Yorkhill Children’s Charity
Research Strategy

1. Objectives
Yorkhill Children’s Charity provides and supports excellence in paediatric, obstetric and neonatal healthcare enhancing the treatment, care and wellbeing of children through The Royal Hospital for Sick Children at Yorkhill and other hospital and community based services both nationally and internationally. In order to fulfil this mission one of our key objectives is to proactively engage in the advancement of the paediatric, obstetric and neonatal research support.

2. Background
Yorkhill Children’s Charity (formerly known as Yorkhill Children’s Foundation) was established in September 2001 as a successor to the Yorkhill Sick Kids Fund. Since its inception it has provided over £14 million of funding towards the Royal Hospital for Sick Children at Yorkhill in Glasgow and related facilities within NHS Greater Glasgow and Clyde (NHSGGC). As these facilities provide a national service for many specialties, sick children from all over Scotland and beyond benefit from Yorkhill Children’s Charity.

3. Research Scheme
The Yorkhill Research Support Scheme (YRSS) was launched in 2014 to implement the research grant process. The YRSS Steering Committee (YRSS SC) meets on a bi-annual basis to provide guidance on the process of paediatric research support in the West of Scotland and beyond. Suitable applications are peer reviewed by internal and external reviewers before a final decision is made by an external panel. The topics of research supported are in line with the vision and mission of Yorkhill Children’s Charity (YCC) and tangible outcomes are favoured. Success stories are published in various media outlets with acknowledgement of YCC support.

To date the majority of research projects funded by YCC have supported individuals in partnership with academic institutions for one to three year projects. Many studies have led to high-impact professional publications. There has been direct benefit to both children and adults affected by a range of childhood conditions and many of the findings have influenced the strategic development of research funding by YCC.

4. YCC’s Research Strategy
YCC aims to fund world-class research that benefits child health in its widest sense ranging from the developing foetus to the adult with a childhood-onset illness and the YRSS will review any applications within these areas. All aspects of research will be considered including, but not exclusively, basic laboratory research investigating disease mechanisms, preclinical experimental studies and clinical research (including, but not limited to, novel treatments, supportive therapies, epidemiology, and psychological impact). Through the YRSS, the charity will also consider participating in the funding of clinical trials.
As part of its strategy YCC aims to encourage the dissemination of research both nationally and internationally to both professional and lay audiences. The charity is keen to ensure that results are applied to provide clinical benefit.

There will be two calls for submission each year and will be advertised on the YRSS section of the YCC website and disseminated amongst the paediatric research community in the West of Scotland. Whilst the focus may change slightly year-on-year the charity will consider funding a range of grants which may include:

- Clinical fellowships (Call 1)
- PhD studentships (Call 1)
- Undergraduate Summer Scholarships (Call 1)
- Project grants (Call 2)
- Pump-priming projects (Call 2)

Applications in each annual round are subject to an internal and external peer review process. Whilst it is envisaged that the main stream of funding for research by YCC will come from formal awards, the charity may from time-to-time decide to award further grants or consider applications out with this main funding. Such instances may occur when the charity receives funding specifically for this purpose. However, the application process for these one-off awards will still require a rigorous process of review as described above. We will also consider co-funding projects in partnership with other recognised funding bodies (such as the St Andrew’s Society of New York).

5. Research Priorities

YCC will consider funding any application that falls within its Research Strategy as set out above. The evaluation process of each grant application will consider whether the proposed research fulfils a strategic aim of the charity. It is expected that all research funded by YCC will have the potential to demonstrate benefit to children.

6. Restrictions on research applications

YCC’s grant funding will be allocated to research teams attached to recognised academic or medical institutions in the West of Scotland. It is the charity’s policy that the use of animals for research purposes is only undertaken when there is no alternative. YCC only funds research which complies with the law and supports the principle of the 3Rs; to refine, reduce and replace the use of animals in research. If animals are used then the numbers should be minimised. All work must be done in accordance with the UK Home Office guidelines (or equivalent) and all laboratories must hold valid certification. All research projects which are funded, or partially funded by YCC must declare from the outset whether animals are to be used at any stage during the research. If a decision is made after the award of the grant to include animal research then YCC must be informed as soon as possible.

7. YCC’s research process and administration

It is at the discretion of the YCC Professional and Scientific Advisory Committee (PSAC) and the YCC Board on the level of funding available, and subsequently awarded for the research strategy. The Yorkhill Research Support Scheme Steering Committee (YRSS SC) exists to assist YCC in these responsibilities. This committee comprises (where possible):

Final Version 2.0 25/11/14
- Up to four YCC representatives, including the Chief Executive, Head of Fundraising and Board representation
- Representatives from a range of disciplines covering children’s and women’s health
- A representative from NHSGGC Research and Development
- Members of the wider research community and HEIs in the West of Scotland

The role of the YRSS Steering Committee (YRSS SC) is to:

- Nominate members to consider applications for funding
- Seek peer review where appropriate
- Advise YCC of grants awarded
- Monitor progress of projects during the term of funding

The full terms of reference are attached (Appendix A)

8. Peer Review

YCC aims to fund high quality research and all applications will be subjected to internal peer review by qualified representatives of the academic staff. All grant applications for amounts greater than £5,000 per annum will be subjected to external peer review as well as internal peer review from members of the YRSS SC. All applicants must suggest at least two external reviewers with their application. Prior to sending an application for external review, consent will be obtained from the applicant. Any comments from an external reviewer and those from the internal review can be made available to the applicant anonymously if requested. If the reviewers feel a project has sufficient merit but requires amendments then the applicant will be invited to re-submit once the reviewers’ comments have been considered.

