

# Research Innovation Funds 2026-27

## Guidance for Applicants

### Preparing and submitting your application

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## 1. Applicant checklist to review prior to submission

- |                                                                                                                                                 |                          |
|-------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| I have read the Guidance for Applicants, T&Cs and FAQs in full                                                                                  | <input type="checkbox"/> |
| I have completed all sections of the application form                                                                                           | <input type="checkbox"/> |
| Representative from Host Institute Research Office has read the T&Cs                                                                            | <input type="checkbox"/> |
| I have adhered to all word limits (you will be asked to resubmit if word counts are not adhered to)                                             | <input type="checkbox"/> |
| My proposal has a duration of no more than 18 months                                                                                            | <input type="checkbox"/> |
| My proposal is for no more than £100,000                                                                                                        | <input type="checkbox"/> |
| I have checked that all costs included are eligible and that the totals are correct and match page 1 of this application                        | <input type="checkbox"/> |
| I have provided a CV for myself and my co-applicants                                                                                            | <input type="checkbox"/> |
| I have provided letters of support for all my named collaborators outlining their specific role in the proposal and commitment to the work      | <input type="checkbox"/> |
| I have obtained signatures from myself, my Head of Department and Finance Officer                                                               | <input type="checkbox"/> |
| I have ensured that the full list of authors has been provided for all references and publications listed (i.e. I have not used <i>et al.</i> ) | <input type="checkbox"/> |
| I have included all relevant appendices as one pdf document to submit                                                                           | <input type="checkbox"/> |

## 2. Before you start

These guidance notes are to help prepare an application for our Research Innovation Funds. Please ensure you complete your application in conjunction with these notes.

We have also compiled a list of frequently asked questions (FAQs). Please also ensure that you and your institution have reviewed Pancreatic Cancer UK's "Terms and Conditions" (T&Cs), which set out the standard terms applicable to all research grants funded by Pancreatic Cancer UK. All relevant documents can be found on our [website](#).

Please contact the Pancreatic Cancer UK's [Research Team](#) if you have any trouble locating or accessing any of the relevant documentation.

## 3. Remit of our Research Innovation Funds

The aim of our Research Innovation Funds (RIFs) is to encourage and support truly unique and innovative research into the causes, treatment and detection of pancreatic cancer and the support for those with it. This seed funding scheme will provide short-term investment to address research questions and hypotheses that are truly innovative in their objectives and/or means of delivery. The focus of the work can be in any field or area of research which, in short or long term, may one day improve the quality of life of people with pancreatic cancer.

We would advise that prospective applicants read the Pancreatic Cancer UK [Research Strategy](#) and [Research Ambitions](#) documents in order to maximise the strategic alignment of their proposals.

Applicants should carefully consider the translational aspect of the research and ensure this is clearly articulated in the proposal. We would like to see details of the line of sight from even the most discovery research through to long term patient benefit.

### Statement of innovation

Pancreatic Cancer UK and its Scientific Advisory Board believe that true innovation must be fostered in order to initiate investigation that will lead to the much-needed improvements to the lives of people with pancreatic cancer.

The aspiration towards true innovation may have inherent risks and we are not naïve to that fact. However, innovative ideas delivered with sound and rigorously developed methodology by experts in world-class research institutes will produce results of great value, whether perceived as positive or negative, and as such we will support high risk but potentially high reward research proposals.

To strictly define innovation would be to limit potential, however, in general, we will be looking for proposals that: prove feasibility; generate proof-of-concept data; quickly explore a novel promising observation that may or may not be published; build on very early/limited pilot data; apply a cutting edge technique or knowledge in a novel context; address paradigm shifting questions; fundamentally change how we think about a biological process; enable the completion of compelling investigations that are secondary findings to the primary aims of a current grant.

Proposals may not be deemed innovative if they are: a direct continuation of relatively progressed prior research; aim to produce small incremental gain in knowledge of widely established and well published findings.

Whilst we encourage innovation, proposals must be realistic in their hypothesis, proposed aims and plan of investigation.

