the **MRC Terms and Conditions**.

Clinical Trials

Applications for Trial Grants require many special considerations. For more detailed guidance on applications for MRC support for Clinical Trials click here.

Collaborators

Where the viability of a proposal depends on collaboration, the exact role of the collaborator(s) should be clearly stated and a statement from each collaborator indicating their willingness to co-operate should be attached to the EAA application.

NHS Service Support Costs

Applicants have a duty to inform the lead service providers of the possible NHS support implications of proposed research projects at the earliest opportunity. Discussions with the Regional Director of R & D in parallel with the MRC may also be needed.

For multi-centre trials, initial discussions should take place with the lead provider in the Region of the principal applicant, which should establish a model for the provision of service costs for the trial. Early notification of other service providers by clinicians collaborating in such multi-centre trials is also required.

Applicants must identify in their MRC application the approximate NHS costs (both excess treatment costs and service support costs) that will be needed and indicate whether the relevant provider(s) have been notified.

Details about the types of service support cost, the responsibilities for funding, and the procedures to be followed can be obtained from MRC.

Public Engagement in Science

In preparing your proposals for MRC support you should bear in mind that MRC grant holders are expected to participate in activities which seek to raise the awareness of science amongst lay audiences. This was originally laid down in the Government's 1993 White Paper 'Realising our Potential', was redesignated as 'Science and Society' in the 2000 House of Lords Science and Technology Committee Report and was restated most recently in the Government 2000 White Paper 'Excellence and Opportunity for the 21st Century'.

In your application you are required to provide a short lay summary of the nature of your proposed research, and indicate how you will communicate this and its relevance to the general public. The summary and plans should be between 200 and 400 words. Your proposed communication activities should be clearly stated and how they relate to the plan of proposed research should be included. Where the activity forms part of an existing programme and will not incur an extra cost this should be clearly stated. From this summary and plans, the MRC Head Office Corporate Communication Section will be able to get a feel for work that might have potential for dissemination to a wider audience.

Key audiences for applicants to consider when planning communications activities are:

- Opinion Formers, Influencers and Policy Makers
- Scientific Community
- Health Professionals and Consumers/Patients
- Next Generation of Citizens
- The Public

The Corporate Communication Section at Head Office has the expertise to reach these audiences through a variety of programmes, but is highly dependent on scientists supported by MRC to ensure that these programmes are effective. For Public Awareness of Science specifically, the aim is to widen the sectors of the general public able and willing to debate on the role of science in society, and to encourage and sustain an interest in science, especially among school age students.

It is recognised that often researchers wish to keep cutting edge work confidential. Other work may be controversial or has the potential to attract unwelcome publicity. It is not necessary to confine any proposed public engagement activity to the new cutting edge work - often, it is equally if not more important to inform about the basic science underpinning the work, to concentrate on this, to identify potential or real health outcomes and to include the current research as work-in progress.

Guidance Notes for the Scientific Case for Support

Documents such as your scientific proposals, letters of support, or final reports (when applying for a renewal or an existing grant), are collectively known as the Case for Support and need to be attached to your EAA application as word-processed PDF documents. You will need to prepare these documents via the Adobe Writer package.

The contents of your Case for Support will depend on the scheme for which you are applying and scheme specific guidance can be found via the list below. In order to improve transparency of our peer-review process this guidance also includes the questions that reviewers are asked to address when assessing applications.

In general

You must use a typeface which is not smaller than 10 point (12 point if you choose to use a narrow typeface). Any applications which contain typewritten material smaller than this, will be returned to you unprocessed so that you can make the necessary changes. You should also leave margins of 2cms on the left hand side and 1.5cms on other edges to allow for printing, hole punches etc.

When uploading the pdf documents you should ensure they are given a logical file name (eg "scientific proposals" or "letter of support") so that information can easily be found. We do not need signed paper copies of letters of support etc. You can upload as many pdf documents as you need - see the scheme specific guidance for what needs to be included. You should ensure all pages of each document are numbered.

You should set out your scientific case under each of the headings specified in these Guidance Notes and adhere to the specified limits on the number of words.

