**Patient and Public Involvement (PPI) Bursary Fund Application Form Applications for the ‘PPI innovation grant’ of up to £2000.**

**You are strongly advised to read the information for applicants and to go to the INVOLVE website for information about PPI**

[**https://www.nihr.ac.uk/health-and-care-professionals/engagement-and-participation-in-research/**](https://www.nihr.ac.uk/health-and-care-professionals/engagement-and-participation-in-research/)

Please fill in all boxes. Your completed form should be under 3 pages in length (with answers in 11pt Calibri).

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| **Application title** |  |
| **Amount requested (max £2000)** |  |
| **Project start and end dates** |  |

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| **Applicant name** |  |
| **Phone** |  | **Email** |  |
| **Department/Institute/other** |  |
| **Department Full postal address** |  |
| **Select your role from the list below** (right click on the box, then go to ‘properties’ and select ‘checked’) |
| Professor [ ]  | Support staff [ ]  |
| Lecturer [ ]  | Research associate [ ]  |
| Senior lecturer / Reader [ ]  | Research fellow [ ]  |
| Teaching fellow [ ]  | Postgraduate research student [ ]  |
| Teaching assistant [ ]  |  |
| Other (please state) |  |

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| **Finance contact - name and email address** |  |
| **Departmental account code prefix** |  |

**Q1.** Please describe briefly and in lay terms the research study or area you want to involve people in (maximum 150 words)

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**Q2** Please explain the main aims of the PPI project and how you expect the PPI to impact on this research. Why do you need to involve patients/public in your research? How will their input make your research better? What makes this involvement innovative? (maximum 300 words)

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**Q3.** Please describe the mechanism for involving patients/the public in research throughout the duration of the project, such as focus groups, panel etc(maximum 250 words). You should include practical details. For instance, if you are planning to hold a meeting, give details of where it will be, how it will be facilitated and how you will keep individuals involved and engaged long term.

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**Q4** Describe the kinds of people or groups of people you will be involving (maximum 150 words). Include details of:

* How you will identify and enlist these people/groups
* Why you want to work with these particular people/groups
* Any support you will provide to help them get involved

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**Q5. (optional)** In addition to the people you have described in Question 4, are there any seldom heard groups that you would also like to involve in your activity? Seldom heard groups are those who are often excluded from discussions about services and research that is for or about them. Traditionally, some of the groups who have struggled to have been heard include rural communities, black and minority ethnic (BME) groups, gypsies and travellers, LGBTQ populations, asylum seekers and refugees and young carers. Please describe which seldom heard groups you would also like to involve and indicate whether you would like to request top-up funding to enable you to extend your project to include this groups

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**Q6.** Who is running the project? Please give details of UCL and non-UCL people, their roles, and experience.

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**Q7.** Please include a brief timeline of when planning and activities will happen if this proposal is funded

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**Q8.** Please provide a comprehensive breakdown of the amount requested – what will the money will be spent on? Please also provide details of any funding or resources coming from elsewhere.

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**Q9.** How will you assess whether you have achieved the aims detailed in Q2?

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**Q10.** Will any form of this project take place if this application is not funded? What will it look like?

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Completed forms should be sent by email to ppihelpdesk@ucl.ac.uk.

**If you have any queries, contact the PPI team at ppihelpdesk@ucl.ac.uk**.