## 4. Key dates

| Key dates                            |                                         |
|--------------------------------------|-----------------------------------------|
| 12 <sup>th</sup> November 2025       | Funding call opens                      |
| 1pm on 21 <sup>st</sup> January 2026 | Deadline for applications               |
| April 2026                           | Applicants notified of funding decision |

*Please note: You will not be able to submit an application after the given deadline and we are unable to enter into discussion about the submission of late applications.*

## 5. Key information

| Key information           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|---------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Eligibility</b>        | <ul style="list-style-type: none"> <li>• Clinical and non-clinical researchers.</li> <li>• Projects must have a minimum of one Lead Applicant working in pancreatic cancer research.</li> <li>• One Lead Applicant must be UK-based, at a recognised not-for-profit research organisation, such as university, hospital, or similar institution (e.g. MRC's institutes or Crick Institute) for contractual and financial purposes.</li> <li>• We strongly encourage meaningful collaborative relationships to address a priority need in pancreatic cancer research.</li> <li>• Researchers from outside the immediate field of pancreatic cancer research are welcome however the project must be supported by a Co-Lead from within pancreatic cancer research.</li> <li>• International collaborations and/or those with commercial organisations are welcome.</li> <li>• Supporting early career researchers.</li> </ul> |
| <b>Size</b>               | Up to £100,000                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Duration</b>           | Up to 18 months                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Essential criteria</b> | <ul style="list-style-type: none"> <li>• Research questions and hypotheses that are truly innovative in their objectives and/or means of delivery</li> <li>• Proposals that demonstrate a relevant and tangible link to the aims Pancreatic Cancer UK's <a href="#">Research Strategy</a> and <a href="#">Research Ambitions</a>.</li> <li>• Proposals with a genuine line-of-sight consideration towards impact in improving the lives of people affected by pancreatic cancer.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Desirable criteria</b> | <ul style="list-style-type: none"> <li>• Building collaborations with applied research disciplines.</li> <li>• Forming partnerships internationally and/or with commercial organisations.</li> <li>• Attracting researchers from other disease types to pancreatic cancer research.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Research area</b>      | Any aspect of research that aims to improve the lives of people affected by pancreatic cancer. We would however advise that prospective applicants read the Pancreatic Cancer UK <a href="#">Research Strategy</a> and <a href="#">Research Ambitions</a> document in order to maximise the strategic alignment of their proposals.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

## 6. Eligibility

Applicants and institutions must conform to the following eligibility criteria, as well as any additional requirements outlined in the T&Cs.

### Applicants

- Projects must have a minimum of one Lead Applicant working in pancreatic cancer research. We welcome applications from Principal Investigators outside the immediate field of pancreatic cancer research however the project must be supported by a Co-Lead from within pancreatic cancer research.
- At least one Lead Applicant must be based in the UK, at a recognised not-for-profit research organisation, such as university, hospital, or similar institution (e.g. MRC's institutes or Crick Institute) for contractual and financial purposes.
- We will only accept one application from each Lead Applicant, although the Lead Applicant may be involved in another application as a co-applicant or collaborator.
- Applications from early or mid-career researchers as Lead Applicants or Co-Applicants responsible for the delivery of the work are welcome, but must be supported by another applicant deemed an expert in their field.
- All participants on the project should have roles clearly defined and collaborators should indicate support and specify involvement through an attached letter of support before submission of the full application.
- Collaborators may be based outside the UK, and efforts for international collaboration are encouraged, but Pancreatic Cancer UK's funding should only be allocated within the UK in your budget.
- Both clinical and non-clinical applicants are eligible to apply.
- Pancreatic Cancer UK will only make direct payments to the Host Institution and will not pay invoices in any currency other than GBP British Pound Sterling.

### Project timelines

- Research Innovation Funds are for a **maximum duration of 18 months**. Projects with a shorter duration may be submitted. Applicants are expected to estimate a realistic start date allowing for time for institute contracting, obtaining necessary study approvals and recruitment of new staff.
- Successful applications may change their initially stated start date, but only if it is raised before contracts have been agreed and signed and the new start date is not over 9 months following notification of outcome.
- The feasibility of completing the project within the stated timelines in the proposal will be taken into consideration by the Review Panel when recommending applications for funding. Please be pragmatic when planning your investigations and timelines. Concerns over feasibility and delivery are often cited by reviewers as key areas of concerns in unfunded proposals.
- Applications will not be accepted where the study is currently underway.

### Ethics

- Pancreatic Cancer UK expects that before work commences on the research, the lead applicant has ensured, in collaboration with the Host Institution and Institutions of

Collaborators (if applicable) that all appropriate regulatory approvals are in place. These could include (but are not limited to) those relating to human participation, radiation, genetic manipulation, stem cells, animals, embryos, ethics, personal safety and health and safety.

- Pancreatic Cancer UK expects all researchers to demonstrate a commitment towards the replacement, refinement and reduction of animals in research concordant with guidance from the [NC3Rs](#).