All outcomes regarding funding decisions will be communicated to applicants in a timely fashion with the expected timeline for the decision outcome publicised on the YRSS section of the YCC website.

9. YCC funded research – eligible costs

YCC supports the view that the mission of charities is to fund medical research, not central overheads.

The YRSS will fund directly incurred costs of all its research awards. However, as a charity, there is an expectation that the general running costs (e.g. indirect costs, estate costs, support services) will be provided by government (or government bodies), through funding to universities.

The costs are classified as follows:

- Directly Incurred Costs – actual costs that are explicitly identifiable as arising from the conduct of a project (e.g. staff salaries, equipment, materials, travel)
- Directly Allocated Costs – costs of resources used by a project that are shared by other activities and based on estimates (e.g. principal and co-investigator costs, estates and infrastructure costs of research facility)
- Indirect Costs – non-specific costs charged across all projects that are based on estimates (e.g. HR and finance services, library costs)
The YRSS will fund directly incurred costs of a research project within the limits set and have the discretion to fund other costs where it helps to further the charitable mission of YCC but it will not fund Directly Allocated or Indirect Costs.

10. **Funding from pharmaceutical companies**

YCC work within the Association of British Pharmaceutical Industry (ABPI) Code of Practice.

11. **Dissemination Strategy**

All grant recipients are expected to submit a report following the end of their project and summaries, and significant results will be published on the YRSS section of the YCC website ([http://www.yorkhill.org/about/about-us/the-yorkhill-research-support-scheme](http://www.yorkhill.org/about/about-us/the-yorkhill-research-support-scheme)) and other YCC publications.

Recipients are encouraged to take part in the Yorkhill Research Day to showcase the research projects funded by YCC. This event occurs annually at the Royal Hospital for Sick Children, Yorkhill.
## 1.0 Purpose

1.1 The Yorkhill Research Support Scheme (YRSS) Steering Committee will guide the process of allocation of research funding from charitable sources to eligible recipients who are involved in paediatric research in the West of Scotland.

1.2 The YRSS Steering Committee will strive to achieve the optimum distribution of research grant funding amongst projects deemed to be of a high standard and with tangible outcomes (papers, grants, service provision) with the overarching aim of improving children’s health in the West of Scotland.

## 2.0 Remit

2.1 The YRSS Steering Committee will provide advice and guidance on:
- The application process
- The peer review process
- Dissemination practice (website, newsletters, announcements)
- AMRC accreditation of the scheme
- Future direction of the scheme

## 3.0 Membership

3.1 The YRSS Steering Committee comprises the list below

<table>
<thead>
<tr>
<th>Name</th>
<th>Role</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr Jim Beattie</td>
<td>Chair, NHSGGC</td>
</tr>
<tr>
<td>Professor Faisal Ahmed</td>
<td>Management Group, University of Glasgow</td>
</tr>
<tr>
<td>Dr Jillian Bryce PhD</td>
<td>Management Group, University of Glasgow</td>
</tr>
<tr>
<td>Professor Alan Cameron</td>
<td>Obstetrics &amp; perinatal medicine, NHSGGC</td>
</tr>
<tr>
<td>Mrs Shona Cardle</td>
<td>Yorkhill Children’s Charity</td>
</tr>
<tr>
<td>Professor Bernard Conway</td>
<td>Biomedical Engineering, University of Strathclyde</td>
</tr>
<tr>
<td>Mr Mark Danton</td>
<td>Clinical research, NHSGGC</td>
</tr>
<tr>
<td>Dr Linda DeCaestecker</td>
<td>Public Health, NHSGGC</td>
</tr>
<tr>
<td>Dr John Foster PhD</td>
<td>Diagnostics, NHSGGC</td>
</tr>
<tr>
<td>Dr Dilyys Freeman</td>
<td>Undergraduate studies, University of Glasgow</td>
</tr>
<tr>
<td>Dr Rhona Hogg PhD</td>
<td>Nursing research, NHSGGC</td>
</tr>
<tr>
<td>Professor Alan Jardine</td>
<td>School of Medicine, University of Glasgow</td>
</tr>
<tr>
<td>Dr Helen McDevitt</td>
<td>Clinical research, NHSGGC</td>
</tr>
<tr>
<td>Dr Helen Minnis</td>
<td>Mental health, University of Glasgow</td>
</tr>
<tr>
<td>Professor Chris Packard</td>
<td>R&amp;D, NHSGGC</td>
</tr>
<tr>
<td>Ms Kirsten Sinclair</td>
<td>Yorkhill Children’s Charity</td>
</tr>
<tr>
<td>Professor Ed Tobias</td>
<td>Clinical research, University of Glasgow</td>
</tr>
<tr>
<td>Mr Bob Tomlinson</td>
<td>Yorkhill Children’s Charity</td>
</tr>
<tr>
<td>Professor Rhian Touyz</td>
<td>MVLS Institutes, University of Glasgow</td>
</tr>
</tbody>
</table>