You must address all the points in the scheme specific guidance (as well as the information requested in other areas of EAA). Failure to address some of these issues may mean that your application may be delayed or its assessment prejudiced. Applications that are seriously deficient in the information they provide are likely to be returned to you unprocessed.

Renewals

If the application is for renewal of a Programme Grant, Co-operative Group Grant or Strategic Grant, it should be accompanied by a progress report on the research carried out to date and an explanation why the renewal is necessary. Other grant types cannot be renewed.

Outline applications

Before applying for Programme Grants, Co-operative Group Core Grants, Co-operative Group Development Grants, or Centre Grants, you must discuss your proposal with the appropriate programme manager at MRC Head Office. You will be asked to submit an outline application prior to the full proposal, and the programme manager will advise you how to do this. Outline applications are also sometimes requested for strategic grants - you should talk to your **Programme Manager**.

Trials

Outline applications for strategic trial grants are invited twice a year. A specific pro-forma and guidance, including which issues to address is provided for these applications.

Scheme	Page Limit	Comments
Centre Grant	9+1*	Plus abstracts of constituent grants
Centre Component Grant	6+1*	
Centre Development Grant	7+1*	Plus abstracts for Components if necessary
Co-operative Group Grant	9+1*	Plus abstracts for Component Grants
Co-operative Group Component Grant	6+1*	
Co-operative Group Development Grant	7+1*	
Programme Grant	9+1*	
Career Establishment Grant	9+1*	
Clinical Trials Grant (full)	10+1*	
Clinical Trials Grant (outline)	6	
Strategic Grant	6+1*	

* + 1 denotes extra page for references

Specific Grant Schemes

- **Centre Grants**
- **Centre Component Grants**
- **Co-operative Group Grants**
- **Co-operative Group Component Grants**
- **Co-operative Group Development Grants**
- **Programme Grants**
- **Career Establishment Grants**
- **Clinical Trials - Full Proposals**
- **Strategic Grants**
- **Progress Report**
- **Discipline Hoppers**

SPECIAL CONSIDERATIONS

Some applications will involve research that require special consideration of particular issues. These are detailed below.

Clinical Staff

It is important that any clinically trained individuals who intend to be employed through the grant to undertake research, and who remain interested in pursuing clinical careers, discuss their plans with their postgraduate medical dean, or equivalent, to ensure that where appropriate one year of MRC-funded research counts towards the Certificate of Completion of Specialist Training.

Use of Animals

The MRC's principles for the use of animals in research are set out in the Booklet "Mice and Medicine" (2000).

All experimental programmes supported by MRC must avoid using animals wherever possible. Applicants must give sound scientific reasons for their use, and explain why there are no realistic alternatives in their applications. Animal experiments must use the simplest possible, or least sentient, species of animal. MRC expects researchers who use animals to consider the ethical issues associated with:

- keeping animals in captivity;
- killing animals

- causing animals distress or pain.

Experiments should use the smallest number of animals that can answer the question posed, and ensure that distress and suffering are avoided wherever possible. MRC actively supports the development and dissemination of techniques that reduce, refine, or replace animal experiments.

Home Office licences

It is the responsibility of all applicants to ensure that the appropriate Home Office licences are obtained. This will include the requirement that the research proposals are approved by the local ethical review process. Home Office licences (or amendments to existing licences) do not have to be obtained before an application is submitted to MRC, but if a grant is awarded, researchers must have the necessary licences in place before any animal experimentation begins. Applicants should bear in mind that the Home Office target is to process applications within seven weeks (excluding any time needed for revisions by the applicant), and plan accordingly. The time needed for local ethical review may vary considerably.

Peer Review

When a grant application is received, MRC asks the referees/members of the **MRC Advisory Board (MAB)** who conduct the initial assessment, and the MRC Board/Panel which considers the work in competition with other proposals, to look carefully at proposals to use animals. Referees/MAB and Board/Panel members are asked to answer the following questions:

- Can the use of animals, and the use of these species, be justified in terms of the likely outcomes of the research?
- If the use of primates, cats, dogs, or equidae is proposed, could the research provide equally valuable results if other animal approaches were used?
- Is there potential for improvement in the research approach which would replace the use of animals, reduce the number of animals used, and/or reduce suffering? Might changes in the research approach allow the researchers to derive significantly greater scientific benefit from their use of animals?
- Would any of the studies not be considered acceptable in your laboratory – and if not why not?