## Funding

- Each award will be for no more than £100,000.
- Once the final award amount has been agreed by Pancreatic Cancer UK's Board of Trustees, this cannot be amended at a later date.
- Pancreatic Cancer UK welcomes creative approaches to funding including complementary or matched funding to further support the intentions of the Research Innovation Funds. However, it will be expected that the aims and objectives indicated in applications for the grants will still be delivered within the specified timeline even if additional funding has been secured from other sources. Any additional funding should be confirmed at the time of application.
- Support from the Host Institution during and/or following the award is not essential, but is desirable. Host support could include but not limited to:
  - Funding for consumables
  - Funding for animal housing cost
  - Applicant salary or proportion thereof
  - Dedicated staff support and/or PhD student
  - Equipment cost, access and/or use
  - Enrolment within training and mentorship programmes

## Eligible costs

As a member of the Association of Medical Research Charities (AMRC), Pancreatic Cancer UK funds research in line with the [Department of Health's AcoRD guidance](#). Applications will not be accepted where the primary intent is the purchase of equipment.

- Pancreatic Cancer UK **will only** pay the directly incurred costs of research, including familiar direct research costs such as: salaries of staff specifically involved in or recruited for the project; consumables; animal costs; equipment (though not mobile phones or computers as it is expected these should be supplied by the Host Institution); travel costs (where travelling between research sites or for project meetings); costs for supporting patient involvement; publishing costs for open access journals; costs to attend conferences or international meetings; training and development for early career researchers.
- Pancreatic Cancer UK **will not** pay costs including:
  - indirect costs: central services; general maintenance; Good Clinical Practice (GCP) training; overheads (e.g. library costs, bench fees, living expenses, electricity etc...)
  - directly allocated costs of research projects: lead and co-applicants' time, estates, costs of shared resources such as staff and equipment.
  - costs associated with publication of conventional/non-open access journals.

- NHS Support or NHS Treatment Costs. Where applicable, applicants must ensure that these costs will be met should the research be funded and Pancreatic Cancer UK recommends early liaison with the necessary NIHR Networks and NHS departments.

If you are in any doubt as to whether a cost is eligible for funding under this scheme, please contact Pancreatic Cancer UK's [Research Team](#) before submitting your application.

*Please note: • Research Innovation Funds are not intended for infrastructure support or to fund PhD studentships.*

**All applicants are required to complete an Association of Medical Research Charities (AMRC) Full Economic Costing (fEC) information form as part of the application.**

## Submission and review

- Pancreatic Cancer UK will not consider unrevised applications that have been rejected by the Scientific Advisory Board under a previous round.
- Applicants should not approach members of the Pancreatic Cancer UK's Review Panel about their application or the funding decision.
- Once submitted, no further information will be accepted with the application.
- Expert reviewers and members of Pancreatic Cancer UK's Review Panel with lived experience will assess and/or score your application. The lay summary included with your proposal must be clearly written in plain English and be understandable by a non-scientist. Pancreatic Cancer UK reserves the right to request a resubmission of this lay summary. Applicants are encouraged to use sensitive language in this section of the application.
- Please use the "Research Innovation Funds Application form" template provided – applications submitted not using this form will not be accepted.
- You must adhere to the word limits given in the application form. Any additional text above these limits will be truncated.

## 7. How your application will be assessed

### Governance

In our bid to support research and researchers of the highest quality, we have a robust and rigorous review process for each grant that we fund.

Pancreatic Cancer UK is a member of the Association of Medical Research Charities (AMRC), the membership organisation for the leading medical and health research charities in the UK. As a member, our overall strategy and funding schemes comply with best practice for research funding, monitoring and governance policies.

Funding decisions are overseen by Pancreatic Cancer UK's [Board of Trustees](#) based on the recommendations by our Review Panel, which has membership drawn from world-leading pancreatic cancer researchers from across the globe. The Review Panel includes a diverse range of expertise to ensure that we fund only the highest quality research. The Panel also includes people with lived experiences of pancreatic cancer to ensure that the research we fund is relevant and important to people affected by pancreatic cancer.

All members of our Panel who will assess the Research Innovation Fund applications adhere to a [Confidentiality and Conflict of Interest policy](#) which is in place to protect and preserve the Panel when discussing and reviewing research funding applications.



## Review process

Following the submission deadline of the Research Innovation Funds, all applications will undergo the following review process:

### 1. **Eligibility check**

Any applicant that does not adhere to the criteria above or has not completed all of the application sections correctly will either be rejected or contacted for revisions.

### 2. **Panel review**

We aim to ensure that each application is reviewed by at least four international and/or UK scientific/technical and lived experience reviewers.

