**Application Form**

**Action on Hearing Loss PhD Studentships 2021**

# Fair Processing Notice and Data Protection

During the application stage of the PhD Studentship Grant, we will process your personal data for the purpose of assessing and selecting the best projects to fund. **By sending your application to us, you are giving your consent for us to process your personal data for this purpose, as outlined below.**

As part of this, we will:

* Share your completed application form with the British Tinnitus Association, **if your application is submitted in the area of tinnitus research**, as they are co-funding applications in that area with us this year. We have put in place an agreement with them that they will also only process your personal data according to the purpose above and in line with this information.
* Share your completed application form with selected external reviewers. These reviewers are selected on the basis of their expertise to assess your application. **In order to secure the best reviews for your application, we may send your application form to reviewers outside the EU, including to countries where local data protection law may not be as stringent as within the EU.** All reviewers are bound by our [Code of Conduct](https://www.actiononhearingloss.org.uk/-/media/ahl/documents/biomed/conflict-of-interest-policy.pdf). We also put in place an agreement with all external reviewers before they review an application, that they will keep all personal data and application forms secure and in the strictest confidence, that they will not share them with any other third party, and that they will only keep them for as long as they are needed to provide a review of the application.
* Share your application form with our Future Leaders Review Panel. Our review panel is bound by our [Code of Conduct](https://www.actiononhearingloss.org.uk/-/media/ahl/documents/biomed/conflict-of-interest-policy.pdf). We also put in place an agreement with all panel members before they assess the applications, that they will keep all personal data and application forms secure and in the strictest confidence, that they will not share them with any other third party, and that they will only keep them for as long as they are needed. They will assess all applications and recommend which applicants should be funded. Once the assessment process is concluded, and applicants have been informed of the outcomes of the assessment, all personal data held by the panel for this purpose will be deleted.
* Keep a copy of your personal data for no more than 5 years after the date on which applicants are informed of the outcomes of this funding round. This allows us to monitor re-submissions appropriately, and to assess the current research landscape. After 5 years (if not before), we will delete all personal data associated with your application. If you are successful in being funded, we will provide further information to you at the time we inform you that you have been awarded funding about further use of your personal data.

You can find out more about how we use and protect your personal information, and about your rights, in our [privacy policy](https://www.actiononhearingloss.org.uk/help/privacy).

You can change your mind about how we use your personal data at any time by calling **020 3227 6158**, or emailing us at research@hearingloss.org.uk.

**Application Form**

**Action on Hearing Loss PhD Studentships 2021**

**Please submit your application form as a WORD DOCUMENT – applications sent as PDF documents will not be processed**

# General details

## Applicants & Mentor (Do not list more applicants than fields available)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Title | First name | Surname | Email |
| 1st Supervisor(mandatory) |  |       |       |       |
| 2nd Supervisor(mandatory)  |  |       |       |       |
| 3rd Supervisor(optional) |  |       |       |       |
| Student |  |       |       |       |
| If not yet identified, please indicate how a suitable student will be recruited: |
|       |

**Mentor**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Title | First name | Surname | Email |
| Mentor (mandatory) |  |       |       |       |
| The mentor should provide independent advice to the student and must be based in a different department to the student and supervisors. |

## Supervisor’s contact details

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| --- | --- |
| Postal Address |       |
| Telephone |       |  |  |

## Project administration

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| Institute/Authority administrating the grant if approved: |       |
| Department accommodating the project: |       |
| Proposed start date: | dd/mm/yyyy (between 1 Oct 2021 and 31 March 2022) |

## Other funding for this studentship

|  |  |  |
| --- | --- | --- |
| Are you applying for partial funds for a co-funded PhD? (If yes, please answer the following questions. If no, please proceed to section 6) | Yes [ ]  | No [ ]  |
| What proportion of funds are you requesting from Action on Hearing Loss?       |  |  |
| Have you already secured match funding from the host institute or another external partner?  | Yes [ ]  | No [ ]  |
| If yes, please provide details of the source of the funding, amount secured and the name of the external partner if applicable:     If no, please outline how you intend to secure the remaining funding including where from and when you expect funding to be confirmed date :      |  |  |

# Project details

## Project title

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## Project area (see the call and guidelines for further information)

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| Research to underpin the development of treatments for hearing disorders, including tinnitus | [ ]  |
| Research to improve how new treatments for hearing loss and tinnitus are developed and tested | [ ]  |

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| Please tick this box if your application is in the area of tinnitus research – applications in this area will be considered for joint funding by Action on Hearing Loss and the British Tinnitus Association. | [ ]  |

## Lay summary of research project (maximum 500 words)

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| Describe the proposed research in simple terms in a way that could be publicised to a general audience. The summary should include details of:* 1. background and need for the research
	2. the main aims;
	3. an outline of the research methods; and
	4. how people with hearing loss or tinnitus will benefit from the research.