If applicants are proposing to undertake any animal experiments as part of collaborative programmes outside the UK, these experiments must be conducted in a way that conforms to the legal, ethical and normal practices in that country, as well as conforming to the standards (including animal welfare) required in the UK. If the standards are different, the more rigorous will apply.

Applicants are expected to justify the use of animals under the **Case for Support** section of the application form, bearing in mind the above questions. In particular, applicants should justify: i) the species of animals to be used; ii) the type of animal(s) (e.g.: strain, pathogen-free, knock-out); iii) numbers (providing power calculations, where appropriate); and iv) costs (both of the animals themselves and maintenance).

Applicants contemplating the use of animals purchased from commercial suppliers should, wherever possible, use UK suppliers, to minimise the risk of suffering during transport. For cats, dogs and primates, Home Office-approved suppliers should be used. Applicants contemplating the use of primates purchased from commercial suppliers are encouraged to use animals provided by the EC primate facility at Strasbourg.

Applicants must put their proposals before a Local Animal Ethics Committee.

Mouse Strains

MRC supports a central repository of mouse strains - the MRC Mouse Frozen Embryo and Sperm Archive (FESA) at the Mammalian Genetics Unit, Harwell. FESA aims to ensure that valuable mouse strains are safeguarded, that the need to maintain colonies of live mice for long periods of time is reduced, and that the significant investment in engineering strains is capitalised upon fully. Applicants planning mouse research and requiring access to the archive should contact FESA at the earliest opportunity, at the MRC Mammalian Genetics Unit, Harwell.

Human Participants in Research

MRC expects all work involving human participants to be undertaken in accordance with its statements: Responsibility in Investigation on Human Participants; Human Material and Personal Medical Information (1992); Ethical Conduct of Research on Mentally Incapacitated (1993); Personal Information in Medical Research (2000) and Human Tissue and Biological Samples for Use in Medical Research (2001).

Enough information should be included in each application to enable MRC to evaluate any physical or psychological hazard to which participants may be exposed. Each proposal should also specify the number, sex, age-range and state of health of the human participants, and indicate how fully informed consent will be obtained and whether the participants are, for example, hospital patients, medical students or volunteers.

If the investigation is to take place within an organisation such as a factory, school or service establishment or NHS premises, applicants must provide evidence of the approval of the appropriate authority in advance.

Payments to healthy volunteers participating in clinical trials are allowable, provided that the payment is for expense, time and inconvenience and is not at a level which would induce people to take part in studies against their better judgement. In the case of non-clinical investigations which do not involve invasion of the body's integrity, payment of a fee (not normally exceeding £4.00 per hour) plus travelling and other out-of-pocket expenses is permissible.

Independent local research ethics committee (LREC) approval is required for research that involves human participants (whether patients or normal volunteers) or records. It is also required for certain studies of human tissues. In the case of research involving NHS patients, premises or records, this will be a Local Research Ethics Committee set up by the Local Health Authority or Board, or Multi-Centre Research Ethics Committee (MREC) as appropriate. In the case of psychological research on volunteers, the relevant institution's ethics committee will usually be appropriate (see the MRC statement Responsibility in Investigation on Human Participants, Human Material and Personal Medical Information (1992)

Approval for the research detailed in an MRC grant application must be granted by the appropriate body before any work can commence. Institutions and applicants/grant holders have absolute responsibility for ensuring that LREC/MREC approval is granted for the research considered by the MRC and that no research requiring LREC/MREC approval is initiated until it has been granted. In the case of multi-centre trials or studies involving 5 of more different centres, approval from the Multi-Centre Research Ethics Committee must be granted, in addition to local research ethics committees for each participating centre, before any research can commence. In the case of MRC funded clinical trials a copy of the approval, and the original submission to which the approval refers should be forwarded to MRC Head Office.