### 3. **Funding recommendation**

Recommendations for funding will be made by the review panel chairs based on the review panel comments and scores.

## Feedback

Following the ratification of the funding decision by Pancreatic Cancer UK's Board of Trustees, all applicants will be informed of the decision and provided with feedback from the Review Panel comments. Applicants are reminded that the decision of the Panel is final. Pancreatic Cancer UK is unable to enter discussions regarding individual funding decisions and Panel members cannot discuss decisions with applicants.

## 8. Guidance on completing the sections of the application

The following section provides guidance for completing the sections of the application form. Applications that exceed the stipulated word limits will be returned for revision.

*Please note: In accordance with the General Data Protection Regulation (GDPR), the personal and other data you submit with your proposal will be processed by Pancreatic Cancer UK, and held on computerised databases and manual files. Your full proposal will be shared with external referees and members of Pancreatic Cancer UK's Review Panel as part of the review process. Referees and Panel members will act in line with our [Confidentiality and Conflict of Interest policies](#). Our full privacy policy can be found [here](#).*

## Section A – Application details

### 1. **Applicants**

- Please provide the name and contact details for each participant on the project – Lead Applicant(s), Co-Applicants, collaborators and staff members (participants whose salary will be requested through the award). Where it is intended to recruit for a position please clearly outline the position and list the staff member as TBC for unknown details.
- Please include the allocated research time for lead applicants(s) and co-applicants, this is the number of hours per week allocated for their research time and the number of hours of this research time that will be allocated to this project.
- Projects must have a minimum of one Lead Applicant working in pancreatic cancer research. We welcome applications from Principal Investigators outside the immediate field of pancreatic cancer research however the project must be supported by a Co-Lead from within pancreatic cancer research.



- At least one Lead Applicant must be based in the UK, at a recognised not-for-profit research organisation, such as university, hospital, or similar institution (such as the MRC's institutes or Crick Institute) for contractual and financial purposes.
- The Review Panel will look at the track record of the applicants and supporting team, and we therefore require that a CV (restricted to 2 pages) is provided for the Lead Applicant(s) and each Co-Applicant. This must be added using the template found in the appendices at the end of the application form.
- A letter of support for each collaborator should be provided in the full application, specifying support for the proposal and details of their specific contribution to the research.
- Where collaborators are individuals with lived experience, please include a letter of support from them detailing:
  - Outline of the study and your role on this study
  - What interests you to support this particular study?
  - What is the expected commitment for you to support this study?

## 2. Lay Summary of proposed study

Please provide a detailed and well-structured lay summary. It is very important that the summary is written in plain English and is understandable by a non-scientific audience without jargon and clearly defining acronyms or scientific terms. This summary will be seen by people with personal experience of pancreatic cancer including external reviewers from our [Research Involvement Network](#) and members of Pancreatic Cancer UK's Review Panel who will score and provide feedback on your application. It is therefore vital that you provide a clear summary with enough information to understand what the aims of your research are and what the impact might be.

Please also **be sure not to include any confidential information** as if the proposal is successful, this summary may be used in Pancreatic Cancer UK's materials and on our website.

The lay summary should be clear and concise, giving a comprehensive overview of the proposed work, for example under the following headings:

- **What are the aims of the study?** Provide clear aims and objectives for the project.
- **What issue in pancreatic cancer is the project aiming to address and why is this so relevant and important for people affected by pancreatic cancer?** You should clearly describe why and how your project addresses such an important issue in pancreatic cancer. There is no need to explain at length the generic importance or impact of the disease as the group who will be reviewing the summary will have a deep understanding of this already. However you will need to articulate the relevance to people affected by pancreatic cancer and how this research fits into the wider landscape.
- **What are you planning to do?** Describe what you will do on the project, avoiding jargon and without describing complex methodology. You should also give details of the key milestones and deliverables for the project. The use of non-scientific analogies is encouraged and diagrams can be included as aids (though not as an alternative to the narrative).
- **How will the work benefit people with pancreatic cancer?** Please give details of the potential impact that could be realised should the project be successful in its aims. What is the pathway and timeline to impact?
- **Who will you be working with on the project and what expertise do they bring?** Give a brief overview of the team, the expertise they bring and their roles on the project.

