The CHaRT Charter: Proposal Development

We will:

- Offer professional advice on developing a grant application
- Allocate a Research Manager to provide support and guidance
- Provide feedback in a timely manner using face-to-face meetings or other forms of communication, as appropriate
- Treat all our discussions and the information provided with appropriate confidentiality
- Facilitate the identification of a suitable funding stream for your project
- Facilitate the identification of suitable methodological collaborators
- Give you access to a range of research support materials and signpost to further helpful resources
- Provide costs for CHaRT's engagement in the study

We will not:

- Help develop projects where there is no intention of submitting an application for peer review to a recognised funding stream
- Support applications that are not research, e.g., audit, evaluation and satisfaction surveys
- Provide supervision or informal support for students
- Carry out any preparatory work needed to build the proposal such as feasibility activities, focus groups, stakeholder engagement, or preliminary data collection needed to inform the trial design
- Write your grant application
- Provide ongoing support where the application or work has remained unchanged from previous versions submitted

We expect that investigators will:

- Approach us in a timely manner; preferably at least eight weeks in advance of the grant deadline
- Consider our advice carefully and accept such advice except where there are compelling reasons not to do so
- Agree to one or more members of CHaRT being grant co-applicants where their involvement is sufficient; typically involving a substantial contribution to project design and/or their ongoing contribution to the study, if funded
- Acquaint themselves with the scope and eligibility of the targeted funding stream
- Discuss any wording in an application which describes the support which CHaRT has given
- Provide CHaRT with a copy of any submitted application in which their support has been obtained
- Inform CHaRT of the outcome of applications

The Centre for Healthcare Randomised Trials (CHaRT) is located in the Aberdeen Centre for Evaluation (ACE), within the University of Aberdeen's Institute of Applied Health Sciences (IAHS).

CHaRT's goal is to collaborate in high quality Randomised Controlled Trials (RCTs) by providing access to the core competencies of experienced trialists, trial management, data processing and management, statistics, and health economics. The advice and guidance they provide is aimed at increasing the quality of your funding application. All documents submitted to funding bodies remain the responsibility of the applicants.