Final Version 2.0 25/11/14
3.2 Jillian Bryce, Co-ordinator, will take minutes and coordinate meetings

3.3 The chair will be Dr Jim Beattie (Associate Medical Director, Women’s and Children’s Directorate, NHSGGC).

3.4 Professor Faisal Ahmed will act as manager of YRSS

**4.0 Yorkhill Research Support Scheme Procedures**

**4.1 Decision Making**

4.1.1 Decisions will be made by consensus at Steering Committee meetings or by e-mail voting between meetings. A majority decision will stand. Tacit voting will be implemented.

**4.2 Minutes and Agendas**

Minutes will be taken and distributed by Jillian Bryce, Co-ordinator. Agendas will be compiled by Jillian Bryce and Faisal Ahmed in consultation with the Chair.

Agendas and minutes will be distributed one week prior to the meeting. Minutes will be distributed within one week of the meeting.

**4.3 Absences**

A member can appoint a deputy if planning to be absent. If a member is absent for three consecutive meetings the management group will review their membership.

**4.4 Term of membership**

2 years, renewable for one more year.

**5.0 Meetings**

5.1 The YRSS Steering Committee will meet twice a year for one hour at a regular time. The scheduled meeting times are:

1. 20th March 2014, 4-5pm
2. 9th September 2014, 4-5pm

**6.0 Resources**

6.1 YRSS Website: [http://www.yorkhill.org/about/about-us/the-yorkhill-research-support-scheme](http://www.yorkhill.org/about/about-us/the-yorkhill-research-support-scheme)
1. Yorkhill Children’s Charity (is a member of the Association of Medical Research Charities) and will only fund research involving live animals when this is essential to the outcome of the research, there is no reasonable alternative method of obtaining the data, and when pain and distress to animals is minimised.

2. The use of animals must be fully justified in all applications for research grants.

3. The Charity recognises that experiments on living animals are an essential part of research to improve the understanding and treatment of human and animal disease. The Charity requires, however, that all experiments should be carried out with due concern for the welfare of the animals, and using the minimum number necessary to provide clear data in well-designed experiments.

4. All research projects funded by the Charity which involve the use of protected animals in regulated procedures under the Animals (Scientific Procedures) Act 1986 must have a Home Office project licence, and each individual working on experiments using animals must have a personal licence. The institution must also have an establishment licence.

5. The Charity supports the AMRC statement on the use of animals in research. All applicants and grant holders must have regard to animal welfare and advances in the refinement, replacement and reduction of animal use, implement the principles in the cross funder guidance ‘Responsibility in the Use of Animals in Biosciences Research’ and make use of the ‘ARRIVE’ guidelines in designing their study.

6. The Charity will not fund research applications which do not comply with this policy.
YCC/YRSS – Code of conduct

**Code of conduct for scientific advisors, external referees, applicants and charity and support scheme staff**

1. Details of research applications and related correspondence, Steering Committee meetings papers, and the identity of external referees are strictly confidential and must be kept secure and not disseminated to or discussed with others outside the review process.

2. Committee members and external referees can expect that their comments will be treated in confidence by Support Scheme staff. Applicants can expect that Support Scheme staff will not disclose details of their applications to those outside the review process.

3. When we inform applicants of the outcome of their applications, we provide anonymous versions of referees' comments, and may also summarise the conclusion reached by the External Panel or Steering Committee. Information that might identify the comments of individual Panel or Committee members or referees is never revealed.

4. It is our policy to let external referees know the final outcome of applications they have reviewed after we have communicated decisions to applicants. Referees agree to treat all details of applications and their outcomes as confidential.

5. Steering Committee and external panel members are required to complete a conflict of interest declaration when they become a member of the committee or panel, and annually thereafter, in which they must declare any interests which may potentially cause a conflict in the course of fulfilling their duties and responsibilities as a committee member. No Committee member with a conflict of interest with a particular application may participate in the review of that application. As a result, members who have an application under consideration will not receive any of the reviewers’ comments on that application and shall absent themselves from the room when that application is up for review. In cases where the potential for conflict is uncertain, the Chair of the Steering Committee shall judge whether the individual should be excluded from the discussions.

6. Applicants should not, under any circumstances, directly approach members of the Steering Committee in connection with their (or another’s) research application.

7. Committee members should refuse any requests for information or feedback from applicants on how a particular judgement was reached.