- **Are patients involved as participants and if so, what will they be asked to do? If procedures are involved, give details.** If applicable, please describe what will be asked of patients who will be asked to take part in the study as participants.
- **Have you involved or will you involve people affected by pancreatic cancer as partners on the study? If so, give details.** If applicable, please describe the ways in which you've worked or plan to work in partnership with people affected by pancreatic cancer to develop the study and draft the application, or to conduct the research if it is funded.
- How do you intend to disseminate the findings of your work and ensure they are built upon? Describe how the findings of your work be shared, whether they are positive or negative.

We **strongly encourage** applicants to involve patients, carers or members of the public in drafting the lay summary. They may be able to advise on the content, language and structure of the summary, as well as the relevance and importance of the proposal to people who have been affected by pancreatic cancer.

Pancreatic Cancer UK has established a **Research Involvement Network**, which is comprised of people with lived experience of pancreatic cancer. If you would like to involve members of the Network in the development of your proposal/ lay summary, please complete an [application](#) form our website, please direct any questions you have to the [Research Team](#).

For more information on how to write a clear and informative lay summary, please also use the following resources: [INVOLVE plain English summaries](#) and/or [The Plain English Campaign](#)

Pancreatic Cancer UK will undertake an initial assessment of lay summaries during the eligibility check and where necessary applicants will be asked to re-write or remove jargon.

### 3. Scientific abstract

- Please provide a brief scientific overview of the project, including the aims and objectives, methodology and expected outcomes if successful.
- Please make reference to how your proposal has a collaborative approach.
- Citations should **not** be used in the abstract.
- Abbreviations, if needed, should be spelled out.
- Please be sure not to include any confidential information as this abstract may be published on Pancreatic Cancer UK's website and may be shared with external reviewers and other organisations that Pancreatic Cancer UK are members of (e.g. Association of Medical Research Charities).

### 4. Research question: background, importance and relevance

Some key points to consider when answering this question include:

- What is the main problem/question motivating the study? Why is this question important?
- How does the proposed work aim to improve the lives of people with pancreatic cancer in the short, medium or long term? Even if outcomes are currently uncertain, how extensive could the potential impact be?
- How has this question been addressed thus far in the relevant literature? What are the competing theories for explanation of this question? How is this study different from prior research on this problem/question?

- If relevant previous studies are limited, why is this the case? Why has this unique approach and/or theory not been considered previously?
- If promising literature comes from another cancer type, how can these findings be extrapolated to the context of pancreatic cancer?
- What is the potential significance of the results if the project is successful e.g. potential paradigm shift, identifies a new biological mechanism.

## 5. Hypothesis and objectives

Please state briefly the hypothesis and objectives of the proposed research and ensure that the ways you propose to meet these are addressed in the Research Plan and Expertise sections.

Some key points to consider when answering this question include:

- What are the main outcomes of interest?
- Which outcomes are primary to the analysis, which are secondary, and why?

## 6. Impact of the proposed research

Considering the impact of your research helps us understand the projected outputs of your proposal but also helps you to think about the possible translational impacts and contribution your work will have on pancreatic cancer research in the future. Please refer to our [Impact Framework](#) to help you complete this question. This section is split into a number of potential impacts which you can find more guidance on below:

### Knowledge generation and contribution to the research landscape

Will your project achieve one or more of the following:

- Given us new data or insights about a problem/phenomenon in pancreatic cancer that will significantly help our understanding
- Provide rationale for specific interventions and/or possible solutions in the detection and treatment of pancreatic cancer
- Demonstrate effectiveness and/or benefit of potential interventions
- Generate new hypotheses that expand our understanding of a research question or problem
- Help address research gaps by testing new hypotheses
- Have significant pick up and interest by the research community, public, media, NHS, policy stakeholders and/or other funders

Please state which are applicable and how the project will further develop the research landscape for pancreatic cancer.

### Supporting diverse and innovative research approaches

- Will your project develop new, or improve existing, products/interventions/technology with significant potential to improve the lives of people with pancreatic cancer?

Please give details on the trajectory to patient impact (e.g. expected timescales).

### Supporting Early Career Researchers (ECRs)

Do you have ECRs listed working on the project? How have/will you and your project:

- Support other ECRs who want to start/continue their research career in pancreatic cancer
- Attracted new talent to pancreatic cancer at ECR stage

- Support an ECR in their career progression and development

Please give details of the ECR (name, institution, job title).

### **Improving research infrastructure, data and samples**

If your project will generate new research resources, will these be:

- Accessible for the wider research community
- Being used for further research
- Supporting the development of new collaborations

Please give details of any new research resources your project may generate.