Normally, all LREC/MREC approvals should be granted before an award letter is issued by the MRC. However, in the case of multi-centre trials or studies, the Council is prepared to consider an application provided evidence of ethical approval has been provided for the major centres involved in the study. Exceptionally, the Council will release an award letter where some ethical approvals are outstanding, provided there is sufficient 'critical mass' to ensure viability of the study, and only on the strict understanding that research will not commence in those centres awaiting ethical approval until that ethical approval has been obtained and evidence of that approval has been provided to the Council.

MRC reserves the right to refuse to make an award on ethical grounds alone even if the agreement of an independent ethics committee has been obtained.

Use Of Human Fetal Material

Applicants whose proposed research involves the use of the pre-viable fetus, the whole head fetus, fetal tissues, or fetal material (i.e. placenta, fluids or membranes) must seek approval from an independent local research ethics committee. LREC approval must be granted before an award letter can be issued by the MRC. Grant holders have absolute responsibility for ensuring that LREC/MREC approval is granted for the research considered by the MRC and that no research requiring LREC/MREC approval is initiated until it is granted. Researchers must comply with Health Department guidance issued in the light of the Polkinghorne Report.

Removal of Human Tissue

Applicants whose proposed research involves procedures for the removal of human tissue at post-mortem examination (Human Tissue Act 1961) must confirm in their application that they will follow the guidance issued by the MRC Human Tissue and Biological Samples for Use in Research (2001), Health Departments and Local Health Authorities.

Xenotransplantation

Applicants contemplating xenotransplantation in research must be aware of the relevant Home Office legislation and guidance from the UK Interim Regulatory Authority (UKXIRA).

Use of Radioactive Substances and Neutron Irradiation in Humans

Applicants whose proposed research requires the use of radioactive substances or in vivo neutron activation analysis in humans, should seek advice and approval from the Administration of Radioactive Substances Advisory Committee by applying to ARSAC Support Unit, National Radiological Protection Board, Chilton, Didcot, Oxon, OX11 0RQ prior to submitting an application. Application to the Unit does not remove the obligation to make a separate approach to an independent research ethics committee.

Genetic Modification

The Genetically Modified Organisms (Contained Use) Regulations 1992 and The Genetically Modified Organisms (Contained Use) (Amendment) Regulations 1996 require laboratories that intend carrying out genetic modification to register with the Health and Safety Executive. Advance notification is required whenever a premises is to be used for genetic modification for the first time. All such work is subject to risk assessment and according to the assessment some work may additionally require specific consent. Notifications should be sent to the Directorate of Science and Technology, Unit E4, Magdalen House, Stanley Precinct, Bootle, L20 3QZ (Tel: 0151 951 4772).

Detailed guidance notes are provided by the Advisory Committee on Genetic Modification (ACGM) to every registered Centre. It is important that applicants who intend carrying out genetic modification are familiar with the legislative requirements and with ACGM guidance. Advice can be obtained from the Bootle address of the HSE or from HSE Health Directorate B2, Floor 7SW, Rose Court, 2 Southwark Bridge, London, SE1 9HB, (Tel: 0171 717 6348).

Dangerous Pathogens

Institutions/Departments proposing to accommodate projects involving the use of dangerous pathogens must comply with the safeguards recommended by the Advisory Committee on Dangerous Pathogens in their report: Categorisation of Biological Agents According to Hazard and Categories of Containment, HMSO, 4th Edition, 1995.

Controlled Drugs

Applicants whose proposed research requires the use of drugs controlled under the Misuse of Drugs Act, 1971 and its subsequent amendments, must seek a Home Office licence directly through the host institution's normal channels.

Access to Facilities provided by other Organisations such as Synchrotron Radiation Facilities

While in general charges may be levied by other organisations for access to these facilities and the costs must be included by applicants in their applications, there are some special agreements and funding arrangements in existence, in particular for access to synchrotron facilities.

