**MYOSITIS UK SMALL GRANT SCHEME**

**TERMS and CONDITIONS of the Myositis UK Small grant scheme:**

**General:**

* Myositis UK offers small grants to researchers working on myositis (clinical, basic, or translational from all back grounds) of up to £25,000 per award.
* A proposed earliest start date will be provided with each call, but start date may be later than this.
* Project duration: projects of 12-24 months are expected for this scheme but applications for which the project duration proposed is outside of this range will be considered if the duration is clearly and well justified,
* Grants can be for any aspect of myositis (DM, PM, IMNM, IBM, JDM, other) unless specifically stated.
* Applicants can be from any background (including any clinical professional and non-clinical researchers) but must be based within the UK: funding is not available to fund research (or salaries) based outside of the UK. No funding will leave the UK.
* Applicants should apply by filling in the short application form which can be found at <https://www.myositis.org.uk> and attaching a short CV (max length 2 pages) of the lead applicant.
* Assessment will include analysis of the project and track record of the applicants, but newer investigators are also encouraged and welcome to apply and/or be co-applicants.
* In vivo animal work will not be supported by Myositis UK, but in vitro work, using cell lines and reagents that originated from animals will be allowed
* If the work involves human samples or data, applicants will be asked to provide evidence that all approvals are in place before money can be awarded.
* Applications can cover travel and conference costs, but this will be limited to 10% of the award (eg up to £2,500 of a £25,000 award). This is specifically to enable applicants to present their findings of research funded by Myositis UK.
* Applications can cover staff salary costs, for staff who will work on the project, and this may include an existing staff member who will contribute to the project. Co applicant researchers currently funded through research grants may put part of their salary costs on this application.
* However, funding will not be available for PIs or Co-I salary costs for those who receive full time payment from their substantive employer in a permanent position, whether that is NHS or HEI/HEFCE.
* Overheads and indirect costs are not allowable on these awards as they are charity funded.
* Funding should not be used to coverpublication costs, and these should not be included in any proposed budget submitted.
* The SAC will liaise with the Myositis UK Medical Advisory Board (MAB) with its recommendation, who if in agreement, will inform the Myositis UK Board of Trustees of the outcome, before informing the applicants.
* If awarded, applicants will receive a funding letter from Myositis UK, stating if any budget changes or specific requirements have been requested.

**Review and awards**

* Applications will all be sent for full independent peer review before the Myositis UK Scientific Advisory Committee (SAC)meet to discuss and reach a decision. Decisions are then formally ratified by the Medical Advisory Board and the Trustees of the charity.
* Applicants should receive a response within approximately 10 weeks of receipt, but on occasion this process may take longer. Applicants will be informed of any delay as quickly as possible.
* Successful applicants will be notified by email, with the award letter, terms and conditions of the grant and a summary of reviewer’s feedback attached.
* Successful applicants will be expected to facilitate communication with their finance officer or equivalent colleague to ensure a smooth process of funding.
* Successful applicants will not be permitted to apply again to the same scheme in the following call (typically 6 months later), but would be permitted to apply for other funding schemes offered by the charity, or for future calls of the same scheme
* If unsuccessful, applicants will be notified by email, with a summary of reviewer’s feedback attached.
* If unsuccessful, applicants will be allowed to re-submit revised applications for future funding calls. All applications including resubmissions will undergo external peer review and be assessed in open competition.

**After and award is made**

* Myositis UK expect the grant to be opened and active within 12 months of the award date. If the grant has not opened within 12 months of award letter, the charity reserves the right to consider withdrawing funding. In specific circumstances (for example long term leave of the PI due to illness) an alternative start date can be considered by the charity.
* To ensure timely opening of the grant, award holders will be expected to facilitate liaison with their host institution finance and grants set up teams.
* For small grants, the finance department should arrange to invoice Myositis UK once at the start of the project.
* After an award is made, successful award holders and their host institutions will be asked to agree to terms and conditions of the award, including the acknowledgement of Myositis UK support in all papers, talks, presentations, and other forms of dissemination.
* After an award is made, successful award holders will be asked to report progress back to Myositis UK, providing updates for their website and attending / presenting at their future meetings.

Currently Myositis UK funds up to about 4 small grants per year.