### **Influencing policy and/or clinical practice**

Will your project achieve one or more of the following, or does it have the potential to do so in the future:

- Be cited in clinical practice, policy or education (e.g. clinical guidance, clinical reviews, systematic reviews)
- Result in an invitation to participate in any national consultations, guideline committee, or advisory committee as a result of this project
- Have high potential for translation – will it result in improvements in our knowledge or understanding that will contribute to changing/improving policy or clinical practice

Please give details of any changes and why.

## **7. Other applications for funding**

Please provide details of whether you have submitted this proposal/a similar proposal to Pancreatic Cancer UK or another organisation for funding previously.

## **Section B – Critical review criteria**

The following sections will be commented on by expert reviewers with both scientific and lived experience and the Review Panel.

### **1. Statement of innovation and justification**

The Research Innovation Fund is designed to fund proposals that are truly innovative and novel in the field of pancreatic cancer.

Some key points to consider when answering this question include:

- How does the proposal align with the statement of innovation at the start of this document?
- Why are you applying to the Research Innovation Fund to fund your proposal? What justification can you provide to demonstrate that seed funding is appropriate to fund the project?
- Why are other types of funding schemes not suited to the planned research?
- How could this study make subsequent funding applications more competitive? Is there a 'line of sight' from this award towards specific funding mechanisms?

### **2. Strategic alignment**

Pancreatic Cancer UK's [Research Strategy](#) outlines our ambitious goals as a charity to detect early, treat better and save lives and together we will double survival rates by 2028. Our [Research Ambitions](#) document summarises how we plan to achieve these ambitious goals. Some points to think about:

- What main area of our research strategy does your proposal fit into?
- How does your proposal relate to our research ambitions?
- What question does your research proposal answer?

### 3. Research plan and statistics

Rigorously developed methodology complemented by accurate and appropriate statistical analysis is essential. **There will be dedicated statistical review by leading statisticians that will contribute to recommendations for funding.** Please ensure that you have rigorously detailed your research plan and statistical approaches, consulting with a statistician where feasible and appropriate.

Please utilise the milestones table template to breakdown the overall project plan into a chronological list of milestones. In the description column of the table, please briefly describe what the research activity/work completed in that milestone will be. Please detail the expected month in which work on the milestone would start and the expected month the work would be completed. This can be an estimation of the month and year (i.e. March 2026) rather than specific dates. Please feel free to refer to the milestones throughout further description of the project plan and deliverables.

Some key points to consider when answering this question include:

- What is the plan for the programme of work: how do the hypothesis and objectives feed into this? What key milestones and deliverables will be reached by the end of the proposed research?
- Although not a prerequisite, please provide details of any pilot data. Can it be summarised here for reviewers? How has it been used in preparation for this submission?
- What is the basic methodological framework of the study? Why is it suitable to address this research question? What are the key experimental approaches being used to test your hypothesis and achieve objectives?
- How will data be collected and processed?
- If appropriate, please detail the sample size and power calculations for the proposed study, including the outcome measures on which the power calculations have been based, the justification for the size of difference that the study is powered to detect and whether the sample size calculation has taken into account the anticipated rates of non-compliance and loss to follow-up. This description should be tailored and justified according to how exploratory the proposed research will be.
- What potential logistic or scientific problems may arise? What contingencies, solutions or alternative plans are proposed to address these? Use this section to highlight areas of logistic or scientific risk in your planned programme of work and detail the risk mitigation plans that you have in place.

There is the option to include any relevant charts, tables or diagrams as appendices at the end of the Application template. We **recommend that you include a Gantt chart** illustrating your projected timelines, milestones and deliverables. This opportunity should not be used as an extension of the word limits for other sections of the application.

### 4. Expertise and environment

This section is an opportunity to articulate why the applicants, collaborators and the Host Institution are best placed to deliver the proposed study. Host institution approvals and letters of support from collaborators should be provided with the full application.

Some key points to consider when answering this question include:

- What relevant expertise do each of the applicants and collaborators bring to the project and why are they best placed to deliver it?
- How is the Host Institute best placed to deliver this project? Please describe the research facilities, resources, and equipment that are available to the applicants and each of the collaborators to allow successful implementation of the proposed research.
- Where the applicants or any of the collaborators are located in a major research institute or centre, such as an Experimental Cancer Medicine Centre or Cancer Research UK Cancer Centre, please indicate how the proposed research aligns with the Institute/Centre Strategy.

## Section C – Finances

### 1. Projected costs

Pancreatic Cancer UK will meet the directly incurred costs of the research project, with the understanding that the Host Institution will meet the directly allocated and indirect costs.