Please be advised that if your project is selected for funding, the lay summary you provide will be used publicly on our website as a description of the project and will also be used for fundraising purposes. As such, please **do not** include any confidential information.You must also ensure that the lay summary is written in language that can be easily understood by a non-scientist – **if it is not, your application will not be accepted**. |
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## Research Question

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| What is your research question? (maximum 100 words) |
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| Why is it important? (maximum 250 words) |
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| How will people with hearing loss or tinnitus benefit from the research? (maximum 250 words) |
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## Scientific Abstract (maximum 250 words)

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| The abstract will be used by external reviewers to determine whether they have the expertise to review your application. It does not have to be written in lay language. |
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## Animal work

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| All Action on Hearing Loss project proposals must comply with the guidance [Responsibility in the Use of Animals in Bioscience Research](http://www.nc3rs.org.uk/sites/default/files/documents/Guidelines/Responsibility%20in%20the%20use%20of%20animals%20in%20bioscience%20research-%20expectations%20of%20the%20major%20research%20councils%20and%20charitable%20funding%20bodies.pdf) and with [UK legislation (the Animals (Scientific Procedures) Act 1986 (ASPA), amended 2012).](https://www.gov.uk/research-and-testing-using-animals) If your application proposes the use of non-human primates, cats, dogs or equines, please let us know at research@hearingloss.org.uk BEFORE submitting your application. You will need to complete a short annex of additional questions for proposals involving these species. |
| Does your research involve work with animals? (If yes, please answer the following questions. If no, please proceed to section 11) | Yes [ ]  | No [ ]  |
| What will be the severity of the procedures? (see guidance document for definitions)Non-recovery [ ]  Mild [ ]  Moderate [ ]  Severe [ ]  |  |  |
| Please provide details of any moderate or severe procedures      |  |  |
| Does your research involve work with genetically modified animals? | Yes [ ]  | No [ ]  |
| Has the proposal been approved by an Animal Welfare Ethical Review Body? | Yes [ ]  | No [ ]  |
| Have Home Office approvals for personal, project and establishment licences been obtained? | Yes [ ]  | No [ ]  |
| Please give brief details below (max 250 words) on:1. Species of animals to be used, justifying why this species is best for this project
2. Total number of animals to be used, justifying this number
3. Why non-animal alternatives are not possible in this project
4. Methods of anaesthesia and euthanasia to be used

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## Human participants

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| Does your research involve work with human participants? (If yes, please answer the following questions. If no, please proceed to section 12) | Yes [ ]  | No [ ]  |
| Are the appropriate ethics approvals in place from the relevant UK authority? | Yes [ ]  | No [ ]  |
| If no, please give brief details below (max 200 words) on:a. Your plan for obtaining necessary approval in order to conduct the studyb. How you will ensure that the time needed to obtain this will fit in with the project timeframe      |

## Collaboration

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| Will the PhD project involve collaboration with any third parties? | Yes [ ]  | No [ ]  |
| If yes, please give brief details of the involvement of any third parties: |
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## Reviewers

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| Please suggest four suitable UK-based reviewers for this application. Up to two international reviewers may be suggested if necessary. Please do not suggest any current member of our PhD Studentship Grant review panel – please see our website for the [current membership](https://www.actiononhearingloss.org.uk/finding-cures/apply-for-research-grants/phd-studentships/). We may send your application to other reviewers of our choice.**If you do not suggest reviewers, we may not be able to accept your application.** |
|  | Title | First name | Surname | University | Email |
| 1 |  |       |       |       |       |
| 2 |  |       |       |       |       |
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| 4 |  |       |       |       |       |
| Please indicate any individuals or groups who should not be contacted to review this application (giving a brief reason in brackets, such as a conflict of interest): |
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## Keywords describing research and techniques

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## Please confirm that:

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| 1. You have read the Action on Hearing Loss PhD Grant application guidance notes 2021, and complied with all its requirements
 | [ ]  |
| 1. Your Head of Department has read this application and confirms that, if granted, the work will be accommodated and administered in the Department.
 | [ ]  |
| 1. All necessary licences and approvals have been or are being sought.
 | [ ]  |
| 1. The officer who will be responsible for administering any grant that may be awarded confirms that they have read the completed application form and will administer the grant if awarded.
 | [ ]  |
| 1. You confirm that you have read the Fair Processing Notice on page 1 of this application form about how Action on Hearing Loss will use your personal data, and you give consent for your personal data to be used in this way, including for your data to be shared with reviewers based outside the EU if necessary.
 | [ ]  |
| 1. You confirm that all named co-applicants and collaborators have read the completed application form, and have given their consent to be included in the application.
 | [ ]  |
| 1. You confirm that all named co-applicants and collaborators have read the Fair Processing Notice on page 1 of this application form about how Action on Hearing Loss will use their personal data, and have indicated to you that they give consent for their personal data to be used in this way, including for their data to be shared with reviewers based outside the EU if necessary.
 | [ ]  |

# 1st Supervisor Summary CV. Do not exceed 2 pages.

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| **Name** | **Current position and name of employer** | **Start date** |
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| **Academic Qualifications** |
| **Date** | **Award** | **Subject** | **Class** | **Awarding body** |
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| **Previous appointments** Include any honorary and advisory roles  |
| **Dates** | **Appointment** |
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| **Supervisory experience**  |
| **Dates** | **Project type (PhD, MSci)** | **Project/Course title** | **Student name** |
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| **Summary of research in recent years** |

Provide a brief summary of your areas of research interest in the last 5 years.

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| **Grants held in the last 5 years** |

Provide a list of the grants you have held in the last 5 years.

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| **Selected publications**  |

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# 2nd Supervisor Summary CV. Do not exceed 2 pages.

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| **Name** | **Current position and name of employer** | **Start date** |
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| **Academic Qualifications** |
| **Date** | **Award** | **Subject** | **Class** | **Awarding body** |
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| **Previous appointments** Include any honorary and advisory roles  |
| **Dates** | **Appointment** |
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| **Supervisory experience**  |
| **Dates** | **Project type (PhD, MSci)** | **Project/Course title** | **Student name** |
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| **Summary of research in recent years** |

Provide a brief summary of your areas of research interest in the last 5 years.

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| **Grants held in the last 5 years** |

Provide a list of the grants you have held in the last 5 years.

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| **Selected publications**  |

# 3rd Supervisor Summary CV. Do not exceed 2 pages.

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| **Name** | **Current position and name of employer** | **Start date** |
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| **Academic Qualifications** |
| **Date** | **Award** | **Subject** | **Class** | **Awarding body** |
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| **Previous appointments** Include any honorary and advisory roles  |
| **Dates** | **Appointment** |
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| **Supervisory experience**  |
| **Dates** | **Project type (PhD, MSci)** | **Project/Course title** | **Student name** |
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| **Summary of research in recent years** |

Provide a brief summary of your areas of research interest in the last 5 years.

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| **Grants held in the last 5 years** |

Provide a list of the grants you have held in the last 5 years.

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| **Selected publications**  |

# Student Summary CV. Do not exceed 1 page.

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| **Name** | **Current course** | **Subject** | **University, college** |
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| **Qualifications** (include undergraduate exam results so far) |
| **Date** | **Award** | **Subject** | **Class/Grade** | **University, school or college** |
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| **Previous research experience** (if any)  |
| **Dates** | **Project** | **Host institute** |
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| **Motivation for undertaking a PhD:** |

Provide a brief summary of your motivation to complete a PhD in hearing research.

# Mentor Summary CV. Do not exceed 2 pages.

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| --- | --- | --- |
| **Name** | **Current position and name of employer** | **Start date** |
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| **Academic Qualifications** |
| **Date** | **Award** | **Subject** | **Class** | **Awarding body** |
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| **Previous appointments** Include any honorary and advisory roles  |
| **Dates** | **Appointment** |
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| **Supervisory experience**  |
| **Dates** | **Project type (PhD, MSci)** | **Project/Course title** | **Student name** |
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| **Summary of research in recent years** |

Provide a brief summary of your areas of research interest in the last 5 years.

|  |
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| **Grants held in the last 5 years** |

Provide a list of the grants you have held in the last 5 years.

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| **Selected publications**  |

# Project description (maximum 3,500 words excluding references)

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| Please outline the project the student will be working on below. The description should include:* + - 1. the main aims of the project
			2. summary of preliminary data to support the project
			3. how this research will benefit people with hearing loss or tinnitus and in what timescale the benefit will occur
			4. why the research is important and timely, yet feasible for a graduate student
			5. an outline of the research methods and how the student will contribute to the design of the project
			6. what skills the student will gain from this project
			7. an outline of the timetable for the research
			8. potential problems and contingency plans – highlight any potential problems that may arise to prevent the delivery of the project as intended and describe alternative approaches that will be taken should these difficulties arise
 |

**Insert research proposal here:**