MRC makes a financial contribution to the costs associated with biology at the Synchrotron Radiation Source (SRS) at Daresbury Laboratory, operated by the CCLRC (Council for the Central Laboratory of the Research Councils). Applicants whose proposed research involves the use of the SRS indicate this in the case for support section of the application form. Requests for beam-time should NOT be included in the application to the MRC,

although travel costs associated with beam-time usage may be sought through the grant application where they are not recoverable elsewhere. Applications for beam-time are made directly through Daresbury Laboratories. Members of Rolling Programme Mode groups (currently only available for protein crystallography) will already have access through their local Rolling Programme group head. (Invitations to form a Rolling Programme Group are made every two years). All other beam-time applicants, including MRC grant holders, will be required to submit an application on form SB1-BBSRC-MRC (available from Daresbury Web site) for each relevant 6 month period. Beam-time applications will be assessed by a joint Research Council Biology Selection Panel (BSP). Holders of Research Council grants will be given priority in the allocation of time requested through this route. Exceptionally, where a request for beam –time is urgent and falls outside of the normal timing of BSP, a 'fast track' application for a maximum of 2 days access can be submitted through the Daresbury Laboratories. For further information contact Daresbury User Liaison Office.

Applicants wishing to use other CCLRC facilities should first discuss with CCLRC and MRC the basis for charging before submitting a grant application to the MRC. Applicants wishing to use synchrotron facilities at Hamburg (EMBL) or Grenoble (ESRF) should note that UK access is provided through funding from MRC and EPSRC (Engineering and Physical Sciences Research Council) respectively. Beam-time should be sought directly from the host institution.

National Supercomputing Facilities

Applicants wishing to use the National Supercomputing Resources of EPSRC, whether or not MRC financial support is required, should submit an EAA application and the HPC (MR) Application Form for National Supercomputing Resources available from Research Management Group, MRC Head Office.

Timing

You may submit applications for Centre Grants, Centre Development Grants, Programme Grants, Co-operative Group Grants (and associated Component Grants) and Co-operative Group Development Grants at any time (further details are held under Grant Schemes). Grants awarded through these schemes are normally made three times a year by Council. All other grant schemes are run as annual competitions and there are closing dates for applications which can be found along with the details of the individual schemes.

For planning purposes applicants should allow 6 months between submission of a full proposal and a decision on funding.

Publicizing Awards

MRC normally leaves the initial publicity of the award of a grant to the host institution. However, MRC may decide to publicise the award of a specific grant and will work with the successful applicant and the host institution to prepare publicity material accordingly. We hope that successful applicants will agree to assist in this process as positive media coverage has benefits for all concerned.

Publication of Data

Sharing information and knowledge about MRC's research grants is central to the MRC's mission. The following details will be made available through the website on awarded grants:

- Research title
- Abstract
- Grant holders
- Host institution
- Value and duration of the award.

Applicants will want to be mindful of the following issues when preparing the abstract of research:

The use of animals in Medical Research

MRC policy is to emphasise the importance of the use of animals in medical research, throughout the material we publish, where this can be done without exposing individuals to unnecessary risks. We would encourage grant applicants to mention the use of animals in their abstracts, and in most cases, the name of the species involved. Where this may not be appropriate, we would advise simply referring to 'animal models'. More details on the MRC's policy can be found in the booklet 'Responsibility in the Use of Animals in Medical Research (1993) available from the MRC Publications Office - (the main principles are summarised in Mice & Medicine).

Intellectual Property

Publicising plans of research rarely causes any IPR problems, except where abstracts give specific suggestions for how new findings or techniques could be used for specific purposes. For example, an abstract should mention the potential clinical importance of a better understanding of the cellular pathology of diabetes, but should not speculate that a specific molecule might prove to be an important drug target unless it is already common knowledge. Explanations of possible applications of the research should be expressed in terms of 'hopes' rather than 'expectations', for legal reasons. If in doubt discuss with the technology transfer department in your host institution.

Standards of Service

In all its dealings with the academic community the Council seeks to operate economic, effective and responsive services. The Council adheres to the principles set out in the report of the Committee on Standards in Public Life (The Nolan Report).

The MRC reviews service standards for research grants administration periodically and welcomes comments from users of its services. Comments on service quality or suggestions for improvement should be addressed to Mr Jerry Folkson: **jerry.folkson@headoffice.mrc.ac.uk**

Confidentiality

MRC takes all reasonable steps to ensure the contents of research grant applications are treated as