Any NHS Support and Treatment costs will be met through the usual funders under the [Department of Health's AcoRD guidance](#). Applicants have a duty to inform the relevant NHS Trust R&D office(s) of the possible NHS cost implications of proposed research projects at the earliest opportunity and **MUST indicate** within the research proposal that the relevant provider(s) have been notified and provide an update on the status of such discussions within the application.

#### 1. Salary costs

Applications to our Research Innovation Funds can include requests for the salaries of staff members who are directly involved in the research project, for example for staff at post-doctoral, clinical or technical level or on administrative scales. Pancreatic Cancer UK will not normally fund the salaries of senior researchers and will only fund applicants who do not hold a tenured position at the Host Institution.

#### 2. Running costs

Detailed running expenses should be included here. This could include general running expenses (such as tissue culture costs, plastic-ware etc.) and specific expenses for the project (such as microscopy or sequencing costs). This could also include individual charges for use of specialised department equipment where specifically required for the research.

Any costs relating to the use of animals should be categorised under the section with the category Animal Related Costs. The cost of obtaining or maintaining licences will not be met by Pancreatic Cancer UK.

#### 3. Equipment

Pancreatic Cancer UK expects the Host Institution to provide a basic level of equipment for the research to be undertaken. Any supplementary equipment should be fully justified. Any equipment that is less than £500 for an individual item should be listed as a running expense rather than an equipment cost.

#### 4. Networking, conferences and travel costs

We strongly support early career researchers using the budget to build their professional networks and relationships. Detailed expenses for attending and travelling to conferences, collaborator meetings or secondments should be included here. Costs associated with the travel



component (e.g. accommodation) can also be included. Please contact the [Research Team](#) to get guidance on what associated travel costs are covered by our financial eligibility.

### **5. Training and development costs**

We welcome the support of early career researchers in their development and career progression in all awards, not just Fellowships. Therefore, any costs associated with training and development for early career researchers associated with this proposal can be budgeted for and should be detailed in this section.

### **6. Open access publication costs**

Requests to cover open access publication charges arising from successful projects can be included here or any underspend redirected to these costs following the completion of the project. We also allow you to claim for up to £5,000 of publication costs for a maximum of one year after the end date of your award. These costs must be included in the budget however underspend can be utilised if a relevant virement form is obtained.

For more information regarding eligible costs, please see the 'Eligibility' section of this guidance or email the [Research Team](#).

## **2. Justification of funding requested**

Please provide a full explanation and justification of each cost included in the "Projected Costs" section of the application (staff costs, running expenses and equipment). You should ensure that

- the costs requested are eligible to be met by Pancreatic Cancer UK (see 'Eligible Costs' above) and that where costs will be met from other sources this support has been agreed (evidence to confirm this can be uploaded in the Appendices).
- where staff salaries have been requested, please provide details of their role on the research project.
- if partial salaries have been requested (e.g. 0.5 FTE), please provide details of where the remaining salary is derived from.

## **3. AMRC Full Economic Cost Form Guidance**

As a member of the Association of Medical Research Charities (AMRC), Pancreatic Cancer UK monitors the full Economic Costs (fECs) of the research we support. Unlike some other funding bodies, such as the research councils, AMRC member charities will not fund the fECs, or a proportion of these. The figures provided should include the standard indexation rate used by the institution to calculate fECs. Only universities which are using TRAC costing methodology should enter actual values in the form. Acceptance of a grant, if awarded, will imply that the institution is prepared to meet the full economic costs from its own sources of funding.

### *Monitoring the full Economic Costs of charity-funded research in UK Host Institutes*

#### *Background:*

AMRC issued updated guidance to its members and to universities regarding its position on changes to costing research applications and the move to a system of estimating fECs in 2004. AMRC member charities do not fund the indirect costs on grants awarded to UK universities as a matter of principle. The move to funding on a percentage basis by other types of funders, such as the research councils, is unlikely to be adopted by the charity sector in the foreseeable future; the reasons for this decision are set out in AMRC's position statement and guidance document.

Following the 2004 Spending Review, the Government recognised the importance of charity funding in universities and announced that a separate stream of funding, administered by

HEFCE to English universities, would be introduced from 2006/07 to provide additional support for charitable research. The allocation of the [Charity Research Support Fund](#) (CRSF) in England will be based on the amount of income from eligible charities; most AMRC member charities will be eligible for the CRSF. AMRC member charities have agreed that it would be helpful to collect information about the full costs of the research they support, in order to develop a better understanding of the charity contribution, inform future discussions about the CRSF and to assess future sustainability.

Applicants and Host Institutions should note that the data sought is for monitoring purposes only and will not form part of the peer review or decision-making process that AMRC member charities use.

*Elements of the new cost headings are:*

Directly Incurred Costs: these include the familiar direct costs of research and it is assumed these are included in the funds you are applying to Pancreatic Cancer UK for. They may include:

- Salary
- Consumables and other costs directly attributable to the project
- Equipment
- Travel and subsistence.

Directly Allocated Costs: these are shared costs, based on estimates and do not represent actual costs on a project-by-project basis. Previously, these costs came under the 'indirect costs' heading but the following items will now be calculated separately:

- Investigators: the time spent by the Lead Applicant(s) and Co-Applicants will be calculated and costed (Pancreatic Cancer UK is unlikely to fund these costs).
- Estates: the way these are calculated may vary between institutions. Different categories of space will be costed differently, for example laboratory space will be different to office-based costs (Pancreatic Cancer UK is unlikely to fund these costs).
- Other Directly Allocated: these include the costs of shared resources, such as staff and equipment (Pancreatic Cancer UK is unlikely to fund these costs).

Indirect Costs: these costs are necessary for underpinning research but cannot be allocated to individual projects, and cover computing and information support, central services, general maintenance and other infrastructure costs. Indirect costs will be calculated separately by each HEI, according to TRAC methodology (Pancreatic Cancer UK is unlikely to fund these costs).

## **Section D – Additional application specifics**

### **1. Use of animals**

- Applicants using animals within their research should provide a full justification. Please also state if the animals you intend to use in the research are genetically modified.
- Applicants are required to provide the power calculations that were used to determine the appropriate sample size. If statistical calculations have not been used to determine the appropriate number of animals to be used, applicants should explain why not and provide the alternative basis for calculation.
- Additionally, applicants must demonstrate that they are implementing the replacement, refinement and reduction of animals in research concordant with guidance from the [NC3Rs](#).



## 2. Patient involvement

Please provide an indication of where and how patients and the public have been involved in developing the proposal and how they will contribute to the proposed research. If there has been no public involvement and or none is planned, please say why.

Pancreatic Cancer UK has established a **Research Involvement Network**, which is comprised of people with lived experience of pancreatic cancer who have all expressed an interest in getting involved in research. If you would like to involve members of the Network in the development of your proposal (this could be through any format including online questionnaires and focus groups), please download and complete an [application](#) from our website.

You can also find more helpful resources and tips around how to undertake effective [public and patient involvement](#) on our website.

## 3. Intellectual property

Please ensure that you have read Pancreatic Cancer UK's T&Cs with regards to our expectations for the management of intellectual property. Please only answer this question if there are any details of any intellectual property (IP) or commercial potential arising from the project that would not ordinarily be covered by your Host Institute's policies.

## 4. Key terms

In this section we are looking for around 4 to 8 key terms or words that are specific to your proposal and will aid in understanding the field of your research.

## 5. Expert reviewers

Please include details of any suggested or excluded reviewers for your application. Please use the table provided to give as much detail as possible including the full name, institution and email address for each reviewer. Where an exclusion is added **please include the reason for this** for example if the individual is a direct competitor.

We are unable to ask individuals from the host institution or individuals the lead applicant or supervisor have collaborated/published with in the last 3 years. Please refer to our [Conflicts of Interest Policy](#) for further details.

Pancreatic Cancer UK makes no guarantee that suggested reviewers will be approached or excluded reviewers will be omitted.

## Appendices

### 1. References

References **must be** listed as FULL CITATIONS – please do not include *et al*. Each citation must include names of all authors, publication title, book or journal title, volume number, page numbers, and year of publication. Please note that no more than one page should be used for references.

### 2. CVs

Please ensure you have completed a CV template in no more than 2 pages within the appendices at the end of the application form for the lead applicant and each co-applicant. Publications included on CVs must be listed as FULL CITATIONS (please do not use 'et al'). Each citation must include names of all authors, publication title, book or journal title, volume number, page numbers, and year of publication. This is to enable Pancreatic Cancer UK to check any conflicts of interest.

### 3. Other Appendices

Please append letters, diagrams, tables and images to the end of your application. Whilst appendices may contain preliminary (unpublished) results which support the application, please note that unpublished manuscripts will not be sent to referees and Panel members but this must be clearly marked.

Please ensure all appendices are included with your application as **one pdf document**.

### Declarations

Please obtain digital signatures from the relevant people detailed in the application form.

### Contact Information

To discuss applications to the Pancreatic Cancer UK Research Innovation Funds, please email the [Research Team](#).